

**MINUTES OF THE MEETING OF WAVERLEY COMMUNITY COUNCIL HELD VIRTUALLY ON
WEDNESDAY 5 AUGUST 2020 AT 7.00PM**

Present: Councillors Jamie Baggaley (Chair), Neil Adshead, Sai Narra, Aravind Venkana and Laura Ross, plus Rachel Graham, Clerk to the Council.

In Attendance: Ward Councillor Bob Walsh, with apologies from Ward Councillor Simpson

111.20	To receive and approve reasons for absence Apologies and reasons for absence were received from Councillor: Allen-Miah. It was resolved that the reasons provided were approved.
112.20	To confirm the Community Council Meeting minutes of Wednesday 1 and 15 July The minutes were confirmed as a true and correct record.
113.20.	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 item should exclude press and public.
114.20.	To receive declarations of interest in respect of business on the Agenda None.
115.20	To note any matters arising (For information only) The Clerk reported that; <ul style="list-style-type: none"> • the Noticeboard has been refurbished and is back in situ • the Street Bin map has been created by Cllr Ross and added to the website • there are no calls for an election and the Clerk will commence the co-option process, with a closing date of 26 August • the Stephenson Way street bin request is with RMBC, and raised with Cllr Simpson • a consultation on Public Space Order regarding dog poo has been launched.
116.20	To receive Ward Councillor Reports Cllr Walsh reported that Emergency Management was in place as enhanced testing had commenced in Rotherham. Additionally, the Ward budget of £10,000 was now open to applicants. Applications need to be in-line with the Ward priorities found on RMBC's website.
	Public participation session. No issues were raised during the public session.
117.20	To receive an update from Waverley Academy on the school travel plan. An update was not forthcoming on the travel plan. WJA had sent a written

	report that they are working closely with RMBC in relation to the impact of the delays from a contractor in July. This involves providing temporary classrooms on the Waverley site.
118.20	<p>To receive an update from the Waverley Events Team.</p> <p>A written update was provided which included plans for the Scare Crow competition and a request for funds to transfer from the 'old Residents Association' account.</p>
119.20	<p>To receive an update from the Residents Association</p> <p>A written request asked about the timetable for road adoptions in Waverley. The Clerk reported that road adoption was for the developer to approach RMBC. It was resolved that the Clerk will write to RMBC, Taylorwimpey and Harron regarding the process.</p>
120.20	<p>To receive an update on the Community Garden Room</p> <p>No representative attended.</p> <ol style="list-style-type: none"> a) It was resolved that in principal the WCC would form a Committee with the Waverley Buds and the Residents Association to manage the asset as needed. b) It was resolved that the Clerk will seek quotes from three solicitors for legal advice on the lease.
121.20	<p>Meeting with Harworth, Land Trust, Residents Association and the Community Garden Team</p> <ol style="list-style-type: none"> a) To receive a brief update on the meetings The Chair, Cllr Ross and the Clerk virtually met with Harworth representatives and discussed; <ul style="list-style-type: none"> • Bradfield Way dead trees – Harworth are taking this forward over Winter • Additional bins – action for the Land Trust • High Street update –The WCC was informed that the plans are coming along well for the High Street. Some Councillors have seen the draft plans. Harworth are currently approaching retailers who might wish to occupy a spot on the new development. Harworth are anticipating sharing more information with the community around October. The WCC raised the issue of parking and keeping residents informed. • Drains on new Avant site backing up- Harworth requested more information from the Clerk • Road safety – The Clerk will contact RMBC to find out if the estate was ever intended to have road markings. Cllrs are requested to take pictures of poor parking, and road name and send to Clerk. • Adoption of Highfield Lane does not have a timeline. There is work to complete around the raised tables on the road.

	<ul style="list-style-type: none"> • Dog poo on private land - see Public Space Order below • Brocklebank trucks using Highfield lane from new Barrett site is permissible. The Clerk is the contact point to report any speeding untarped lorries, preferably with a photo of the vehicle's number plate. • Quotes are being sought to improve the draining on the the Red Shale path at the far end of Lakes. • Additional play equipment to Central Park has been ordered, but there is an 8 week lead in time on delivery alone • Shrub maintenance Sorby Row - see below • Road adoption plan for Sorby Row – see below • SJD Sports permission to use Central Park for summer sports school – It remains for the Land Trust to make contact and provide a permit • Permitted developments –some developers added restrictions to ensure a consistent look to some road frontages. • Community garden –CR Reynolds are completing the ground works • Post box – Harworth are still waiting a date from Royal Mail. <p>Land Trust The Clerk spoke to Simon Pedley about bins, as per Harworth mtg and litter picking – see below</p> <p>Residents Association. The Chair and Clerk virtually met RA representatives about improving the dialogue. They requested support from WCC regarding road adoptions.</p> <p>Community Garden Team The Chair and Clerk virtually met Waverley Buds, Well Rotherham and Harworth. Initial discussions were around how the Community Space might be managed with the WCC, RA and Waverley Buds as a Committee.</p>
122.20	<p>Finance Matters:</p> <ol style="list-style-type: none"> a) To receive an update on adding another signatory to the accounts. Cllr Ross has completed the forms, which now need to be countersigned and the Clerk will remove Cllr Grace from the accounts. b) To receive an update on the budget against income and expenditure. The Clerk reported that after four months into financial year 19.81% of the budget has been spent. She noted that the Well Rotherham cheque needed to be re-issued c) To approve the bank reconciliation to 31 July 2020 The bank reconciliation was verified by the Councillors.

	<p>d) To approve payment of invoices presented It was resolved that Accounts presented for payment are approved.</p> <p>e) To receive an update on the Audit. The Clerk reported that the submission was made to external auditor on 16 July. Public Notice of Inspection Rights is on the website and noticeboard as per the requirements. The AGAR must be approved by the external auditor before 31 August.</p>
123.20	<p>WCC Grant fund 20/21 launched</p> <p>a) To agree revised grant scheme documents. It was resolved that revised grant scheme documents are used in the next fund launch.</p> <p>b) To agree to launch the grant funding scheme It was resolved that grant scheme is launched with the limit on round-one of £1500.</p>
124.20	<p>Catcliffe and Brinsworth Community Chest fund applications</p> <p>a) To receive an update on resident interest in the funds None received</p> <p>b) To receive Councillors ideas on an application. Cllr Ross suggested additional benches, an art installation and a time capsule. It was resolved that the Clerk will look into the cost of a bench and installation, as well as permission to site a bench. It was also resolved that Cllr Ross will research an art installation, which may be supported by both Ward funds.</p>
125.20	<p>Policies</p> <p>a) To receive the Grievance and Disciplinary policies It was resolved that the Grievance and Disciplinary policies are adopted and shall be added to the website.</p> <p>b) To agree the revisions on the Finance Regulations, including update on limits £25,000 and online banking. It was resolved that the revised Finance Regulations are adopted and shall be added to the website.</p>
126.20	<p>Community speed watch</p> <p>a) To agree to establish a group and complete a risk assessment It was resolved that the Cllrs Baggaley and Ross will lead on this.</p>
127.20	<p>To discuss establishing a litter picking group</p> <p>a) To agree to set-up a group It was resolved that Clerk would seek resident's views on a group using social media</p> <p>b) To agree to purchase equipment</p>

	It was resolved that without a clear need for it, equipment should not be purchased at this time.
128.20	<p>Correspondence received</p> <p>a) Resident on Sorby Row regarding shrubs and road adoption. Harworth have assessed the shrubs and have a plan of action. It is for the resident to write to Avant asking timescale for road adoption. Clerk to write to resident appraising them of Harworth's actions and need to correspond with Avant directly. Clerk also to write to Avant on behalf of WCC.</p> <p>b) Resident asking about roads and the parking situation. Clerk to write to resident, making them aware that the roads are privately owned on the estate by developers in the main.</p> <p>c) Letter from Dan Jarvis about funding for parish councils during COVID. No need to respond</p> <p>d) Consultation on BT phone box removal – removal of 42 BT phone kiosks in Rotherham. The nearest one to WCC is in Catcliffe. No need to respond</p> <p>e) Arthritis Action, an online group that request placing links to their exercises for arthritic people. Clerk to update website</p>
129.20	<p>Weekly planning applications</p> <p>a) To seek a Councillor to review the Weekly Planning Lists It was resolved that Cllr Adshead will take this forward.</p>
130.20	<p>Training needs.</p> <p>a) To agree training needs and cost.</p> <p>b) It was resolved that the Clerk will attend the 'Committee' online training at £15.</p>
131.20	<p>Agenda Items for the Next Meeting:</p> <p>a) To agree items for inclusion on the agenda of the next meeting</p> <ul style="list-style-type: none"> • Dog park project • An appraisal procedure • Discuss appropriateness of face to face meetings

The date and time of the next ordinary Parish Council meeting is 7.00pm on 2 September 2020.

The meeting closed at 20:22.