

MINUTES OF THE MEETING OF WAVERLEY COMMUNITY COUNCIL HELD AT THE AMP TECHNOLOGY CENTRE ON WEDNESDAY 6 NOVEMBER OCTOBER 2019 AT 7.00PM

Present: Councillors Jamie Baggaley (Chair), Neil Adshead, Aravind Venkana, and Amin Allen-Miah.

In Attendance: Rachel Graham, Clerk to the Council, two members of the public and CllrB Walsh was present. Cllr S Narra was watching the meeting remotely, but lawfully did not make any decisions.

126.19 Apologies and Reasons for Absence

Apologies were received from Cllr R Grace and accepted.

127.19 Waverley Community Council Meetings

The minutes of the meeting held on Wednesday 2 October 2019 were accepted as a true record.

128.19 Confidential Items

No items were identified

129.19 Declaration of Disclosable Pecuniary and Other Interests

No interests were declared at the meeting

130.19 Matters Arising

Nothing to report

131.19 Ward Councillor Reports

- a) Borough Cllr Walsh reported the Rother Vale Ward meeting was well attended by the police and street pride. Separately because of purdah -the pre-election period – he could contribute less than usual.

PUBLIC COMMENTS AND QUESTIONS

Resolved: That the meeting is adjourned for comments and questions from the press and public. **Carried.**

No questions were asked

132.19 Community Council management

- a) appoint new vice-chair – deferred to the next meeting
- b) appointment process of a new councilor:

Resolved: Clerk to proceed with the co-option process and advertise the vacancy.

Carried

- c) line manager for Clerk.

Resolved: the Chair will line manage the Clerk. **Carried**

d) holiday cover

Resolved: Chair and Cllr Adshead will be the email contacts. **Carried**

19:14 Cllr Simpson and one resident joined the meeting

133.19 Elections

a) General Election

Resolved: Clerk to share information on purdah with the Councillors. **Carried**

b) 2020 Borough Councillors and Police and Crime Commissioner elections

Clerk updated the Councillors with information regarding the May 2020 elections

c) Boundary changes

Clerk explained that in May 2020 Waverley will become part of the Rother Vale Ward and no longer split between two Wards.

134.19 Finance Matters:

Finance Matters:

a) update on bank accounts: clerk and other signatories

Resolved: Cllr Adshead to complete forms and bring to the next meeting: **Carried**

b) To monitor the budget against income and expenditure

Clerk was not privy to the bank statements yet.

c) To approve the bank reconciliation to 31 October 2019

Clerk was not privy to the bank statements yet.

d) To approve payment of invoices presented, including Clerks back pay

Resolved: That accounts presented for payment in November are approved: **Carried**

e) To review 2020-2021 budget proposal

Resolved: That the Clerk reflect additional hours, pension and other projects and present again at December meeting: **Carried**

135.19 Planning:

a) Feedback from the meeting of the Planning Committee.

Resolved: The Committee proposed a letter is sent to the developers on the estate to improve the unadopted road surfaces: **Carried**

136.19 Community Council Communications:

a) To agree to only communicate using specific councillor email addresses

Resolved: Cllrs confirmed access to the email accounts: **Carried**

137.19 Councillor Training:

a) Reflection on Code of Conduct training

Cllrs said the training was good and worthwhile

b) To consider other Councillor training needs

Clerk asked to seek 'Chairmanship' training course.

c) Clerk to receive complete audit skills forms
None received to date

138.19 External Meetings:

External Meetings:

- a) To receive feedback from the One Stop Shop Event – 3 October
Cllrs thought the Event was informative and enabled organizations to network, whilst enabling the residents to gather more information about developments.
- b) Feedback from Civic Service
Chair said that it was very successful and inclusive and would like to repeat it next year.
- c) Update on CiL meeting
WCC would not in the foreseeable future receive any monies as the outline planning permission for the site was agreed prior to the legislation coming into force.
- d) Future meetings
WCC are pushing to connect with Well Rotherham at their Steering Board meeting and RMBC.

139.19 Website:

- a) Transfer of ownership and access
Clerk has access to the website but is still pursuing the transfer of ownership
- b) Policy on accessibility
It appears that ex-Councillor Lambert did not produce a policy. **Resolved:** The Clerk will take this forward. **Carried**
- c) Email addresses
Cllrs confirmed we can move over to the new email addresses.
- d) Training
Cllr Adshed requested training to add materials to the website. Clerk to prepare training package.

140.19 Waverley Events Team:

- a) Request for donation to Christmas tree
Resolved: the WCC will donate £400 towards the tree and decorations. **Carried**
- b) Monies received from Ward funding
Clerk informed the Cllrs, that the WET has been given £400 from the Ward funding.

141.19 Waverley Community

- a) Bins at bus stops

Resolved: Clerk to request bins from RMBC. **Carried**

b) Draft letter to developer regarding unadopted roads
As above - Clerk to action

c) Logo competition

Resolved: Ben Tilbrook is the unanimous winner, and will be mentioned in the WAVE and on the website. **Carried**

d) Joining the Aston Community Education Trust

Resolved: Clerk to approach and see if we can get a representative on board. **Carried**

e) GP surgery – joining their Board

Resolved: Clerk approach and see if we can get a representative on board. **Carried**

142.19 WCC Policies

a) Agree Grant Funding scheme and launch it

Resolved: Scheme agreed. Clerk to add in monitoring form and launch scheme
Carried

b) Agree expenses policy

c) Agree complaints procedure

d) Agree sick absence policy

e) Equality policy

Resolved: All the policies and procedures were received by the Council and agreed.
Carried

143.19 Correspondence

a) Letter requesting support to 'Rotherham Holiday Aid' charity

Resolved: the Clerk will present a cheque for £50 to be signed at the next meeting.
Carried

141.19 Agenda Items for the Next Meeting:

To agree items for inclusion on the agenda of the next meeting

- Appointment of Vice Chair
- Budget 2020-2021
- Community Centre

The next meeting will be held on Wednesday 15 January 2020

The meeting closed at 20:38

Signed

Chair