

Wickersley Parish Council



Minutes of the Full Parish Council Meeting 18.30pm 19th July 2021 held in the Meeting Room, Wickersley Community Centre

Members: Cllrs:- S Ellis (Vice Chair) as Chair for the meeting, A Bates, E Boswell, C Grimes, M Godfrey, N Judah, B McNeely, M Scott and P Thirlwall

In Attendance: C J Lavell (Parish Clerk)

6070 To receive apologies for absence

Apologies were received from Cllr, J Barber (holiday) Cllr Beighton (holiday) Cllr K Philips (work) and Cllr Woodhead (Illness).

6071 To note any declarations of interest on items to be discussed at this meeting

Cllr Ellis declared a standing interest on licensing issues as is Chair of Licensing at RMBC. There were no other declarations.

6072 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 being transacted, under Public Bodies (Admission to Meetings) Act 1960, S1 (2)

Agenda item 13, report on the Handymen moved to confidential.

6073 To consider any issues from members of the public

No members of the public present

6074 To consider any community matters from Councillors

Cllr Thirlwall reported that the Stephen Shaw memorial garden was in a poor state of upkeep and maintenance, a matter commented on by several members of the public. The Environment committee to look at this and check what the maintenance arrangements are for the area. They had already highlighted it as an area in need of refurbishment and started some preliminary plans, it was suggested this forms part of a small projects bid.

Cllr Bates commented that the central reservation area on Bawtry Road was growing wildly with thistles and oats as opposed to the wild flower schemes, the height of the thistles etc. was obscuring vision as well as looking unsightly. The Clerk reported they had received numerous complaints regarding lack of sightlines when driving/turning due to this.

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It was **RESOLVED** to lodge a complaint regarding this and invite the scheme managers to a future council meeting.

6075 To approve the minutes of the Council Meeting held on 21st June 2021

Resolved: The minutes of the meeting of 21st June 2021 were accepted as a true record.

6076 To note matters arising from the minutes of the Council Meeting of 21st June 2021

It was reported that WCCA had followed the lead of the Parish Council as regards granting the extra 2 statutory days to staff following the recognition of an anomaly in the contracts of staff.

Cllr Scott reported that the blocks by Wickersley woods had been purchased and will be painted by school children in Autumn. These had been put in place following the damage to the gate and woods by 4x4 vehicles. It is acknowledged they are a temporary arrangement until a permanent solution is found.

6077 To consider financial matters, including: -

The authorisation of payment of accounts since the last meeting

Resolved: That the following payments are approved.

Intentionally blank

Wickersley Parish Council

WICKERSLEY PARISH COUNCIL					
APPROVAL OF PAYMENTS SCHEDULE July 2021					
Payment Method	Total	VAT	Net	Payee	Particulars of Payment
DC	£9.99	£1.66	£8.33	Screwfix	Bolt cutters for woodland volunteer work
DD	£0.39	£0.01	£0.38	British Gas	Feeder pillar electricity (1st bill - 28/05)
BACS	£50.72	£8.45	£42.27	South Anston Fire Extinguishers	Winthrop fire extinguishers service
BACS	£2,200.00	£0.00	£2,200.00	Steve Oliver Services	New Gorse bridge
BACS	£1,150.00	£0.00	£1,150.00	Steve Oliver Services	Wickersley wood gates
BACS	£104.40	£17.40	£87.00	South Anston Fire Extinguishers	Winthrop PAT testing
DD	£6.26	£0.30	£5.96	Opus Energy	FP electricity 17/05 to 27/05 - final bill
DD	£12,944.47	£0.00	£12,944.47	PWLB	Loan repayment
DD	£21.99	£1.05	£20.94	N Power	Bob Mason electricity 01/03 to 31/03 (replaces a
DD	£21.92	£1.04	£20.88	N Power	Bob Mason electricity 01/04 to 30/04
DD	£22.48	£1.07	£21.41	N Power	Bob Mason electricity 01/05 to 31/05
DD	£106.35	£5.06	£101.29	Eon	Winthrop electricity 22/05 to 22/06
DD	£10.06	£0.48	£9.58	N Power	Roundabout F/P electricity 01/04 to 31/04
DD	£50.93	£2.43	£48.50	N Power	Roundabout F/P electricity 01/05 to 31/05 (follow
DD	£18.52	£0.88	£17.64	N Power	Tanyard toilets electricity 01/04 to 31/04
DD	£21.06	£1.00	£20.06	N Power	Tanyard toilets electricity 01/05 to 31/05
DC	£7.20	£1.20	£6.00	Microsoft	Monthly charge - audio conferencing
DC	£26.03	£0.00	£26.03	Post Office	Postage costs for meeting papers
DD	£68.40	£11.40	£57.00	Sage	Sage subscription Jul 21
DD	£16.68	£0.79	£15.89	British Gas	Feeder pillar electricity 29/05 to 01/07
DD	£279.30	£46.55	£232.75	Veolia	Tanyard waste collections Jun 2021
	£9.32	£1.55	£7.77	S Fletcher	Screwfix - sanding discs for handymen
	£20.00	£0.00	£20.00	J Needham	CPA Tyres - repairs to wheelbarrow tyres
	£19.28	£3.20	£16.08	LBM	Handymen materials Jun 21
	£889.07	£111.50	£777.57	Anna Chester expenses	Winthrop expenses May 2021
	£131.25	£0.00	£131.25	Wendy Simpkin	Tanyard toilet warden honorarium - Q1 21/22
	£70.00	£0.00	£70.00	WCCA	Comm centre room hire - Winthrop (wake)
	£1,353.67	£225.61	£1,128.06	Bothams Prestige	Monthly grounds maintenance contract - Jun
	£450.00	£75.00	£375.00	Enhanced Energy Solutions	Winthrop - LPG service & boiler repairs
	£60.00	£10.00	£50.00	Enhanced Energy Solutions	Winthrop - water heater repair
	£60.87	£10.14	£50.73	QDOS	Office supplies - paper, staples, notepads
	£36.00	£6.00	£30.00	APC	Pest control monthly fee - Jul 21
	£745.20	£124.20	£621.00	Burkinshaw & Sons	Rec projects - bike track refurb
BACS	£7,321.13	£0.00	£7,321.13	Staff Salaries	July 2021 salaries
BACS	£1,354.40	£0.00	£1,354.40	HMRC	PAYE & NI
BACS	£1,394.19	£0.00	£1,394.19	SYPA	Superannuation July 2021
	£31,051.53				

6078 To receive the updated financial statement to 30/6/2021. (Appendix 1)

Resolved to receive the financial statement as presented.

It was requested that Cllr Barber and Cllr Judah discuss the best way to show CIL payments on the statements in future as it was considered this distorts the financial position, when looking at the bottom line.

6079 To receive the bank reconciliation statement for June 2021

It was **RESOLVED** to accept the bank reconciliation as presented.

Wickersley Parish Council

WPC Accounts 2021-22		
Bank Reconciliation - Year ending 31 March 2022		
Reconciliation for month of June 2021		
ACCOUNTS		
	£	£
Brought forward from May 2021		149,962.29
Add: Receipts	£ 6,371.82	
Less: Payments	<u>£23,819.32</u>	
ACCOUNT BALANCE		<u>132,514.79</u>
BANK		
Bank Balance 31/05/2021		132,514.79
Less cheques not presented		
Add receipts not banked	£ -	
Adjusted Bank Balance @ 30/06/2021		<u>132,514.79</u>
Check		0.00

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6080 Update on AGAR

The clerk reported that the paperwork had been successfully submitted to the external Auditor, PKF Littlejohn and the public rights notices were displayed on both the website and noticeboard outside the Community Centre.

6081 To receive and approve the proposed Virement policy.

The policy (Appendix 2) was presented, discussed and it was **RESOLVED** to amend section 4.3 in Financial; regulations to include the below.

4.3 Unspent provisions in the revenue or capital budgets for completed projects shall not be carried forward to a subsequent year, without the specific approval of the Council. ***However a maximum of £1,000 maybe vied between budgets of an individual committee, provided that the overall budget for the committee is not exceeded. This may be done without specific approval of the Council***

6082 Committee Membership

It was RESOLVED to appoint Cllr Woodhead to the planning committee, and she will attend both Woodlands and Environment and decide which she would prefer to join.

The make-up of committees is now as shown below.

Committees of the Council

Councillor	No. of Reprs	Environment	Events	Finance	Human Resources	Planning	Recreation Grounds	Winthrop Gardens	Woodland	N.Plan
Barber	3			1	1			1		
Bates	4	1				1	1			1
Beighton	4	1	1		1			1		
Boswell	3			1					1	1
Ellis	5		1		1			1	1	1
Felsted										
Godfrey	3					1	1			1
Grimes	4	1	1	1				1		
Judah	2			1	1					
McNeely	3		1		1	1				
Phillips	3	1					1		1	
Thirlwall	5		1		1			1	1	1
Scott	1						1		1	
Woodhead						1				
REQUIRED		6	6	4	6	4	6	6	6	6
	SHORT	-2	-1	0	0	0	-2	-1	-1	-1

6083 The Queen's Platinum Jubilee

Cllr Ellis reported that this event will be held over the period of Thursday 2nd to Sunday 5th June 2022 (which includes an additional Bank Holiday) and that Councils were invited to join in with events at a local level to complement those happening nationally.

It was agreed to find out what is currently planned locally to avoid clashes of events and for Committees to consider what they may offer to celebrate the occasion. Winthrop are already planning a series of events at Winthrop Gardens.

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6084 Request for grant from Rotherham Hospice.

The Hospice fundraising team had approached the Parish council for financial support to their fundraising event being held in Wickersley at the Cricket Club on July 23rd.

The event attracts many Wickersley families and provides a family focused fun afternoon. It brings together the best of Rotherham sportsmen from Rotherham United and Wickersley Cricket Club and the players take the time to speak with families and provide a memorable occasion for the children.

The accounts have been provided to the Parish Clerk as per the Grants policy.

The hospice has advised that 50 of their patients in the last 12 months were from Wickersley parish. In addition they provided wrap around support to family members who live in Wickersley, in the form of providing respite care via their Day Hospice, counselling for adult relatives and bereavement support for children.

It was **RESOLVED** by a vote of 7:2 to award the Hospice £100 of grant funding towards the event. A previous motion failed to secure sufficient votes at 2:7 to award £50.

6085 To receive and approve the following updated policies, discussed and approved by the Human Resources committee

- a) Disciplinary Policy
- b) Grievance Policy

It was raised that staff should have the opportunity to engage in consultation when a staffing related policy is prepared or reviewed as this reflects good practice.

It was **agreed** the Clerk will prepare a short consultation policy to cover this for future use.

It was **RESOLVED** (unanimous) that Human Resources undertake consultation with staff, when the changes to policies and procedures directly affects staff.

It was **RESOLVED** to approve the Disciplinary Policy and the Grievance Policy. The Clerk to circulate copies to staff.

6086 To receive a report relating to the handymen from the Parish Clerk.

This was prepared as requested at the June meeting, the need having arisen due to issues experienced at Bob Mason recreational Ground and the Tanyard over preceding months.

The Clerk talked through the report, associated costings, options and proposed solutions to issues previously highlighted.

After discussion, it was considered that the correct route for this task is to go via Human Resources committee who will refine the proposal after consultation with Chairs of other committees.

6087 To receive minutes from the following Committee Meetings Parish and from WCCA

Human Resources	28 10 2020
Environment	12 01 2021

Wickersley Parish Council

Recreation	09 02 2021
Woodlands	23 03 2021
Winthrop	03 05 2021
WCCA	22 03 2021

It was **RESOLVED** to accept the above minutes as presented.

6088 To consider any general correspondence

The Clerk reported that RMBC have now made a decision regarding the proposal to close 18 BT phone boxes in the area, we had been previously consulted regarding this and had not objected to any of the closures.

The Clerk had circulated by email to all Councillors the list of candidates standing for RMBC Standards and Ethics Committee RMBC. There are 7 Councillors on the list and 3 vacancies, including Cllr P Thirlwall, nominated as the Wickersley Parish Council representative at the May meeting.

It was **RESOLVED** that the Parish Council would submit one vote for Cllr Thirlwall to YLCA who are managing the election process. The Clerk to action.

6089 To consider and approve the proposed alteration to the process for dealing with planning applications.

This report (Appendix 3) had been circulated to Councillors and was debated at the meeting.

It was **RESOLVED** to make the minor amendment to the policy agreed on 21/6/2021 shown in italics below.

b) A week before the Parish Council meeting, information on the applications and recommendations with regard to those applications will be circulated to Councillors by email. *This will be sent out, on the Thursday prior to the meeting to enable planning applications received that week to be included in those considered by Councillors.*

6090 Planning and Licensing applications update (applications are considered by and managed by Cllr Godfrey, Chair of Planning in line with the Review process for planning applications, agreed at minute 6067)

To consider planning and licensing matters including new planning applications in Wickersley.

It was **RESOLVED** to submit objections for the reasons stated to RMBC with reference to the following 2 planning applications.

RB2021/1087

1 Morthen View, Wickersley

2 ancillary outbuildings to rear garden, erection of garden wall and extension to existing entrance fencing

<http://rotherham.planportal.co.uk/?id=RB2021/1087>

The objection to the application is as follows

Wickersley Parish Council

Wickersley Parish Council objects to the removal of the existing hedging along the boundary with Morthen Road and its replacement with brick walling and fencing. This would create a hard landscape feature within an otherwise soft boundary of hedging to the north and south of this property within a semi-rural location adjacent to the green belt.

The PC wishes to see this application amended to retain the hedge in its entirety and will require the relocation of one of the outbuildings to accommodate this.

RB2021/1354

68, Cutlers Walk, Wickersley

Application to undertake works to TPO'd trees

<http://rotherham.planportal.co.uk/?id=RB2021/1354>

The objection to the application is as follows

Wickersley PC wishes to raise concerns about the proposed reduction in the height of these trees by 50%. These poplar trees are clearly visible from public vantage points and a number of properties within this new estate. The reduction in their height by up to 50% will result in the trees no longer being visible above the height of the properties in Cutlers Walk and their amenity value within the street scene will be lost. The applicant would have been fully aware of the presence of the trees and their shading effect when the property was recently purchased. It is therefore suggested that height reduction be more limited so that the trees are still visible from Cutlers Walk or that they are thinned to reduce the level of shading experienced.

The below objection was submitted following the June meeting, however revised plans have since been received which address the issues raised therefore the objection is to be withdrawn.

RB2021/1113

8 Spruce Avenue Wickersley

Demolition of existing garage and erection of two storey side extension & detached single garage

<http://rotherham.planportal.co.uk/?id=RB2021/1113>

The objection to the application is as follows:

Wickersley Parish Council objects to the relocation of the garage in the front garden area of this property as it will represent an obtrusive feature which is not in keeping with the street scene

It was agreed that Cllr Godfrey would provide a written submission to the planning board regarding use of S106 monies with reference to application RB2021/0624 Land R/O Thornfield, Wickersley

The appeal relating to the Olive Lounge and breaches of Covid regulations was discussed in detail, in readiness for the impending review date. It was determined that if the variations which had been requested have been agreed then the Parish Council will withdraw their objection. If not, the objection will remain and the Parish will speak at the hearing.

Footnote: The above variations have been resolved, consequently the objection was withdrawn on 22/7/2021 and the hearing will therefore not go ahead.

It was **RESOLVED** to extend standing orders by 15 minutes.

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The Cumwell Lane development at Hellaby was discussed. It was acknowledged that outline planning permission had been granted which covered issues of access and traffic impact. Wickersley Parish Council had not been part of the previous consultation process which the Parish council felt was not appropriate as certain issues, such as increase in traffic will impact on the parish.

RMBC to be approached with the request that Wickersley Parish Council are notified of the reserves matters application when submitted to enable them to pass comments.

6091 To note dates of future committee meetings and events

To note dates of future committee meetings, and the next Parish Council Meetings (Meeting room or Library at the Community Centre at 18.30)

Dates of Full Council Meetings

August recess

Monday 20th September 2021

Monday 18th October 2021

Monday 15th November 2021

Monday 13th December 2021

Dates of Committees

Events 27th July 2021

Environment -27th July

Winthrop Friday 3rd September 2021 at 9.00am

HR Wednesday 8th September 2021 at 9.30am

Events Lights 14th September 2021 at 2.00pm

Woodland Tuesday 28th September 2021 at 6.30pm

Finance Thursday 7th October 2021 at 2.00pm

Events Lights 12th October 2021 at 2.00pm

Recreation Monday 11th October 202 at 6.30pm

WCCA Monday 25th October 2021 at 6.30pm

Environment Tuesday 2nd November 2021 at 6.30pm

Events Lights 9th November 2021 at 2.00pm

Christmas Lights switch on 20th/27th November 2021

Woodland Tuesday 30th November 2021 at 6.30pm

HR Wednesday 24th November 2021 at 9.30am

Christmas Lights debrief 23rd/30th November 2021 at 10.00am

Winthrop Friday 3rd December 2021 at 9.00am

Finance Tuesday 7th December 2021 at 2.00pm

The meeting was closed at 20.45pm

Signed(Chairman) Dated.

Wickersley Parish Council

Appendix 1 Financial Statement as at 30/06/2021

Wickersley Parish Council Financial Report to 31/03/2022	As at 30/06/2021	Committed to 31 Mar 2022	Total projected to 31 Mar 2022	Budget 2021-22	Surplus/- Deficit projection to 31 Mar 2022	Comment
INCOME						
Precept	94000.00	94000.00	188000.00	188000.00	0.00	
Bank Interest	3.34		3.34	250.00	-246.66	
Total Bank Interest	3.34	0.00	3.34	250.00	-246.66	
Community Centre Staff Recharge	8325.00	32800.00	32800	32800.00	0.00	
Lease income from library	0.00	3000.00	3000	3000.00	0.00	
Insurance recharge	0.00	1300.00	1300	1300.00	0.00	
Other income	0.00	0.00	0	0.00	0.00	
Total Community Centre	8325.00	37100.00	37100.00	37100.00	0.00	
Tanyard Owner - Contribution	0.00	4626.00	4626	4626.00	0.00	
Total Environment	0.00	4626.00	4626.00	4626.00	0.00	
Bob Mason Pavilion Income	165.00	750.00	915	2000.00	-1085.00	
Total Recreation Grounds	165.00	750.00	915.00	2000.00	-1085.00	
Wickersley Park Grants	0.00		0	0.00	0.00	
Total Wickersley Park Grants	0.00	0.00	0.00	0.00	0.00	
Other Income	0.00		0	0.00	0.00	
Neighbourhood Plan Grant	0.00		0	0.00	0.00	
Community Infrastructure Levy	31232.30		31232.30	0.00	31232.30	
Total Other Income	31232.30	0.00	31232.30	0.00	31232.30	
Café Sales	4769.20	12000.00	16769.20	25000.00	-8230.80	
Plant Sales	1644.41	1000.00	2644.41	3000.00	-355.59	
Curiosity Corner	562.00	938.00	1500.00	1500.00	0.00	
Donations	2431.01	819.00	3250.01	3250.00	0.01	
Room Hire	320.00	1000.00	1320.00	2500.00	-1180.00	
Other Sales	0.00	0.00	0.00	0.00	0.00	
Total Winthrop Gardens	9726.62	15757.00	25483.62	35250.00	-9766.38	Reduced trading opportunities due to Covid closure and restrictions
TOTAL INCOME	143452.26	152233.00	287360.26	267226.00	20134.26	

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Wickersley Parish Council Financial Report to 31/03/2022	As at 30/06/2021	Committed to 31 Mar 2022	Total projected to 31 Mar 2022	Budget 2021-22	Surplus/- Deficit projection to 31 Mar 2022	Comment
EXPENDITURE						
Phones mobile	0.00	0.00	0.00	0.00	0.00	
Advertising	0.00	0.00	0.00	0.00	0.00	
Phones - Office	0.00	500.00	500.00	500.00	0.00	
Phones - BT Broadband	293.10	900.00	1193.10	800.00	393.10	
Postage	29.63	200.00	229.63	300.00	-70.37	
Stationery	160.39	800.00	960.39	1150.00	-189.61	
Mileage & Travel Expenses	0.00	150.00	150.00	150.00	0.00	
Newsletter	0.00	5250.00	5250.00	5250.00	0.00	
General Expenses	540.81	1500.00	2040.81	1500.00	540.81	
Membership - YLCA/CPRE/SLCC/YRCC	1074.00	326.00	1400.00	1400.00	0.00	
Insurance	3313.13	0.00	3313.13	2450.00	863.13	Insurance charge and cost of re-evaluation of buildings
Audit Fees	495.00	705.00	1200.00	1200.00	0.00	
Conferences & Training	0.00	1000.00	1000.00	2000.00	-1000.00	
Website	0.00	750.00	750.00	750.00	0.00	
Elections	0.00	0.00	0.00	6500.00	-6500.00	
IT Support	480.00	1500.00	1980.00	1580.00	400.00	
Total Administration	6386.06	13581.00	19967.06	25530.00	-5562.94	
Salaries - Administration	15999.31	52240.00	68239.31	68240.00	-0.69	
Home Office Expenses	104.15	150.00	254.15	0.00	254.15	
Salaries - Handypersons	5116.80	17323.00	22439.80	22440.00	-0.20	
Tax & NI	1126.08	3623.00	4749.08	4750.00	-0.92	
Superannuation	3059.34	9140.00	12199.34	12200.00	-0.66	
Total Human Resources	25405.68	82476.00	107881.68	107630.00	251.68	
Handypersons materials	255.07	750.00	1005.07	800.00	205.07	
Tanyard - refuse collection	395.25	2604.00	2999.25	3000.00	-0.75	
Tanyard toilets - Maintenance	285.28	714.00	999.28	1000.00	-0.72	
Tanyard toilets - ground rent	0.00	100.00	100.00	100.00	0.00	
Tanyard toilets - warden honorarium	0.00	525.00	525.00	525.00	0.00	
Tanyard toilets - non domestic rates	0.00	0.00	0.00	1100.00	-1100.00	
Tanyard toilets - RMBC water & electricity	112.69	687.00	799.69	800.00	-0.31	
Tanyard - rock salt / gritting	0.00	100.00	100.00	100.00	0.00	
Monthly gardening contract	0.00	9000.00	9000.00	9000.00	0.00	
Gardening & landscaping work-other	0.00	3000.00	3000.00	3000.00	0.00	
Christmas Lights - maintenance	0.00		0.00	0.00	0.00	Budget moved to events, Christmas Lights
Total Environment	1048.29	17480.00	18528.29	19425.00	-896.71	
Recreation grounds	624.78	3375.00	3999.78	4000.00	-0.22	
Bob Mason Pavilion	85.58	1314.00	1399.58	1400.00	-0.42	
Grounds Maintenance Contract	2256.12	11743.00	13999.12	14000.00	-0.88	
Total Recreation Grounds	2966.48	16432.00	19398.48	19400.00	-1.52	
Caretaker Salary	4733.04	18266.00	22999.04	23000.00	-0.96	
WCCA Administration Recharge	0.00		0.00	0.00	0.00	
Total Community Centre	4733.04	18266.00	22999.04	23000.00	-0.96	
Gorse - general	0.00	2500.00	2500.00	2500.00	0.00	
						This includes repairs and costs following 4x4 damage to wooden access gate and area, part will be covered by insurance reimbursement
Wood - general	2313.33		2313.33	2500.00	-186.67	
Wood & Gorse Wardens	82.50	27.50	110.00	110.00	0.00	
Common Bank Lease	0.00	100.00	100.00	100.00	0.00	
Woodland Committee Events	0.00	500.00	500.00	500.00	0.00	
Total Woodland Management	2395.83	3127.50	5523.33	5710.00	-186.67	
Café Consumables	1216.98	5283.00	6499.98	6500.00	-0.02	
Café Infrastructure	545.95	704.00	1249.95	1250.00	-0.05	
Plants and Shrubs	91.11	909.00	1000.11	1000.00	0.11	
Garden Maintenance	68.34	1432.00	1500.34	1500.00	0.34	
Water Rates	2.34	298.00	300.34	300.00	0.34	
Electricity	189.01	1811.00	2000.01	2000.00	0.01	
Gas	0.00	1250.00	1250.00	1250.00	0.00	
Travel and Subsistence	0.00	300.00	300.00	300.00	0.00	
Machinery & Equipment Servicing	129.27	371.00	500.27	500.00	0.27	
Building Repairs	199.87	4800.00	4999.87	5000.00	-0.13	
Refuse	438.47	0.00	438.47	500.00	-61.53	
Cleaning	0.00	500.00	500.00	1000.00	-500.00	
Communications	290.34	960.00	1250.34	1250.00	0.34	
Volunteer costs	0.00	300.00	300.00	300.00	0.00	
Training and Certification	0.00	300.00	300.00	300.00	0.00	
Other	76.73	923.00	999.73	1000.00	-0.27	
Total Winthrop Gardens	3248.41	20141.00	23389.41	23950.00	-560.59	
Events Christmas Lights	113.03	9887.00	10000.03	10000.00	0.03	
Loan Repayments - Community Centre	12944.47	12944.53	25889.00	25889.00	0.00	
Ground rent - sewage works allotment	0.00	192.00	192.00	192.00	0.00	
Total Other Expenditure	13057.50	23023.53	36081.03	36081.00	0.03	
5800 - Grants & Donations	0.00	500.00	500.00	500.00	0.00	
5802 - Section 137 Donations	0.00	1000.00	1000.00	1000.00	0.00	
Total Grants and donations	0.00	0.00	1500.00	1500.00	0.00	
Neighbourhood Plan	0.00	5000.00	5000.00	5000.00	0.00	
TOTAL EXPENDITURE	59241.29	199527.03	260268.32	267226.00	-6957.68	
TOTAL INCOME	143452.26	152233.00	287360.26	267226.00	20134.26	
SURPLUS / -DEFECIT	84210.97	-47294.03	27091.94	0.00	27091.94	

Wickersley Parish Council

Appendix 2

Virement Policy statement

**Agenda Item B
19th July 2021**

Background

The below is the minute from Finance Committee on 16.06.2021 covering the request from Full Council for a policy regarding virement of monies.

Proposal

110 To consider Virement policy for committees.

The option to move monies between budget headings by Chairs of committees has been requested, this is referred to a virement.

The finance committee debated this option and it was **RESOLVED** that a maximum of £1,000 could be vied between budgets, with the ruling, of remaining within their overall budget.

This will be presented to the July full council meeting for ratification.

Recommendation

That the above statement is approved and inserted into financial regulations at 4.3 as follows, (amendment shown in **italics below**)

4.3 Unspent provisions in the revenue or capital budgets for completed projects shall not be carried forward to a subsequent year, without the specific approval of the Council. ***However, a maximum of £1,000 maybe vied between budgets of an individual committee, provided that the overall budget for the committee is not exceeded. This may be done without specific approval of the Council.***

Prepared by Responsible Finance Officer CJ Lavell

13/07/2021

Wickersley Parish Council

Appendix 3

Agenda Item L

Proposed minor change to below process to reflect receipt of planning information from RMBC to the Parish Council. Proposed change is highlighted yellow

Managing The Review Process for Planning Applications

1 Introduction

During the lock down period, we changed the way that we managed the process for reviewing planning applications. Rather than considering applications at the monthly Parish Council meeting, we moved to a system of review via e-mail. At our May 2021 Parish Council meeting it was agreed that Councillors Ellis, Godfrey and Barber would consider the best way forward now that we are meeting on a face-to-face basis again.

2. Considerations

There are a number of advantages of continuing with the current system as this gives Councillors more time and more information on which to consider the planning applications received, and consider the recommendations made by Councillor Godfrey. It is therefore proposed that we continue the process we introduced during lock down, but with a formal sign off of those recommendations at the monthly Parish Council meeting.

3 Proposed System

The proposed way we will work therefore is:

- a) The Chair of Planning will continue to review all planning and licencing applications received and make recommendations on any action we should take.
- b) A week before the Parish Council meeting, information on the applications and recommendations with regard to those applications will be circulated to Councillors by email. **This will be sent out, on the Thursday prior to the meeting to enable planning applications received that week to be included in those considered by Councillors.**
- c) Councillors will be asked to indicate their support for recommendations, also by email, and those responses will be summarised for reporting to the Parish Council meeting for sign off.
- d) If the Chair of Planning is not available, the previous system of discussing all applications at Full Council will be reverted back to, papers relating to applications will be circulated in advance to enable an informed discussion.
- e) The Chair of Planning is a suitably qualified planning officer or has a background and knowledge of planning.

Review process agreed by Full Council on 19,07,2021