



Laughton en le Morthen Parish Council

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

(Ordinary Parish Council Meeting 20th March 2025)

Present: Councillors: Mrs J Cutting (Acting Chairman), Mr K Downing, Mr J Hall and the Clerk, Caroline Havenhand. In attendance – Six parishioners attended the meeting.

<u>Reference</u>	<u>Item</u>	<u>Action</u>
25/24	To receive and approve reasons for absence.	
	Councillors: Mrs T Hutson, Ms J Valenzuela and Mr T Stanway gave reasons for absence which were approved at the meeting.	
25/25	To receive declarations of interest in respect of business on the agenda.	
	None	
25/26	To authorise the chairman to sign the minutes of the meeting held on 19th February 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.	
25/27	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.	
25/28	To receive information on the following ongoing issues and decide further action where necessary.	
25/28.1	To receive a report from Ward Councillors.	
	No Ward Councillors attended the meeting.	
25/28.2	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 March 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
25/28.3	To discuss plans for VE Day 80 and agree any action.	
	A draft poster was produced and costings agreed. This is now to be advertised on social	

	media. The bracket for the collar for the burner has been ordered and it was resolved that this can be paid in advance as per their payment terms	
25/28.4	To receive a response from RMBC relating to a request for a Grit Bin.	
	A response is still awaited to the Information request from RMBC. The clerk will chase when this is over 28 days.	Clerk
25/29	Matters requested by Councillors/Clerk.	
25/29.1	To discuss any requests for financial assistance	
	There were no requests for financial assistance.	
25/29.2	To receive requests from allotment holders relating to new structures. Additionally, to receive email correspondence from an allotment holder and agree any action.	
	Council reviewed requests relating to Polytunnels. As part of this it was resolved that no Polytunnel would be agreed over 3.5m by 3m and the maximum greenhouse size would be 10ft by 6ft. No more than three structures would be agreed per plot. Council asked that it be noted that the floor was slippery and the clerk slipped when walking.	Clerk
25/29.3	To discuss impact of large-scale Solar Farm proposed by Whitestone in the Rotherham area.	
	The scale of the development was discussed and concerns raised about the visual impact on the green space throughout Rotherham. It was resolved to put the information on Facebook and the news page so that Parishioners are aware.	Clerk
25/29.4	To discuss any village hall issues including discussing the unused toilets, footballers room and storage.	
	It was resolved to discuss this matter when more councillors are present. Clerk to circulate Phase 11 plans for review.	Clerk
25/29.5	To discuss and agree any action in relation to the proposal by BT to remove the phone box in Slade Hooton.	
	The box is to stay as it is listed but no issues were raised regarding the actual phone being removed. It was therefore resolved not to object to the proposal.	
25/29.6	To discuss ongoing issues with Dog Waste and agree any action.	
	It was resolved that volunteers would carry out further pavement marking to try and hi-light a 'pick up' policy in the Parish.	Councillor S Johnson
25/30	To consider relevant planning applications as published on RMBC's weekly Lists 7 – 10 (2025). In particular, to discuss: - RB2025/0250 - Creation of fishing lake with 6 No. ancillary holiday pods and associated landscaping, Land rear of Slade Hollow, Hooton Lane, Laughton-en-le-Morthen. http://rotherham.planportal.co.uk/?id=RB2025/0250	
	It was resolved that an objection be raised relating to RB2025/0250 relating to potential noise and the use of green belt land affecting the appearance and openness of the site.	Clerk
25/31	To receive information on any previous planning applications/issues and discuss further action. RB2023/0776 - DOE Reference: APP/P4415/W/24/334967 , Erection of 1No. Residential Dwelling at Land at 12 High Street, Laughton-en-le-Morthen. Dismissed 24/02/2025.	
	It was resolved that no further action is required at this time.	

25/32	Policies	
25/32.1	To review and adopt the Email Policy for Laughton-en-le-Morthen Parish Council.	
	It was resolved to adopt the email policy for review in March 2026	Clerk
25/32.2	To review and adopt the Freedom of Information Policy for Laughton-en-le-Morthen Parish Council.	
	It was resolved to adopt the email policy for review in 12 months	Clerk
25/32.3	To review and adopt the Safeguarding Policy for Laughton-en-le-Morthen Parish Council.	
	It was resolved to adopt the email policy for review in 12 months.	Clerk
25/32.4	To review and adopt the Publications Scheme for Laughton-en-le-Morthen Parish Council.	
	A number of links were updated but the documents format remains unchanged. It was resolved to adopt the updated model publication scheme and list for review in 12 months.	Clerk
25/32.5	To consider and adopt new Financial Regulations for Laughton-en-le-Morthen Parish Council based on new NALC Model document.	
	The new model document (as updated in March 2025) has been adapted for Laughton-en-le-Morthen Parish Council and a copy was circulated to Council. It was resolved that the new financial regulations are reviewed and adopted for review at the May annual meeting. In addition that the following checks be added to the Councillor's quarterly review: <ul style="list-style-type: none"> • To check that Council has valid insurance in place in the quarter following renewal. • An independent call with the internal auditor to take place. 	Clerk
25/33	Financial Matters	
25/33.1	To receive the RFO's report.	
	a) After 11 months of the financial year 104% of annual anticipated income has been received, as expected. 96% of planned expenditure has been spent. b) The account balance on 28 th February 2025 is £81,924.17. 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 31 st October received £2,656.38 2024/2025 and to February 2025 £1,135.49. The clerk will complete a final return at the end of March. Information noted by Council	Clerk
25/33.2	To receive bank reconciliation to 28 th February 2025.	
	The bank reconciliation was verified and signed by two Councillors.	
25/33.3	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 agreed and can be paid.	Clerk
25/33.4	To agree any transfers to or from reserves.	
	There was resolved that the following transfers be made: £2000.00 to ER for play area reserves from budget £ 500.00 to ER CCTV Reserve £ 500.00 to a new Staff Salary Reserve in ER £1,500.00 to ER Phase 11 building works	

	£1,000.00 to ER Grants for Village Hall Maintenance £ 760.00 to ER Allotments £2,364.50 to current account from allotment account £ 563.00 to GR to maintain 50% ratio to precept	
25/33.5	To review Laughton-en-le-Morthen Parish Council's Risk Assessment Management document and agree any changes.	
	Council reviewed the existing Risk Assessment document which is produced to outline an assessment of the risks facing the council, with appropriate steps to manage those risks, including various controls and relevant insurance. It was resolved that the council continues to adopt the risk management policy document for a further 12 months, additionally council resolved that having carried out the review, appropriate measures are in place the manage and mitigate the risks. To be reviewed annually.	
25/33.6	To discuss and agree changes to Council's asset register, including a review of insurance adequacy and provider for renewal on 1 st April 2025.	
	The clerk advised Council that CISWO have still not made contact. The play area equipment is on charity land and as should ideally be seen as a charitable trust asset. The trust has no money to maintain it though. The current situation inherited is impractical and unwieldy. Council resolved to retain responsibility for the play area in the short term and try to contact the actual trustees of CISWO to try and resolve this matter. The current structure does not benefit the parish as the charitable trust has minimal income so putting additional layers of bureaucracy only creates additional costs for parishioners. The Asset Register has been amended with additions for this year, and it was resolved to agree the Asset Register and the new total of £136,797.67. The broken laptop and defibrillator cabinet and nominal sign value have been removed from the asset register. The asset register was compared with insurance levels and found to be adequate.	
25/34	To notify the clerk of matters for inclusion on the agenda of the next meeting.	
	The clerk was requested to add the following items to the next agenda: <ul style="list-style-type: none"> • Phase Two plans for the village hall • Hanging baskets • VE Day celebration – progress with plans • Whitestone Solar Farm updates 	Clerk
25/35	To fix the date and time of the next Ordinary Council Meeting (suggested 16th April 2025).	
	It was resolved that the next ordinary meeting of the Parish Council Meeting will be held on Wednesday 16 th April 2025 at 7.15pm.	Clerk
	The meeting closed at 9.10pm.	

Chairman

Date 16th April 2025

Appendix 1 – Accounts paid or for payment

March Payments

PAYMENT LIST - MARCH 2025						
Date	Supplier	Item	Cheque No	Cost	VAT	Total
13th March 2025	Salaries	Payroll Employees	IB	£ 922.13		£ 922.13
				£ 26.00		£ 26.00
				£ 948.13		£ 948.13
20th March 2025	Re-imburse Clerk	Other	IB	£ 142.97	£ 10.03	£ 153.00
		Mileage	IB	£ 39.60		£ 39.60
		Total		£ 182.57		£ 192.60
20th March 2025	Laughton Village Hall CIO	Hall Rental February	IB	£ 36.00		£ 36.00
20th March 2025	HMRC	PAYE	IB	£ 942.61		£ 942.61
20th March 2025	Gallagher Insurance	Insurance Renewal	IB	£ 1,245.87		£ 1,245.87
20th March 2025	21CC Group Limited	New Collar for Beacon	IB	£ 150.00	£ 30.00	£ 180.00
20th March 2025	RMBC	Grounds Maintenance	DDR	£ 837.44	£ 167.49	£ 1,004.93
20th March 2025	Lloyds Bank	Bank Charges - monthly account fee x 2	DDR	£ 8.50		£ 8.50
20th March 2025	PWLB	Parish Loan for Village Hall	DDR	£ 996.30		£ 996.30
21st March 2025	Allotment Holders	2 x £50 bonds returned	IB	£ 100.00		£ 100.00
22nd March 2025	NEST	Pension payment	DDR	£ 47.78		£ 47.78
MARCH 2025				£ 5,495.20	£ 207.52	£ 5,702.72
C/F FEB 2025	CARRIED FORWARD			£ 40,270.90	£ 3,791.87	£ 44,062.77
YEAR TOTAL 2024/2025				£ 45,766.10	£ 3,999.39	£ 49,765.49