

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

Attendees: Councillors P Norton (Chairman of the Council), N Adshead, J Baggaley A Allen-Miah, and K Newton, Also, Rachel Graham (Clerk to the Council), Claire Dodd (Assistant Clerk to the Council), two representatives from Singhs Medical Ltd and one member of the public

	Agenda item
1.	<p>Apologies and Reasons for Absence: a) To receive apologies for absence and approve reasons presented for absence. Resolved: Apologies were provided by Cllr Hoyland and the reason was approved.</p>
2.	<p>Waverley Community Council Meetings a) To approve the minutes of the ordinary council meeting 2 October 2024 Resolved: the minutes of the meeting are accepted as a true and accurate record.</p>
3.	<p>Exclusion of press and public: 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. Resolved: there were none.</p>
4.	<p>Declaration of Disclosable Pecuniary and Other Interests: 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. 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>Matters Arising a) To receive and consider information on the following ongoing issues and decide further action where necessary: - The new representative at RMBC for parish councils is Cllr Dave Shephard. He intends, like Cllr Allen, to visit a meeting of the WCC in the next 12 months</p>
6.	Ward Councillor Reports

	<p>a) Reports from RMBC Councillors Resolved: Ward Councillor Baggaley provided an update on various matters including that new road markings are to be placed on the roundabout at the top of Highfield Lane, debriefing and future planning sessions have been/are being held around the Catcliffe flooding and he attended the residents' meeting following the Section 19 report into this, work is in progress for Lescar Road to be adopted by RMBC, lots of plans are underway for activities to take place as part of Rotherham's year as Children's Capital of Culture, some of which he attended during the half term holiday and he has assisted with the road safety issues at Waverley Junior Academy which have been impacted by the extension work.</p>
	<p>Public Comments and Questions <i>15 minutes will be set aside for comments or questions from members of the public</i></p>
7.	<p>Pharmacy – Olive Lane</p> <p>a) To receive a presentation from the pharmacy applicants Resolved: the presentation was received.</p> <p>b) To consider supporting the applicant with their NHS pharmacy application Resolved: it was agreed that the WCC will provide written support for the Singhs Medical pharmacy application, and the Clerk is to provide further support as necessary.</p> <p><i>19:48 Assistant Clerk left the room to escort the two representatives from Singhs Medical out of the meeting, and returned at 19:49</i></p>
8.	<p>Waverley Junior Academy</p> <p>a) To consider if a member of the WCC wishes to apply to become a Governor at the WJA Resolved: Should the vacancies not already be filled, the item is to be discussed at a later meeting.</p> <p>b) To discuss the expansion works, and how the WCC can support the WJA with the revised access routes Resolved: If support is needed, this will be discussed at a later meeting.</p>
9.	<p>Olive Lane and the Community Centre</p> <p>G- To discuss the community centre project and decide further action where necessary Currently hand over date has slipped to 21 December</p> <p>Resolved: the decisions of the clerk under delegated authority to revise the plans without a partition, instruct Harworth to partially finish the floor in the unit, and to negate HCD's additional fee, are agreed</p>

	<p>a) To retrospectively approve the National Lottery Funding Proposal Confirmation Resolved: the decisions of the clerk under delegated authority to confirm the proposal grant application is approved, subject to her informing TNL revised layout without the partition.</p> <p>b) To receive an update regarding the National lottery application and agree to accept the offer Resolved: The WCC accepts the offer and provides the appropriate documents, and the Clerk should raise the VAT and layout issue with TNL</p> <p>c) To decide the name of the community centre and submit a signage planning application, subject to Harworth’s approval Resolved: the name of the OLCC should be The Waverley Community Hub, which the Clerk will announce to residents. She shall seek quotes for three signs to be made, under delegated authority LGA72 s101, agree on the design, seek Harworth’s approval and submit the signage application to RMBC.</p> <p>d) To receive an update on the Power Purchase Agreement. Suggestion: there is no update, the clerks delegate authority u101 LGA’72 remains to agree this with I&C on behalf of the WCC.</p> <p>e) To receive an update from the Project Manager Resolved: an update is noted. It was agreed that the start of works should be delayed if the national lottery grant is not ready to be dispensed. Clerk to arrange the Community Centre Committee meeting for a pre-tender meeting.</p> <p>f) To discuss the preferred fit-out companies, discuss the application of the Financial Regulation in terms of the Contracts Finder and agree a way forward Resolved: an update is noted. It is agreed that six potential companies is sufficient for the tendering process, subject to clarification from Parkinson Partnership, Clerk is delegated authority u s101 LGA72 to proceed with the tendering process.</p>
10	<p>Christmas Light Swich-on update</p> <p>a) To receive an update about the preparations and decide further action where necessary Resolved: an update is noted.</p> <p>b) To agree to pay £150 for Woodhouse Prize band to play at the event Resolved: the Woodhouse Prize band will be paid no more than £150 to play at the event.</p> <p>c) To review and agree the risk assessment Resolved: the risk assessment has been reviewed and agreed and is to be shared with the Land Trust.</p>

11	<p>Community garden</p> <p>a) To retrospectively agree spend on new liner and note that it was vandalised Resolved: the retrospective payment of £146 for the new pondliner with a liner was agreed.</p> <p>b) To discuss Buds' next steps for pond clay and funding Resolved: it is noted that the Buds will apply for the Harworth and, or Ward Councillor grants towards this project.</p> <p>c) To consider rescheduling the cancelled Dig & Chat. Resolved: To be revisited in Spring 2025.</p>
12	<p>Winter preparation</p> <p>a) To discuss promoting the snow wardens' scheme and raise awareness of the grit bin locations Resolved: Information about snow wardens and grit bins' location is to be added to the newsfeed and WAVE magazine.</p>
13	<p>Harworth and Land Trust meeting</p> <p>a) To receive an update from the Harworth and Land Trust meeting, and to note the date of the next meeting Resolved: an update was provided; we await a line from Harworth about the Marriott hotel before updating residents. The next meeting is 3pm 17 December.</p>
14	<p>Finance Matters</p> <p>a) To approve payment of invoices presented, and note the revised October payment list Resolved: the payments are approved for November, and the revised list for October is noted.</p> <p>b) To monitor the budget against income and expenditure The Clerk reported that approximately 14 per cent of budget has been spent after seven months. There is £ 358,588.29 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 £ 13,769.25 in the Lloyds Bank earmarked reserve account. There is £85.89 against the credit card.</p> <p>c) To approve the bank reconciliation September and October 2024 Resolved: the bank reconciliation for September and October are approved.</p> <p>d) To receive an update of the mid-year IA, and agree necessary actions Resolved: The Internal mid-year audit is received. Clerk to action points raised.</p> <p>e) To note the Fidelity cover has been increased, and to agree another increase.</p>

	<p>Resolved: it is retrospectively agreed to increase in the Fidelity insurance cover to £500,000.</p>
15	<p>Review of policies</p> <p>a) To review and accept the updated policies on mobile phone, credit card and dignity at work. Resolved: the updated policies on mobile phone, credit card and dignity at work are accepted.</p>
16	<p>Casual Vacancy</p> <p>a) To note that RMBC have been informed of the vacancy, and that the position will be advertised should there be no call for an election. Resolved: Clerk to advertise the casual vacancy should there be no call for an election, and report at next meeting.</p>
17	<p>Consultation</p> <p>a) To discuss and agree the WCC's input into the SYMCA bus franchising consultation Resolved: Clerk to complete the consultation on behalf of the WCC</p> <p>b) To discuss and agree the WCC's input into the consultation on 'enabling remote attendance and proxy voting at local authority meetings' Resolved: Councillors to complete the consultation individually.</p>
18	<p>Correspondence</p> <p>a) To discuss any other correspondence received. Resolved: the four out of remit pieces of correspondence are noted.</p>
19	<p>Training</p> <p>a) To agree any training requests Resolved: Safeguarding training for the Clerk at no more than £36 is approved.</p>
20	<p>Staffing</p> <p>a) To agree additional hours of Clerk Resolved: Clerks additional 4 hours are approved.</p> <p>b) To note Local Government Services, pay award has been agreed, and payments will be backdated Resolved: The Local Government Services pay award is noted, as well as the backdated pay.</p>

The next monthly Council meeting is at 7:30pm on 5 December 2024

The meeting closed at 8:48pm

Signed

Date