

**Minutes of the ordinary meeting of Waverley Community Council
which will be held at the Brearly Suite, AMP on
5 December 2024 at 7:30pm
for the purpose of transacting the following business:**

Attendees: Councillors P Norton (Chairman of the Council) L Hoyland (Vice-Chairperson of the Council), N Adshead, J Baggaley and K Newton. Also, Rachel Graham (Clerk to the Council), Claire Dodd (Assistant Clerk to the Council) and three members of the public.

	Agenda item
1.	<p>Apologies and Reasons for Absence:</p> <p>a) To receive apologies for absence and approve reasons presented for absence. No apologies received</p>
2.	<p>Waverley Community Council Meetings</p> <p>a) To approve the minutes of the ordinary council meeting 7 November 2024 Resolved: the minutes of the meeting are accepted as a true and accurate record.</p>
3.	<p>Exclusion of press and public:</p> <p>Further to the Public Bodies (Admission to Meetings) Act 1960 to consider the exclusion of the press and public from certain agenda items due to the confidential nature of the items to be discussed.</p> <p>Resolved: press and public to be excluded from agenda item 7, due to the confidential nature of the items to be discussed.</p>
4.	<p>Declaration of Disclosable Pecuniary and Other Interests:</p> <p>a) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any personal interests Resolved: there were none.</p> <p>b) To receive any requests for dispensations made by Councillors to take part in discussions and votes where they have declared disclosable pecuniary interests. Resolved: There were none.</p>
5.	<p>Ward Councillor Reports</p> <p>Reports from RMBC Councillors</p> <p>Resolved: Ward Councillor Baggaley provided an update on some of the work that RMBC is undertaking which he has been involved with. This included the Catcliffe flood plan work, progress towards the adoption by RMBC of Lescar Road and time spent assisting Taylor Wimpey residents who were affected by the sewerage issues. A meeting is to be held between RMBC, Harworth, Yorkshire Water and the developers in the new year to look at speeding up the adoption process (sewers and highways) which may help with any future potential issues such as that seen recently.</p>
6.	<p>Matters Arising</p> <p>a) To receive and consider information on the following ongoing issues and decide further action where necessary:</p>

	<p>The clerk reported, that;</p> <ul style="list-style-type: none"> - <i>Taylor Wimpey sewage spill - some residents had contacted WCC for assistance but as happened at a weekend, during non-working hours, we were unable to respond.</i> - <i>Pension regulator, a submission needs to be made</i> - <i>Anti-virus software from MRJCC is now added to employee laptops</i> - <i>Update on proposed Olive Lane pharmacy, they have been collecting residents' support for the appeal</i>
	<p>Public Comments and Questions <i>15 minutes will be set aside for comments or questions from members of the public</i></p> <p><i>19:37 three members of the public left the room</i></p>
7.	<p>Co-option of new Councillor</p> <p>a) To receive an update regarding the applications Resolved: it was noted that two applications were received, and these were considered</p> <p>b) To agree to co-opt candidate to fill Councillor vacancy Resolved: Andrew Clayton has been appointed as the new Councillor. Once he signs the acceptance of office, they will be a member of the Council (see LGA '72 s83(4))</p> <p><i>19:41 The Assistant Clerk left the room</i> <i>19:42 three members of the public and the Assistant Clerk returned to the room</i></p>
8.	<p>Olive Lane and the Community Centre</p> <p>The clerk reported that Harworth's latest anticipation of key exchange was 21 December. This has slipped to mid-January because of the bad weather.</p> <p>a) To receive and accept the agreement for lease, the lease, and the power purchase agreement. Resolved: the agreement for lease is approved and signed. The other two documents will be presented at the January meeting</p> <p>b) To receive an update from The National Lottery induction meeting Resolved: an update was noted.</p> <p>c) To agree the and accept the Deed of Dedication, noting the Land Registry document and I&C letter of undertaking Resolved: The Deed of Dedication was agreed and signed, and the other documents were noted.</p> <p>d) To receive and agree the project risk register, and the CDM site risk register Resolved: the WCC project risk register and Safer Sphere's CDM site risk register were reviewed and agreed.</p> <p>e) To receive an update regarding the tendering process and the Committee and agree a way</p>

	<p>forward</p> <p>The Clerk reported that the tender pack will be available from the project manager by the end of the week, and the Olive Lane Committee is meeting on 8 December to discuss and agree on several items including, the review of the pack, which companies to invite to tender, the National Lottery's invoice processes.</p> <p>f) To ratify the decision to use electric matt underfloor heating in the largest room at the Hub Resolved: the decision under delegated authority to the clerk to use electric matt underfloor heating in the largest room is ratified</p>
9.	<p>Summer Event</p> <p>a) To receive an update regarding the planning of the next Funday Resolved. The WCC shall obtain an update regarding Highwall Park from Harworth at the December meeting, an update from WJA regarding the building work and consider other green spaces then bring back to the next meeting for a decision.</p>
10.	<p>Harworth and Landtrust meeting</p> <p>a) To agree agenda items for the next meeting Resolved: agenda items were agreed including an update regarding the Marriott Hotel, the drainage clean-up work required on Eyam Way and progress with the Community Fund.</p>
11.	<p>Christmas Event</p> <p>a) To note the final arrangements for the event Resolved: Due to the impending Storm Darragh, we have cancelled the event and advised all parties involved.</p> <p>b) To note the donation received from Barratt and David Wilson Homes Resolved: The donation is noted, and discussions are in progress regarding the funds being used towards the Funday as the Christmas event has been cancelled due to the weather.</p> <p>c) To agree a date for the tree undressing in January Resolved: The current date agreed is Saturday 4 January</p> <p>d) To agree that Rotherham Hospice can fund-raise at the event Resolved: As the Christmas event is cancelled, Rotherham Hospice is to be invited to fundraise at the Summer event.</p>
12.	<p>Catcliffe corner defibrillator</p> <p>a) To note the defibrillator is in use and Catcliffe PC have been notified Resolved: The active defibrillator and update is noted.</p> <p>b) To agree to spend up to £50 on signage</p>

	<p>Resolved: up to £50 can be spent on a sign above the new defibrillator.</p> <p>c) To consider additional Guardian support Resolved: The guardian for all three defibrillators is to be the Assistant Clerk. Cllr Norton and a volunteer resident are to be added as support guardians and will assist with the weekly checks.</p>
13.	<p>Finance Matters</p> <p>a) To approve payment of invoices presented Resolved: the payments are approved for December</p> <p>b) To monitor the budget against income and expenditure The Clerk reported that approximately 15 per cent of budget has been spent after eight months. There is £351,621.74 in the current account and £86,400.09 in the UTB account. The Cambridge Building Society, operating as the generic reserve has £48,954.15. Also, there is £13,781.70 in the Lloyds Bank earmarked reserve account. There is £85.89 against the credit card.</p> <p>c) To approve the bank reconciliation November 2024 Resolved: the bank reconciliation for November is approved</p> <p>d) To discuss the new charges for banking and whether to move provider Resolved: The charging structure is noted. A review will be undertaken later in 2025 when we can analyse volumes of transactions through the account relating to the Waverley Community Hub.</p>
14.	<p>Precept</p> <p>a) To note the timetable Resolved: the precept timetable, as dictated by RMBC, is noted</p> <p>b) To discuss the precept elements Resolved: the precept is set at zero for the financial year 2025-26</p> <p>c) To consider the communication with residents Resolved: the Clerk is to produce a news item for residents to advise of a zero precept for the 2025-26 financial year, including why a rebate can't be given and give an indication of the figure for the following year.</p>
15.	<p>Annual parish meeting</p> <p>a) To agree the date of the annual parish meeting Resolved: the date of the annual parish meeting is Thursday 20 March at 7pm</p>

16.	<p>Policies</p> <p>a) To review and agree Internal Control Checklist and Risk Management, Complaints & Vexatious Complaints policies Resolved: The Risk Management, Complaints and Vexatious Complaints policies are accepted. The Internal Control Checklist will be reviewed in May 2025.</p>
17.	<p>Correspondence</p> <p>a) To discuss any correspondence received - A developer asking to buy the Marriott Hotel was re-directed to Harworth</p>
18.	<p>Training</p> <p>a) To agree any training requests</p>
19.	<p>Staffing</p> <p>a) To agree Clerk's additional hours Resolved: the clerk's additional 10 hours are approved.</p>

The next monthly Council meeting is at 7:30pm on 9 January 2025

The meeting closed at 8:41pm

Signed

Date