



**Ulley Parish Council Meeting to be held on Wednesday 21 August 2019 at Ulley Village Hall**

12 Autumn 2019

Dear Councillor,

You are summoned to attend the Parish Council meeting of Ulley Parish Council. The draft agenda is below.

*Andrew Towlerton*

Parish Clerk and Responsible Financial Officer

## **AGENDA**

A public session will commence prior to the formal Council meeting in accordance with paragraph 4.6 of the Council's Standing Orders.

### **PART I NON- CONFIDENTIAL ITEMS**

In accordance with Regulation 4(6) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, audio/visual recording and photography at Council meetings is permitted in accordance with the Council's protocol "Filming of Public Meetings".

1. To receive and approve any apologies for absence.
2. To receive any questions from members of the Public.
3. Declarations of interest and dispensations.
  - i. To receive declarations of interest from councillors on items on the agenda.
  - ii. To receive written requests for dispensations for disclosable pecuniary interests (if any)
  - iii. To grant any requests for dispensation as appropriate.
4. To approve and sign the minutes of the Annual Meeting, Annual General Meeting and normal Meeting all held on 15 May 2019 as well as the extraordinary meeting of the Council held on 12 June 2019 (all attached).

### **Parish Council Meeting**

5. To receive information on the following on-going issues and decide further action where necessary –
  - Latest Crime Update (To receive the latest crime figures for the Parish).
  - Drainage Ditch/Telephone Box Issue (To receive an update on progress).
  - Car parking issues associated around Ulley Country Park (To receive an update on discussions with Rotherham MBC on this issue).
  - Proposed Permissive Footpath (To receive an update on progress from Halifax Estates).
  - Defibrillator (To receive a report on progress with the installation of the pads).

6. To consider any applications for the office of parish councillor and to co-opt a candidate to fill the existing vacancy - (there is currently a casual vacancy for a parish councillor. Following the formal legal notification the Council has been informed that it can seek to fill this by co-option).
7. To consider the maintenance of the trees in the Park including next steps - (the Parish Council has notified Rotherham MBC of its intention to remove two trees in the Park which it has been advised are in a dangerous condition, works will also be required to the other trees. The Council needs to consider next steps).
8. To consider the findings from the latest monthly independent inspection of the Park (see Attachment 8.1) and health and safety issues in the Park more generally.
9. Management of the Halifax Fund by the Parish Council – (The Council has received a request whether it is the most suitable body to administer this fund, which it needs to consider).
10. To consider future spending priorities for the Halifax Fund - (It may be timely if the Parish Council identified priorities for this).
11. Planning update – The Council has not been notified of any for comment at the meeting.
12. To receive a verbal and written report on financial matters within the Council including the latest budget monitoring budget (see attachment 12.1) and to approve any payments, including:
  - £47.40 to X Connect for new lights switch for the telephone box.
  - £27.32 to Yorkshire Water for water supply to the Hall
  - £6.85 to Tesco for various stationery for the Clerk.
13. To receive an update on Halifax fund bids including for Parish Council Equipment (see item 13.1) and Quiet Garden Project, Holy Trinity Church (see item 13.2) and any approved by the Halifax Estate.
14. To consider any agenda items for the next meeting of the council, including HS2.
15. Any other business.



# Ulley Parish Council

## **Draft Minutes of the Ulley Parish Council Meeting held on 15 May 2019, Village Hall**

Chairman – Cllr Richard Robson – Chairman of Ulley Parish Council.

Other Councillors in attendance – Richard Steel, Ian Stones, and Patricia Smith

Clerk – Andrew Towleron.

Present – 8 members of the public and Borough Councillor Bob Walsh.

**6/19 To receive and approve any apologies for absence** - There were none.

**7/19 To receive any questions from members of the public**

Several issues were raised.

Planning application – Reference was made to the planning condition that the two trees be replaced and whether this had been implemented. The Clerk said he would enquire.

Location of the hanging baskets – It was noted that this should be reviewed. It was agreed that this would be useful.

Resignation of former Councillor P Hubbard – It was noted that the Council had received a letter from Cllr P Hubbard informing the Council of his decision to resign as Chairman and councillor of the Parish Council. Tribute was paid to him by councillors and members of the community. The Council thanked him for his dedication and hard work provided during his tenure as a councillor and Chairman.

It was noted that P Hubbard's resignation announcement had created a casual vacancy that the Council would need to fill as soon as possible.

**8/19 Declarations of interest and dispensations** - There were none recorded or sought.

**10/19 – To approve, sign and date the minutes of the Parish Council Meeting held on 27 March 2019**

**Resolved that: the minutes held on the 27 March 2019 were a true record and should be duly signed.**

**11/19 – To receive information on the following on-going issues and decide further action where necessary**

To receive a report on crime and anti-social behaviour issues - The Clerk explained that he had not received the latest recorded figures from the Police but would circulate to members as soon as they were available.

- Drainage Ditch/Telephone Box – An update was provided. There has been a slight delay, as the required light switch was not available. It was hoped that it would be back in stock soon. As soon as it was the developer had agreed to fit it once it been supplied to him by the Parish Council.
- Car park issues around Ulley Country Park – The Clerk confirmed that he had written to Rotherham MBC on this issue and was awaiting a reply.

**12/19 - Recreation Ground and next steps**

**To appoint a suitably qualified body to arrange for the transfer of the lease to the Parish Council from Rotherham MBC, including associated budget provision.**

**Resolved that: Solicitors Walker and Co. be appointed to arrange the transfer of the lease to the Parish Council from Rotherham MBC up to a value of £300 plus VAT.**

**13/19 - To consider and agree on the quotes received for the maintenance of the trees in the Recreation Ground**

The Clerk confirmed that he had received two quotes.

**Resolved that: Andersons be appointed to undertake the agreed maintenance of the trees in the Recreation Ground up to a value of £700 plus VAT**

It was noted that as the trees in the Recreation Ground were in the Conservation Area, any works would require prior approval from Rotherham MBC. The Clerk reported that he would prepare the required planning forms with the assistance of Andersons.

P Hubbard explained that it might be possible to get a grant from the Banks Fund to cover the costs involved in the tree repairs. He agreed to prepare a bid. He was thanked for agreeing to do this.

The Clerk also explained that emergency works were required to one of the trees, as one of its branches had broken off and was in a dangerous and unsafe condition. Andersons had confirmed that they could do this asap. He also explained that the Council had received the necessary consents from Rotherham MBC to undertake the emergency works.

**14/19 - To consider the findings from the latest quarterly inspection (see Attachment 6.1) for the Children's Play Area at the Recreation Ground.**

A copy of the latest play area inspection for the children's Play Area was circulated and considered. It was noted that it had not raised any significant concerns with the condition of the play equipment, though did highlight a few areas of improvement that would need to be addressed by the 'Work About Group.

**15/19 - To confirm the arrangements for the periodic inspections of the Recreation Ground, including budget provision**

It was reported that it was understood that the company (the Play Inspection Company) which provided the inspections of the Recreation Ground on behalf of Rotherham MBC would continue to on the same basis now the Recreation Ground had been transferred to the Parish Council. The approximate annual cost of this service would be £400 including VAT.

**16/19 - To consider the advice provided by the YLCA on requests for financial support from the Halifax fund individuals**

The Clerk explained that the advice he had received from the YLCA had confirmed that the Council could not consider requests for financial assistance. Such requests would need to be considered by Halifax Estates directly. It was agreed that progress with the Halifax Fund should be included as an agenda item for the next meeting.

**17/19 - Rotherham MBC's Thriving Neighbourhoods Strategy**

It was explained that Rotherham MBC Borough Council has asked that the council contributes to identifying ward priorities for this important document. This request was then considered. It was agreed that the ward priorities were:

- Highway safety and speeding issues.
- Fly tipping.
- Environmental improvements, including to the Recreation Ground.
- Community engagement.
- Community activities

It was noted that it might be possible to seek support from Rotherham MBC's devolved ward budget to support these activities.

## **18/19 - Planning update**

The Council had been notified of one that day. This was (RB2019/0730) and was to vary condition 02 approved plans imposed by RB2017/1709 at 5 Turnshaw Road Ulley. The Clerk agreed to circulate details to members for comment. He confirmed that he intended to deal with it under delegated powers as the deadline for comments was likely to be before the next meeting of the Council.

## **19/19 - To receive a verbal and written report on financial matters within the Council including bi-monthly Budget update and consideration and to approve the following payments**

Both a verbal and written report was provided. This covered both the year-end out turn and the latest financial position.

It was confirmed that the Council held £6,091.80 at financial year end. This comprised £3,599.61 in the Co-operative Bank Current Account and £2,492.28 in the Co-operative Bank Reserve Account. It also held 10,675.01 in the Halifax Grant Account. A discussion then took place on financial matters over the last financial year. It was noted that it had recorded a slight overspend on the planned budget of about £300. This was mainly due to the cost of the Public Interest Report (£2311), which the Council was aware that it would have to pay for but not in the last financial year. Indeed, had the Council not made efficiency saving on other budget headings and secured additional grant funding in support of activities the overspend would have been considerably more.

Members were then asked to sign the various concerned associated bank statements and bank reconciliations, which they did.

### **Resolved that: the following payments be authorised:**

- £420.00 to Andersons for emergency works to the trees in the Park.
- £179.68 to Wickstead for new see-saw for the Park.
- £17.99 to Screwfix for padlock for shed.

## **20/19 - To confirm the Council's pay award for 2019/2020**

The Clerk explained that National Joint Council for Local Government Services (NJC) had agreed the new pay scales for clerks 2019-2020 to be implemented from 1 April 2019. This also covered the Clerk as per his contract.

He also noted that due to the introduction of the national living wage, the NJC agreement includes the introduction of a new scale range for some certain specified grades. This roughly equated to an additional 2% increase over the general increase. This would take effect in April 2020. Clerks pay scale was affected by this change in some scale ranges.

The Clerk also requested for a variation in his contract so that he was paid on a quarterly basis. This was in part due to streamline and simply HMRC returns.

**Resolved that: the new pay scale and range for the Clerk as per the National Joint Council for Local Government Services (NJC) for 2019/2020 be confirmed and that Clerk be paid on a quarterly basis.**

**21/19 - To confirm the arrangements for the Council's Internal Audit.**

The Clerk explained that this had been arranged. However, due to meet legal requirements, it would be necessary to arrange an extraordinary meeting of the Parish Council before the 30<sup>th</sup> June to meet the requirements placed on parish councils under The Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

**22/19 - To receive an update on Halifax fund bids including any approved by the Halifax Estate and by the Council through delegated powers.**

There were none.

**Any other business.**

There was none.





# Ulley Parish Council

## **Minutes of the Parish Council Annual Parish Council Meeting held 15 May 2019, Village Hall**

Chairman – Peter Hubbard – Chairman of Ulley Parish Council.

Other Councillors in attendance – Richard Steel, Richard Robson, Patricia Smith and Ian Stones.

Clerk – Andrew Towlerton.

Present – 8 members of the public and Councillor Bob Walsh.

### **1/19 To consider and agree on a Chairman**

**Resolved that: Councillor Richard Robson is elected for the year 2019/2020.**

**2/19 Declarations of interest and dispensations** - There were none declared or sought.

**3/19 To receive and approve any apologies for absence** - There were none.

### **4/19 To consider and agree on a Vice-Chairman**

**Resolved that: Councillor Richard Steel is re-elected for the year 2019/2020.**

### **5/19 To consider and agree on representation on outside bodies:**

- Yorkshire Associations of Local Councils.
- Penny Hill Windfarm Liaison

### **Resolved that:**

- **Andrew Towlerton is appointed as the Council's representative on the Yorkshire Associations of Local Councils.**
- **Cllr Patricia Smith is appointed as the Council's representative on the Penny Hill Windfarm Liaison.**



# Ulley Parish Council

## Minutes of the Ulley Annual Parish Meeting held 15 May 2019 Village Hall – 7.00 pm

Chairman – Peter Hubbard – Chairman of Ulley Parish Council.

Other councillors in attendance – Richard Steel, Richard Robson, Ian Stones and Patricia Smith.

Clerk – Andrew Towleron.

Present – 7 members of the public, Councillor David Bob Walsh and Sarah Allen (Rotherham MBC) and Janis Curran (Rotherham MBC)

1. **To receive and approve any apologies for absence** - The Chairman welcomed everyone to the meeting. There were no apologies.
2. **To raise a progress report from the Parish** - The Chairman gave a report on the progress of the points raised at the last meeting. This included the seat in memorial to Andrew Mozley.

He went on to give a report on the achievement and general progress of the Parish Council for the year. He said that this had been good. Some of the key achievements were that the Recreation Ground had been transferred over to the Parish Council from Rotherham MBC and that the issues associated with the fraudulent activity of a previous clerk had been addressed. Further, while the permissive footpath was not yet in place, Halifax Estates had said that they were, in principle, support of it. He was confident that once the final legal issue had been resolved, it would go ahead. He added that the Parish Council was in a stronger financial and administrative position. A general discussion then took place on progress.

3. **To discuss any matters raised by parishioners** – A wide and diverse range of issues were raised. These included that a member of the public expressed concern about some of the potholes, as you enter the village. These are dangerous. It was added that there are still some highway safety issues around Ulley Country Park and more generally to be resolved as well as some overhanging trees and hedges. Reference was made to fly-tipping and the need for this to be addressed.

4. **To receive a report from Cllr Sarah Ann Allen Cabinet Member for Cleaner, Greener Communities at Rotherham MBC** – Cllr Allen introduced herself and her Cabinet role at Rotherham Council, the remit of which included working with parish and town councils in the district. Rotherham MBC was keen to strengthen its working relationships with local councils, and they had appointed a full-time parish liaison officer (Janice Curran, who was in attendance) to help take forward that work. Cllr Allen was in the process of visiting all the parishes and would be reporting back to Rotherham MBC on the findings of her visits. From her visits to date the main issues highlighted as concerns by parishes were a feeling of being ignored in respect of planning issues, a lack of general consultation with parishes by the principal authority and a poor relationship in certain areas between RMBC ward councillors and local councils.

The Chairman thanked Cllr Allen for coming. He added that the Parish Council's relationship with its ward members was good. A question and answer session then took place. Cllr Allen indicated that she would attend a future meeting of the Council, if required.



# Ulley Parish Council

## **Draft Minutes of the Extra Ordinary meeting of Ulley Parish Council held on 12 June 2019, Village Hall – 7.00 pm**

Chairman – Cllr Richard Robson – Chairman of Ulley Parish Council.

Other Councillors in attendance – Richard Steel, Ian Stones and Patricia Smith

Clerk – Andrew Towlerton.

Present – 2 members of the public.

**23/19 - To receive and approve any apologies for absence** - There were none.

**24/19 - To receive any questions from members of the Public** – There were none.

**25/19 - Declarations of interest and dispensations** - There were none recorded or sought.

**26/19 – To receive information on the following on-going issues and decide further action where necessary -**

To receive a report on crime and anti-behaviour issues – the latest update from the police was provided. It was noted that there had been six recorded incidents between 1 April and 1 June 2019, three of which had occurred at Ulley Country Park. Cllr P Smith noted that she was aware of other incidents reported to the Police that were not reflected in these statistics.

**27/19 – Filling of a Casual Vacancy for a Councillor**

A report was provided on progress with the filling of the casual vacancy for a councillor. A formal notice had been published by Rotherham MBC seeking nominations. The closing date was 19<sup>th</sup> June. Should no nomination come forward, the Council could then fill it through co-opting someone to the Council.

**28/19 – To consider the Internal Audit Report for 2018/2019**

The verbal and written report was provided on its findings. The main finding from the audit was that there had been some good improvements with the Council's financial management processes and systems over the financial year. However, there were some issues with the year-end bank reconciliation and the year-end accounts agreeing with the cashbook. Also that some further measures should be taken to ensure the council is meeting its responsibilities as a trustee of the Halifax Fund.

**Resolved that: the Annual Internal Audit Report for 2018/2019 be noted and that the various recommendations be approved.**

**29/19 – To certify that Ulley Parish Council is exempt from external audit for fiscal year 2018/19**

**Resolved that: Ulley Parish Council is exempt from external audit for the year 2018/19 as its annual turnover does not exceed £25,000.**

**30/19 - To approve the relevant sections of the Annual Governance and Accountability Return 2018/2019**

**Resolved that: Ulley Parish Council approve Section 1 Annual Governance Statement 2018/19 on page 5 of the Annual Governance and Accountability Return 2018/2019.**

**Resolved that: Ulley Parish Council approve Section 2 - Accounting Statements 2018/19 on page 6 of the Annual Governance and Accountability Return 2018/2019.**

**31/19 - To approve the publication of documents under The Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities**

**Resolved that: in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, Ulley Parish Council will publish the following documents on its website:**

- **Certificate of Exemption**
- **Annual Internal Audit Report 2018/19**
- **Section 1 – Annual Governance Statement 2018/19**
- **Section 2 – Accounting Statements 2018/19, page 6**
- **Analysis of variances**
- **Bank Reconciliation to 31 March 2019**

**32/19 - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015**

The Clerk reported that the Council was required to give six-weeks notice of the period for the exercise of public rights and other information required. The intention was that this would commence on the 25 June 2019.

**33/19- Planning update – The Council has not been notified of RB2019/0730, 5 Turnshaw Road Ulley, Application to vary condition 02 approved plans imposed by RB2017/1709**

**Resolved: that the Council has no comments to make on the planning application RB2019/0730.**

**34/19 - To receive a verbal and written report on financial matters within the Council and to approve the following payments:**

**Resolved that: the following payments be authorised:**

- £279.58 to SSE for electricity use in the Hall
- £300 for new pads for the defibrillator
- £748.64 and £306.41 to Zurich Municipal Insurance for insurance premium plus additional premium for 2019/2020
- £420.00 to Andersons for emergency works to the tree in the Recreation Ground.
- £180.00 to CIC for the Internal Audit
- £25.00 to Coop for petrol for the mower
- £57 to YLCA for Annual Membership

**Resolved that: the Clerk is granted delegated powers to spend up to £300 for the purchase of new pads for the defibrillator.**

Cllr Ian Stone agreed to assist with confirming the specific pads to be purchased.

**35/19 To receive an update on Halifax fund bids including any approved by the Halifax Estate and by the Council through delegated powers. (See attached bid 12.1 for well-dressing)**

**Resolved that: the bid by Holy Trinity Church Parochial Church Council (PCC) of £420 for the Well Dressing be supported.**

**36/19 - To consider any agenda items for the next meeting of the council**

It was agreed that future spending priorities for the Halifax Fund, HS 2, maintenance of the trees in the Park and Victory in Europe Celebrations 2020 be added to those items already agreed.

#### **Any other business**

Cllr R Steel spoke about a useful meeting he had with Andersons (the tree specialist) about the condition of the trees in the park, including suggestions how these could be improved. Cllr R Robson confirmed that he updated the maps showing the location of the hanging baskets in the Parish.

## Site Information

Inspection Ref: 884606

Site Ref: 18430

Customer Order No: None

Operational Inspection - 23 July 2019 at 13:59 Inspector: Terry Hill

Risk Assessment: **12 - Moderate Risk**



**Location:** The site is partially overlooked by properties in the local community

**Disabled Access:** Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.



10 - Low Risk

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

Steps on banking rotten - New timbers required



12 - Moderate Risk

**Item:** Ancillary Items - Palisade Logs  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 2



Finding 1

Timbers rotting - Timbers rotting

Finding 2

Timbers rotten - Repair required





0 - Risk Assessment not Undertaken

**Item:** Ancillary Items - Sign  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

This item is satisfactory - no work required



3 - Very Low Risk

**Item:** Ancillary Items - Bench  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

Concrete slab broken - New slab required



0 - Risk Assessment not Undertaken

**Item:** Ancillary Items - Bench  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

This item is satisfactory - no work required



0 - Risk Assessment not Undertaken

**Item:** Ancillary Items - Bench  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

This item is satisfactory - no work required



0 - Risk Assessment not Undertaken

**Item:** Ancillary Items - Litter Bin  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

This item is satisfactory - no work required



1 - Very Low Risk

**Item:** Multi Use Games Area - Goal End  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

This item is satisfactory - no work required



10 - Low Risk

**Item:** Activity Equipment - Climbing Wall  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Equipment Compliance:** No  
**Surface Area Compliance:** No  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

Timbers rotting - Monitor



0 - Risk Assessment not Undertaken

**Item:** Other - Boulders  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

This item is satisfactory - no work required



0 - Risk Assessment not Undertaken

**Item:** Other - Embankment Slide  
**Manufacturer:** Massey & Harris  
**Surface Type:** Bark Mulch  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

This item is satisfactory - no work required



0 - Risk Assessment not Undertaken

**Item:** Swings - Single Point Swing - Type 3  
**Manufacturer:** Not Identified  
**Surface Type:** Bark Mulch  
**Equipment Compliance:** No  
**Surface Area Compliance:** No  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

This item is satisfactory - no work required



5 - Very Low Risk

**Item:** Rocking Equipment - See Saw  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Grass  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes  
**Ref/Part Number:**  
**Total Findings:** 2



Finding 1

Seat vandalised - New seat required

Finding 2

Bearings worn - New bearings required



6 - Low Risk

**Item:** Activity Equipment - Balance Beam  
**Manufacturer:** Sik Holz  
**Surface Type:** Grass Matrix Tiles  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

Algae present, surface slippy - Monitor



4 - Very Low Risk

**Item:** Activity Equipment - Log Walk  
**Manufacturer:** Sik Holz  
**Surface Type:** N/A  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

Timbers rotting - Monitor



8 - Low Risk

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Sik Holz  
**Surface Type:** Grass Matrix Tiles  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes  
**Ref/Part Number:**  
**Total Findings:** 3



Finding 1

Algae present - Monitor

Finding 2

Timbers split - Repair required

Finding 3

Tower slightly loose in ground - Monitor



0 - Risk Assessment not Undertaken

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Massey & Harris  
**Surface Type:** Grass Matrix Tiles  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes  
**Ref/Part Number:**  
**Total Findings:** 1



Finding 1

Service required - Service required



3 - Very Low Risk

**Item:** Activity Equipment - Boat  
**Manufacturer:** Kompan Ltd  
**Surface Type:** Gravel  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes  
**Ref/Part Number:**  
**Total Findings:** 1









Finding 1

Inspection required - Bearings not working correctly



# Findings Information

 <b>10 - Low Risk (Finding 1)</b>			
<b>Item:</b>	Ancillary Items - Site General	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Owner/Operator	<b>Surface:</b>	N/A
			
<b>Finding:</b>	Steps on banking rotten	<b>Action:</b>	New timbers required

 <b>10 - Low Risk (Finding 1)</b>			
<b>Item:</b>	Ancillary Items - Palisade Logs	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Owner/Operator	<b>Surface:</b>	N/A
			
<b>Finding:</b>	Timbers rotting	<b>Action:</b>	Timbers rotting



12 - Moderate Risk (Finding 2)

**Item:** Ancillary Items - Palisade Logs  
**Manufacturer:** Owner/Operator

**Risk Level:** M - Moderate Risk  
**Surface:** N/A



**Finding:** Timbers rotten

**Action:** Repair required



3 - Very Low Risk (Finding 1)

**Item:** Ancillary Items - Bench  
**Manufacturer:** Owner/Operator

**Risk Level:** V - Very Low Risk  
**Surface:** N/A



**Finding:** Concrete slab broken

**Action:** New slab required



10 - Low Risk (Finding 1)

**Item:** Activity Equipment - Climbing Wall  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** Timbers rotting

**Action:** Monitor



5 - Very Low Risk (Finding 1)

**Item:** Rocking Equipment - See Saw  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Grass



**Finding:** Seat vandalised

**Action:** New seat required



3 - Very Low Risk (Finding 2)

**Item:** Rocking Equipment - See Saw  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Grass



**Finding:** Bearings worn

**Action:** New bearings required



6 - Low Risk (Finding 1)

**Item:** Activity Equipment - Balance Beam  
**Manufacturer:** Sik Holz

**Risk Level:** L - Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** Algae present, surface slippy

**Action:** Monitor



4 - Very Low Risk (Finding 1)

**Item:** Activity Equipment - Log Walk  
**Manufacturer:** Sik Holz

**Risk Level:** V - Very Low Risk  
**Surface:** N/A



**Finding:** Timbers rotting

**Action:** Monitor



8 - Low Risk (Finding 1)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Sik Holz

**Risk Level:** L - Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** Algae present

**Action:** Monitor



8 - Low Risk (Finding 2)

**Item:** Activity Equipment - Multi Play (Junior) **Risk Level:** L - Low Risk  
**Manufacturer:** Sik Holz **Surface:** Grass Matrix Tiles



**Finding:** Timbers split **Action:** Repair required



0 - Risk Assessment not Undertaken (Finding 3)

**Item:** Activity Equipment - Multi Play (Junior) **Risk Level:** N - Risk Assessment not Undertaken  
**Manufacturer:** Sik Holz **Surface:** Grass Matrix Tiles



**Finding:** Tower slightly loose in ground **Action:** Monitor



0 - Risk Assessment not Undertaken (Finding 1)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Massey & Harris

**Risk Level:** N - Risk Assessment not Undertaken  
**Surface:** Grass Matrix Tiles



**Finding:** Service required

**Action:** Service required



3 - Very Low Risk (Finding 1)

**Item:** Activity Equipment - Boat  
**Manufacturer:** Kompan Ltd

**Risk Level:** V - Very Low Risk  
**Surface:** Gravel



**Finding:** Inspection required

**Action:** Bearings not working correctly

<b>ULLEY PARISH COUNCIL</b>						
<b>REVENUE ESTIMATES 2019-20</b>						
		2019-20	CURRENT	PROJECTED	PROJECTED VARIANCE	
		BUDGET	SPENDING	FULL YEAR	£	%
£	<b><u>EXPENDITURE</u></b>	£	£			
	<b>COMMUNITY</b>					
	VillageProjects	256	325	500	244	95.3%
	Repairs / Maintenance	513	0	513	0	0.0%
	Ulley in Bloom	1076	0	1076	0	0.0%
	Recreational Ground inspections	297	0	392	95	32.0%
		0	0	0	0	0.0%
	Recreation Grounds maintainance (incl trees)	0	620	1460	1460	100.0%
	Transfer of Recreation Ground Deeds	0	0	360	360	100.0%
0		2142	945	4301	2159	100.8%
	<b>ADMINISTRATION</b>					
	Clerks Salary including NI	1476	607	1647	171	11.6%
	Miscellaneous Administration	51	0	51	0	0.0%
	Travel Expenses	10	0	10	0	0.0%
	Sundries - Stationery/Post/website	103	0	103	0	0.0%
	Insurance	734	1055	1055	321	43.7%
	Audit Fees	169	180	200	31	18.3%
	Subscriptions etc	68	57	57	-11	-16.2%
	Training	103	0	103	0	0.0%
	Chairmans/Members Allowance	0	0	0	0	0.0%
	Data Protection Registration	41	0	40	-1	-2.4%
	Utilities	1500	309	1500	0	0.0%
	Election costs	0	0	0	0	0.0%



	Grants/Donations S137	0	0	0	0	0.0%
		4,255	2,208	4766	511	12.0%
	<b>TOTAL EXPENDITURE</b>	<b>6,397</b>	<b>3,153</b>	<b>9,067</b>	<b>2,670</b>	<b>41.7%</b>
	<b>INCOME</b>					
	Bank Interest	1	6	7	6	600.0%
	VAT Return	200	642	642	442	221.0%
	Precept	6413	3207	6413	0	0.0%
	Other (incl Grant)	0	1000	1000	1000	100%
	<b>TOTAL INCOME</b>	<b>6614</b>	<b>4855</b>		<b>1448</b>	<b>9.21</b>

# Halifax Fund

## Grant application form

Name of applicant: Ulley Parish Council
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Contact persons - Richard Robson & Ian Stones	Title (e.g. Mr, Mrs, Miss, Ms) Mr
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If applying on behalf of a group your role/positions Parish Councillors
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Telephone (land line)	Telephone (mobile) Richard – 07795 492180 Ian - 07875 402298
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E-mail <a href="mailto:r-robson.ulleypc@outlook.com">r-robson.ulleypc@outlook.com</a> <a href="mailto:ian.ulleypc@outlook.com">ian.ulleypc@outlook.com</a>	Best times to contact
--	-----------------------

Contact address (this box must be completed) Ulley Village Hall, Main Street, Ulley	Post Code
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Address for correspondence (if different)	Post Code
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Please describe your project/activity. What do you want to do?  To provide equipment and tools to keep the village looking neat and tidy for residents and villagers. These will be used to look after the Children's Playground, Churchyard, as well as areas at the entrance to and throughout the village.
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How will this benefit the community of Ulley?  Currently residents are using their own equipment and tools when they attend and support various organised voluntary events to help keep the village looking tidy, by providing additional equipment to supplement that already provided they will be better equipped when undertaking voluntary work for the benefit of the village and the parish as a whole.
--

If a grant is awarded, please provide details of the supplier/contractor to whom the cheque should be made payable to (this box must be completed to enable us to process your grant).	
Name Ulley Parish Council	Address c/o Ulley Village Hall, Main Steet, Ulley
Cheque payable to Ulley Parish Council	
<i>Or for BACS payment:</i>	
Bank Name The Co-operative Bank	
Account Name Ulley Millennium Trust	
Sort Code 08-90-87	
Account Number	6121001700

# Halifax Fund

Who is the landowner and do you have their permission to undertake this project? If so please provide a copy of the consent. Or if the land is leased, please provide information about your landlord and lease duration.

N/A

It may also be helpful to submit some or all the following with your application. Please indicate if they have been included:

- Location Plan (i.e., A-Z map)
- Sketch plans of proposed work
- Evidence of landowner's/landlord's permission
- Evidence that planning permission (if appropriate) has been obtained

What is the total cost of the project/activity including VAT? Please provide a breakdown of the project budget.

Item or activity	Cost (£)
HONDA SSBC VersaTool Strimmer Attachment	129.00
HONDA SSES-L Long VersaTool Extension Shaft	84.95
Makita EB5300TH, Backpack Blower	272.99
Werner Platform Stepladder	107.99
Wheelbarrow	49.00
Wheelbarrow Wheel	20.00
Platform Hop x 2 (£25.00 each)	50.00
Gas Weed Burner	109.99
<b>Additional funds will be required to cover the cost of delivery</b>	
Attached with this application are details of the equipment to verify the costs stated.	
<b>Total cost of items listed above</b>	<b>£609.97</b>

How much are you applying to us for?

£609.97

# Halifax Fund

If you are not applying to us for the total cost of the project, how do you intend to finance the rest of the project? Please tell us if you are applying to any other funder for any part of the project described in this application.

Other Funders:

Funder	£ Applied for/Awarded

If this is an ongoing project/activity, how will you pay for it in the future?

I certify that the information enclosed is correct. By signing this application form, I agree to abide by the Terms and Conditions and any additional special conditions that may be specified. I understand that I will be expected to monitor expenditure and provide receipts/invoice(s) and a report on the progress of the project.

Signature

Date

(Person submitting the form) on behalf of Ulley Parish Council

Print Name: Richard Robson & Ian Stones

# Halifax Fund

## Grant application form

Name of applicant: Holy Trinity Church Parochial Church Council (PCC)
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Contact person: Sue Hubbard	Title: Mrs
If applying on behalf of a group your role/position: Church Warden	
Telephone (land line) 0114 2873846	Telephone (mobile) 07793046238
E-mail: suehermec@hotmail.com	Best times to contact
Contact address (this box must be completed) 2, Penny Hill Lane, Ulley Post Code S26 3YA	
Address for correspondence (if different) Post Code	

The contact person must be someone who can talk about bid in detail.

Please describe your project/activity. What do you want to do?

We are very lucky to have a large Churchyard at the back of the Church with sweeping views over the valley towards Rotherham. For the last 4 years we have been battling against Japanese Knotweed in this area and are now at a stage when the expert feels we can once again begin to use this piece of land.

We develop the land we have two aims:

1. To develop the Churchyard to provide a quiet space for reflection and prayer
2. To develop a community facility incorporating such items as storage sheds and leaf composting facilities to support the work of the Parish Council and Volunteer groups.

This bid focuses on the 1<sup>st</sup> aim of our project – to provide a quiet space for reflection and prayer.

We are planning to renovate the land at the back of the Church, currently over grown and not used, and create a peaceful 'Quiet Garden' where anyone can sit and reflect and enjoy the peace and quiet of our rural setting.

Any plans for development must:

- Maintain, respect and enhance the existing Graveyard and allow for further expansion as necessary.
- Must be sustainable, easy to look after, and preserve and enhance existing wildlife habitats.
- Must maintain the quiet rural nature of the existing Churchyard
- Must become an asset to the village, strengthening the relationship between Church and the community
- Must be accessible to all (as much as the practicalities of the land allows)

# Halifax Fund

Ideas to incorporate in any development plans:

- Create a wild flower garden with paths cut through leading to seating, prayer stations, sculptures etc
- Create prayer stations that take inspiration from nature that anyone can use and follow.
- Create a prayer labyrinth
- Create a seating area overlooking the valley
- Create a community store facility (shed, leaf press, salt store) to support local working group.

Any plans that are developed will need to be 'staged' so that the development evolves over time allowing opportunities for seeking grant funding, for community groups and individuals to contribute, and to minimise the impact on the newer graves and bereaved families.

As a first step we have been advised that we need to undertake a ground survey and from there develop a 'concept' plan on which to develop the final design. Only when we have completed these three steps will we be able to apply formally to the Diocese for permission to go ahead.

We have taken some initial steps – the knot weed has been eradicated, we held a consultation event with the village and put together a mood board of ideas and the Diocesan Advisory Committee has been out twice to visit, once with Lee Bestall the Landscape gardener we were recommended to use by the DAC, and are fully aware of our plans and are very excited by them.

How will this benefit the community of Ulley?

The Church sits in the centre of the village and the building and grounds contribute to the overall character of the village.

Many of the people who love and value our Church do not attend regular Church services. Instead they are village residents and visitors who feel a deep sense of belonging to the Church community and who often visit the Church outside of Church services and complete prayer requests etc. Many village residents have relatives buried in the grave yard and memorial garden and these visitors take great pride in keeping the graves tidy and there are many floral tributes. Some of these visitors have expressed a desire to contribute to the further development of the Churchyard.

We have looked at the 'Quiet Spaces' initiative and 'Open Churches' and think we could develop something special that would attract more visitors over time.

# Halifax Fund

If a grant is awarded, please provide details of the supplier/contractor to whom the cheque should be made payable to (this box must be completed to enable us to process your grant).

Name: Ulley PCC

Address: c/o 2, Penny Hill Lane, Ulley. S26 3YA

Cheque payable to Ulley PCC

Contact telephone number

*Or for BACS payment:*

Bank Name

Account Name

Sort Code

Account Number

Who is the landowner and do you have their permission to undertake this project? If so please provide a copy of the consent. Or if the land is leased, please provide information about your landlord and lease duration.

The land is owned by the Church of England. As Church warden I have delegated authority to carry out survey work.

It may also be helpful to submit some or all the following with your application. Please indicate if they have been included:

Sketch plan used to inform DAC visit  
Quotes from suppliers

What is the total cost of the project/activity including VAT? Please provide a breakdown of the project budget.

Item or activity	Cost (£)
Ground Survey	£1,500
VAT	£300
Concept plan	£410
VAT	£82
<b>Subtotal</b>	<b>£1910</b>
<b>VAT</b>	<b>£382</b>
<b>Total cost of items listed above</b>	<b>£2292</b>

How much are you applying to us for?

£2292

# Halifax Fund

If you are not applying to us for the total cost of the project, how do you intend to finance the rest of the project? Please tell us if you are applying to any other funder for any part of the project described in this application.

Other Funders:

Funder	£ Applied for/Awarded

If this is an ongoing project/activity, how will you pay for it in the future?

I certify that the information enclosed is correct. By signing this application form, I agree to abide by the Terms and Conditions and any additional special conditions that may be specified. I understand that I will be expected to monitor expenditure and provide receipts/invoice(s) and a report on the progress of the project.

Signature Sue Hubbard

Date: 24 June 2019

(Person submitting the form)

Print Name Sue Hubbard.