

**MINUTES OF THE MEETING OF WAVERLEY COMMUNITY COUNCIL HELD AT AMP ON WEDNESDAY 8
SEPTEMBER 2021 AT 7PM**

Present: Councillors Jamie Baggaley (Chair), Amin Allen-Miah, Neil Adshead and Aravind Venkana plus Rachel Graham, Clerk to the Council. There was also Borough Councillor Firas Miro and Kris McKay from SYHA, and two residents in attendance on behalf of the Events Team

	Item
1.	<p>Apologies and Reasons for Absence:</p> <p>a) To receive apologies for absence and approve reasons presented for absence. Apologies were received and accepted from Cllr Narra</p>
2.	<p>Waverley Community Council Meetings</p> <p>a) To approve the minutes of the monthly meeting on 7 July. Resolved: The minutes were confirmed as a true and correct record for the July meetings. Carried</p> <p>b) To ratify decisions made on 4 August by the Clerk under section 101, Local Government Act 1972</p> <ul style="list-style-type: none"> • Bi-monthly meeting with Harworth and the Land Trust • Revised and published the Reserves Policy • Responded to Boundary Commission Review relating to Waverley and the Rother Valley constituency boundary • Purchased accountancy software from Scribe Accounts - £485 plus VAT • Liaised with South Yorkshire Passenger Travel Executive about temporary bus stops <p>Resolved: The decisions were ratified unanimously. Carried</p>
3.	<p>Confidential Items:</p> <p>a) To resolve to exclude members of the press and public under the Public Bodies (Admissions to Meetings) Act 1960, due to the nature of the following business to be transacted being prejudicial to the public interest. Resolved: agenda item 20 will exclude members of the press and public under the Public Bodies (Admissions to Meetings) Act 1960. Carried</p>
4.	<p>Declaration of Disclosable Pecuniary and Other Interests:</p> <p>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</p> <p>b) To receive any requests for dispensations made by Councillors to take part in discussions and votes where they have declared disclosable pecuniary interests. Clerk to decide</p>
5.	<p>Matters Arising:</p> <p>The Clerk reported that Cllr Sarah Allen from RMBC will join us in the run up to Xmas to talk about the Joint Working Group.</p>

	Harworth's September meeting is postponed until 30 September. Any agenda items should be emailed to the Clerk.
6.	<p>Ward Councillor Reports</p> <p>a) Reports from RMBC Councillors Cllr Firas reported that the mobile speed cameras can be added to the lampposts once the roads have been adopted in Waverley.</p>
	<p>Public Comments and Questions</p> <p>A period of 15 minutes will be set aside for comments or questions from members of the public.</p> <p>A resident reported that there had been a reduced numbers of admins managing the Waverley Forum on Facebook.</p>
7.	<p>Waverley Events Team</p> <p>a) To receive an update on the Halloween Event and preparation for Christmas b) To receive any requests for funding towards Christmas events c) To discuss preparations for the Remembrance service</p> <p>The Events Team reported that Annika would be leading on all events. With an influx of members the constitution is nearly ready. The scarecrow event is at the end of September and other events like Halloween, Remembrance Sunday, and the Xmas – advent windows, will all be done with social distancing in mind.</p> <p>The Chair thanked Leesa Tingay-Price for her commitment to the group and her commitment will be missed.</p>
8.	<p>Waverley Buds (Kris Mckay)</p> <p>a) To receive an update on the garden project Kris Mckay reported that the path has been created with help from Sky-house, and six trees have been planted as works carry on for the Community Garden. It is likely that build works will commence in March 2022 now on the Garden Room. Sky-house have agreed to provide welfare facilities. Additionally, WCC will need to seek a re-quote as materials have significantly increased and there is a 3 month lead in time for supplies.</p>
9.	<p>Waverley Garden Room</p> <p>a) To receive an update on the lease progress and the project The Clerk provided a summary of the conditions on the lease which had been revised including;</p> <ul style="list-style-type: none"> - reduced from 100 yrs to 20 yrs lease. The first 15 yrs Harworth will need consulting about many elements. WCC have a right to buy the land for £1 after 20 years. - WCC will not pay any management fee, but the public footpath going through the site will be maintained at WCC cost.

	<ul style="list-style-type: none"> - WCC can put posters etc on the outside, however any 'permanent' signage will be in dialogue with Harworth - Trees cannot be planted near the mains sewage <p>The outstanding items to progress include a plan of the land for the lease from Harworth and WCC's response to the conditional planning application.</p> <p>Resolved. The Clerk will circulate the final lease before sign-off and confirm who should sign the contract on behalf of WCC. Carried</p>
10.	<p>Finance Matters</p> <p>a) To provide an update on the External Audit The Clerk reported that the return will need to be resigned, because of the misrepresentation of the cheques uncashed in the previous financial year. This was elaborated on in a separate briefing. Moving to Scribe and online banking should reduce time and eradicate these issues. Resolved. The Council will resign the AGAR return. Carried</p> <p>b) To monitor the budget against income and expenditure The Clerk reported that approximately 15 per cent of budget has been spent after 5 months. There is £19,719.51 in current account (of which £2700 is the Ward fund contribution) and £38,0005.76 in reserve account (of which £10,000 is earmarked for the Garden Room). The Clerk highlighted that in August the SYPA was paid twice in error. SYPA will reduce the direct debit for this month to take account of the overpayment.</p> <p>c) To approve the bank reconciliation to 31 August 2021 Resolved. Reconciliation is approved. Carried</p> <p>d) To approve payment of invoices presented, including Clerk's Charity training at £45. Resolved. Payments are approved, and will be processed by Cllrs Adshead and Ballagley. Carried</p> <p>e) To agree to fund a Poppy Wreath at a cost of £40 including donation under section 137 Local Government Act 1972 Resolved. The purchase is approved. Carried</p>
11.	<p>Bus stops in Waverley</p> <p>a) To discuss the location of bus stops in Waverley and the approach with SYPTE, RMBC and Ward Councillors</p>

	<p>Resolved: The Clerk will liaise with SYPTE, who make suggestions on bus stops to RMBC's Highways teams, and put forward permanent bus stops as noted below. Carried</p> <ul style="list-style-type: none"> • Stephenson Way, near Cressbrook Road, in both directions • Lescar Road, near the postbox • Highfield Lane square, opposite Castleton Way junction • Highfield Lane, near Rivelin Way, in the direction of Handsworth
12.	<p>Mobile speed signs</p> <p>a) To discuss RMBC's support for mobile speed signs and whether WCC wish to fund signs The Chair confirmed that Ward Councillors will fund mobile vehicle activated speed signs and suggested that the WCC looked to do that same.</p> <p>Resolved: Clerk to prepare quotes for the October meeting. Carried</p>
13.	<p>Olive Lane WCC office's</p> <p>a) To discuss the plans for the WCC office's and discuss establishing a working group The Chair explained that at the Harworth meeting in July, he was privy to drawings of the space WCC will be given in Olive Lane.</p> <p>Resolved: Clerk to establish a working group to discuss uses and equipment for the space. Carried</p>
14.	<p>New website</p> <p>a) To receive an update on the launch of the new website The Clerk explained that the website was ready to launch once Councillors confirmed they could access the meeting briefs.</p> <p>Resolved: Site to be launched and promoted on social media. Carried</p>
15.	<p>Scribe</p> <p>a) To receive an update on the new accounting software and agree Councillor access. The Clerk explained that she is still in the process of adding data from April 2021 to date. She is also seeking advice from SLCC, as the Scribe entry is different on <i>staff costs</i> which will affect the AGAR return.</p> <p>Resolved: All Councillors to be provided with read-only access. Carried</p>
16.	<p>Correspondence</p> <p>a) To discuss correspondence received;</p> <ul style="list-style-type: none"> - Complaint from a resident that a neighbour has parked their campervan on the drive, in breach of the deeds – not within the WCC's remit - Complaint from resident that Lescar Road should only be a temporary bus route - redirect to SYPTE
17.	<p>Planning Matters</p> <p>a) To discuss any planning applications</p>

	<p>RB2021/1700 – submitted 5 Aug and validate 6 September Non-material amendment to applications RB2007/1372, RB2011/1296, RB2012/1428, RB2014/0775, RB2015/1460 and RB2017/0743 to include reference to ‘up to’ 3,890 dwellings and remove the term ‘2 form entry’ from the description of development 27 September for comments Resolved: No response necessary, but ask RMBC to clarify any changes to the section 106 agreement. Carried</p>
18.	<p>Policies</p> <p>a) To receive and adopt the ‘London Bridge’ policy Resolved: The policy is to be adopted. Carried</p> <p>b) To receive and adopt the ‘document retention’ policy Resolved: The policy is to be adopted. Carried</p> <p>c) To receive Litter Picking Risk assessment and discuss next steps Resolved: Clerk to approach Landtrust for agreement and engage with RMBC for equipment and the Events Team for their involvement. Carried</p>
19.	<p>Training</p> <p>a) To discuss and agree any training needs None requested</p>
20.	<p>Vacancies – confidential session</p> <p>a) To discuss applicants for co-option to the Council and agree to appoint. Resolved: That Mr C. Pulman and Mr P. Norton are invited to take up the office of Councillor’s as a co-opted member. Carried</p>
21.	<p>Agenda Items for the Next Meeting</p> <p>a) To agree items for inclusion on the agenda of the next meeting</p> <ul style="list-style-type: none"> • Clarify who should sign the Garden Room lease • Speed camera quotes

The next monthly Council meeting is at 7pm on 6 October 2021.

The meeting closed at 19:45

Signed

Date