

**Minutes of the ordinary meeting of Waverley Community Council
which will be held at the Brearly Suite, AMP 2 October 2024 at 7.30pm
for the purpose of transacting the following business.**

Attendees: Councillors L Hoyland (Vice-Chairperson of the Council), N Adshead, A Allen-Miah, and K Newton, Also, Rachel Graham (Clerk to the Council), Claire Dodd (Assistant Clerk to the Council), Jake Ahmed from Rotherham Hospice and one member of the public

	Agenda item
1.	<p>Apologies and Reasons for Absence: To receive apologies for absence and approve reasons presented for absence. Resolved: Apologies were provided by Cllr Norton, Baggaley and Vyas and the reasons were approved.</p>
2.	<p>Waverley Community Council Meetings To approve the minutes of the monthly meeting 4 September 2024 Resolved: the minutes 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 To receive and consider information on the following ongoing issues and decide further action where necessary:</p> <ul style="list-style-type: none"> - The new defibrillator – the Land Trust report that they are awaiting an installation date from the electrician, they have been chased. - Update on Transparency Code web page – page is updated. It is an on-going obligation, and so more work will be done to keep the page updated and compliant.
6.	<p>Rotherham Hospice To hear about the work of the Hospice and decide further action where necessary</p>

	<p>Jake Ahmed from the Hospice gave an update regarding the Hospice's work. The Hospice costs c.£6million a year to run with approximately half of that coming from fundraising. Resolved: It was agreed that WCC will promote the Hospice's events and the Christmas Tree recycling project when launched.</p>
7.	<p>Ward Councillor Reports Reports from RMBC Councillors</p> <p>Resolved: Apologies were received from Ward Cllr Baggaley along with an update on various matters, including issues raised at the Section 19 drop ins and public meeting held in Catcliffe, flooding issues at Catcliffe – monitoring the risk due to heavy rainfall at the end of September as well as community engagement to take place with RMBC, Waverley Junior Academy will have 90 places available for the September 2025 intake, a Traffic Restriction Order is being considered for Sunny Lane (on the Olive Lane development) and support being provided to residents as well as to the Active Travel Co-ordinator. There are lots of activities planned in Rotherham in the run up to the town being the 'Children's Capital of Culture' in 2025.</p>
	<p>Public Comments and Questions <i>15 minutes will be set aside for comments or questions from members of the public</i> There were no questions.</p>
8.	<p>Meeting timings</p> <p>a) To consider moving the monthly meetings to 7pm on Thursday evening. Resolved: it was considered, and the new time of the meetings is 7.30pm on Thursday evening.</p>
9.	<p>Waverley Buds</p> <p>a) To receive an update on the garden tidy-up Resolved: The update was noted – rubbish has been removed and the damaged pond liner has been replaced with the wildlife safely returned to the pond.</p> <p>b) To agree to replace the 5 wooden posts and wire at a cost of no-more than £70 Resolved: it was agreed to purchase 5 new wooden posts and wire at a cost of no more than £70 and to increase the budget for the community garden repairs.</p> <p>c) To note composters delivered and agree a date for 'Dig&chat' Resolved: it was noted that the composters are now in place and being used. Dig & Chat to take place on Sunday 20th October (see item 13)</p>
10.	<p>Harworth</p> <p>a) To receive a summary of the Harworth & Land Trust meeting</p>

	<p>Resolved: the summary was noted, and the next meeting is on Tuesday 5 November 3pm</p>
11.	<p>Olive Lane and the Community Centre</p> <p>a) To agree to run a competition to name the Community Centre for the front signage Resolved: it was agreed to run a competition to name the Community Centre which will be advertised in Wave Magazine, the WCC website and the School newsletter.</p> <p>b) To agree to the submission of the signage applications and planning application, change in front doors, front door CCTV and air con/ aresource heat pump for the Community Centre, at a cost of no more than £2,000. Resolved: Under s101 LGA72 delegated authority is given to the Clerk to submit two applications, as necessary at a cost of no more than £2000.</p> <p>c) To discuss whether to permit residents ‘free’ use of the community centre for a set period, or as a competition. Resolved: the item is to be deferred for discussion at a future meeting.</p> <p>d) To receive an update on the lease negotiations. Resolved: The update was noted.</p> <p>e) To receive an update from the Project Manager Resolved: The update was noted</p> <p>f) To receive an update regarding the National lottery application Resolved: It was noted that the panel date has moved to 24 October, including the risk of not getting the grant and the impact on current resources.</p> <p>g) To agree to commence the dialogue with Zurich for the empty shell and ‘work-in-progress’ insurance Resolved: it was agreed that the Clerk should commence discussions with Zurich and noted that ‘work-in-progress’ insurance can’t set-up until the contractor is appointed.</p> <p>h) To discuss the Community Centre project and decide further action where necessary. Resolved It was noted that there is another meeting between Harworth, WCC, plus the solicitors regarding the Power Purchase Agreement.</p>
12.	<p>Communication with Residents</p> <p>a) To recap and discuss other avenues for communications with residents Resolved: It was agreed that WCC will continue to use the existing methods of communication with additional focus on promoting the precept in December.</p>
13.	<p>Community engagement</p> <p>a) To receive an update regarding Remembrance Sunday Resolved: the update was noted</p> <p>b) To agree a date and councillors attending the Dig & Chat Resolved: the next Dig & Chat will be on Sunday 20th of October at 10.30am, and Cllrs Hoyland and Allen-Miah will attend.</p>

	<p>c) To discuss the location of the June Funday 2025 Resolved: the item is deferred for discussion at a future meeting when we have more information about the opening of Highwall Park</p> <p>d) To discuss and agree a grant funding request of £400 by the Forest School for October Half Term Resolved: The grant fund request for Adventuring Angels Forest School October Half Term of £400 is agreed under section 19 Local Government Act 1976</p> <p>e) To agree to spend no more than £100 to PAT test the lights for the Christmas tree Resolved: the PAT testing for the Christmas tree lights should be done for no more than £100</p> <p>f) To discuss and propose ideas for Barratts to support with the Christmas event Resolved: WCC will ask Barratts to provide a crepe/dessert van.</p>
	<p>Finance Matters</p> <p>a) To approve payment of invoices presented, and note the revised September list Resolved: invoices are accepted, including the retrospective permission for the Buds' Pond liner, and the revised September list is noted.</p> <p>b) To monitor the budget against income and expenditure The Clerk reported that approximately 11 per cent of budget has been spent after six months. The second tranche of the precept has been received from RMBC. From the precept there is £ 361,251.30 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 £ 13,757.94 in the Lloyds Bank earmarked reserve account. There is £617.38 against the credit card, mainly from the IT equipment and purchases for the community garden.</p> <p>c) To approve the bank reconciliation for August and September 2024 Resolved: the bank reconciliation for August was approved only. The September bank reconciliation will be presented at the next meeting</p> <p>d) To note the quarter 2, 2024-25 net position and management accounts Resolved: the quarter 2, 2024-25 net position and management accounts are noted</p> <p>e) To note error with pension submission last month Resolved: the clerical error is noted, as well as the remedy</p>
14.	<p>Asset inspection report To note the asset inspection report and decide on any further action as necessary Resolved: the asset inspection report is noted, as well as the actions to be taken.</p>

15	<p>Review of policies</p> <p>To review and accept the updated policies on Reserves, VDU, social media and media. Resolved: the policies on Reserves, VDU and media are accepted. The social media policy is agreed, subject to the amendment in relation the administrative permissions on the WCC Facebook page.</p>
16	<p>IT/Email migration</p> <p>a) To receive an update regarding the transfer of the email accounts to Microsoft Resolved: the update is noted.</p> <p>b) To agree to a direct debit of £61 per month ex VAT, by MRJCC for Office 365 for all current email accounts and back-up. Resolved: the WCC agrees that the direct debit of £61 per month ex VAT, by MRJCC for Office 365 for all current email accounts and back-up with effect from October 2024, should be set-up.</p>
17	<p>Correspondence</p> <p>To discuss any correspondence received</p> <p>Three items received: -</p> <ul style="list-style-type: none"> - road adoption - the management company - Barratts and Homes by Honey starting early onsite <p>All have been responded to as out of remit.</p>
18	<p>Training</p> <p>To agree any training requests</p> <p>Resolved: it was agreed that the Assistant Clerk should attend training sessions regarding VAT and internal controls at a cost of £35 for each session.</p>
19	<p>Staffing Matters</p> <p>a) To agree Clerks additional hours Resolved: the five additional hours are approved</p> <p>b) To receive an update on work profile Resolved: the workload was noted</p>

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

The meeting closed at 9:02pm

Signed

Date