



Laughton en le Morthen Parish Council

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

(Ordinary Parish Council Meeting 19th February 2025)

Present: Councillors: Mr S Johnson (Chairman), Mrs T Hutson (Vice-Chair), Mrs J Cutting, Mr K Downing, Mr J Hall, Mr T Stanway, Mrs J Valenzuela and the Clerk, Caroline Havenhand. In attendance – Three parishioners attended the meeting.

<u>Reference</u>	<u>Item</u>	<u>Action</u>
25/12	To receive and approve reasons for absence.	
	All councillors were present at the meeting.	
25/13	To receive declarations of interest in respect of business on the agenda.	
	None	
25/14	To authorise the chairman to sign the minutes of the meeting held on 15th January 2025, as a true and correct record.	
	The minutes were confirmed as a true and correct record and the Chairman accordingly signed the file copy.	
25/15	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 require the exclusion of press and public due to the confidential nature of items under discussion.	
	Open Forum for Parishioners in Attendance – Public Participation Session	
	No questions were raised in the public session.	
25/16	To receive information on the following ongoing issues and decide further action where necessary.	
25/16.1	To receive a report from Ward Councillors.	
	No Ward Councillors attended the meeting.	
25/16.2	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 latest play report dated 11 th February 2025 which was designated “low risk”. Actions remain as per the last meeting which will be looked at when the weather gets a little warmer.	Clerk
25/16.3	To discuss any ongoing village hall matters, including car park barrier and lighting.	
	The CIO have reported a small settlement crack on the hall wall, and it was resolved to	Clerk

	monitor this though it is believed it will be resolved on decoration. The barrier and lights will be looked at when the weather is finer for working outside.	
25/16.4	To discuss plans for VE Day 80 and agree any action.	
	It was resolved that the clerk order a replacement frame for the existing burner to commemorate VE Day 80 – Cost approx. £400.00	Clerk
25/16.5	To receive a response from RMBC relating to a request for a Grit Bin.	
	RMBC rejected the request for a grit bin on Abbey Close stating that it did not meet criteria. Also, that resources do not allow every street that meets criteria to be allocated a bin. It was resolved that the clerk submits an FOI request to see what the allocation is in other Parishes across the borough to check if Laughton has been allocated its fair share of this resource.	Clerk
25/16.6	To provide an update on Hedgerow cutting following contact with RMBC.	
	The clerk reported that there had been some progress the hedgerow on High Hooton Lane from Slade Hooton had not been cut. It was resolved to contact Highways to see whether they could contact the landowner before birds start nesting.	Clerk
25/16.7	To provide an allotment update.	
	The clerk reported that there had been some vandalism on site, and it had been reported to the police. A covering letter to go out with the new rules has been drawn up and the letter will be issued shortly.	Clerk
25/17	Matters requested by Councillors/Clerk.	
25/17.1	To discuss any requests for financial assistance	
	There were no requests for financial assistance.	
25/17.2	To discuss any action in relation to the increase in fly tipping at Carr Top, and the damaged bench.	
	Signage has gone up relating to fly tipping which will hopefully act as a deterrent – it is important that any fly tipping is reported to RMBC. It was resolved that the clerk write to RMBC regarding the damaged bench.	Clerk
25/17.3	To discuss the damaged wall on St John's Road and agree any action.	
	It was resolved that the chairman submits a photograph to the clerk and that this be sent to the footpaths officer as the rubble is falling onto the footpath.	Chairman/ Clerk
25/17.4	To receive a quotation from RMBC for 3-year grounds maintenance contract.	
	It was resolved that the clerk check the content of the schedule against the work that is being done. Once this is done Council resolved to stand down financial regulations 5.9 and not to try and get three quotes as it is believed that the quotation offers good value.	Clerk
25/17.5	To receive correspondence from Lloyds Bank relating to an introduction of bank charges.	
	It was resolved that Council accept the new bank charges which will cost about £125.00 per annum. No further action is required at this time.	
25/17.6	To review and agree the Council's Equality and Diversity Policy	
	The policy was reviewed, and it was resolved that the Policy be accepted unchanged for a further 12 months.	Clerk

25/18	To consider relevant planning applications as published on RMBC's weekly Lists 2 – 6 (2025). In particular, to discuss: - RB2025/0010 - Change of use of agricultural building to Use Class E - Commercial, Business and Service and external alterations to the building, Business at Hall Farm, Abbey Lane, Slade Hooton. https://rotherham.planportal.co.uk/?id=RB2025/0010	
	It was resolved that comments be raised on this application. There is already a business on site that has led to some noise concerns being raised by residents. The workshop does not have sufficient parking for groups and concerns were raised that this building will become ancillary to the wedding business to replace the Portaloos and potentially a bar. This will have further impact on noise levels.	Clerk
25/19	To receive information on any previous planning applications/issues and discuss further action.	
	No applications	
25/20	Staffing Matters	
25/20.1	To agree employment terms, advert and Job Description for new Grounds Maintenance Operative.	
	It was resolved that the draft advert and job description are agreed. The employment terms being 3 hours (Oct-Mar) and 9 hours (Apr-Sept) per week, between points 3 to 4 on the LC1 National Joint Council Scale, dependent on experience. The job advert will be placed early March with the clerk and two members of the staffing committee to deal with short listing and interviews.	Clerk
25/20.2	To agree employment terms, advert and Job Description for new Assistant Clerk.	
	It was resolved that the draft advert and job description are agreed. The employment terms being 5 hours per week, between points 9 to 14 on the LC1 National Joint Council Scale, dependent on experience. Two years fixed term contract. The job advert will be placed early April once the process for the Grounds Maintenance Operative is completed.	Clerk
25/21	Financial Matters	
25/21.1	To receive the RFO's report.	
	<ul style="list-style-type: none"> a) After 10 months of the financial year 103% of annual anticipated income has been received, as expected. 69% of planned expenditure has been spent. b) The account balance on 31st January 2025 is £84,080.84. c) The full year 2024/2025 Precept (£45,250) has been received from RMBC. d) £217.66 VAT refund received for 2023/2024. VAT refund to 31st October received - £2,648.79 2024/2025. The clerk is in the process of doing a further return up to the end of January. Information noted by Council	Clerk
25/21.2	To receive bank reconciliation to 31 st January 2025.	
	The bank reconciliation was verified and signed by two Councillors.	
25/21.3	To approve accounts for payment and note contractual payments made under clerk delegation. Please see Appendix 1.	
	Council resolved to note the contractual payments made and that the accounts due are	Clerk

	agreed and can be paid.	
25/21.4	To agree any transfers to or from reserves.	
	It was resolved that no transfers are required at this time.	
25/21.5	To receive information on the Councillors quarterly review of receipts and payments for quarter 3.	
	Councillor K Downing noted that he had carried out the quarter three review of receipts and payments and found no issue. Information noted by Council as well as its thanks to Councillors K Downing for carrying out the review.	
25/22	To notify the clerk of matters for inclusion on the agenda of the next meeting.	
	The following matters will be placed on the next Agenda: <ul style="list-style-type: none"> • VE Day celebration preparations. • Dog Waste issues. 	Clerk
25/23	To fix the date and time of the next Ordinary Council Meeting (suggested 19th March 2025).	
	It was resolved that the next ordinary meeting of the Parish Council Meeting will be held on Thursday 20 th March 2025 at 7.15pm.	Clerk
	The meeting closed at 9.05 pm.	

Chairman

Date 26th March 2025

Appendix 1 – Accounts paid or for payment

February Payments

PAYMENT LIST - FEBRUARY 2025						
Date	Supplier	Item	Cheque No	Cost	VAT	Total
12th February 2025	Salaries	Payroll Employees	IB	£ 922.33		£ 922.33
				£ 26.00		£ 26.00
				£ 948.33		£ 948.33
19th February 2025	Re-imburse Clerk	Other	IB	£ -		£ -
		Mileage	IB	£ 49.50		£ 49.50
		Total		£ 49.50		£ 49.50
19th February 2025	Laughton Village Hall CIO	Hall Rental Jan	IB	£ 36.00		£ 36.00
19th February 2025	Maltby Miners Welfare Band	Carols around the tree December	IB	£ 150.00		£ 150.00
19th February 2025	Savills	Allotment lease	IB	£ 225.00		£ 225.00
19th February 2025	Heatworks	Light fitting replacement - support to CIO	IB	£ 225.00	£ 45.00	£ 270.00
19th February 2025	KCM	Skip for allotments	IB	£ 220.50	£ 44.10	£ 264.60
19th February 2025	Vision ICT	Website hosting	IB	£ 225.00	£ 45.00	£ 270.00
19th February 2025	Scottish Water	Water Allotments	DDR	£ 3.16		£ 3.16
22nd February 2025	NEST	Pension payment	DDR	£ 47.78		£ 47.78
FEBRUARY 2025				£ 2,130.27	£ 134.10	£ 2,264.37
C/F JAN 2025	CARRIED FORWARD			£ 38,140.63	£ 3,657.77	£ 41,798.40
YEAR TOTAL 2024/2025				£ 40,270.90	£ 3,791.87	£ 44,062.77