



Minutes of the Ordinary meeting held Thursday 30th April 2026

Present Councillors: B. Clark (Chair), C. Walker, D. Oxley, T. Murphy, S. Hydes, B. Butler, M. Wordsworth, R. Ridler, A. Winsborough, G. Beddows

Apologies were received from Councillors: D. Brown

Absent: None

Officers: S. Wilkinson

There was one member of the public present

The meeting started at 6.30pm

FC428. To receive and consider reasons for absence

The Council noted the apologies received from D. Brown

FC429. To receive declarations of personal and pecuniary interest for members and officers

None

FC430. To receive written requests for dispensations for disclosable pecuniary interests (if any)

None received.

FC431. To grant any requests for dispensation as appropriate

No requests to grant.

FC432. To receive and approve the minutes of the meeting held on Thursday 26th March 2026

Resolved: - That the minutes of 26/03/26 be approved

Voting: 10 councillors present. All voted in favour.

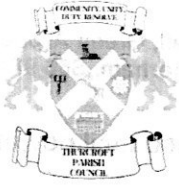
FC433. To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature to be discussed. Under Public Bodies (admission to meetings) act 1960, S1(2)

Item No FC436

FC434. Public Participation Session

A resident sought assistance regarding an area of park land in Loughton Common which does not fall under the ownership or responsibility of the Parish Council. She was advised to contact her Ward Councillors in the first instance for guidance.

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FC435. To note the minutes for committee meetings held since the last ordinary meeting of the council

a) Finance and General Committee held on Thursday 23rd April 2026

Minutes were noted.

FC436. To discuss recent activities at the cemetery including the closure of the main gates

a) An emergency decision was taken by the Chair on 16th April to close the main cemetery gates for health and safety reasons.

Resolved: Council approved the emergency action retrospectively.

Voting:- 10 Councillors present. All voted in favour.

b) The outcome of the earlier meeting between representatives of the Parish Council, RMBC, youth workers and the Police was presented to Full Council. During this item, members considered the continuing antisocial behaviour occurring within the cemetery. Partner agencies advised that the Parish should continue to keep the main gates closed as a preventative measure.

Resolved: The cemetery gates will remain closed for the time being, and all incidents of antisocial behaviour must be reported either via **101** or through the Police online reporting system.

Voting: 10 Councillors present. All voted in favour.

FC437. To discuss signage for the cemetery based on the above recommendations

Resolved: That **two A2 signs** and **one A3 sign** be installed, each displaying the same information, namely: *no drinking, no drugs, no loud music, no congregating, dogs must be kept on a lead*, together with details on how to report antisocial behaviour, the site's **What3Words** location, and an **email address for emergencies**.

Voting: 10 Councillors present. All voted in favour.

FC438. To review the current business rates bill from RMBC

Resolved: Business rates have increased by over £4000 from 25-26 to 26-27. Current bill for 26-27 £5299.73 for the Gordon Bennett Memorial Hall. Rates have been reclassified and we have lost the small business relief we received last year. Clerk to write to Wards Councillors to raise the issue of poor communication from RMBC regarding the increase, and to write to RMBC directly to show our disapproval of the increase. Bill to remain outstanding until we have an adequate response from RMBC. It was agreed that the Clerk to set up a direct debit.

Voting:- 10 councillors present. 9 voted in favour, 1 abstained.

FC439. To receive an update on the 25-26 AGAR

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Resolved: Internal Audit has been completed. Final report has been shared with finance. The council have no outstanding actions and passed the assertion 10 requirement. The only issue identified was section D – Budgeting reports were not included in the first 6 months of the year, but this was rectified from September's meetings onwards.

FC440. To receive the final audit from 1st April 2025 to 30th March 2026

Resolved: Received and approved by council. Only one item raised regarding budget updates which the clerk has now actioned.

Voting:- 10 councillors present, all voted in favour.

FC441. To complete and approve section 1 of the Annual Governance and Accountability Return (AGAR) and this to be signed by the clerk and chair of the meeting

Resolved: Section 1 of the AGAR was completed and signed by the chair and the clerk.

FC442 Following signing by the Responsible Finance Officer – to consider and approve the accounting statements of Thurcroft Parish Council relating to 1st April 2025 to 31st March 2026. The chairman of the meeting to then sign section 2 of the Annual Governance and Accountability Return (AGAR)

Resolved:- The RFO signed section 2 of the AGAR. The council considered and approved the accounting statements, followed by the chair signing section 2. The AGAR is now complete and can be submitted to the external auditors.

FC443. To agree dates to be set to advertise the period during which electors and interested persons may exercise rights relating to the annual accounts

Resolved: The dates will be from June 15th - July 24th to comply with 30 working days, and the first 10 days of working in July.

Voting: 10 councillors present. All voted in favour

FC444. To adopt the recommended Health & Safety Policy

Voting: 10 councillors present. All voted in favour

FC445. To discuss the fees for the repairs identified in the cemetery tople test

Resolved: Topple test has been carried out and works are needed on 200+ headstones. Notices have been left on affected graves. The grave owners will have 6 months to contact Winks or their own preferred stone mason to fix the memorial. Cemetery warden to map the affected graves and office staff to cross reference with the list provided. Office staff to write to all affected grave owners where possible, explaining that works are needed. That a further inspection be carried out in **October** to record any memorials that remain non-compliant. The

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Clerk will obtain quotes at that time to establish the **potential cost of any outstanding works**, for consideration during the **November budget-setting process**, without committing the Council to undertaking any repairs.

Voting: 10 councillors present. All voted in favour

FC446. To discuss the fees for the suggested new user group

Resolved: That the **Multi-Games User Group** be permitted to hire the **Gordon Bennett Memorial Hall** on Saturday mornings 8.30-11.30, at a charge of **£10 per hour**, during which children will have the opportunity to participate in a range of different sports.

Voting: 10 councillors present. 9 voted in favour. 1 abstained.

FC447. To receive and update regarding the previous horticultural contract

Resolved: That it be noted the previous contractor has been pursuing three outstanding payments for August, September and October 2025, and that these payments have been withheld, pending satisfactory contact from the contractor.

FC448. To review the waste contract for the Gordon Bennett Memorial Hall

Resolved: Due to the Parish continually exceeding the agreed waste-management allowance, the Council approve an increase to the waste-collection limit from 70kg to 100kg within the existing contract.

Voting: 10 Councillors present. All voted in favour.

FC449. To discuss additional planting in the village

Resolved: Clerk to get quote for spring bulbs from our horticultural contractor.

Voting: 10 Councillor present. All voted in favour.

FC450. To receive an update on the tender for the park renovations

Resolved: That a selection of Councillors meet on 7th May at 5.00pm to review the submitted tenders and identify the top three for further consideration.

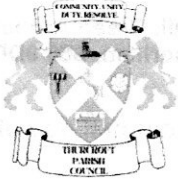
Voting: 10 councillors present. All voted in favour.

FC451. To review the recent skip day 28th March 2026, and discuss provisional next date 24th October 2026

Resolved: That the Council note the success of the recent **Skip Day** and agree that a further event be organised for **October**. The **Clerk** is to obtain quotes for the provision of a skip for this event.

Voting:- 10 councillors present. All voted in favour.

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FC452. To discuss summer event quotes

Resolved: That, of the three quotes received for face-painting services, Crown Kids Parties be appointed for the event on 15th August, providing three hours of face painting at a rate of £65 per hour.

That the revised quote from DB Entertainment, of £3,259.00, be accepted.

Voting: 10 councillors present. All voted in favour.

FC453. To discuss the new process on attaching hanging baskets and Christmas lights to lampposts

Resolved: That the Council note the outcome of the recent RMBC meeting, which indicated that Parish Councils will receive support with the cost of **lamppost testing**, although details of how this support will be provided have not yet been communicated.

Notwithstanding the lack of further clarification, the Council agree to proceed with the planned **Christmas lights and hanging baskets**, as these items have already been budgeted for.

Voting: 10 councillors present. All voted in favour.

FC454. To approve the quotes to resurface the path, and the metal fence in the memorial garden

Currently awaiting quotes for the memorial garden pathway. Councillors were presented with a selection of **fencing options**, with images provided for review and consideration.

Resolved: That the fencing design featuring **red poppies** be selected, and that the fencing be installed on the **second step up** as agreed. The Deputy Clerk is to obtain quotes for the required works.

Voting: - 10 councillors present. All voted in favour.

FC455. To receive an update regarding the parish newsletter

Resolved: That the Council note the presentation of the **finished newsletter** and agree that the Clerk obtain quotes for printing.

Voting: - 10 councillors present. All voted in favour.

FC456 To receive an update from the architect

Resolved: That having reviewed the architect's drawings, the Council agree that the architect proceed to produce the full, formal plans based on the following: DWG01, DWG03 Version 2, DWG11 Option 2, and DWG17 & DWG19 incorporating the flat-roof design.

Voting: - 10 councillors present. All voted in favour.



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FC457. It was agreed to extend the Full Council meeting at 8.26pm. All members present voted in favour.

FC458. To consider relevant planning applications as published on RMBC'S weekly lists (March) along with any associated submissions received and any reports on previous planning applications/issues

Non received

FC459. To note accounts for payment and note contractual payments made under the clerk delegation

Resolved: - That the payments and receipts be noted.

FC460. To note expenditure outside of the meeting between the Clerk and the Chair in line with Financial Regulation 4.1

A payment of £10 for flowers, £27.98 Letterbox for the council chambers and £60 for 3 x cemetery keys

FC461. To receive and consider any grant applications received by the council.

Resolved: That the Council note the receipt of a ^{award} £1,800 grant for outreach work, including work relating to the cemetery, and that the Clerk arrange a meeting to discuss the details and next steps. *From Community Budget*

Voting: 10 councillors present. All voted in favour.

FC462. To receive an update regarding Whitestone Solar Farm

Deferred to next meeting

FC463. To receive an update from the clerk (for information only)

- New signage at the entrance doorway detailing office hours
- New letterbox at the entrance doorway

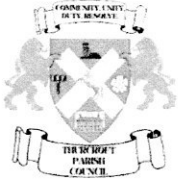
FC464. To notify the clerk of matter for inclusion on the agenda of the next meeting

The re-design of the parish council coat of arms logo

FC465. To confirm the date and time of the next ordinary meeting of the council on in the Council Chamber of the Gordon Bennett Memorial Hall.

TBC

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The meeting closed at 20.45pm

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