

## BARLOW PARISH COUNCIL

### MINUTES OF THE MEETING OF BARLOW PARISH COUNCIL HELD ON TUESDAY 3<sup>RD</sup> APRIL 2018 AT THE VILLAGE HALL, BARLOW

**Present:** Councillors Mrs J. Brougham, D. Curtis, Mrs J. Hunter (Chair), J. Rushby, Mrs. J. Siddall and S. Woodhouse.

**Also in attendance:** District Councillor Mrs. C. Huckerby and Clerk Mrs A. Jones.

**251/17** Apologies for Absence

Councillor T. Crowley, County Councillor Foster and PC Sally Horner 2722 had sent apologies. Cllr B. Allcock was not in attendance. The Clerk was asked to write to Cllr Allcock and remind him of the 6 months non-attendance rule.

**252/17** Variations to the Order of Business

Planning was brought forward on the agenda.

**253/17** Declaration of Members' Interests

There were no declarations of Members' Interests.

**254/17** There were no requests for dispensations for Members with DPI's.

**255/17** Public Participation/Report of the Police/District and County Councillors.

- a) No members of the public were present.
- b) PC Sally Horner reported 2 burglaries at a property under renovation on Commons Road.
- c) The District Cllr's report was covered under Planning. There was no County Councillor's report.

**254/17** Minutes of the Previous Meeting

The minutes of the BPC meeting on 5<sup>th</sup> March 2018 had been circulated.

**RESOLVED:** That the minutes of 5<sup>th</sup> March 2018 were approved as a true record and signed by the Chair.

**255/17** Matters Arising

- a) Nothing further to report regarding a new website service.
- b) No response so far to the competition to design a War Memorial, but it is early days.
- c) Community Speed Watch volunteers – PCSO Stefan Broadhead has asked for more detailed information as part of the vetting process for volunteers. This is in hand.
- d) Football pitch (March minutes item 244/17 b) iv. Natural England advise a 14-page application form must be completed before they can advise us further. The Clerk will complete as much as possible then will need Councillors assistance for some details.
- e) Supply of lamps for the Village Hall. The Clerk had been unable to source some of the lamps specified through the usual on-line supplier. It was agreed that Cllr Hunter will order through an electrical specialist supplier.
- f) Cllr Crowley has replaced the broken lighting tube in the chair store room and repaired the bench at Crow Hole. Thanks were noted in Cllr Crowley's absence.
- g) The Clerk has put photographs in the store room showing how everything should be stacked. Hirers are reminded that there are penalties for not leaving the hall in good order.

**256/17** There was no confidential business

**257/17** Clerk's Report/Correspondence

- .1 DALC subs are due. It was agreed to subscribe at the higher level in consideration of the DALC training needs likely to arise over the year, which are free of charge for higher level subscribers.
- .2 General Data Protection Regulations (GDPR). Cllr Hunter gave an outline of the key requirements and penalties for non-compliance. BPC will draw up a Data Protection policy (Clerk to research templates) It was agreed that the Clerk will take responsibility as Data Controller. (Clerk's note: NALC Toolkit on GDPR circulated to Councillors on 9<sup>th</sup> April 2018.)
- .3 The NEDDC Review of Parliamentary Polling Districts and Polling Places had been circulated to Cllrs and was noted. BPC had no comments.

- 257/17 Ctd. .4 Brampton Parish Council and Holmesfield Parish Council have both given their support to BPC's decision to explore possible transport solutions for pupils of St. Mary's R.C. High School, Newbold, traveling from Barlow and other villages in the area. (Arising from a resident's request as part of the Village Survey.) The Clerk has sent thanks and will refer to the support of these Parish Councils when corresponding with various bodies on this issue.
- .5 Another outcome of the Village Survey was a complaint about the dilapidated fencing alongside the B6051 between Barlow and Cutthorpe. This lies outside Barlow Parish boundary, into the Parish of Brampton. The Clerk had written to ask for the support of Brampton Parish Council in asking the landowner to consider improving the fencing. Brampton PC had replied they did not feel able to offer any assistance. It was noted there is no livestock on the land and the costs to the owner to replace the fencing would be substantial.
- 258/17 a) **Planning Applications for Consultation**
- i) NED 18/00165/FL. Proposed mixed use barn (Agricultural/Equine) and new ménage (Revised scheme of 16/00059/FL and 16/00475/FL)(Conservation Area) at The Grange, Barlow Grange Lane. BPC considered this application and made no comment.
- ii) NED 18/00229/AMEND. Non-material amendment to planning application 15/00893/FLH to add a Velux window, first floor window, change the approved cladding and alter window surround material at 47 Valley Road. BPC considered this application and made no comment.
- iii) 18/00247/FL Proposal: Application to vary condition 3 (Ancillary use) to allow use as a holiday cottage Address: Aero Cottage, Moor Green Farm, Far Lane. BPC considered this application and made no comment.
- iv) NED 18/00267/AGD Application for agricultural barn (revised scheme 18/00083/AGD) at Wilday Green Farm, Wilday Green Lane. BPC considered this application and made no comment.
- b) **Planning Decisions to be noted**
- i) NED18/00133/FLHPD Notification under householder neighbour consultation scheme for single storey rear extension (Revised scheme of 17/00313/FLHPD) at Highbrook, Far Lane. PERMITTED DEVELOPMENT. This was NOTED.
- 259/17 **Financial Report**
- .1 The Clerk presented the balances of the Reserve and Current Accounts with itemised transactions since the previous balances. The Financial Report is given at Appendix A and includes income and expenditure. This was received.
- .2 Accounts for Payment were approved as listed.
- .3a) Budget. The Clerk had itemised income and expenditure for 2017/18, and had identified known changes to fixed expenditure for 2018/19. Councillors asked for expenditure for 2018/19 to be split into fixed and non-fixed for the purposes of establishing the funds available to prioritise and plan spending on Village Survey and other commitments.
- .3b) One of the areas of spending will be on a range of measures to address the problem of traffic speeding through the village. It was agreed that decisions on spending for this will be deferred until BPC has the data arising from the Community Speed Watch speed gun exercises. It will make for better decisions for BPC with accurate data on the numbers of vehicles involved and speeds at which they are travelling. It will also enable BPC to approach DCC Highways with an evidence-based request for improved signage and traffic management measures.
- 260/17 a) **Village Hall Issues**
- The inspection was carried out by Cllrs Crowley and Curtis. The report was given at the meeting.
- b)i) New bins are on order (*Clerk's note: New bins now in hall.*)
- ii) Wheelchair is still to be disposed of – in hand.
- iii) Repair damage to the Committee Room door – still to be done.
- iv) Cllr Woodhouse has retagged the defibrillator.
- v) Recovering of chairs – c/f to May agenda as part of the budget proposal.
- vi) Next inspection will be by Cllrs Jo Hunter and Allcock at 9.00 am on 15<sup>th</sup> April 2018. Cllr Rushby as back up if Cllr Allcock unavailable.

- vii) Review of the 'To Do List' to be ongoing.
- viii) The DCS quote of £49.00 per month for additional mopping of the hall floor (3 times a week - every visit of the Cleaner) was approved.
- ix) Pre-School have carried out renovation work to their Play Area. The hut has been removed which leaves the external door to the Pre-School store exposed. There is damage to the bottom section of the door and it needs to be repaired or if repair is not viable, replaced. The Clerk to obtain advice and quotes from Joiners.

**261/17**

**Recreation Ground Issues**

The weekly inspection reports had been circulated to Councillors ahead of the meeting.

- i) The Playground needs a bigger bin. Councillors to consider options available.
- ii) Damaged Rec. perimeter wall. A quote from Peter Wardley, Waller for £60.00 to repair the section of wall was approved. Cllr Woodhouse was delegated to liaise with Peter Wardley to arrange the repair.
- iii) Simon Ward has agreed to replace the screws on the boat. He commented that the flat roof design was the main reason for water ingress.
- iv) Cllr Woodhouse was delegated to purchase and fit a net for the basketball hoop.
- iv) Cllrs Crowley, Rushby and Woodhouse are rotating weekly playground inspections going forward.

**262/17**

DALC Circulars up to and including 05/2018 had been circulated.

**263/17**

**Issues raised by Councillors**

- .1 Meet your Parish Councillor – making Councillors more visible and approachable for residents. The Clerk was asked to set in motion arrangements with Derek Hunter for Councillors to be photographed and a short item introducing each Councillor to go in a future Parish Magazine, on the website, and on noticeboards.
- .2 Nominations for Chair and Vice Chair in preparation for election at the May PC meeting. Cllr Jo Hunter was nominated as Chair and accepted the nomination. Cllr Curtis was nominated as Vice Chair and accepted the nomination. There were no other nominations.

**264/17**

**Any Other Business**

- .1 Election of Sheffield Mayor. Correspondence was noted.
- .2 Charlie Village has asked if he can sell Christmas Trees from the Hall Car Park Christmas 2018. Councillors agreed in principle, but Charlie is to liaise with the Clerk to set out his proposal in more detail – dates and times, area of Car Park to be taken up. Then Cllrs to agree charges for hire of the space to use as a business venture. Cllr Hunter will feed this back to Charlie.
- .3 The parking issue on Wilkin Hill cannot be let drop. The Clerk to write again to DCC insisting that action must be taken and copy in Lee Rowley MP and Angelique Foster County Councillor.
- .4 Broadband Services. The Clerk has still to write to BT to ask for an update to the improvement of Broadband Services for Barlow. Cllrs asked that she also copy in Lee Rowley MP.

**265/17**

**Date of Next Meeting** – 7.30 pm, Tuesday 1<sup>st</sup> May 2018, Barlow Village Hall.

Note change of day from 1<sup>st</sup> Monday to preceding Tuesday to allow for Bank Holiday on 7<sup>th</sup> May. The May meeting will be preceded by the Annual Parish Meeting starting at 7.00 pm.

**266/17**

**Items noted for the May 2018 agenda** - as minuted above.

The meeting closed at 8.55 pm



## Appendix A

**BARLOW PARISH COUNCIL FINANCIAL REPORT TO MEETING 3rd APRIL 2018**

Item	Balance	Variance
Balance of Business Current Account No. 80093299 at 26/02/18	£ 20,759.46	
Balance of Business Current Account No. 80093299 at 27/03/18	£ 18,660.56	-£ 2,098.90
Balance of Business Reserve Account No. 00462128 at 26/02/18	£ 21,756.29	
Balance of Business Reserve Account No. 00462128 at 27/03/18	£ 21,757.12	+£.83p (int.)

**PAID OUT - Cheques and payments cleared between 26<sup>th</sup> February 2018 and 27<sup>th</sup> March 2018**

Chq.no./D D	To	NET	VAT	TOTAL
2590	Yorkshire Water Sewerage Charges			£ 36.44
2591	Viking Direct - Snow Shovel, grit shovels and plasters	£ 26.25	£ 5.25	£ 31.50
2592	British Gas 21/10/17 - 24/01/2018	£ 585.54	£ 29.27	£ 614.81
2593	A. Dunham - refill grit bins	£ 140.00	£ 28.00	£ 168.00
2594	NEDDC - Annual Maintenance	£ 1,147.18	£ 229.44	£ 1,376.62
2595	Church - Donation to magazine			£ 200.00
2596	A Jones - wages and expenses			£ 432.78
2597	HMRC - tax			£ 59.35
2598	DCS Cleaning - February	£ 395.75	£ 79.15	£ 474.90
DD	Plusnet Internet for hall			£ 39.00
DD	Eon - electricity for hall			£ 133.00
<b>TOTAL</b>				<b>£ 3,566.40</b>

**Income Banked since report of 26th February 2018**

Receipt.	Payer	£	TOTAL
BACS	PlusNet refund for overcharge (wrong set-up charge applied)	£ 48.00	
BACS	DCC Hall Hire for School	£ 375.00	
BACS	Pre-School Hall Hire	£ 460.00	
BACS	J Wright HH Deposit	£ 50.00	
BACS	J K Garrett HH Deposit	£ 50.00	
BACS	L Turner HH	£ 105.00	
10989	J Raybold HH	£ 137.50	
	WI HH	£ 72.00	
	N. Baddeley HH	£ 50.00	
	J. Jakins HH	£ 50.00	
	G. Power HH	£ 40.00	
	Keep Fit HH	£ 30.00	<b>£ 1,467.50</b>

**For Information - Cheques not yet presented**

Chq.no./D D	To	NET	VAT	TOTAL
2543	A Preston (previously reported) gratuity			£ 981.27
2578	B. Allcock (previously reported) Christmas decs.			£ 16.04
2588	H. Cutler (previously reported) Hall hire deposit refund			£ 25.00

**Accounts Payable - Cheques to be issued 3rd April 2018**

Chq. no./DD	To	NET	VAT	TOTAL
DD	Waterplus - water supply Note - this was reported March - has not gone out yet.			£ 53.51
2599	DCS Cleaning - March 2018	£ 395.75	£ 79.15	£ 474.90
2600	DALC Subs - rate to be decided. £245.71 or £365.71			£365.71
2601	Park Hall Designs website maintenance Sept/17 - March/18			£ 90.00
2602	NEDDC Dog Bins Jan - March 18 (91 emptyings)	£ 312.13	£ 62.43	£ 374.56
2603	J Raybold refund HH deposit			£ 50.00
2604	L Hinchliffe refund HH deposit			£ 50.00
2605	G Power refund HH deposit			£ 25.00
2606	G. Davidson refund HH deposit (advance)			£ 25.00
2607	L. Teather refund HH deposit (advance)			£ 50.00
2608	L. Wright refund HH deposit			£ 50.00
2609	Clerk wages and expenses			£ 438.31
2610	HMRC - tax			£ 70.25