



Laughton-en-le-Morthen Parish Council

The Village Hall, Firbeck Avenue, Laughton-en-le-Morthen, S25 1YD

(Ordinary Parish Council Meeting 21st February 2024)

Present: Councillors: Mr T Stanway (Chairman), Mrs T Hutson (Vice Chairman), Mrs J Cutting, Mr K Downing and Mrs S Fielding and the Clerk, Caroline Havenhand. In attendance Parishioners: No parishioner was in attendance.

<u>Reference</u>	<u>Item</u>	<u>Action</u>
24/12	To receive and approve reasons for absence.	
	Councillors: Mr S Johnson and Mrs S Varkey gave reasons for absence which were approved at the meeting.	
24/13	To receive declarations of interest in respect of business on the agenda.	
	No interests were declared.	
24/14	To authorise the chairman to sign the minutes of the meeting held on 17th January 2024, as a true and correct record.	
	The minutes were confirmed as a true and correct record and the Chairman accordingly signed the file copy.	
24/15	To identify any agenda items which may be considered following the exclusion of the press and public, due to the confidential nature of the business to be discussed.	
	It was resolved that no items required the exclusion of press and public.	
	Open Forum for Parishioners in Attendance – Public Participation Session	
	No items were raised.	
24/16	To receive information on the following ongoing issues and decide further action where necessary.	
24/16.1	To receive a report from Ward Councillors.	
	No Ward Councillors attended the meeting.	
24/16.2	To review the most recent play inspection report and agree any action.	
	Council engage RMBC monthly to check the equipment and point out any areas that may need repair or monitoring. The clerk circulated the play inspection report dated 21 ST February 2024 which was designated ‘Low Risk’. The play area surface has been spread and the worn chain on the Swings - 1 Bay 2 Seat (Flat) has been removed by RMBC at no cost. RMBC have advised not to treat the Fungus in view of its location but where any appears above the surface it needs to be removed. Clerk to speak to the caretaker. A new seat bracket is required on the Zip wire – it was resolved that the	Clerk

	clerk get a price to replace this.	
24/16.3	To make a decision as to the location of a new Vehicle Activated Speed Sign for Laughton.	
	It was resolved that the Vehicle Activate Speed Sign be placed on a lamp post near the entrance to Firbeck Lane.	Clerk
24/16.4	To receive any update on the building sign off, following a meeting with the builders and the building inspector.	
	A meeting has taken place. The last items have been completed and the alarm system is now linked to the shutter. The clerk has worked out the outstanding payment is £1602.03 less the retention. This invoice is awaited, Council resolved the clerk could settle this invoice upon receipt. It was further resolved that ½ the retention monies be paid upon presentation of the final pack and ½ in 6 months, rather than 12 months as the majority of work has been completed for some time.	Clerk
24/16.5	To confirm receipt of the Dog Fouling stencils and agree next steps.	
	The stencils have arrived and are to be passed to Councillors S Johnson. Information noted by Council.	
24/16.6	To receive a quotation for the damage to the Slade Hooton Signs.	
	Three photographs and a quotation were circulated to Council. It was resolved to get a further quote before making a decision.	
24/16.7	To receive an update from Councillors on access to new email accounts.	
	All councillors at the meeting were able to access their email. Absent councillors will be asked to check by the clerk. Other councillors	
24/16.8	To receive Insurance quotations for the Insurance Renewal due 1 st April 2024.	
	It was resolved to defer this matter to the next meeting as quotations are still awaited.	Clerk
24/16.9	To discuss any village hall matters, including funding options for increased energy efficiency.	
	At the last management committee, the CIO asked if cleaning the outside windows should be at the cost of the trust rather than the CIO. It was resolved that the clerk check the lease. It was also suggested that the noticeboard be moved, and a leaflet shelf be placed on the wall. Council resolved not to move them at this time.	Clerk
24/16.10	To receive and discuss feedback from the Brookhouse meeting following correspondence from Severn Trent and discuss persistent flooding across Rose Lane.	
	Severn Trent have u-turned on the new drainage for Brookhouse. Parishioners are extremely upset after years of pursuing this issue and the promised solution now being shelved. A letter has been sent from the Parish Council to express dissatisfaction with this decision. The matter at the moment has been referred to Alexander Stafford. It was resolved to wait to see what further assistance the Parish Council can provide.	
24/16.11	To discuss and agree any action regarding the six-monthly newsletter. In particular, to decide whether this should continue in paper format.	
	It was resolved that the newsletters continue at the moment, but that we should seek more volunteers for delivering. To issue more current information the Parish Council have resolved to create their own website.	Clerk
24/16.12	To receive information on Sponsorship requests on hanging baskets. To review where baskets are to be placed and plaques for sponsors where requested.	

	A plan of the lamp posts was circulated. Only metal lamp posts can be fitted. Council at the moment believe there will be 12 sponsors. This along with the 24 paid for by the Parish Council allows for 18 lamp posts. It was resolved to place these equally at either end of the village, with the exact lamp posts numbers and locations to be identified once the route has been ‘walked’ to see whether there are any obstacles to prevent placement. Sponsors to be offered basket as £48 plus £12 if they would like a plaque.	Clerk
24/16.13	To discuss any tenders received for the maintenance of the village beds during 2024 and agree the contractor.	
	It was resolved to remain with the existing contractor with an increase of 6%. Total contract £2,240.00. Clerk to sign one year contract.	Clerk
24/16.14	To consider a new bio-diversity policy.	
	It was resolved that the new bio-diversity policy be approved and adopted. To be reviewed in February 2026.	Clerk
24/16.15	To discuss further plans for the D-DAY 80 event and in particular actions relating to the beacon.	
	It was resolved to purchase a gas beacon – preferably without 80 on it so that it may be used again for other events. Cost £579.00. The police were invited to have a table at the event. A request for volunteers to help plan the event is to be put on social media.	Clerk
24/17	Matters requested by Councillors/Clerk.	
24/17.1	To discuss any requests for financial assistance.	
	There were no requests for financial assistance.	
24/17.2	To discuss and Allotment issues and agree further action.	
	The Allotment AGM is at 11.00 am on Sunday. The clerk and the chairman will attend. The clerk raised a verbal complaint that she has received about some items that have been removed from a new tenant’s plot. The clerk is seeking further information, and this will be discussed at the next meeting.	Clerk/ Chairman
24/17.3	To discuss recent crime issues.	
	The local PCSO attended the meeting to discuss local crime issues. Speeding was also discussed as well as the location of the new Speed Activated Sign.	
24/17.4	To receive information from RMBC for RPI increase in cost of three-year grass cutting contract for PC maintained areas.	
	RMBC have advised an uplift in the contract from £2,370.13 to £2,512.34, an uplift of 6%. It was resolved to accept this and continue to pay by quarterly direct debit. This is the third year of a three-year contract.	Clerk
24/17.5	To receive any information on the recent election training attended by the clerk.	
	The clerk attended a training session pertaining to the next local elections. Key dates: Starts when the Notice of Election is published on 26 March 2024 • Ends at close of poll on 2 May 2024. Candidate information packs available from 1 March 2024 • Request a pack by contacting electoral.services@rotherham.gov.uk or calling 01709 823 590 • Pre-nomination briefings to be held through March. Dates to be confirmed shortly.	
24/17.6	To discuss and agree contribution to Clerk’s SLCC membership.	
	It was resolved to pay a contribution of £95.04 towards the SLCC membership.	Clerk
24/17.7	To review and agree the Council’s Equality and Diversity policy.	
	It was resolved that the revised Equality and Diversity policy be agreed and adopted. To be	Clerk

	reviewed in February 2025.	
24/18	To consider relevant planning applications as published on RMBC's weekly Lists 3 to 6 (2024). In particular, to discuss: - None	
	It was resolved that no action is required at this time.	
24/19	To receive information on any previous planning applications/issues and discuss further action. RB2023/0776 - Erection of 1 No. Residential Dwelling at land at 12 High Street, Laughton-en-le-Morthen. Refused 07/02/2024. RB2023/1697 - Use of land for dog training facility and construction of associated off-road parking at Land off Kingswood Avenue, Laughton-en-le-Morthen. Refused 26/01/2024.	
	It was resolved that no further action is required at this time.	
24/20	Financial Matters	
24/20.1	To receive the RFO'S report.	
	a) After 10 months of the financial year 96% of annual anticipated income has been received, as expected. 64% of planned expenditure has been spent. b) The account balance on 31 st January 2024 is £77,115.77. c) The full 2023/2024 Precept (£40,750) has been received from RMBC. The first quarter VAT claim has been received £824.11. A claim has been submitted for the period up to 31 st January 2024, £1770.95. Funds awaited.	
24/20.2	To approve accounts for payment and note contractual payments made under clerk delegation. Please see Appendix 1. To retrospectively agree additional items for the opening event.	
	Council resolved to note the contractual payments made and that the accounts due are agreed and can be paid. See Appendix 1 in the minutes.	
24/20.3	To receive bank reconciliation to 31 st January 2024.	
	The bank reconciliation was verified and signed by two Councillors.	
24/20.4	To agree transfers to reserves or changes to budget lines.	
	There was resolved that no transfers required at this time.	
24/20.5	To receive information on Councillors quarterly review of receipts and payments.	
	Councillor K Dowing reported that he had carried out a review of receipts and payments for quarter 2 and quarter 3. He reported no issues. Information noted by Council.	
24/21	To notify the clerk of matters for inclusion on the agenda of the next meeting.	
	None	
24/22	To fix the date and time of the next Ordinary Council Meeting (suggested 20th March 2024).	
	It was resolved that the next ordinary Parish Council Meeting will be held on Wednesday 20 th March 2024 at 7.15pm.	
	The meeting closed at 10.20 pm.	

Chairman

Date 21st February 2024

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Chairman's Initial

Date 21st February 2024

Appendix 1 – Accounts paid or for payment

PAYMENT LIST - FEBRUARY 2024						
Date	Supplier	Item	Cheque No	Cost	VAT	Total
14th February 2024	Salaries	Payroll Employees	IB	£ 1,083.67		
				£ -		
				£ 1,083.67		£ 1,083.67
21st February 2024	Village Hall CIO	Room Hire January	IB	£ 36.00		£ 36.00
21st February 2024	Savills	Allotment Rent	IB	£ 225.00		£ 225.00
21st February 2024	SLCC	Clerks subscription - part share.	IB	£ 95.04		£ 95.04
21st February 2024	Clerk - Mileage	Expenses	IB	£ 39.60		£ 39.60
21st February 2024	Hobsons Nurseries Ltd	Carr Basket	IB	£ 220.00	£ 44.00	£ 264.00
30th February 2024	NEST	Pension payment	DDR	£ 19.24		£ 19.24
				£ 1,718.55	£ 44.00	£ 1,762.55
				£ 37,602.05	£ 2,595.06	£ 40,197.11
28 February 2024				£ 39,320.60	£ 2,639.06	£ 41,959.66