

**MINUTES OF THE MEETING OF WAVERLEY COMMUNITY COUNCIL HELD AT THE BESSEMER ROOM, AMP TECHNOLOGY CENTRE ON MONDAY 8<sup>th</sup> JULY 2019 AT 7.00PM**

**Present:** Councillors Jamie Baggaley (Chair), Mark Lambert (Vice-Chair), Neil Adshead, Sai Narra and Aravind Venkana.

**In Attendance:** Les Wheatley, Interim Clerk to the Council, and 2 members of the public.

**051.19 Apologies and Reasons for Absence**

Apologies were received and accepted from Cllr. Allen-Miah and Cllr. Grace

**052.19 Waverley Community Council Meetings**

- a) The minutes of the meeting held on Wednesday 5<sup>th</sup> June 2019 were accepted as a true record
- b) The Council requested that a full meeting is held in August rather than the advertised "Urgent Items Only" meeting and the Clerk will arrange this

**053.19 Confidential Items**

**Resolved:** That the press and public should be excluded from agenda item 7 due to the confidential nature of the business to be conducted. Proposed Cllr. Baggaley, seconded Cllr. Lambert. **Carried.**

**054.19 Declaration of Disclosable Pecuniary and Other Interests**

No interests were declared at the meeting

**055.19 Matters Arising**

- a) The Clerk reported that Cllr. Allen (RMBC) had requested information from RMBC Elections Office regarding the growth of Waverley and future representation on the Community Council. The reply states that there can be no additions to the number of Councillors at Waverley without a further Community Governance Review. These normally take place every 10-15 years and not within 2 years. This means that Waverley Community Council will continue with 7 Councillors, despite steady population growth, until a further CGR is undertaken. The Council will keep this under review and seek information from Harworth about expected population growth.
- b) SYPTE has been approached to arrange a meeting with the Council. This has been declined as they no longer hold one to one meetings with local councils. The Council will therefore participate in the Public Transport User Groups for both Rotherham and Sheffield. We will also receive regular information from SYPTE via e-mail. This will be regularly monitored as it is felt that some future planning needs to be undertaken by SYPTE as public transport needs change due to growth.

**056.19 Ward Councillor Reports**

- a) No Ward Councillors were present at the meeting. Apologies were received from Cllr. Walsh (Rother Vale)

## **PUBLIC COMMENTS AND QUESTIONS**

**Resolved:** That the meeting is adjourned for comments and questions from the press and public. Proposed Cllr. Baggaley, seconded Cllr. Lambert. **Carried.**

Items raised were:-

- i) Further instances of anti-social behaviour, particularly at the new park. Action on this is covered in minute 065.19 (Community Policing)
- ii) A comment that residents are being charged a £150 management fee for services usually provided by the Local Authority while receiving no rebate on Council Tax from RMBC who are not yet providing these services

### **057.19 Adoption of Council Policies**

a) Updating of Standing Orders and Finance Regulations has been deferred until the new Clerk is in post

b) A Model Publications Schedule which gives details of information available from the Council, and a General Privacy Policy have been prepared and were submitted to the Council in advance of the meeting for consideration.

**Resolved:** That the Model Publication Schedule is approved and adopted by the Council. Proposed Cllr. Lambert, seconded Cllr. Adshead. **Carried**

**Resolved:** That the General Privacy Policy is approved and adopted by the Council. Proposed Cllr. Baggaley, seconded Cllr. Venkana. **Carried**

The new policies will be placed on the Council's website. Contact details will be updated once the new Clerk has commenced.

### **058.19 Finance Matters**

a) The Clerk reported that the Reserve account requires a further letter to the bank signed by cheque signatories so this will be prepared and sent

b) The management accounts up to end of June were examined and no issues found.

c) The bank reconciliation to 30 June 2019 was checked and signed by 2 Councillors

d) **Resolved:** That accounts presented for payment in June 2019 are approved. Proposed Cllr. Narra, seconded Cllr. Adshead. **Carried**

e) No further items of equipment were identified for purchase at this stage. Purchase of a laptop computer for the incoming Clerk is underway.

### **059.19 Planning**

#### **a) RB2019/0929**

Variation of condition 01 to extend the timescale for the importation and movement of material to complete previously approved restoration contours for a further two years to 31st December 2021 imposed by RB2015/1208. Applicant Harworth Group PLC

The Council has no comments or objections to this application.

b) New Waverley applications have appeared on this week's RMBC list. These will be considered by the Planning Committee which will convene to deliberate further if deemed necessary.

### **060.19 Community Council Communications**

- a) Cllr. Lambert reported that the Council's website and Facebook pages were running smoothly, and the website is being regularly populated as content becomes available. Usage of the Facebook page is increasing steadily. A review of the website will take place shortly as new legislation has been introduced.
- b) The E-bulletin is also being produced regularly and has received positive feedback. Increase in circulation has slowed and it is hoped that a forthcoming piece in The Wave magazine will increase awareness and uptake
- c) Cllr. Baggaley has produced Community Council content for The Wave magazine and this will be published shortly.

### **061.19 Councillor Training**

- a) New Councillor training for all 7 Councillors will be undertaken by YLCA on 24<sup>th</sup> July at Catcliffe Memorial Hall.
- b) The Clerk has made enquiries with RMBC re Code of Conduct training and is awaiting further information.
- c) Cllr. Baggaley will undertake Chairmanship training with YLCA on 9<sup>th</sup> July. This is still to be arranged for Cllr. Lambert.

### **062.19 Arrange External Meetings**

- a) The Council has held very productive meetings with both Harworth Estates and The Land Trust in recent weeks. These have provided some clarity on where responsibilities lie, ongoing contacts for information and problem solving, and plans for the future. Regular meetings will be held as issues arise.
- b) Meetings with RMBC Highways and Public Rights of Way will be held shortly

### **063.19 Grounds Maintenance**

- a) A resident reported at an earlier meeting that hedging at Sorby Row / Highfield Square had been removed by the housing developer and replaced by inadequate trees and shrubs. It was unclear who had current responsibility for this area, but the matter will be taken up with RMBC and The Land Trust.

### **064.19 Local Grants Scheme**

The Well Rotherham Great Ideas grant scheme is being launched in Waverley on 9<sup>th</sup> July. The grant scheme offers up to £300 start-up support and free training to grassroots projects and is not restricted to constituted groups.

The Community Council also wishes to establish its own grant scheme which will support start-up for local groups who develop a constitution and have a bank account. The Clerk will draw up initial plans and policy and circulate to Councillors for discussion at the August meeting

### **065.19 Community Policing**

The Council has received several further reports about anti-social behaviour in Waverley, some of them very serious. The Council will continue to keep in touch with South Yorkshire Police on community policing issues and will publish information on the website / e-bulletin to stress the need to report all instances as this is the best way for additional policing resources to be allocated. The Council is aware of filming of incidents. This can be used as evidence but as children are often involved footage should not be posted on social media.

### **066.19 Waverley Events**

a) Cllr. Baggaley reported that the Waverley Great Get Together was very successful with good weather, a wide range of events and a good turnout. Photos of the event are published on the Council's website

b) Future events

i) The Scarecrow Festival will be held over the last weekend in September

ii) Catcliffe Parish Council has invited Waverley Community Council to collaborate on a joint Civic Service to be held shortly. This has traditionally been a Catcliffe event but now includes parts of Waverley following boundary changes. Cllr. Lambert volunteered to take this forward if approved.

**Resolved:** That the Council approves joining with Catcliffe Parish Council for a joint Civic Service subject to a maximum spend of £100. Proposed Cllr. Baggaley, seconded Cllr. Lambert. **Carried**

iii) It was proposed to undertake an exhibition in the near future to include all organisations and agencies currently involved in the development of Waverley. There is still lots of confusion about who does what in Waverley and it was thought a good idea to have everyone in one room so that the organisations can connect and members of the public can ask questions and seek information. The Clerk will draw up an outline plan in the first instance and liaise with the Events Committee.

c) A meeting is still to be arranged between the Community Council and Events Committee to discuss asset transfer and future shared projects. Cllr. Baggaley will arrange this.

### **067.19. Agenda Items for The Next Meeting**

No agenda items were proposed although Councillors may submit items at a later date.

**Resolved:** That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Local Government Act 1972. **Carried.**

### **068.19 Appointment of Proper Officer and Responsible Financial Officer to the Council**

a) A candidate has been chosen from interviews undertaken by the Staffing Committee.

**Resolved:** That the Council approves the recommendation of the Staffing Committee on the appointment of the new Clerk/RFO. Proposed Cllr. Adshead, seconded Cllr. Venkana. **Carried.**

b) **Resolved:** That the starting salary offered will be at scale point 19 on the NJC Local Govt. salary scale - £24799 pa pro rata and the hours worked will be 12 per week. Proposed Cllr. Baggaley, seconded Cllr. Narra. **Carried**

References will now be taken up and an offer letter prepared and sent.

c) An August start date is expected, and the Interim Clerk will remain in post until up to 31 August to include a handover period.

The meeting closed at 20.23

Signed

Chair