



Thurcroft Parish Council

Gordon Bennett Memorial Hall, Green Arbour
Road, Thurcroft, Rotherham, S66 9DD

e: clerk@thurcroftparishcouncil.gov.uk

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Minutes of the Full Council meeting held Thursday 27th April 2023

Present Councillors: **D. Andrews (Chair), A. Copeland (Vice-Chair), A. Scott, E. Humphreys, A. Winsborough, D. Brown, D. Oxley, C. McCartan, J. Richardson, C. Alsop, M. Howis, P. Owen, D. Fretwell, B. Clark, T. Murphy, C. Walker.**

Apologies were received from Councillors: **J. Ronksley, N. Ronksley.**

Proper Officer: **Thomas Collingham (Clerk & RFO).**

There was 4 member of public in attendance.

The meeting started at 6.30pm

9333. To receive and approve reasons for absence.

Apologies have been received from Cllr J. Ronksley and Cllr N. Ronksley.

Resolved:- The Council noted the reasons for absence and approved them for Cllr J. Ronksley and Cllr N. Ronksley.

Voting:- 16 councillors present. All councillors voted for.

9334. To receive declarations of interest in respect of business on the agenda.

There were no declarations of interests raised.

9335. To receive and approve the minutes of the meeting held on Thursday 30th March 2023 and take note of the accuracy of the minutes from Thursday 28th February.

Councillors raised that Cllr A. Scott was missed off the attendance list for 30th March 2023. E. Humphreys had submitted apologies that needed to be recorded.

A councillor raised that the meeting minutes were still not detailed and therefore didn't give an accurate representation of the meetings.

The Clerk advised that the minutes are not a verbatim account of the meeting and are to record the decisions made at the meeting. The Clerk suggested sending a sample copy of minutes to YLCA for feedback.

Resolved:- That the minutes of the meeting held on Thursday 30th March 2023 be approved, and the incorrect attendance be recorded on the signed copy of the minutes.

Voting:- 16 councillors present. 12 councillors voted for. 4 abstentions.



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9336. To retrospectively resolve the admin error included in the agenda item for the grant application for Thurcroft Miners Welfare Institute and Recreation Ground Scheme Social Club Limited for £500

The Clerk discussed the admin error of the grant application received from Thurcroft Miners Welfare Institute and Recreation Ground Scheme Social Club Limited had been recorded as Thurcroft Miners Institute. Clarification was sought that the grant was paid into the community fund and not an individual.

Resolved:- That the admin error be noted from minute reference 9276 and that the Council retrospectively resolve the grant application for Thurcroft Miners Welfare Institute and Recreation Ground Scheme Social Club Limited.

Voting:- 16 councillors present. 15 votes for. 1 abstention.

9337. To receive and approve the minutes of the extraordinary meeting (co-option) held on Thursday 13th April 2023.

Councillors raised concerns with the meeting itself and the process with candidates present. The Clerk advised that this item is to approve the accuracy of the meeting minutes.

Resolved:- That the minutes of the extraordinary meeting (co-option) held on Thursday 13th April 2023 be approved.

Voting:- 16 councillors present. 15 votes for. 1 abstention

9338. To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature to be discussed.

No items were identified for exclusion.

9339. Public Participation Session.

- A member of the public raised concerns surrounding the process of co-option with candidates being present for the vote between councillors.

The Clerk advised that the policy is in place and the meetings are open to the public to attend so there is no right to exclude candidates from the meeting.

- A neighbouring parish council publish a newsletter 4-times a year. Does this council have any plans for a newsletter?



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The Council have budgeted for a newsletter in this year's budget and it is a plan to produce a newsletter.

- Does the Council plan to have any surgeries? No, there are currently no plans for parish councillor surgeries.
- The room is set out that we see the back of councillor's heads, it would be good to know who people are, are there any suggested to 'meet the council' such as the functions of the council. That has been noted by the council.
- There has been aggressive outburst in the chamber, do councillors receive any appraisals? You need to work better with the public and set a standard.

Councillor conduct needs to be referred to the Monitoring Officer and councillors do not receive appraisals.

- The Annual Meeting of the Parish Council date is outside the normal meeting schedule. Can the date of the meeting be relooked at?

The Clerk advised The Annual Meeting of the Parish Council has been arranged based on the same timeline as last year. There is still proposed to be the usual ordinary meeting at the end of May.

- Would it be possible to have Planning Applications discussed as part of the council agenda?

This has been noted.

- I would like to ask why the Parish Council is operating in breach of its own Standing Orders in their operation and management of Standing Committees?
Standing Order No 4 clearly outlines how the Standing Committees should be operate. Standing Order 4 d (i - xii) clearly specifies that the Council shall set the terms of reference for Standing Committees, appoint members, once members have been appointed, elect the Chair and set the dates of meetings, along with a range of other actions associated with the operation of the Committees.



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It is clear from Standing Order No 5 j (v -viii) that these actions this should be part of the agenda for the AGM. Whilst I appreciate that given the circumstances the Council found themselves in last year this may not have been possible. But, with the establishment of the Standing Committees the Standing Orders should have been followed at the most appropriate next Full Council meeting. It is clear from minutes of the meetings of the Standing Committees that they have set their own terms of reference and elected their own Chair and have been told they have the power to make decisions rather than simply make recommendations. All in breach of your Standing Orders.

The Council notes your question, and the council will be addressing the Standing Committees, Terms of Reference and the election of chairs at the Annual Meeting of the Parish Council.

9340. To receive and note minutes for the HR Committee held on 5th April 2023.

Councillors received the minutes of the meeting.

Resolved:- The Council noted the minutes of the HR committee held on 5th April 2023.

9341. To receive and note minutes for the Events Committee held on 20th April 2023.

Councillors received the minutes of the meeting.

Resolved:- The Council noted the minutes for the Events committee held on 20th April 2023.

9342. To receive the design plans for consultation from Rotherham Metropolitan Borough Council for Green Arbour Road to improve the public realm.

The Council received a presentation on the improvements proposed the high street on Green Arbour Road from RMBC. The project is a £4 million scheme with seven schemes already delivered. Thurcroft is due to see the improvements this summer.

It was consulted by the public that parking has become an issue for pedestrians which has been the main focus of the improvements.

Various visual improvements have also been considered in the project. Defining walkways to encourage driver to not block the walkway, additional planters, benches and renewal of the bollards.

Councillors questioned some of the proposals that had been considered and shared concerns with wooden planters. Councillors also raised concerns whether visually impaired residents will be walked through the plan The limitations between the land that is owned by the authority and private ownership has limited the project as the budget would not stretch to cover the extent of changes that were desired.



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Resolved:- The Council noted the presentation from RMBC regarding the public realm improvements to Green Arbour Road.

9343. To receive and note the Financial Risk Assessment completed for the year 2023/24.

The Clerk presented the updated Financial Risk Assessment to the council for them to note the updated risks to the council. The Council were made aware that reconciliations and dual control of online payments are a risk that need to be improved which will be addressed at the Annual Meeting of the Parish Council.

Resolved:- The Council noted the report.

9344. To receive and resolve the earmarked reserves for the financial year of 2023/2024.

The Council received the current list of earmarked reserves were advised that the remaining general reserves had been allocated into the Gordon Bennett Memorial Hall 'revamp' budget line.

Resolved:- That the Council adopts the earmarked reserves for the year 2023-24.

Voting:- 16 councillors present. 15 votes for. 1 abstention.

9345. To receive the financial position of the end of year accounts & to reconcile the position between the accounting system and the bank statements.

Councillors received the end of year reconciliation for the accounts and the end of year position for the council accounts. Councillors queried that there was an £18 difference in totals against the accounts and the reconciliation.

The Clerk advised that he would investigate the matter and update the figures.

Resolved:- That the Clerk revisit the figures to ensure that they align against the reconciliation and the bank statements in respect of the £18 difference.

9346. To receive and note the list of payments that are made by Direct Debit.

The Council received the current list of direct debit payments made by the council;

- ICO
- British Gas
- EDF
- BrightPay (shown as Stripe)
- BT Group
- Everflow Water
- South Yorkshire Pension Authority



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- HMRC
- Cheaper Waste
- GoCardless

Resolved:- The Council noted the direct debit payments.

9347. To receive and resolve a retrospective contract from Rotherham Metropolitan Borough Council for waste removal on Thurcroft Recreation Ground and Hangsman Lane.

The Clerk advised the Council commenced a contract with RMBC in April 2022 for public bin collections on Thurcroft Recreation and Hangsman Lane. However, a contract was not signed at the time of this contract being taken out.

The contract was discussed with councillors to ensure they are happy with the terms of the contract.

Resolved:- That the Council adopt the contract be signed by the Clerk and two councillors and RMBC instructed to continue the contract. That the Clerk be given delegated authority to clarify how many bins, obtains a map of the bins and whether this includes Brampton en-le Morthen to circulate back to councillors.

Voting:- 16 councillors present. All councillors voted for.

9348. To receive and resolve the invoice from Yorkshire Local Council Association for a membership subscription from 1 April 2023 to 31 March 2024.

The Clerk advised the Council that YLCA give a wealth of information and legal advice to the council and many councils use YLCA across Yorkshire.

Resolved:- That the Council continue the membership subscription from 1st April 2023.

Voting:- 16 councillors present. All councillors voted for.

9349. To consider and discuss the current Committee structure regarding self-elected Chairs basically being given 'Carte Blanche' to approve anything non-financial related.

A councillor raised concerns with the power that has been given to the committees but given the questions raised within the public session the councillor understands that this will be addressed as part of the Annual Meeting of the Parish Council.

9350. To receive and resolve correspondence regarding the centennial event for Laughton War Memorial asking for financial assistance.



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The Clerk advised that correspondence has been received in relation to the centennial event for the Loughton War Memorial and the ask of financial assistance. The Chair had requested that this item be placed on the agenda to be discussed.

The Clerk advised the Council that if a grant is to be awarded that they would need to fill in a grant application form.

Resolved:- That the Clerk be given delegated authority to contact the organisers to issue them with a grant application form

Voting:- 16 councillors present. All councillors voted for.

9351. To receive quote and resolve the provision of hanging baskets for the financial year 2023/24.

A councillor raised the item for hanging baskets across Thurcroft Parish. This was previously raised but deferred due to two previous quotes not being like-for-like.

The Clerk advised that he was unable to obtain two like-for-like quotes based on the offering of the hanging basket contractor. The contractor would supply, brackets and baskets, filling of the baskets with flowers, watering the baskets and removing the baskets and brackets at the end of the summer.

Councillors discussed that it would be a one-year trial to monitor if there was any antisocial behaviour.

The position of the hanging baskets would be 26 in Thurcroft – from Co-Op down to the entry of Thurcroft. 13 in Loughton Common – from Station Road to the first roundabout, 8 in Brampton en-le Morthen on one side of the road.

The Clerk advised that a memorandum of understanding would need to be obtained between RMBC and the Parish Council.

Councillors raised that next year further discussion needs to take place on whether we continue with the baskets to ensure we obtain the best value for money.

Resolved:- That the Council have appointed Hobsons to undertake the hanging basket contract for one year between May 2023 - October 2023 based on the quote value of £2345.

Voting:- 16 councillors present. All councillors voted for.

9352. To receive quotes for purchase and hire of new Christmas Lights to be attached to the lampposts.

The Council received quotes from three different companies that would be able to provide new Christmas lights for the parish through Thurcroft, Loughton Common and Brampton en-le Morthen.



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Councillors had lots of questions regarding the Christmas lights. There were questions raised over whether they should be rented or purchased.

There was a lot of information to digest which councillors were unable to make a decision at the time.

The Clerk advised that if you enter a contract for 3 years, you need to take into consideration the overall cost of the project, and if it does exceed £25k it would need to be considered for contract finder.

Councillors raised that they would find answers to the questions asked and re-present to the Council but that the deadline for Christmas lights is the end of May.

Resolved:- That the item is deferred until more information can be presented to the Council.

9353. To note and resolve attendance to the online meeting with Green Spaces from RMBC to discuss Thurcroft Recreation Ground and antisocial behaviour.

In the previous meeting, safety concerns were raised by councillors with vehicle access to Thurcroft Recreation ground and the impact this has had in the recent football games.

The Clerk has spoken with RMBC who have arranged to meet online on Tuesday 9th May 2023 at 6pm. The Clerk asked for attendance of which councillors would like to attend the meeting.

Resolved:- That the attendees of the meeting be; Cllr D. Andrews, Cllr A. Copeland, Cllr C. McCartan, Cllr C. Walker, Cllr A. Winsborough, Cllr D. Oxley, Cllr J. Richardson, Cllr T. Murphy, Cllr M. Howis, Cllr E. Humphreys and Cllr D. Brown

Voting:- 16 councillors present. 11 councillors voted to attend.

9354. To note an update on the current progress of acquiring a new contractor for the satellite bar in the Gordon Bennett Memorial Hall.

The Clerk advised the Council that the tender had been written and advertisements displayed for companies or individuals to make an application. The deadline for the tender application has been set at 12th May 2023 to give the maximum time for applications to be made for the contract at the Gordon Bennett Memorial Hall.

Resolved:- The Council noted the update.

9355. To approve accounts for payment and note contractual payments made under the clerk delegation in Appendix 1.

Resolved:- That the Council approves payments scheduled and notes payments made under Clerk delegation.

Voting:- 16 councillors present. All councillors voted for.



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9356. CLOSED SESSION – To review and resolve the pay structure for employees of Thurcroft Parish Council for 2023/24.

The Clerk advised councillors of the pay rates for each of the employees based on the budget that has been agreed and the NJC Payscale that have been adopted as part of the contracts of employment.

Resolved:- The Council approved the pay structure for employees of Thurcroft Parish Council in 2023-24.

Voting:- 16 councillors present. All councillors voted for.

9357. To notify the clerk of matters for inclusion on the agenda of the next meeting.

A councillor raised the need for matters arising from the minutes be part of the agenda to understand updates on the items discussed.

9358. To set the date of the next ordinary Parish Council meeting.

The date of the next meeting was to be agreed at the Annual Meeting of the Parish Council on Thursday 13th May 2023 at 6:30pm.

The meeting closed at 20:30.