

WENTWORTH PARISH COUNCIL

Minutes of a Meeting of the Parish Council Held in the Mechanic's Institute, Wentworth on Monday the 19th May 2025, which commenced at 6.30pm.

Present: 6 Members of the Public.

Apologies were received from Borough Councillor Rajmund Brent and Tracey White- RMBC.

PC/017/25 Election of Chairperson for the year 2025/26

Proposed by Councillor Paul Martin

Seconded by Councillor Val Sykes

RESOLVED that Councillor Brendan McNamara be re-elected as Chairman of Wentworth Parish Council for the municipal year 2025/26.

PC/018/25 Acceptance of Office

The Chair of the Council signed his Declaration of Acceptance of Office, which was countersigned by the Clerk.

PC/019/25 Election of Vice Chairperson for the year 2025/26

Proposed by Councillor Thomas Hill

Seconded by Councillor Cynthia Shaw

RESOLVED that Councillor Steve Peace be re-elected as Vice Chairman of Wentworth Parish Council for the municipal year 2025/26.

PC/020/25 Members present

Councillor Mr B. McNamara (Chairman)

Councillor Mr S Peace (Deputy Chairman)

Councillors Mrs V Sykes, Mrs C Shaw, Mr J Knight, Mr T Hill, Mr D Booth, Mr P Martin.

PC/021/25 To receive apologies for absence

Apologies for absence were received from Councillor Johanna Annetts.

RESOLVED to accept the reason for absence.

PC/022/25 Disclosures of Interest & Dispensations

To receive declarations of interest in respect of items on this agenda in accordance with the Localism Act 2011 s32 and the relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 from Members or Officers and to consider any dispensation requests received by the Clerk under the Localism Act 2011 s33.

None were received.

PC/023/25 Public Participation

The Chair noted that a number of the public present had attended the meeting to discuss a particular planning application, so he updated them on the Parish Councils actions so far.

- The Parish Council had sought independent planning advice, as agreed at the previous meeting.
- Representatives from the Parish Council had also met with representatives of the Estate.
- The Parish Council had met with three members of the public to explain the course of action that the Parish Council were taking.
- The planning consultant had provided a draft letter, which raised a number of



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matters concerning the planning application.

- The Council will digest the contents of the letter, which would be discussed and the final contents would be agreed, then it would be sent to the Planning department.
- The members of the public asked whether the Parish Council would be seeking legal advice concerning their leases being unlawfully broken, but it was confirmed that this was not something that was within the remit of the Parish Council.
- There were queries concerning the placing of the planning notices, which it was agreed would need to be raised with Rotherham Council.

Concerns were raised about Street Lane, as the turning circle was being used for parking and what was suspected to be illegal activity. Councillors agreed to contact Rotherham Council, but also suggested that the issues be reported at the Borough Councillors surgeries, which were held on the first Saturday of each month. It was also suggested that the concerns be logged with South Yorkshire Police.

PC/024/25 To discuss and agree the Parish Council meeting schedule for 2025/26

A couple of amendments were identified.

RESOLVED to adopt the Parish Council meeting schedule for 2025/26.

PC/025/25 Minutes of previous meetings

a) To consider any alterations to the minutes of the previous meeting

A couple of minor amendments were requested.

b) To accept the minutes of the previous meeting as a true record and authorise the Chairperson to sign accordingly

RESOLVED- the minutes of the Council meeting held on the 28th April 2025 were accepted as a true record and were authorised to be signed by the Chairman.

PC/026/25 Matters Arising from Previous Minutes

PC/006/25- GDPR- It was noted that the matter wasn't closed as no apology had been received following the breach.

PC/006/25- Football- A letter had been prepared and circulated by Cllr Booth. It would be sent out following an amendment concerning the keys.

PC/005/25- Speed Signs in Harley- the Chair had spoken to Rotherham Highways, they had a location plan and were aware of the issues.

PC/012/25- Parish Councillors Areas of responsibilities and plan- The Chair and the Vice Chair would be discussing and reviewing the plan shortly.

PC/013/25- Flytipping- It was noting that there would be a fine levied.

PC/015/25- RHS Drop In- 30 people had attended.

PC/015/25- VE Day- It was agreed to allow less time for speakers at events in future, so the start time for similar events could be 8.30pm. It was discussed whether to Mark VJ Day. The meeting noted that there had been a very successful concert at Harley.



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PC/015/25- The plant sale had been very successful.

PC/015/25- Cllr Annetts was looking into setting up Facebook, with read only.

PC/027/25 **Financial Matters**

a) Approval of Payments

Clerk	BACS	£	390.10	Salary
HMRC	BACS	£	97.40	HMRC
Everflow	BACS	£	30.57	Everflow Water
AWS	DD	£	993.63	Grounds maintenance
J Torry	DD	£	35.00	Window cleaning
EON	DD	£	30.25	Electricity charges
Fitzwilliam Trust	BACS	£	435.00	Wentworth playing field (01/05-31/10)
Fitzwilliam Trust	BACS	£	45.00	Bus Stand- nether haugh 01/05-30/04
Milton Trust	BACS	£	300.00	Recreation Ground- Harley 01/11/24-30/04/25
EDF	BACS	£	36.31	Wentworth Sports Pavillion
YLCA	BACS	£	491.00	Subscription for Yorkshire Local Councils Association

RESOLVED- the Parish Council approved the payments to be processed.

b) Bank Reconciliation

The Clerk confirmed that in future she would provide a bank reconciliation for Council, but she was still unable to access the Statement for the 32 day Notice Account, however the current Account had the balance of £18,712.39 AT 30th April 2025.

PC/028/25 **Annual Governance and Accountability Return 2024/25- Section 1**

To consider the findings of the review of effectiveness of the system of internal control and approve the Annual Governance Statement as shown on the Annual Governance and Accountability Return for the year ended 31 March 2025

The Clerk provided the meeting with an explanation of Section 1 of the AGAR. There were no questions.

RESOLVED that the Council is able to answer 'yes' to assertions 1 – 8 and approves the Annual Governance & Accountability Return 2024/2025 – Section 1.

PC/029/25 **Annual Governance and Accountability 2024/2025- Section 2**

To consider and approve the Accounting Statements as shown on the Annual Governance and Accountability Return for the year ended 31 March 2025

The Clerk provided the meeting with an explanation of Section 2 of the AGAR./ There were no questions.

RESOLVED that the Annual Governance & Accountability Return 2023/24 – Section 2 Accounting Statements 2024/25 be approved and submitted to the External Auditor.

PC/030/25 **Internal Auditor Report 2024/2025**

To receive the report from the Internal Auditor for the year ended 31 March 2025

The independent Internal Audit had been carried out by Clare Smith Internal Audit.

The following matters were raised by the Internal Auditor-

- Out of date Standing Orders for the Financial Year ending the 31st March 2025.
- Out of date Financial Regulations for the Financial Year ending the 31st March 2025.
- Recommendation that the Parish Council become members of the Local County Association.

The Clerk explained that these matters would be covered in item PC/32/25.

RESOLVED to accept the 2024/25 Internal Auditors Report and note the recommendations.

PC/031/25 **Appointment of Internal Auditor for the Year Ending 31 March 2026**


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RESOLVED to approve the appointment of Clare Smith Internal Audit to act as the Internal Auditor for the financial year ending 31 March 2026

PC/032/25 **Membership of Yorkshire Local Councils Association.**

To discuss a report from the Clerk concerning membership of the Yorkshire Local Councils Association (YLCA) and to decide whether to join

The meeting discussed a report from the Clerk concerning a recommendation to join the Yorkshire Local Councils Association. The subscription fee was £491 for the year. Cllr Martin discussed his positive experiences with YLCA when he had served as a Councillor elsewhere.

The meeting noted that this was an audit recommendation and one of the benefits of joining was the ability to access the templates of Policies that had been drafted by the National Association of Local Councils. (NALC)

Proposer- Cllr Brendan McNamara

Seconder- Cllr Steve Peace

RESOLVED that the Clerk was instructed to contact YLCA and arrange membership for Wentworth Parish Council.

PC/033/25 **Policies.**

- a) To discuss and agree to adopt Standing Orders
- b) To discuss and agree to adopt Financial Regulations
- c) To discuss and agree to adopt a Memorial Bench Policy
- d) To discuss and agree to adopt a Donation and Grant Giving Policy
- e) To discuss and agree a review of all Policies

RESOLVED that items a), b) and e) would be left in abeyance, due to the Councils membership with YLCA.

c) Memorial Bench policy.

The Chair and Cllr Booth would liaise and report back to the Council.

d) Donation and Grant Giving Policy.

The meeting discussed the Donation and Grant Giving Policy in depth.

The upper limits were discussed but the meeting noted that the Parish Council did not have a budget for Grants.

Advertising was discussed, which was felt important if future funds were to be taken from the precept.

There was concern about the Grant pot running out very early in the year, with a suggestion that applications could be deferred.

It was agreed that Cllr Martin would undertake further research and report back.

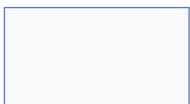
PC/034/25 Chairpersons Statement

The Chair thanked all the Parish Councillors for their hard work over the past twelve months. In the annual election of officers, Cllr Brendan J McNamara was re-elected as Chair and Cllr Stephen Peace as Vice Chair. Other members of the Council are Cllr Cynthia Shaw, Cllr Jonathan Knight, Cllr Val Sykes, Cllr Thomas Hill, Cllr Dan Booth, Cllr Paul Martin, and Cllr Johana Annetts who was recently co-opted onto the council.

(Wentworth Parish has nine Councillors, four

representing the Harley area and 5 for representing Wentworth).

The Chair also thanked the Parish Council's Clerk, Rebecca Maindonald, whose knowledge, and expertise enabled the Council to proceed correctly and legally.



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Rebecca was studying to achieve CiLCA, (Certificate in Local Council Administration) which would enable Wentworth Parish Council to adopt The Parish Councils' General Power of Competence (Prescribed Conditions) 2012.

All our Councillors receive no payment for the work they undertake for the community. Each Parish Councillor has his /her own Role & Responsibility within the council, which can be found on the WEB site.

Each councillor reports back at each of the Parish Council meetings on their responsibilities.

2024, like so many years before, brought the Parish Council challenges, but also many achievements over the past twelve months which total 87. (From April 2024 – April 2025)

As a reminder, the Parish Council is the level of government closest to the community and councillors are grateful for the support for our activities from members of the public and RMBC.

Communication

The Council Website has been continuously updated and expanded to provide more extensive information and news for parishioners.

A new Parish noticeboard was being installed on Occupation Road at Harley.

The Council were exploring social media such as Facebook.

The Council had set up a traffic Strategy group.

Governance

The council is constantly revising all its existing policies to ensure they are up to date and relevant to the councils' operations.

Planning

During the year Councillors have regularly reviewed planning applications and lodged responses with Rotherham Metropolitan Borough, (RMBC) objecting where we believe a proposal will not be beneficial for the area.

Road Safety/Traffic- We have regularly reported concerns about road safety to RMBC, and in cases we have achieved some form of traffic control.

Summary of what Small Intervention Schemes are currently being proposed for the village for this financial year 25/26.

- Hague Lane - speed limit amendment from National Speed Limit to 40mph (junction with Main Street/Cortworth lane to Doric Lodge)
- Improvements to gateway features on Cortworth Lane, The Barrow & Barrowfield Lane
- Reinstate worn 30mph roundels and red surface patches - introduce dragons teeth markings on village approach bar countdown markers
- Junction of Main Street and Church Field Lane - Introduction of Ghost Island and relocation of giveway markings, removal of centreline.
- Approximate total cost of works £35,000, subject to authorisation by Interim Head of Service and Cabinet Member at the end of the month.



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Finance

The required Independent Internal audit was carried out and no major concerns raised.

The Council doesn't currently have strong reserves.

As ever-increasing costs have occurred over the last few years, the Parish Council was able to absorb any increase to the Precept. Unfortunately, in 2025, the Parish Council recognised that an increase the Precept by 5% was necessary.

Grants/Donations

The following grants/donations have been awarded:

- Residents Association £250.00 towards a Defibrillator
- Wentworth Village Community Association £90.00 towards for VE day
- Harley Mission £90.00 towards for VE day

Projects

Maintenance and inspection have been carried out in respect of the playground and equipment at Harley, and repairs made where required.

We have also carried out six monthly inspections of our bus shelters, in which we have 4. (Two at Harley, one at Nether Hough & one on Barrowfields.)

The Grounds Maintenance is also being undertaken by an out contractor, which includes grass & hedge cutting, litter picking.

Approved Contractors- The Council have also set up an Approved Contractors list.

Speed watch- Several Speed watch sessions have taken place in Wentworth Village, which have been undertaken by trained Councillors and members of other organisations in the village of Wentworth.

Changes in Speedwatch Events

In November Councillors organised and ran the Remembrance Day service, including the laying of wreaths at Remembrance Day ceremonies.

Defibrillators- The parish Council have three in total Defibrillators which are checked every month.

Finally, as Chairman of the Parish Council, I feel extremely confident that our team of Councillors including the Clerk will continue to work together over the next twelve months for the benefit of the whole Parish and community.

PC/035/25 **Matters raised for and by RMBC**

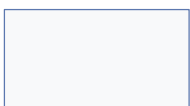
It was noted that the 20 mph signs in Harley needed to be moved. It had been mentioned to the Ward Councillors.

There had also been complaints concerning the noise and vibrations of cars using the speed humps. RMBC were aware and looking into resolving the issues.

PC/036/25 **Matters raised for and by Fitzwilliam Estate**

Grit bins were discussed.

The Clerk was asked to contact the Estates concerning the hedge at Dial House- from the bench- as it was overhanging the pavement.



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It was thought that Crown lifting of the trees at the playing field would be sensible as there were issues with grasscutting.

The Estate will be looking at a tree in Harley playing field as there is a branch hanging down, which had caused an issue during the playground inspection.

PC/037/25 **Consideration of Planning applications**

Planning applications RB2025/0324 and RB2025/0335- Land and buildings at Home Farm

The planning letter had been drafted by the consultant. There was the opportunity for a representative of the Parish Council to be able to speak at planning. The Consultant would be prepared to write a speech if required, however it would not be guaranteed that the Parish Council could speak. It was agreed that Cllr Booth could represent the Council at Planning. There were a couple of amendments to the letter which Cllr Booth would resolve.

RESOLVED that the Consultants letter be sent to planning, following the requested updates.

Proposer- Cllr Martin

Seconder- Cllr Hill

PC/038/25 **Correspondence received**

None had been received.

PC/039/25 **Parish Councillors areas of Responsibilities and Parish Council Plan**

The Chair asked everyone to look at the plan. Both he and the Vice Chair would be reviewing the plan and re-allocating duties.

PC/040/25 **Additional Items Authorised by the Chairperson**

Contractors list was being updated, however there were three that hadn't yet responded. It was agreed that an electrician was required.

PC/041/25 **To start discussions on new issues (Council members only) No decisions can be passed during this item**

The noticeboard legs had been installed.

Cllr Martin reported that there were no issues at the Nether Haugh bus stop. The Chair agreed to re-send the check form for completion.

Cllr Shaw reported on a very popular concert at the Harley Mission, with a £300 donation to the Royal British Legion.

There had been positive comments following the beacon lighting for VE Day.

The RHS traffic was discussed for the forthcoming open day.

The Chair had asked for a survey on the bridge, due to concerns.

A request for a 20mph speed limit on Kirby Lane was discussed. It was agreed that an approach should be made by residents via the Borough Councillors Surgeries.

Cllr Peace reported that it was thought that the valuation of properties for insurance purposes had been increased annually.

The Chair noted that there was potential for funds to be required to replace bearings on some of the equipment at the playground, however it was felt that the costs could be higher as some of the equipment might need to be replaced rather than repaired.

The Chair would draft a list of priorities. Cllr Booth would research a list of suppliers. It was agreed to research funding that might be available.

Cllrs Booth and McNamara requested that the Clerk send them the details of the Inspection costs.

PC/042/25 To note diary dates



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5th October 2025- a 10k running race would be held up at the Woodhouse. They were organising road closures.

PC/043/25 Date and time of the next meeting- Monday the 16th June 2025 at 6.30pm.

The meeting was declared closed at 9.07pm.

Signed as a true record:

Councillor B. McNamara, Chair of Wentworth Parish Council

Date of signing:



Brendan J McNamara