

WENTWORTH PARISH COUNCIL

**Minutes of a meeting of the Parish Council
Held at the Mechanic's Institute, Wentworth
on Monday 21st May 2018 commenced at 6.30PM**

| | | | | | | | | | | | | | | | | | | |
|--|---|-------------------------------|---|------------|---|--------------|---|----------------------|---|---------------------------|--|------------------|-----------------------------------|------------------------|----------------------|------------|--|--|
| <p>Election of Chairman 5044.</p> <p>Election of Dep. Chairman 5045.</p> | <p>Councillor Hunton was nominated for the post of Chairman</p> <p>Proposed Councillor Crawford Seconded Councillor Dickerson</p> <p>Resolved by unanimous vote Councillor Hunton was appointed Chairman</p> <p>Councillor Bradley was nominated for the post of Deputy Chairman</p> <p>Proposed Councillor Stevenson Seconded Councillor McNamara</p> <p>Resolved by unanimous vote Councillor Bradley was appointed Deputy Chairman</p> | | | | | | | | | | | | | | | | | |
| <p>Present 5046.</p> | <table border="0"> <tr> <td>Councillor</td> <td>Mr E. Bradley (Deputy Chairman)</td> </tr> <tr> <td>Councillor</td> <td>Mrs C. Shaw, Mrs V. Sykes, Mr W. Crawford, Mr B. McNamara</td> </tr> <tr> <td>Councillors</td> <td>Ms L. Stevenson, Mrs M.R. Dickerson, Mr G. Cook</td> </tr> <tr> <td>RMBC</td> <td>Mrs J Ratcliffe (Until 7.30pm)</td> </tr> </table> | Councillor | Mr E. Bradley (Deputy Chairman) | Councillor | Mrs C. Shaw, Mrs V. Sykes, Mr W. Crawford, Mr B. McNamara | Councillors | Ms L. Stevenson, Mrs M.R. Dickerson, Mr G. Cook | RMBC | Mrs J Ratcliffe (Until 7.30pm) | | | | | | | | | |
| Councillor | Mr E. Bradley (Deputy Chairman) | | | | | | | | | | | | | | | | | |
| Councillor | Mrs C. Shaw, Mrs V. Sykes, Mr W. Crawford, Mr B. McNamara | | | | | | | | | | | | | | | | | |
| Councillors | Ms L. Stevenson, Mrs M.R. Dickerson, Mr G. Cook | | | | | | | | | | | | | | | | | |
| RMBC | Mrs J Ratcliffe (Until 7.30pm) | | | | | | | | | | | | | | | | | |
| <p>Apologies For Absence 5047.</p> | <table border="0"> <tr> <td>Councillor</td> <td>Mr D. Hunton (Chairman)</td> </tr> </table> | Councillor | Mr D. Hunton (Chairman) | | | | | | | | | | | | | | | |
| Councillor | Mr D. Hunton (Chairman) | | | | | | | | | | | | | | | | | |
| <p>Minutes 5048.</p> | <p>The minutes of the meeting held on 16th April 2018 are accepted as a true record with the exception of minute 5039, which is amended to read</p> <p>The first visit of the PCSOs to the Harley Mission Rooms will take place on 27th April, it is also noted that NHS sessions have been arranged for aortic aneurism scans for the over 65s</p> <p>The minutes were than approved to be signed by the Chairman</p> <p>Proposed Councillor Shaw Seconded Councillor McNamara</p> | | | | | | | | | | | | | | | | | |
| <p>5049.</p> | <p>The general areas of responsibility were discussed and allocated as follows</p> <table border="0"> <tr> <td>Property</td> <td>Councillors Stevenson, Bradley and McNamara</td> </tr> <tr> <td>Finance</td> <td>Councillors Hunton, Crawford and Cook</td> </tr> <tr> <td>War Memorial</td> <td>Councillors Sykes, Shaw and Cook</td> </tr> <tr> <td>Highways And Traffic</td> <td>Councillors Dickerson, Sykes and McNamara</td> </tr> <tr> <td>Grounds Maintenance/usage</td> <td>Councillor Bradley, Stevenson and McNamara</td> </tr> <tr> <td>Harley play area</td> <td>Councillors Crawford and McNamara</td> </tr> <tr> <td>Footpaths & Bridleways</td> <td>Councillor Dickerson</td> </tr> <tr> <td>Newsletter</td> <td>Councillors McNamara, Shaw and Bradley</td> </tr> </table> | Property | Councillors Stevenson, Bradley and McNamara | Finance | Councillors Hunton, Crawford and Cook | War Memorial | Councillors Sykes, Shaw and Cook | Highways And Traffic | Councillors Dickerson, Sykes and McNamara | Grounds Maintenance/usage | Councillor Bradley, Stevenson and McNamara | Harley play area | Councillors Crawford and McNamara | Footpaths & Bridleways | Councillor Dickerson | Newsletter | Councillors McNamara, Shaw and Bradley | |
| Property | Councillors Stevenson, Bradley and McNamara | | | | | | | | | | | | | | | | | |
| Finance | Councillors Hunton, Crawford and Cook | | | | | | | | | | | | | | | | | |
| War Memorial | Councillors Sykes, Shaw and Cook | | | | | | | | | | | | | | | | | |
| Highways And Traffic | Councillors Dickerson, Sykes and McNamara | | | | | | | | | | | | | | | | | |
| Grounds Maintenance/usage | Councillor Bradley, Stevenson and McNamara | | | | | | | | | | | | | | | | | |
| Harley play area | Councillors Crawford and McNamara | | | | | | | | | | | | | | | | | |
| Footpaths & Bridleways | Councillor Dickerson | | | | | | | | | | | | | | | | | |
| Newsletter | Councillors McNamara, Shaw and Bradley | | | | | | | | | | | | | | | | | |
| <p>Matters Raised By Parishioners 5050.</p> <p>5051.</p> <p>5052.</p> | <p>Further complaints have been received about the level of services and customer care from TM travel on the 227 Route. The clerk has contacted both SYPTE and TM travel asking for an explanation for the appalling service and proposals to rectify the situation. There has been no positive response so far, but a free travel pass has been issued to the clerk in an unknown name, the clerk has contacted TM travel about this further error, but no response has been received. The parishioner doesn't want a free travel pass and the matter continues to be raised.</p> <p>A parishioner on Occupation Road is complaining about the state of vegetation in the snicket adjacent to their property, RMBC to be asked to attend to it.</p> <p>A parishioner has requested permission to add a plaque to the bench on street Lane, this is RMBC property, parishioner to be advised to contact RMBC.</p> | <p>JH</p> <p>JH</p> <p>JH</p> | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------|--|---|--------|--|--------|--|-------------|------|---|-------|----------|------|------|---|--------|------------|-------|------|---|--------|-------------------------|-----|------|---|-------|------------------|----------|------|---|--------|-----------|---------------|------|---|--------|---------------------|-----------------|------|---|-------|----------|--|
| | <p>5053. WRA have asked for permission to put a hanging basket on the bus shelter at Barrow field Road, the association will take full responsibility for the basket. Members raised no objections.</p> <p>5054. It was noted that RMBC ward councillors will be holding the first ward meeting on the 26th June at the Harley Mission Rooms. The meeting is open to all.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Matters Arising</p> | <p>5055. The hedges at Barley Hole need trimming as they are restricting the vision of drivers. However, it appears the no one will take responsibility for them. The matter is to be referred to RMBC as it is a safety issue.</p> <p>5056. The signs regarding liability in the Harley play are now in place</p> <p>5057. A committee is to be set up to discuss the Remembrance Service, matter to be added to June's agenda.</p> <p>5058. A copy of the RMBC development plan is to be forwarded to members.</p> <p>5059. A review of the parish plan is to be added to June's agenda</p> <p>5060. There are still outstanding issues with the new notice board, it appears that water is already damaging the hardwood and the handles have not been fitted.</p> <p>5061. The bus shelter at the George & Dragon is still in need of repair. SYPTE have raised a works order.</p> <p>5062. There appears to be many parked vehicles outside a house on Kirby Lane, often blocking the pavement. Matter to be reported to RMBC.</p> <p>5063. There are still potholes that need repairing, members asked if RMBC Highways personnel could attend the ward meeting on the 26th June.</p> <p>5064. The grass on Wentworth playing field has been cut to a poor standard and it appears that someone is dumping grass cuttings on the banking. The contractor has been contacted and it is hoped things will improve, an additional cut has been requested in time for the Village Day event. The situation will be monitored over the next couple of months.</p> | <p>JH</p> <p>ALL</p> <p>JR</p> <p>JH</p> <p>JR</p> <p>ALL</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Finance</p> | <p>5065. Authorisation of cheques and Direct Debit payments for May</p> <table border="0" data-bbox="180 1272 1485 1500"> <tr> <td>FWAT</td> <td>1391</td> <td>£</td> <td>330.00</td> <td>Bus shelter & Wentworth playing field rent</td> </tr> <tr> <td>R Stevenson</td> <td>1392</td> <td>£</td> <td>95.00</td> <td>Expenses</td> </tr> <tr> <td>HMRC</td> <td>1393</td> <td>£</td> <td>120.80</td> <td>PAYE April</td> </tr> <tr> <td>Clerk</td> <td>1394</td> <td>£</td> <td>203.30</td> <td>Salary & Expenses April</td> </tr> <tr> <td>ICO</td> <td>1395</td> <td>£</td> <td>35.00</td> <td>WPC registration</td> </tr> <tr> <td>C Austin</td> <td>1396</td> <td>£</td> <td>150.00</td> <td>Audit fee</td> </tr> <tr> <td>Envious Group</td> <td>1397</td> <td>£</td> <td>885.34</td> <td>Grounds maintenance</td> </tr> <tr> <td>Councillor Cook</td> <td>1398</td> <td>£</td> <td>76.27</td> <td>Expenses</td> </tr> </table> <p>Proposed Councillor Crawford Seconded Councillor McNamara</p> <p>5066. The Governance statement has been approved and it was proposed it be accepted</p> <p>Proposed Councillor Shaw Seconded Councillor McNamara</p> <p>Resolved By unanimous vote the Governance statement be accepted and signed</p> <p>5067. The Accounts statement has been approved and it was proposed it be accepted</p> <p>Proposed Councillor Shaw Seconded Councillor McNamara</p> <p>Resolved By unanimous vote the Annual Return be accepted and signed</p> | FWAT | 1391 | £ | 330.00 | Bus shelter & Wentworth playing field rent | R Stevenson | 1392 | £ | 95.00 | Expenses | HMRC | 1393 | £ | 120.80 | PAYE April | Clerk | 1394 | £ | 203.30 | Salary & Expenses April | ICO | 1395 | £ | 35.00 | WPC registration | C Austin | 1396 | £ | 150.00 | Audit fee | Envious Group | 1397 | £ | 885.34 | Grounds maintenance | Councillor Cook | 1398 | £ | 76.27 | Expenses | |
| FWAT | 1391 | £ | 330.00 | Bus shelter & Wentworth playing field rent | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| R Stevenson | 1392 | £ | 95.00 | Expenses | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| HMRC | 1393 | £ | 120.80 | PAYE April | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Clerk | 1394 | £ | 203.30 | Salary & Expenses April | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ICO | 1395 | £ | 35.00 | WPC registration | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C Austin | 1396 | £ | 150.00 | Audit fee | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Envious Group | 1397 | £ | 885.34 | Grounds maintenance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Councillor Cook | 1398 | £ | 76.27 | Expenses | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | |
|-----------------------------|---|-----------|
| | <p>5068. The internal audit has been completed and no matters of concern have been raised. It was proposed the report be accepted.</p> <p>Proposed Councillor Shaw Seconded Councillor McNamara</p> <p>Resolved By unanimous vote the internal audit report be accepted</p> <p>5069. It is proposed that the bank mandate is to be changed to remove Councillor Daley and add Councillor Cook as a cheque signatory.</p> <p>Proposed Councillor Shaw Seconded Councillor McNamara</p> <p>Resolved By unanimous vote the bank mandate be amended to include Councillor Cook and remove Councillor Daley.</p> | |
| <p>Open Forum</p> | <p>5070. There appears to be issues with the proposed private purchase of a specially adapted RMBC property RMBC are to confirm the status of the property. It was noted that a private landlord can advertise properties to let through the RMBC portal.</p> <p>Ms Ratcliffe left the meeting at 7.30pm</p> <p>5071. The manhole cover issue at Nether Haugh is still outstanding</p> <p>5072. Issues have been raised about the ice cream van and RMBC have asked if members have received any complaints from parishioners. None have been received by the parish council and the stance of the parish council has not changed, the matter is an RMBC one of road safety and the parish council doesn't support the ice cream van position.</p> <p>5073. It was noted the Wentworth village day will be held on the 1st July and that a donation to the Air Ambulance is to be added to the next agenda.</p> <p>5074. It was noted that the parish council has registered with the ICO and the privacy policies will be added to the web site.</p> <p>5075. It was noted that RMBC are happy with the Harley Mission Rooms being used as a polling station. It was decided that the September parish council meeting would be held at the mission rooms. It was further noted that a substantial grant has been received for the mission rooms from the Freemasons and that a notice board has been obtained from RMBC.</p> <p>5076. It was further noted that a successful jazz concert has been held at the mission rooms and the forthcoming Aortic Aneurism screening session is fully booked. A concert to mark the end of WW1 is to be held and a poppy water fall is being created by residents.</p> <p>5077. It was further noted that the police meeting arranged at the mission rooms failed to attract any residents, either in a private capacity or as members of the Neighbourhood Watch. A mission room newsletter is to be circulated monthly to advise residents of forthcoming events.</p> | <p>JR</p> |
| <p>Chairman's Allowance</p> | <p>The Chairman's allowance was proposed at the same rate as last year.</p> <p>5078. Proposed Councillor Shaw Seconded Councillor McNamara</p> <p>Resolved By unanimous vote the Chairman's remain at the 2017 rate.</p> | |
| <p>Next Meeting</p> | <p>5079. The next meeting is confirmed as the 18th June 2018 at 6.30pm at the Mechanic's Institute. Agenda to be distributed.</p> | |

The Meeting closed at 8.02pm