

Joint Working Group

RMBC and Parish and Town Councils

30/03/09 Town Hall, Rotherham

Present:-

Councillor Mahroof Hussain (Chair) (MH)
Councillor Jane Austen (JA)
Councillor Eric Shaw (ES)
Councillor Gary Cooper (GC)
Councillor Pat Wade (PW)
Councillor Richard Swann (RS)
Paul Griffiths (PG)
Deborah Bragg (DB)

AGENDA	ACTION
<p>1. Apologies</p> <p>Councillor Ted Kelsey</p> <p>MH advised the group that Councillor Kelsey's wife had recently passed away. The group wished to convey their deepest sympathy to Councillor Kelsey at this sad news.</p>	
<p>2. Minutes of the Previous Meeting and Matters Arising</p> <p>World Environment Day</p> <p>Emma Bridge had sent a list of events including clean up days and a youth forum event being led by Area Assemblies. Members of the group expressed concerns that they were unaware of events even though some had already taken place within their Parish areas and questioned the communications strategy.</p> <p>PG agreed to contact Emma Bridge to discuss the communications issue and Jan Leyland regarding involving Parish Councils in the youth forum event.</p> <p>Parish Network 16/04/09</p> <p>PG confirmed that John Healey MP had confirmed his attendance at the Network meeting of the 16/04/09.</p> <p>The group agreed that:-</p> <p>The meeting would be a single item agenda and will last approximately an hour.</p>	<p>PG to contact EB and JL.</p>

<p>Questions would be written down prior to the meeting to give John Healey a flavour of the issues being raised.</p> <p>A buffet will be provided.</p> <p>Code of Conduct</p> <p>Documents not yet received from Tim Mumford</p> <p>Feedback from Parish Representatives on Council Committees</p> <p>PG advised that the Scrutiny Team had reacted positively to the proposals regarding the feedback of parish representatives and the group requested that this issue is moved forward. JA advised that she would draft a pro forma for feeding back and send to PG.</p>	<p>PG to contact TM</p> <p>JA to send pro forma to PG.</p>
<p>3. Licensing: Deborah Bragg, Licensing Manager RMBC</p> <p>MH welcomed DB to the meeting and explained that there is a feeling amongst Parish Councils that they are still not receiving the correct information regarding licensing applications.</p> <p>JA added that previous representations on this issue had been made by the Joint Working Group and a pilot briefly started in the Rother Valley South area involving:-</p> <p>E-mailing of information to the clerk An information pack being sent out to guide Parish Councils with their role.</p> <p>JA thought that the information sent out by Planning could provide a useful guide. For example an outline sentence to capture the essential information and if the Parish Council required any further information direct contact could be made with the licensing team.</p> <p>DB agreed she was happy to continue with this approach. PG therefore agreed to supply DB with the following info:-</p> <ul style="list-style-type: none"> • Up to date email contact list • Map of parish boundaries <p>The group agreed that it would be useful if licensing was again covered at a future Parish Network meeting to refresh Parish Councils and relaunch the new approach to providing licensing information.</p>	<p>PG to send info to DB.</p>

<p>4. Stepping Stones Conference</p> <p>JA briefed the group on the recent NALC Stepping Stones conference. Issues covered at the conference included:-</p> <p>The role of Parish Councils in encouraging community empowerment The Well Being power Working with principal authorities The Quality Status Scheme Rural councils Code of Conduct.</p> <p>The group discussed the recently launched Well Being Power and a possible lack of understanding amongst Parish Councils with regard to the purpose of the power and the criteria used for Parishes to qualify to use the power.</p> <p>Some external training had been arranged for a handful of Parish Councils in the borough and it was agreed to see how useful this was prior to rolling this issue out as an Agenda/training item at the Parish Network.</p> <p>Notes from the conference are to be placed on the rotherhamparishcouncils website.</p>	<p>Feedback from the training to be feedback to the JWG</p> <p>PG to post info on the website</p>
<p>5. Joint Working Group Budget</p> <p>PG advised that the budget available to the Joint Working Group for the next 12 months will be £4500.</p> <p>The group agreed that the budget would be primarily used to fund:-</p> <p>4 x network meetings conference visits training and speakers facilitating the joint working group meetings promotional work at appropriate events.</p>	
<p>6. Any other Business</p> <p>ES advised the group he had heard a review of redundant land or buildings in the Borough and asked about further information</p> <p>JA replied that this could be a number of reviews currently taking place including the Planning Forward Planning Local Development Framework or the Community Asset review.</p> <p>The LDF will be going through a further phase of consultation over the coming months and Parish Councils will be included in this.</p>	

<p>ES raised a further issue around tree felling and pruning and a lack of information to Parish councils when such work is taking place.</p> <p>JA advised that Tree Preservation Orders will appear on the planning lists received sent to Parish Councils.</p> <p>RS asked about the communications policy with regard to planning. In particular if Parish Councils are informed of site visits.</p> <p>The Joint Working Group agreed it would be useful if Helen Sleigh was invited to a future meeting to clarify the issues raised at the meeting.</p>	<p>PG to contact Helen Sleigh</p>
<p>7. Date of Next Meeting</p> <p>11th May 2009, 4pm at the Town Hall.</p>	