



Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

Minutes of the Ordinary meeting held Thursday 27th June 2024

Present Councillors: C. Walker (Chair), H. Bell, V. Burford, R. Butler, C. McCartan, D. Oxley, M. Wordsworth (7 councillors present).

Apologies were received from Councillors: C. Alsop, D. Brown, B. Clark, T. Murphy, J. Richardson, N. Ronksley and A. Winsborough.

Officers: Thomas Collingham

There was eight members of the public in attendance.

The meeting started at 6.30pm

9723. To receive and consider reasons for absence

The Clerk shared with council the reasons for absence that were received from C. Alsop, D. Brown, B. Clark, T. Murphy, J. Richardson, N. Ronksley and A. Winsborough.

Resolved:- That the council approved the reasons for absence from C. Alsop, D. Brown, B. Clark, T. Murphy, J. Richardson, N. Ronksley and A. Winsborough.

Voting:- 7 councillors present. All councillors voted in favour.

9724. To receive declarations of personal and pecuniary interestⁱ for members and officers

No declarations of interests were received.

9725. To receive written requests for dispensations for disclosable pecuniary interests (if any)

No written requests for dispensation were received.

9726. To grant any requests for dispensation as appropriate

There are no requests for dispensation to grant.

9727. To receive and approve the minutes of the meeting held on Thursday 30th May 2024

The council raised no accuracy concerns on the minutes and approved that they show an accurate record of the meeting held on Thursday 30th May 2024.

Resolved:- That the minutes for the meeting held on Thursday 30th May 2024 be approved as a true and accurate record, and that the chairman signs the bottom of each page to verify the approval of the minutes.

Voting:- 7 councillors present. All councillors voted in favour.

9728. To receive and approve the minutes of the Events Committee meeting held on Wednesday 17th January 2024



Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

The Clerk highlighted to the council that the minutes from the Events Committee held on Wednesday 17th January 2024 needed to be approved. Due to the restructure of the committees, the minutes were unable to be approved in the Facilities & Events Committee. Therefore, the Clerk is presenting the minutes to the full council to approve the minutes with members of the previous committee that were in attendance.

Resolved:- That the minutes for the meeting held on Wednesday 17th January 2024 be approved as a true and accurate record, and that the chairman signs the bottom of each page to verify the approval of the minutes.

Voting:- 7 councillors present. 1 councillor voted in favour. 6 councillors abstained.

9729. 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. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2))

There are no items identified for exclusion of press and public.

9730. Public Participation Session

The council received a statement from the Chairman of Dinnington & Districts Branch of the British Legion regarding;

- Poppy Appeal
- The removal of wreaths from Thurcroft Memorial Garden
- Future purchase of wreaths for Remembrance Sunday
- Communication between the council and district branches of RBLI

Other residents made representations regarding;

- The lack of events from the Parish Council regarding D Day this year
- Flagpoles in Thurcroft Memorial Garden and the delays in erecting the poles
- Current flags being placed on the ground whilst replacement took place
- Grounds maintenance in poor state in Thurcroft Memorial Garden
- Working in partnership and bettering communication

9731. To note the minutes for committee meetings held since the last ordinary meeting of the council

a) Recreation & Environment Committee held on Wednesday 19th June 2024

The council noted the draft minutes for the Recreation and Environment Committee held on Wednesday 19th June 2024.

b) Finance & General Committee held on Friday 21st June 2024



Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

The council noted the draft minutes for the Finance & General Committee held on Friday 21st June 2024.

c) Facilities & Events Committee held on Friday 21st June 2024

The council noted the draft minutes for the Facilities and Events Committee held on Friday 21st June 2024.

9732. To note the outcome of the complaint committee held on Tuesday 4th June 2024

The council noted the outcome of the complaint committee held on Tuesday 4th June 2024. The outcome was that the complaint be upheld, and that recognition be given to support with a £50 credit for the next football season. However, that the fees for the year still be payable to the council.

9733. To receive the final report of the Internal Audit report relating to the period 1st April 2023 to 31st March 2024 and consider any further action

The council received the final Internal Audit report for the financial year 2023/24 and reviewed the effectiveness of the Internal Controls. Members agreed that the Internal Audit report is a large improvement on the previous years, and that the work that has been undertaken to improve the council is now starting to show. Members wished to record their thanks to the Clerk for giving such focus to improving the policies, governance and framework in which the council operates.

Resolved:- That the council have reviewed the effectiveness of the Internal Audit
That the council continue with the progress on Income to ensure all hire rates are revisited.
That the council should look at Investments to ensure that the risk to the money is spread throughout different bank accounts.

That salaries are all rectified and no further action required.

That the council is on track to publish the AGAR within the publication requirements that will address the points from last year.

That the Internal Audit be published on the parish website.

Voting:- 7 councillors present. All councillors voted in favour.

9734. To complete and approve section 1 of the Annual Governance and Accountability Return (AGAR), this to then be signed by the Clerk and the Chairman of the meeting

Resolved:- Following review of the effectiveness of the system of internal controls, and taking into account the issues raised when considering the findings, it was resolved that Thurcroft Parish Council complete and approve section 1 of the Annual Governance Statement 2023/4 of



Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

the Annual Governance and Accountability Return. The Chairman and Clerk of the meeting signed the declaration.

Voting:- 7 councillors present. All councillors voted in favour.

9735. Following signing by The Responsible Financial Officer – to consider and approve the Accounting Statements of Thurcroft Parish Council relating to the period 1st April 2023 to 31st March 2024. The Chairman of the meeting to then sign section 2 of the Annual Governance and Accountability Return (AGAR)

Resolved:- Following the signing of section 2 of the AGAR by the Responsible Financial Officer. Council considered section 2 of the Annual Governance and Accountability Return. It was resolved that Thurcroft Parish Council approve Section 2 - Accounting Statements 2023/2024 for Thurcroft Parish Council of the Annual Governance and Accountability Return 2023/2024 and that the Chairman sign the declaration. Documents now to be submitted to approved external auditor PKF Littlejohn.

Voting:- 7 councillors present. All councillors voted in favour.

9736. To agree the dates to be set to advertise the period during which electors and interested persons may exercise rights relating to the Annual Accounts (Monday 1st July 2023 – Friday 9th August 2023)

It was resolved that Monday 1st July 2024 to Friday 9th August 2023 be selected by Thurcroft Parish Council for the period of exercise of public rights. The Clerk shall place on the website and Parish noticeboard.

Resolved:- That the dates Monday 1st July 2024 to Friday 9th August 2024 be agreed as the advertised period for electors to exercise their rights relating to the Annual Accounts

Voting:- 7 councillors present. All councillors voted in favour.

9737. To receive a recommendation from the Finance & General Committee to consider the approval of a Volunteering Policy

Resolved:- That the council receive a recommendation from the Finance & General Committee to adopt the Volunteer Policy. The council reviewed the content of the policy and agreed that it should be approved to support ongoing volunteer activity on parish land.

Voting:- 7 councillors present. All councillors voted in favour.

9738. To receive a recommendation from the Finance & General Committee to consider the approval of a Remembrance Policy



Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

The council received the recommendation from the Finance & General Committee to adopt the approval of the Remembrance Policy. The council agreed with the majority of the policy but would like to suggest recommendations to be included.

The recommendations to be included.

1. That a notice is published when the poppy wreaths are due to be removed, and that any organisations involved in the Remembrance Sunday are also informed.
2. That an events spokesperson be in place for the events taking place.
3. That the keys of the flagpoles be the responsibility of the Parish Council, and that they may be requested by a trusted individual in line with the key management policy.

The wreaths

Resolved:- That the Garden and Remembrance Policy be approved, and this be communicated to all organisations involved and that the further recommendations be incorporated into the report.

Voting:- 7 councillors present. All councillors voted in favour.

9739. To note an update on the new bin contract for Thurcroft Cemetery and consider any further action in regard to frequency of collection or the number of bins required

The Clerk shared an update with the bins in line with the resolution that was made earlier in the year. The Clerk shared that the bins had been full on numerous occasions, but this was due to events that see an uptake in cemetery visits. The Clerk shared that it hadn't been enough weeks to see the full extent of a consistent waste collection. The Clerk shared the cost of any extra bins if the council wished to increase the service. The council agreed to revisit the waste collection service in a further two months.

Resolved:- That the council agree to revisit the waste collection service for Thurcroft Cemetery.

Voting:- 7 councillors present. All councillors voted in favour.

9740. To receive a resident's request to hold an event on our land for charitable purposes and to consider any further action

The Clerk shared a request to use the football field for a charity match and to hold a stall event on the field of Thurcroft Recreation Ground. Members agreed that the price of the hire should be lower if it is supporting charitable purposes. Members agreed to propose £50 for the use of the field, but if they wish to use the hall as a back up it would be £100 for the day and should be administered the same as a facility booking.

Resolved:- That the council wish to charge £50 for use of the field, and if the group wish to use the hall it will be charged at £100 for the day.

Voting:- 7 councillors present. All councillors voted in favour.



Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

9741. To note an update to the flagpole for Brampton Memorial Garden

The Clerk shared with the council that the flagpoles is being installed in the Brampton Memorial Garden in the middle of the garden which is slightly further out than the original consultation as the flag would be caught in the trees. This was communicated by the local village association who asked residents the preferred location. The council noted the updated location.

9742. To note an update on the project for the noticeboards and consider the final quotes for the project

The Clerk shared the designs that were previously chosen by the council with the updated pricing details between the materials used for them. It was agreed to invest in the more expensive noticeboards based on the CR-DO-1999 for the amount £14,160.38. It was agreed that the installation quotes will be sought for the next meeting due to the lead time on the noticeboards being created.

Resolved:- That the quote for 3x noticeboards to the specification as quoted in CR-DO-1999 for £14,160.38 be approved.

Voting:- 7 councillors present. All councillors voted in favour.

9743. To receive an updated pricing structure for the Gordon Bennett Memorial Hall and consider the approval of new pricing effective from 1st July 2024

Members received a new update pricing structure for the Gordon Bennett Memorial Hall which takes into consideration different price points based on the different groups and to provide a simpler structure when invoicing users. The Facilities and Events Committee have considered the pricing and present this proposal to the group for adoption. It was agreed that due to timing of this report and communicating this with the groups affected, this is to be implemented from the 1st September 2024.

Resolved:- That the new pricing structure be adopted and implemented from 1st September 2024, with all the pricing details to be published on the website and at the point of booking.

Voting:- 7 councillors present. All councillors voted in favour.

9744. To receive and consider an update to the terms and conditions of hire of the Gordon Bennett Memorial Hall

The Clerk shared the updated terms and conditions which takes into account the updated Health and Safety information, as well as the Fire Safety information surrounding the capacity figures. Members wished to clarify the animals not allowed, expect the guide dogs.



Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

Members felt that any cancellations as outlined in the policy should not just be communicated by email to the Assistant Clerk in case of leave. It was agreed that a communication between employees be set up to help in scenarios where we have a cancellation.

Resolved:- That the updated Terms and Conditions be approved and be signed by all user groups by 1st September 2024.

Voting:- 7 councillors present. All councillors voted in favour.

9745. To receive a recommendation from the Recreation and Environment Committee to approve the new contract between the council and Thurcroft Cottage Gardens & Allotment Association

The Clerk shared the recommendation from the Recreation and Environment Committee for a new contract between Thurcroft Parish Council and Thurcroft Cottage Gardens and Allotment Association to formalise the rent to be received as a council. The council supported that the association pay a peppercorn rent.

Resolved:- That the Clerk approach Thurcroft Cottage Gardens & Allotment Association to formalise and sign the contract and collect the peppercorn rent.

Voting:- 7 councillors present. All councillors voted in favour.

9746. To approve accounts for payment and note contractual payments made under the clerk delegation (attached)

Resolved:- That the payments be approved for payment and note payments made under the Clerk delegation.

Voting:- 7 councillors present. All councillors voted in favour.

9747. To note expenditure outside of the meeting between the Clerk and the Chair in line with Financial Regulation 4.1

There was no expenditure to note.

9748. To consider relevant planning applications as published on RMBC's weekly lists (21-27) along with any associated submissions received and any reports on previous planning applications/issues;

DATE	LIST NO.	P/A NO.	CASE OFFICER	PLANNING DETAILS	ACTION
04/06/2024	24	RB2024/0730	Robert Morrell	The Willows School, Thurcroft. Retention of a modular building as a permanent structure https://rotherham.planportal.co.uk/?id=RB2024/0730	No Action



Thurcroft Parish Council

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

e: clerk@thurcroftparishcouncil.gov.uk

w: thurcroftparishcouncil.gov.uk

9749. To notify the clerk of matters for inclusion on the agenda of the next meeting

- Road on Kingsforth Lane

**9750. To confirm the date and time of the next ordinary meeting of the council on Thursday
25th July 2024 at 6.30pm in the Council Chamber of the Gordon Bennett Memorial Hall**

The council noted the date of the next ordinary meeting of the council.

The meeting closed at 20:28pm.