

# Wickersley Parish Council



## **Minutes of the Full Parish Council Meeting 13<sup>th</sup> December 2021 at 6.30pm held in the Meeting Room, Wickersley Community Centre**

Members: Cllrs:- J Barber (Chair for the meeting), A Bates, P Beighton, E Boswell, S Ellis, M Godfrey, C Grimes, B McNeely, K Phillips, M Scott, P Thirlwall and M Woodhead

In Attendance: John Robinson, prospective Cllr, Anna Chester, Winthrop Organiser and 1 member of the public

### **6143 Cllr Barber welcomed members to the meeting.**

He explained that in the absence of the Clerk and due to the increasing concerns about Covid, including the 'work from home' advice, that the meeting would be a short one dealing with matters of urgency only. He explained that the requirements for Parish Councils to meet in person is enshrined in legislation and that YCLA were seeking urgent advice to enable meetings to be held virtually.

He outlined the revised agenda and the urgent items from the previously circulated agenda which would be discussed. Members also agreed to add an addition item – 'Delegation Scheme'

### **6144 To receive apologies for absence**

Apologies were received from Cllr M Scott

### **6145 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.

No other declarations

### **6146 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 11.2 Draft Budget for 2022/23 to be discussed in private.

### **6147 To agree co-option of new Councillor**

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Cllr Ellis moved and Cllr McNeely seconded the proposal that John Robinson be co-opted into membership of the Parish Council. It was noted that the process whereby Mr Robinson had attended Full Council and Committee meetings as an observer had proved valuable.

**Resolved: Clerk to liaise with J Robinson to complete and sign necessary paperwork until which point his attendance remained as a member of the public.**

## **6148 To consider any issues from members of the public**

No matters were raised.

## **6149 To receive and approve draft Appraisal Policy, approved by Human Resources Committee on 24<sup>th</sup> November 2021**

Cllr Thirlwall introduced the report outlining that the Parish has been without an Appraisal system for many years, that staff have been consulted on the policy with no adverse comments, that it was urgent to have a system in process for the start of 2022 to enable appraisals to be undertaken to ensure that staff goals and priorities align with the key objectives of the Council. He indicated that the process would be reviewed once all appraisals had been completed and feedback would be sought from all participants. Members discussed the proposed policy.

Cllr Thirlwall proposed and Cllr Barber seconded the adoption of the Draft Appraisal policy subject to a final section "7 Recommendations' being added- this was agreed by members present.

**Resolved: that the Draft Appraisal policy be adopted with the addition of a final section – 7 – Recommendations, that the policy would be reviewed after all appraisals had been completed and that comments from Cllrs and staff would form part of that review**

## **6150 Budgets and Business planning – WCCA Financial position.**

Cllr Barber introduced the report outlining that notwithstanding many successful years of generating a surplus WCCA was now in financial difficulties due to the impact of Covid and the loss of bookings. At the present time WCCA is forecasting a deficit of c£20k in both 2021/22 and 2022/23. This required urgent management action to address this very difficult financial challenge.

Cllr Barber made the following proposal:-

1. That the Parish Council give WCCA a subsidy to provide an opportunity to recover with the suggestion that the annual £10,300 administrative charge be waived for 2021/22 and 2022/23
2. That WCCA puts a recovery plan in place which is both realistic and challenging.

Cllr Ellis, as Chair of WCCA, confirmed that WCCA will struggle to recover unless a subsidy is given and outlined that going forward the WCCA Committee would:-

1. Meet in January for a budget / finance focussed meeting which would undertake a 'line by line' examination of the budget
2. This review would be challenging and may include a moratorium on spending and the development of a process to facilitate this to ensure that essential and emergency spending can continue.

Cllr Ellis indicated that the WCCA Committee had already:

- Undertaken work to enable the review and recalculation of the Library service charge to take place early in 2022

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- Begun to develop 'packages' to better promote what the Community Centre can offer – to date one in relation to Funeral Teas has been developed and piloted and more will follow eg for children's parties, adult celebrations etc
- The Committee has already looked at a range of income generating ideas which will be taken forward in 2022

After discussion Cllr Barber proposed, Cllr Ellis seconded, and members agreed to the proposed subsidy

**Resolved: That the Parish Council give WCCA a subsidy to provide an opportunity to recover by waiving the annual £10,300 administrative charge be for 2021/22 and 2022/23**

## **6151 Planning and Licensing applications update by Cllr M Godfrey**

Cllr Godfrey spoke to previously circulated comments to be submitted in relation to the applications in relation to the 'W Restaurant' and the Former Healey's building.

**Resolved:- to endorse the proposed response re 'W Restaurant'**

**Resolved:- in relation to the 'former Healey's building' to**

- **Strengthen the comments on traffic issues and management;**
- **To ensure the objection goes in from named Cllrs to enable attendance at Planning Committee;**
- **Liaise with local residents and McCarthy & Stone in relation to residents at Companions Court**

Cllr Bates reported that the garage on Pear Tree Avenue which had been erected without planning consent has now been demolished.

## **6152 Scheme of Delegation**

Cllr Barber raised this matter given the uncertainty of future restrictions with the suggestion that the scheme adopted for Lockdown 1 be put back in place, ie authority for the Chair, Vice Chair of Parish and Chair of HR to make necessary decisions.

**Resolved:- That the previous scheme be put back in place and the Clerk to circulate full details to members on her return to work.**

**The meeting moved to private session and the member of the public left**

## **6153 Budgets and Business Planning – Draft Budget for 2022/23**

Cllr Barber took members through a presentation with hard copies available for members perusal. Key points identified were:-

- An expectation that the amount raised via the precept would rise due to new housing
- The forecast of a 2021/22 year end surplus of c£30k due to CIL, underspend and Winthrop surplus
- An expectation of c£41k CIL income in 2021/22
- Reserves of £260k

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There was discussion about a proposal from Cllr Bates re the 'Millenium Meadows' and whether proposed changes are funded from an annual maintenance budget or from the special projects fund. Cllr Bates asked to come back with a formal Recreation Committee approved proposal to the January Council meeting.

**In conclusion it was Resolved to:-**

- 1. Agree the WCCA subsidy**
- 2. Agree the additions to the 'Small Projects' with a final version to be agreed at the January 2022 meeting**
- 3. Agree the budget as proposed – members content with the general principles and that while it can be achieved within the expected precept the decision on whether or not to increase the precept to be considered at the January 2022 meeting;**
- 4. Members await confirmation of the precept from Rotherham MBC**
- 5. Members have seen and are content with the Reserves Policy and content**
- 6. Members agreed to leave the capital budget and projects to the January meeting**
- 7. Members understood that the CIL's money would go into general reserves to fund projects .**

## **6154 Staffing**

Cllr Thirlwall informed members of the two Handyman appointments and that there were now 3 x 15 hour posts to better provide cover for the range of duties

## **6153 To note dates of future committee meetings**

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

**The meeting was closed at 20.00pm**

Signed .....(Chairman) Dated.