PARISH COUNCIL MEETING

Wednesday 29th March 2017

AT

7.00PM, THE VILLAGE HALL

Agenda and associated papers available to view in the Church, online or contact the Clerk, Mrs Emma Taylor, on 07764948960
Ulley Parish Council Meeting to be held at 7.00 pm on Wednesday 29th March 2017 at Ulley Village Hall.

Dear Councillor, 24th March 2017

You are summoned to attend the above meeting of Ulley Parish Council.

E Taylor, Clerk

AGENDA

A public session will commence prior to the formal Council meeting in accordance with paragraph 4.6 of the Council’s Standing Orders.

PART I NON–CONFIDENTIAL ITEMS

In accordance with Regulation 4(6) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, audio/visual recording and photography at Council meetings is permitted in accordance with the Council’s protocol “Filming of Public Meetings”.

1. To receive and consider apologies for absence.
2. To approve, sign and date the minutes of the Parish Council meeting held on 25th January 2017 - attached 1.
3. **Declarations of interest and dispensations**
   
   i. To receive declarations of interest from councillors on items on the agenda.
   ii. To receive written requests for dispensations for disclosable pecuniary interests (if any)
   iii. To grant any requests for dispensation as appropriate
4. To receive information on the following on-going issues and decide further action where necessary.

- Update on former Clerk – Andrew Pashley was sentenced to 12 months imprisonment suspended for two years and 175 hours unpaid work in the community. The case is now concluded.
- Dog waste bins – attached 2
- Permissive footpath – attached 3
- Speed signs – attached 4
- Signage on Water Station - attached 5
- HS2 – letters were sent to all villagers and uploaded onto the website. HS2 have not yet responded.
- Water Leak – Main Street – Has now been repaired.

5. To discuss communications received by the Chairman - attached 6.

6. Area Assembly - attached 7.


10. Planning update – Planning was refused for the Industrial Unit at Brampton Villa, Penny Hill Lane attached - 11.

11. Battle over, a Nation’s tribute – Organiser has confirmed we can express an interest closer to the time. Insurance have confirmed we would have to pay an extra £50, ensure there is a risk assessment and that we have first aid provisions in place.


13. Telephone box – attached 13


15. Insurance – attached 15.

The last bank statement received shows £4,458.47 as at 28.02.1. From that date the following payments have been made:

- Salary (Feb) £96
- PAYE £24
- Yorkshire water £17.35
- PAYE £24
- Salary (March) £96

The balance of the account as at today’s date stands at £4,225 as per the attached.

The savings account continues to have a balance as £97.97.

The Clerk proposes the submit an annual VAT return at the end of the month. This should recoup around £171.10.

The Clerk also proposes that upon receipt of the precept, £3,500 from the PC current account be transferred into the savings account to build some reserves.

17. To receive financial report on Halifax fund.

The annual accounts are attached – 17. The only payment left to be made is an additional payment of VAT that was omitted from the invoice for the chairs and tables from the village hall. The Halifax fund have agreed to pay the VAT at £294.50.

18. To receive an update on Halifax fund bids approved by the Halifax Estate – Nothing to report.

19. To discuss urgent business items.

20. To agree the next meeting as 31.05.2017 at 7.00pm Ulley village hall. To agree the time and date for the Annual Parish meeting as 6.00pm on 31.05.2017 and the Annual General Meeting as 6.30pm on 31.05.17.

PART II – CONFIDENTIAL ITEMS

That pursuant to Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for the
consideration of reports on the following matters on the grounds that they involve the likely disclosure of exempt information as defined in the following Paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, indicated below. The public interest in maintaining the exemption outweighs the public interest in disclosing the information for the reason given below:

**Bids for Halifax Fund**

It is considered that this item contains exempt information within the meaning of paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended. It is further considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because it relates to financial and personal matters.

ATTACHMENT 1
Minutes of the Parish Council Meeting held 25 January 2017
Village Hall – 7.00 pm

Present
Peter Hubbard (chair), Richard Steel (Vice Chair), David Wing, Richard Robson and Ian Stones

Clerk - Emma Taylor

Seven members of the public and some emails from people not present.

Public Session

Concerns were raised by the public about the following items:-

- Dog bin on Reservoir Road – members of the public and PC reported it. It has been removed but not replaced. Chair had chased this along with a member of public. RMBC has confirmed that it was removed because it was dangerous. It will be replaced but the staff who do this are currently collecting the fallen leaves in the town so it may take a while.
- Yorkshire Water signage is bright and offensive – did they have planning permission. PC not sure they need it but agree the signs seem a bit large for the size of the buildings. PC will write and ask if they can be smaller.
- Yorkshire Water were supposed to be attending to fix leak. They wrote to say water would be turned off but they never arrived and although the burst pipe has been fixed, the leak on Main Street remains. PC will chase them again.
- Dead Trees on Ulley Lane are dangerous. Some have already blown down in the wind and luckily landed in the field. PC will write to RMBC and highlight the danger.
- Fly-tipping – been an issue for a while. The man at RMBC who sorts has been working on an arrangement in Ravenfield with an anti littering campaign. Chair is at a meeting that he is attending and doing a presentation at so PC agreed that the Chair would speak to him at the meeting and see if they can do something similar in Ulley.
- Member of the public raised concerns that the owners of “The Holt” had purchased some land from the farmer. Wanted to know if they had planning and what they had bought it for. PC confirmed that whilst they will keep an eye in case anything is built without permission, the owners do not need planning permission simply to buy land.
- Member of public raised concerns that the dog poo bin relocated near the rec ground has been put in the wrong place. It doesn’t get emptied and has only just been emptied today since the last PC meeting. Chair confirmed that for some reason that bin is run by Green Space and not Street Pride. It has been pointed out before to RMBC. PC will write to ask why it is not being emptied and to ask if it can be added onto the list for Street Pride to do.

Meeting

1/17 Apologies – None

2/17 Minutes of the PC meeting 30th November 2016
Resolved: The minutes were accepted as a true and accurate record and were signed by the Chair.

3/17 Declarations of Interest – None declared. Update was given in relation to the law change from 2011. PC now have power to grant but have to accept a resolution in standard wording. Clerk can then grant dispensations for a period up to 4 years. Ian Stones needs to be granted.

Resolved:
- That the Council delegates the power to grant dispensations to the Clerk. The Power rests with the relevant authority under s33(1) of the Localism Act 2011 and the basis set out under section 33 (2).
- Agreed that dispensation be granted to Councillor Ian Stones until 5th October 2019 when the other Councillors end.
- Agreed that normally, dispensations will be granted for 4 years.
- Agreed that all requests for dispensation should be sent to the Clerk.

4/17 On-going issues

1. Former Clerk, Andy Pashley – Chair confirmed that he has appeared at the Crown Court and entered a plea of Guilty. He will be sentenced in March.
   **Resolved:** No further action for the PC to take unless a Victim Impact statement is requested via the Police.

2. Recreation Ground Lease – Update was provided in short report attached to the agenda. RMBC forgot to include a break clause in the lease. Without a break clause, the lease has to be approved by the cabinet and the next one it can be put before is likely to be May. PC have to make a decision whether they agree to break clause and the lease can be issued asap or whether PC tries to get the lease without break clause and are prepared to wait. Cabinet may still impose the break clause.
   **Resolved:** PC vote for the lease to go to cabinet and try and get full lease without the break clause.

3. Permissive footpath – Halifax have confirmed they are committed to it but want to clarify the paperwork.
   **Resolved:** Chair will keep chasing.

5/17 Communications received by the Chairman

The Chair had received a letter from the Millennium Trust (MT) regarding the issue of a subcommittee if PC did not grant the lease to the MT. More detail follows below but MT have confirmed that no member is willing to.

6/17 Lease to the village hall

A report was attached to the agenda which was prepared by the Clerk confirming that there was little benefit to the PC taking over the running of the village hall and not granting the MT the lease. Councillors raised some questions about how was responsible for maintenance under the lease. Chair confirmed that structural was PC but anything else was MT.
Resolved: The issuing of the Lease was put to a vote. One Councillors was against, the rest were in favour. It was therefore resolved that the lease would be granted and signed with effect from 25th January 2017.

7/17 Christmas Lights

Vice Chair confirmed that he had chaired a meeting prior to the PC meeting in relation to the lights. They agreed to obtain feedback from the village including whether villagers would consent to brackets being placed on houses for trees to be put in. They will look at how many lamp posts can be used, cost of brackets etc. They will price all options up and have scheduled another meeting to take place before the next MT meeting.

No action for PC at this time.

8/17 HS2

Chair provided a copy of the draft correspondence to be sent to HS2 and to the residents of Ulley as attached to the agenda.

Resolved:
1) PC will respond to the consultation process with the letter.
2) Copy will be placed on the website.
3) Copy of the letter and covering letter will be sent to all residents.

9/17 Ulley in Bloom

A report was attached to the agenda. A way forward needs to be agreed for Ulley in Bloom in 2017. There is no one in the village willing to co-ordinate anymore. Options were considered as to whether PC should fund it, apply to Halifax for funding for all or part, get an organisation in to do it all. Some funding for last years plants came from Rotherfed grant but there has so far not been a grant this year. There was discussion as to whether Christmas lights and hanging baskets could be done on the same brackets.

Resolved: PC agreed that professional company was needed. They will be approached for cost for summer and winter planting. PC will apply to Halifax for funding for the full amount, if that fails PC will apply for part funding and if that fails PC will fund.

10/17 Financial report

Financial report was accepted by the PC. To be noted that we have made a claim for monies back from Andy Pashley via the criminal claim but PC accept it is unlikely.

11/17 Halifax Fund – Nothing to report

12/17 Halifax Bids – Nothing to report

13/17 Precept

Has been submitted and RMBC have acknowledged. Noted by PC.

14/17 Urgent business
Chair confirmed that there had been a leak in the Women’s toilet in the village hall over Christmas. Under urgent business powers, Chari, Vice Chair and Clerk had arranged for a plumber to fix the leak and had paid £40.

Accepted by PC

15/17 Battle’s over, a Nations Tribute

Report had been attached. PC agreed that the occasion should be marked. Some concerns about safety, where bonfire could be and whether event is made public.

Resolved:
- Raise again at next PC meeting
- Express our interest in response to the email received
- Clerk to check with insurance company if we are insured.

16/17 Planning enforcement plan

Report was attached to agenda. Concern raised that if anonymous referral made it wont be taken as seriously. PC concerned that people may not want to report if their names have to be known for fear of retribution.

Resolved: PC to write to RMBC to ask if this can be more flexible.

17/17 Dates for next meeting confirmed as 29th March 2017 at 7.00pm at Ulley Village Hall.

Meetings in 2017 will be held on the following dates:-
29.03.17
31.05.17
26.07.17
27.09.17
29.11.17
ATTACHMENT 2

DOG WASTE BINS

Following the last meeting of the PC the clerk contacted RMBC in relation to the emptying of the bins. Feedback was received and the team leaders of both departments were instructed to resolve the issue and ensure the bins were all emptied promptly. The attached letter was received via email on 22.03.17. Councillor Richard Robson has received confirmation from RMBC that the dog waste bin that is missing from the top of Reservoir Road has been ordered within a new batch from RMBC and should be replaced by RMBC in early April.

Action – it is proposed that the matter be kept under review by members of the PC and an update provided at the next PC meeting. The PC will consider at that stage, whether any further action is needed.
Regeneration & Environment Services

Riverside House| Main Street| Rotherham| S60 1AE

Tel: 01709 823815    Fax: 01709 372530
E-mail: damien.wilson@rotherham.gov.uk

Our Ref.    Your Ref.    Please ask for:
DW/LJK    Damien Wilson

24th February 2017

Emma Taylor
Ulley Parish Council
47 Bank Top Road
ROtherham
S65 3DY

Dear Emma,

Thank you for your enquiry of 16th February 2017 regarding the emptying of
dog waste bins in Ulley. Firstly I would like to apologise for the complaints
you have received and would like to assure you I have investigated this matter.

All the four dog waste bins in this area are the responsibility of the Street
Cleansing team within the Community Safety and StreetScene Service.

I have been informed that the bins should be emptied twice a week and the
Operative responsible for emptying the bin in this area thought that the bin
was scheduled to be emptied once a week.

The Grounds Maintenance and Street Cleansing Manager has made the
Operative aware of the correct schedule, which will be followed with
immediate effect. I am therefore confident there will be no further problems
with overflowing dog waste.

Thank you for taking the time to raise the matter with the Council.

Should you have any further issues, please contact the Grounds Maintenance
and Street Cleansing Manager, Shirley Hallam, who will be happy to help.
Her contact details are:
Telephone: (01709)823825
Email: shirley.hallam@rotherham.gov.uk

Yours sincerely

Damien Wilson
Strategic Director
Regeneration & Environment
ATTACHMENT 3

**Permissive Path**

The proposed draft permissive path agreement Halifax Estates had wish to be considered as an alternative to the original that was sent to them has been received and circulated to members prior to this meeting. This document is available as a back ground paper should anyone wish to see it. Only one question was raised following circulation of the document and this related to the liability of the Parish Council resulting from the wording of the agreement. This has been checked with the PC insurers who have confirmed that the public liability cover would apply to the footpath. Members are therefore requested to consider if they are prepared to agree to the wording as put forward by Halifax Estates.

**Recommended**

1) That the draft proposed agreement be accepted
2) That Halifax Estates be notified of the agreement to the wording
3) That Sitwell Estates be sent a copy of the new wording and asked to indicate whether they are prepared to use the new format.
4) That RMBC footpaths be advised of the agreement in principle and be asked what they can do to facilitate the provision of the path.
5) A further report be presented to the next or an extraordinary meeting of the Parish Council once the above points have been answered with a project plan to take the project to completion (including the financing proposals).
**Speed Signs**

In response to Halifax Estates wish that RMBC should be consulted before any grant application was considered contact has been made with the Highways Division at RMBC seeking permission to place the signs on street furniture. It was made clear that RMBC do not approve such installations and will not agree to any such installations in the future. The correspondence can be made available if members wish to consider the matter further.
YWA Pumping Station signs
Following the decision at the last meeting YWA were contacted regarding the recently installed H&S signs on the two pumping stations in the village. They have confirmed:

1) the signs are part of their H&S procedures and as such are not able to be removed
2) they are placed outside the buildings so that workers and contractors are aware of the H&S requirements before entering the building and are therefore not open to being moved internally
3) they do not have any smaller versions of the signs so are not able to replace them with a less visible sign
DEAR ULLEY PARISH COUNCIL,

regarding funding that is available for Ulley, generated by Paddy Hill Windfarm.

Would the Parish Council look into the possibility of re-surfacing the area between 14 and 24 Main Street. This area of the village is in need of repair and I hope the Parish Council would agree.

The grassed area has been repaired by the villages on several occasions, over the years, because cars and works vans continue to park on the grass and damage it.

I thank you in anticipation of looking into this matter and hope to hear from you soon.

Yours sincerely

PHILLIP PENNINGTON.
**Request for Assistance**

Following the above request received by a resident, the Chair has visited and discussed the issues arising from the letter.

There are three basic elements to the request as follows:

1) The road surface directly outside the houses 14-24 Main Street (including the access way) is broken and in a very poor state of repair. Can the road be relaid or properly repaired?

2) The verge edges are being damaged by cars parking on them can the kerbs be raised to protect the grass and verge edges?

3) Alternatively can the verges be reduced in size to increase the access splay and the grassed areas be built up to form raised beds/grassed areas?

It was explained that the roadway and verges are public highway, a matter confirmed by RMBC in the process of securing the parking outside two of the house in the row, and as such are outside the control of the Parish Council. Given the Parish Council have in the past sought to improve this area it was agreed the matter would be brought to this meeting to consider what, if anything, the Parish Council could/would do to try and assist in the matter.

Members views are sought.
**Area Assembly 30th January 2017**

At the meeting on the 30th there were three agenda items.
South Yorkshire Police – community safety. Sgt Mark Worrel introduced himself as the new sergeant for this area. He reported that the police are to recruit 600 officers over the next two years to address the problems of understaffing. He also reported on actions taken in areas identified by the Area Assembly as priority. Due to two murders in the area though resources had been taken off normal community policing and so the level of intervention and the response to complaints had been significantly reduced. It was hoped the level of community policing would be returning to normal in the near future as the investigations came to an end.

Dementia Fire and Home Safety Project - Kathryn Rawlings the project coordinator gave a presentation about the project which is working to make Rotherham a dementia friendly place. An information pack is available for anyone interested in further details.

Love where you live – a presentation was given by Wayne Munro-Smith the Love my Street Project Coordinator an RMBC initiative. As the name implies the project is aimed at encouraging local residents to become involved in taking a pride in their local neighbourhoods and getting involved in working with RMBC to improve their local environment. As part of the work he has offered to attend Parish Council meetings to explain the project further if desired.

To discuss.
Ulley in Bloom

Following the decision taken at the last meeting regarding Ulley in Bloom a list of the current planters and lamp post planters has been provided to the company and they have been asked to provide an estimate to enable a bid to the Halifax Fund to be submitted. The estimate has not yet been received.
Police and Crime Commissioner’s Meeting

Following a request from the Area Assembly the Police and Crime Commissioner attended a meeting on the 7th February to outline the current and future direction of the Police Force in South Yorkshire. The following statement was made by DR Billings in December which summarises the content of the meeting.

“In May, I commissioned with the interim Chief Constable a peer review of SYP. Among many findings it said that neighbourhood policing had been stretched to the point where it had virtually disappeared. When I appointed the new Chief constable, Stephen Watson, I asked him to make the recovery of true neighbourhood policing a top priority. This is now being worked upon. It does not mean a simple return to what we have had in the past, since the resources of funding and people, will not be there for that. But it does mean having officers who are dedicated to neighbourhood work, and it will mean that a new place-based approach will have to involve closer working with the local authority and the Fire Rescue Service. SYP will also need to think about what buildings it needs for this new style of policing. Sharing buildings may be a better use of the resources than trying to maintain all existing police buildings with fewer officers. Ideally, we would like to see the police badge alongside that of other partners – such as Fire and Rescue. If you have any ideas on this, any suggestions about use of buildings, let us know.”

In addition to this much of the remaining meeting was taken up by discussions about problems of anti social behaviour in local communities, the need for more resources to tackle them and, in accordance with Dr Billings statement above, concerns over the loss of local Police Stations and the impact this would have on communities.

For Information
The Clerk received the following email, which has been distributed to all Councillors. The PC is to discuss whether it wishes to make any comments in relation to the warding arrangements.

28 February 2017

Dear Phil Parkin,

**ELECTORAL REVIEW OF ROTHERHAM: WARDING ARRANGEMENTS**

The Local Government Boundary Commission for England has formally commenced an electoral review of Rotherham. The purpose of this email is to inform you of the review and seek your views on future ward boundaries for the council.

The Commission is carrying out a review to deliver electoral equality for voters across the borough. At present, some borough councillors represent many more, or many fewer, electors than their colleagues elsewhere in the borough. The review aims to correct those imbalances.

*What is an electoral review?*

The electoral review will recommend new electoral arrangements for Rotherham Borough Council. It will propose:

- The total number of councillors elected to the council in the future.
- The number of wards.
- The number of councillors representing each ward.
- Ward boundaries.
- Names of wards.

For parishes, the review can recommend changes to the electoral arrangements of parish and town councils i.e. the number, names and boundaries of parish wards and the number of parish councillors for each parish ward. However, this is only in circumstances where the parished area is to be divided between wards. Even in these circumstances, the Commission will not normally recommend any change to the number of councillors to be elected to a parish or town council. The Commission has no power to consider changes to the external boundaries of a parish or the creation of new parishes.
When?

Today is the start of a ten-week public consultation during which the Commission is inviting proposals for new warding arrangements. The consultation will close on 8 May 2017. After considering all representations made during this consultation, the Commission intends to publish draft recommendations in July 2017. There will then be a further period of consultation on the draft recommendations. Final recommendations are expected to be published in October 2017. The new electoral arrangements will come into effect at the local elections in 2020.

How to get involved?

This is a public consultation and we welcome views from individuals and organisations across the borough on where they think new ward patterns should be drawn.

The Commission is minded to recommend that 59 councillors should be elected to Rotherham Borough Council in the future. It is now inviting proposals to help it draw up a pattern of wards to accommodate 59 borough councillors.

In drawing up a pattern of electoral wards, the Commission must balance three criteria, which are set out in law, namely:

- To deliver electoral equality where each borough councillor represents roughly the same number of electors as others across the borough.
- That the pattern of borough should, as far as possible, reflect the interests and identities of local communities.
- That the electoral arrangements should provide for effective and convenient local government.

We are asking local people and organisations for their views as to the best pattern of wards for the borough which meet the requirements set out above.

The Commission will treat all submissions equally and will judge each case on its merits and against the statutory criteria. If you wish to put forward a view, we would also urge you to ensure that evidence supports your submission. For example, if you wish to argue that two parishes should be included in the same electoral ward, make sure you tell the Commission why they should be together, providing evidence about community facilities, ties, organisations, and amenities, rather than simply asserting that they belong together.
There is plenty more advice on our website about how you can get involved in the consultation and put your views forward. Log on to www.lgbce.org.uk to find out more. The website includes the technical guidance that explains the process and our policies as well as guidance on how to take part in each part of the process. We have set up a page on our site which is dedicated to the review of Rotherham where you can find all the relevant information.

You can also access interactive maps of the current ward boundaries across the borough on our specialist consultation portal. The portal also allows you to draw your own boundaries, mark areas of interest on the map and upload documents directly to the site. Log on to www.consultation.lgbce.org.uk to access the portal or find it via our main website.

Get in touch

We encourage as many people and organisations as possible to get involved with the consultation and we encourage local organisations and parish councils to engage their local networks and communities in the review.

View interactive maps of the borough, draw your own boundaries, and have your say at our specialist consultation portal at: www.consultation.lgbce.org.uk.

Find out more about the review at: www.lgbce.org.uk.

Email your views to: reviews@lgbce.org.uk.

Follow us on Twitter at: @lgbce.

Write to: Review Officer (Rotherham)

Local Government Boundary Commission for England

14th Floor Millbank Tower

Millbank

London

SW1P 4QP

This phase of consultation closes on 8 May 2017. We will write to you again when we open our consultation on draft recommendations.
Please note that the interests of transparency, copies of the all representations we receive during this review will be placed on our website. We remove any personal identifying information such as signatures and private residential addresses prior to placing any submissions in the public domain.

Yours sincerely

David Owen
Review Officer
Reviews@lgbce.org.uk
0330 500 1525
Regeneration & Environment Services
Development Management | Planning Regeneration & Transport Services | Riverside House | Main Street | Rotherham | S60 1AE

Tel: 01709 382121  
E-mail: development.management@rotherham.gov.uk  
www.rotherham.gov.uk

Please ask for: Matthew Peck

Ulley Parish Council

03 February 2017

Dear Sir/Madam

Demolition of existing building and erection of industrial unit at Brampton Villa Penny Hill Lane Brampton-en-le-Morthen (RB2016/1489)

I refer to the planning application in respect of the above development and must inform you that after full consideration of the application and taking your representations into account, the application was REFUSED on the 03 February 2017.

Reason for Refusal:

01

The proposed development of a materially larger industrial building in this isolated Green Belt location has a significant impact on the openness of the Green Belt and represents inappropriate development in the Green Belt. No very special circumstances have been demonstrated to overcome the harm caused. As such, the development is contrary to Core Strategy Policy CS4 “Green Belt” and Chapter 9 of the NPPF.

POSITIVE AND PROACTIVE STATEMENT

The applicant did not enter into any pre-application discussions with the Local Planning Authority. Discussions during the determination of the application have identified that it is not possible to support a scheme of this nature nor would any amendments make it acceptable. It was not considered to be in accordance with the principles of the National Planning Policy Framework and resulted in this refusal.

To obtain further information about this application, including the Officer Report, please visit the Council's website (www.rotherham.gov.uk) or use the link below.

http://rotherham.planportal.co.uk/?id=RB2016/1489

Yours faithfully

[Signature]

Planning Manager
Footpath to Recreation Ground from Main Street
Councillor Richard Robson has raised concern in relation to the state of the footpath leading from Main Street to the recreation ground. It is in a poor state of repair. The Chair has reviewed the lease plans and it is not included in the plans for the recreation ground itself. The maintenance of the footpath would seem to fall to RMBC. Given that the PC are hoping to acquire the lease to the recreation ground in the near future, it would make sense to approach RMBC to ask if the path can be considered and upgraded.

Recommendation – The Clerk to contact RMBC on behalf of the PC to ask if upgrades to the path can be considered.
ATTACHMENT 13

Telephone Box Restoration

For some time now the telephone box has been maintained by residents in the village at their own expense. Since they began doing this the Parish Council has acquired the ownership of the Telephone Box and has now been approached by one of the residents to seek permission to re-glaze and repaint the box. The need for these works has come about as much of the glazing is Perspex which has become cloudy with age, some of the glass is opaque and the paint is beginning to peel and fade. The intention is to seek external funding for the project to but the materials but to provide the labour at no charge.

Recommended
That permission be given for the works to be carried out as set out above.
INTERNAL AUDIT AND PROCEDURES.

**Conduct of the audit**
The internal audit is due to be started following the end of the financial year. Voluntary Action Rotherham have quoted £145 to conduct the audit for 2016-2017. They completed the audit for last year. They can conduct the work starting in April.

**Recommendation** – PC accept the quote and the Clerk will instruct VAR to proceed.

**Information required for the Audit.**
To conduct the audit all our internal policies must be reviewed annually. The Clerk has reviewed them and suggests the following changes. The full versions of all the following documents are available to view on the PC website or in the Regulation - Governance section of the one drive. Anyone requiring hard copies for the meeting must contact the clerk no less than 24 hours prior to the meeting.

1. **Standing Orders**
The Standing Orders appear to still be relevant and meet our needs. An amendment is required to show that the clerk now has the responsibility to grant dispensations for Council members. It is proposed that the wording of paragraph 10.2 be changed to include the highlighted wording below:

   The Clerk will act as the Proper Officer of the Council, and he/she will: receive the Declarations of Acceptance of Office and notices disclosing interests; **grant any dispensations required**; sign documents on behalf of the Council and issue agendas and notices of meetings; receive and distribute plans and documents on behalf of the Council; and also advise the bank of changes to mandates with the bank.

   **Recommendation** – The Standing Orders be changed to include the above wording and the PC adopt them as of the date of this meeting.

2. **Financial Regulations**
No amendments required.

3. **Risk Assessment**
No amendments required.

4. **Asset Register**
The assets register needs to be updated to include the Flagpole, PC Laptop and Printer.

   **Recommendation** – The PC adopts the asset register with the inclusion of the Flagpole, laptop and printer. The Clerk will update the document and publish the updated version on the website.
The PC insurance is due for renewal in May 2017. Zurich are our current provider and have quoted £616.69. There have been some queries raised in relation to the terms of our insurance. Copies of our proposed policy, certificate of insurance and general wording are attached. The PC is covered for maintenance works carried out by members of the PC only if there are written records kept of health and safety procedures, risk assessments and training.

Recommendation – The quote be accepted by the PC and the Clerk will renew the insurance
# Payments

<table>
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<tr>
<th></th>
<th>Budget 2016/17</th>
<th>Actual 2016/17</th>
<th>Balance remaining 2016/17</th>
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<td><strong>Ulley In Bloom</strong></td>
<td>£650</td>
<td>£-</td>
<td>£650</td>
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<td><strong>Village Projects</strong></td>
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<td>£215.46</td>
<td>£35</td>
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<td><strong>Repairs/Maintenance</strong></td>
<td>£300</td>
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<td>£260</td>
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<td><strong>Rec Ground Inspections</strong></td>
<td>£280</td>
<td>£280</td>
<td>£280</td>
</tr>
<tr>
<td><strong>Rec Ground Maintenance</strong></td>
<td>£700</td>
<td>£700</td>
<td>£700</td>
</tr>
<tr>
<td><strong>Utilities</strong></td>
<td>£750</td>
<td>£448</td>
<td>£302</td>
</tr>
<tr>
<td><strong>Audit</strong></td>
<td>£200</td>
<td>£138</td>
<td>£63</td>
</tr>
<tr>
<td><strong>Insurance</strong></td>
<td>£968</td>
<td>£664</td>
<td>£304</td>
</tr>
<tr>
<td><strong>Admin</strong></td>
<td>£150</td>
<td>£124</td>
<td>£26</td>
</tr>
<tr>
<td><strong>Stationery/Postage/Website</strong></td>
<td>£150</td>
<td>£10</td>
<td>£140</td>
</tr>
<tr>
<td><strong>Bank Charges</strong></td>
<td>£-</td>
<td>£-</td>
<td>£0</td>
</tr>
<tr>
<td><strong>Subscriptions</strong></td>
<td>£200</td>
<td>£-</td>
<td>£200</td>
</tr>
<tr>
<td><strong>Election Costs</strong></td>
<td>£-</td>
<td>£-</td>
<td>£0</td>
</tr>
<tr>
<td><strong>Misc</strong></td>
<td>£40</td>
<td>£(40)</td>
<td></td>
</tr>
<tr>
<td><strong>Travel</strong></td>
<td>£11</td>
<td>£(11)</td>
<td></td>
</tr>
<tr>
<td><strong>Salaries/PAYE</strong></td>
<td>£1,485</td>
<td>£1,864</td>
<td>£(379)</td>
</tr>
</tbody>
</table>
## Funded Projects

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount 1</th>
<th>Amount 2</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funding</td>
<td>652</td>
<td>(652)</td>
<td></td>
</tr>
<tr>
<td>Training</td>
<td>100</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Chair/Member Allowance</td>
<td></td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Data Protection registration</td>
<td>35</td>
<td>35.00</td>
<td>0</td>
</tr>
<tr>
<td>VAT</td>
<td></td>
<td>171</td>
<td>(171)</td>
</tr>
<tr>
<td>Grants Donations</td>
<td></td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Total Payments</td>
<td>6,218</td>
<td>4,411</td>
<td>1,807</td>
</tr>
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</table>

## Receipts

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount 1</th>
<th>Amount 2</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Precept</td>
<td>5,958</td>
<td>6,725</td>
<td>(767)</td>
</tr>
<tr>
<td>Transparency grant</td>
<td></td>
<td>359.65</td>
<td></td>
</tr>
<tr>
<td>Council Tax grant</td>
<td>512</td>
<td>-</td>
<td>512</td>
</tr>
<tr>
<td>Halifax fund - sleepers and concrete</td>
<td></td>
<td>267.05</td>
<td></td>
</tr>
<tr>
<td>Halifax fund - Flag pole and Falgs</td>
<td></td>
<td>599.95</td>
<td></td>
</tr>
<tr>
<td>VAT Refund</td>
<td>0</td>
<td>458.11</td>
<td>(458)</td>
</tr>
<tr>
<td><strong>Total Receipts</strong></td>
<td>6,470</td>
<td>8,410</td>
<td>(1,940)</td>
</tr>
</tbody>
</table>

## Receipts less expenditure

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount 1</th>
<th>Amount 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receipts less expenditure</td>
<td>252</td>
<td>3,999</td>
</tr>
</tbody>
</table>

B/f 2015/16                             | 226      |

## Total funds

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total funds</td>
<td>4225</td>
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</tbody>
</table>
## Community Directplus Account

<table>
<thead>
<tr>
<th>Summary</th>
<th>Date</th>
<th>Description</th>
<th>Money out</th>
<th>Money in</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPENING BALANCE</td>
<td>31 Jan 17</td>
<td>0.00</td>
<td></td>
<td>1,100.00</td>
<td></td>
</tr>
<tr>
<td>P 50.00</td>
<td>3 Feb 17</td>
<td>5.00</td>
<td></td>
<td>450.00</td>
<td></td>
</tr>
<tr>
<td>P 5.00</td>
<td>3 Feb 17</td>
<td>5.00</td>
<td></td>
<td>400.00</td>
<td></td>
</tr>
<tr>
<td>P 100.00</td>
<td>3 Feb 17</td>
<td>100.00</td>
<td></td>
<td>300.00</td>
<td></td>
</tr>
<tr>
<td>P 5.00</td>
<td>3 Feb 17</td>
<td>5.00</td>
<td></td>
<td>295.00</td>
<td></td>
</tr>
<tr>
<td>P 150.00</td>
<td>3 Feb 17</td>
<td>150.00</td>
<td></td>
<td>145.00</td>
<td></td>
</tr>
<tr>
<td>P 100.00</td>
<td>3 Feb 17</td>
<td>100.00</td>
<td></td>
<td>45.00</td>
<td></td>
</tr>
<tr>
<td>P 50.00</td>
<td>3 Feb 17</td>
<td>5.00</td>
<td></td>
<td>40.00</td>
<td></td>
</tr>
</tbody>
</table>

Opening balance: £1,100.00
Closing balance: £145.00

---

All deposits into this account are protected by the Financial Services Compensation Scheme (FSCS). More information can be found at fscs.org.uk.
## Halifax Fund

### Attachment 17

#### Payments

<table>
<thead>
<tr>
<th>Description</th>
<th>Approved 2016/17</th>
<th>Actual 2016/17</th>
<th>Balance remaining 2016/17</th>
<th>VAT included</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£ approved</td>
<td>£ spent</td>
<td>£</td>
<td></td>
</tr>
<tr>
<td>1. Ulley in Bloom</td>
<td>1,056</td>
<td>528</td>
<td>528</td>
<td>Yes</td>
</tr>
<tr>
<td>2. Planters</td>
<td>100</td>
<td>-</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>3. Well dressing</td>
<td>400</td>
<td>370</td>
<td>30</td>
<td>Yes</td>
</tr>
<tr>
<td>4. Overs 60s dinner</td>
<td>150</td>
<td>-</td>
<td>150</td>
<td></td>
</tr>
<tr>
<td>5. Christmas &amp; Halloween</td>
<td>165</td>
<td>-</td>
<td>165</td>
<td></td>
</tr>
<tr>
<td>6. Loan Village hall</td>
<td>2,900</td>
<td>2,601</td>
<td>299</td>
<td>N/A</td>
</tr>
<tr>
<td>7. Flagpole</td>
<td>687</td>
<td>652</td>
<td>36</td>
<td>No</td>
</tr>
<tr>
<td>8. Table &amp; Chairs</td>
<td>1,472</td>
<td>1,472.00</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>9. Sleepers</td>
<td>215</td>
<td>215.46</td>
<td>0</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>7,146</strong></td>
<td><strong>5,838</strong></td>
<td><strong>1,308</strong></td>
<td></td>
</tr>
</tbody>
</table>

#### Receipts

<table>
<thead>
<tr>
<th>Description</th>
<th>£ approved</th>
<th>£ spent</th>
<th>VAT included</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Opening balance</strong></td>
<td>30.04</td>
<td>(30)</td>
<td></td>
</tr>
<tr>
<td><strong>Total Receipts</strong></td>
<td>30.04</td>
<td>(30)</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Amount</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------------------</td>
<td>-----------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts less expenditure</td>
<td>-5808.01</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B/f 2015/16</td>
<td>16,630.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total funds</td>
<td>10,821.99</td>
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<td></td>
</tr>
</tbody>
</table>