



**Minutes of the Full Parish Council Meeting  
18:30, 11<sup>th</sup> December 2023  
Held in the Meeting Room at Wickersley Community Centre**

- Members: Cllrs: J Barber (Chair), A Bates (Vice Chair), P Beighton, E Boswell, K Davies M Godfrey, C Grimes, E Harwood, B McNeeley, G Pacey, K Phillips, J Robinson, M Scott, P Whitworth, and M Woodhead
- In attendance: Cllrs: J Barber (Chair), A Bates (Vice-Chair), P Beighton, E Boswell, K Davies, M Godfrey, C Grimes, E Harwood. J Robinson, M Scott. P Whitworth & M Woodhead
- In attendance 1 member of the public  
There were no clerking staff available to clerk this meeting.  
Notes taken by Councillors P Beighton, C Grimes and M Woodhead

**6518 To receive and approve apologies for absence**

Apologies received and **RESOLVED** to approve reasons for absence for G Pacey, K Phillips and P Whitworth

*Note*

*Apologies received from Cllr B McNeeley prior to the meeting but Chair not aware, this will be addressed at the January 2024 meeting*

Councillor Phillips has requested a three month break from the council and as she is the chair of the WCCA there is a need to appoint a deputy chair for the three-month period. Although she is not a Parish Councillor, it was suggested that Elenore Fisher who is the vice chair of the WCCA committee be asked to step up as interim chair for the period. The next meeting of WCCA is in January 2024 and Councillor Bates suggested that two councillors could join the WCCA on a temporary basis for the period. Councillor Bates volunteered to do this

**6519 To note any declarations of interest on items to be discussed at this meeting**

None declared.

Chairman initials:

Handwritten initials 'AB' in black ink.

**6520** To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Under Public Bodies (Admission to Meetings) Act 1960, S1 (2)

No exclusions

**6521** To consider the co-option process to fill one casual vacancy on the parish council

A member of the public presented themselves for co-option to the parish council. She spoke through her resume and of the fact that she had previously been a parish councillor. She then gave her reasons to re-join the parish council

It was **RESOLVED** to co-opt Heidi Pacey onto Wickersley Parish Council.

The chair welcomed her to the council and after completing her declaration of office paperwork, received her Council Induction file and Register of Interests form and joined the table as a councillor. She agreed that along with Councillor Bates, she would join WCCA on a temporary basis.

**6522** To discuss Police & crime matters and receive a comment from a member of the public

No police present , no matters raised.

**6523** To consider any matters from Councillors in attendance

No matters raised

**6524** To approve the minutes of the council meeting on 20th November 2023

**RESOLVED unanimously** that the minutes of the meeting of 20<sup>th</sup> November 2023 are approved as a true record.

**6525** To note matters arising from the minutes of the council meeting on 20<sup>th</sup> November 2023

**6532** Cllr Barber gave an update of information received from Ward Councillors T & Z Collingham regarding a banking hub.

**6542** Regarding a previous Blue-Sky thinking meeting, Councillors Barber and Bates are to hold a meeting with the Clerk and Assistant Clerk. By the end of February all committees should have had an opportunity to review how the Blue-Sky Meeting may affect their committee.

**6553** The Clerk is to look at the payment method on the card held by the Winthrop organiser.

The January 2024 meeting will focus on the agreement of the budget and precept for 2024-2025.

**6555** Cllr Scott had concerns around how we are currently looking at policies documents and suggested more work is done by the working group already set up and they bring back a different proposal before the election in May.

**To consider financial matters including:**

**6553.1 The authorisation of payment of accounts since the last meeting**

The list of payments to be authorised was considered by councillors.

WICKERSLEY PARISH COUNCIL  
APPROVAL OF PAYMENTS SCHEDULE  
Sage Ref Payment Date  
Payment  
Method Total VAT Net Payee Particulars of Payment  
December 2023

2020P Various Oct DC £15.50 £0.00 £15.50 Winthrop debit card expenditure Winthrop expenditure Oct 23 (missed from previous Oct. figure)  
2012P 30/11/2023 BACS £16.50 £0.00 £16.50 On the Scene Medics UK First Aiders, Xmas event - Incorrect total reported last meeting (£99 reported, invoice total is £115.50)  
2028P 24/11/2023 DD £18.61 £0.00 £18.61 Business Stream Winthrop water bill 11/08 to 10/11  
2029P 24/11/2023 DD £39.04 £0.00 £39.04 Business Stream Bob Mason water bill 11/08 to 10/11  
2030P 29/11/2023 DD £143.40 £0.00 £143.40 Business Stream Tanyard toilets water bill 15/08 to 14/11  
2031P 15/12/2023 DD £122.39 £5.83 £116.56 N Power Bob Mason electricity 01/10 to 31/10  
2033P 15/12/2023 DD £13.06 £0.62 £12.44 N Power Roundabout FP electricity 01/10 to 31/10  
2032P 15/12/2023 DD £39.21 £1.87 £37.34 N Power Tanyard toilets electricity 01/10 to 31/10  
2034P 01/01/2024 BACS £131.25 £0.00 £131.25 Wendy Simpkin Tanyard toilet warden honorarium Q4 23/24  
2035P £606.99 £101.16 £505.83 Hobsons Monthly landscaping contract - Dec 23  
2036-39P £85.80 £14.29 £71.51 LBM Handyman materials Nov 23  
2040P £176.64 £29.44 £147.20 Sierra 1 Security Stewarding Christmas lights - 2x security stewards  
2041P £43.18 £7.20 £35.98 QDOS Printer paper  
2042P £300.00 £0.00 £300.00 Blu Crew Christmas lights - entertainment (£150 + £150 previous year payment missed)  
2042P £200.00 £0.00 £200.00 Dinnington Brass Band Christmas lights - entertainment (£100 + £100 previous year payment missed)

2042P £50.00 £0.00 £50.00 T Nurse Christmas lights - compere  
2042P £100.00 £0.00 £100.00 A Hearn (One Jovi) Christmas lights - entertainment  
2043P 30/12/2023 BACS £120.00 £20.00 £100.00 Real World Business Payroll services Nov  
2044P 03/12/2023 BACS £654.00 £0.00 £854.00 Sam Business Service Newsletters  
2045P 16/12/2023 DD £77.40 £12.90 £64.50 Sage Sage monthly fee Dec 23  
2046P 30/12/2023 BACS £411.79 £7.01 £404.78 A Chester expenses Winthrop expenses  
Nov 23 (Part 2)  
2047P Various Nov DC £765.43 £33.05 £732.38 Winthrop debit card expenditure Winthrop  
expenditure Nov 23  
20/12/2023 BACS £11,593.78 £0.00 £11,593.78 Staff Salaries December Salaries  
20/01/2024 BACS £3,414.75 £0.00 £3,414.75 HMRC PAYE & NI (Dec wages)  
19/01/2024 DD £2,549.20 £0.00 £2,549.20 SYPA Superannuation (Dec wages)

**Dec Total £21,687.92**

It was **RESOLVED** to approve the above payments

**6526 To consider the priority planning document**

It was **RESOLVED** unanimously to accept this

**6527 To receive the following policies and procedures for Wickersley Parish Council**

As resolved in minute 6518 from the November 2023 meeting, the clerk had prepared 4 of the agreed 7 documents agreed on the paper presented in November as a start to this process.

- General and Earmarked Reserves (legal requirement)
- Dignity and Respect Policy
- Freedom of Information Policy
- TOIL Policy

Cllr Woodhead gave an overview and proposed they were all accepted She suggested that the Council accepted Human Resources committee recommendation to accept all of the HR policies and Finance committee recommendation to approve the General and Earmarked reserves policy.

However after discussion it was **RESOLVED** to re-look at The General and Earmarked Reserves Policy again in March and approve the 3 HR policies.

The Dignity and Respect policy had a majority vote to accept it with one abstention. It was **RESOLVED** unanimously to accept both the Freedom of Information and the TOIL policies

**6528 To consider Planning and licensing applications**

A verbal update was given by councillors who had attended a consultation meeting about a proposed Battery Storage facility on Moat Lane. It was

agreed that a letter should be sent inviting the company in at a future date for a specific meeting when they have a firm plan

**6529 To receive an update on Wickersley Park**

This agenda item was to make all councillors aware of a recent incident relating to the roundabout in Wickersley Park. It was explained that all play equipment is inspected monthly by play equipment specialists and an independent annual report undertaken. All inspections are up to date and action points noted, serious points being actioned as a high priority. No high priority actions were noted regarding the roundabout, however following the incident numerous safety checks were undertaken and the roundabout is currently out of action whilst further checks and any remedial action is identified.

Works have been undertaken on the roundabout with further works scheduled pre Christmas

Three out of the six solar lights have been shot with ball bearings and are not working, the other three lights are not working either. The lights were originally paid for by North ward Councillors. The cost of keeping replacing the lights is not feasible and it was suggested that at a future time, a new lighting system should be looked at.

**6530 To approve revised Terms of Reference for the following committees**

Woodlands  
Finance  
Human Resources

It was **RESOLVED** unanimously that all three were accepted.

**6531 To receive a verbal report from committee meeting held since the last Council Meeting**

Verbal reports were given regarding the Events, Woodlands, Finance and Human Resources committees., but there was no representative for WCCA

**6532 To consider how we mark the anniversary of D Day 6<sup>th</sup> June 2024**

As the clerking team is seriously depleted a present, it was decided to bring this back at a future date.

**6533 To receive dates for Ordinary Council meetings in 2024**

**RESOLVED** to accept these dates

6534 To receive dates for committee meetings in 2024

It was noted there is a no consistency in the number of meetings within each month so this is to be sent back to the Clerk to reschedule some of the meetings

6535 To consider any general correspondence

A letter had been received from MP. Alexander Stafford and 2 Ward councillors T & Z Collingham asking for the Parish Councils support about a banking hub and a survey. Although the Parish council support a banking hub, it was **RESOLVED** the council would not support the survey as it was considered to be political. It was **RESOLVED** to send a letter of support regarding a banking hub being established.

6536 To receive minutes from the following committees

Events  
WCCA  
Woodlands  
Finance  
Human Recourses

RESOLVED to receive the minutes presented.

6537 To note the date of the next meeting;  
**Monday 15<sup>th</sup> January 2024**