

Joint Working Group

RMBC and Parish and Town Councils

02/04/08 Town Hall, Rotherham

Present:-

Cllr Jane Austen (JA) Chair
Pat Wade (PW)
Sue Kilcommons (SK)
David Morton (DM)
Nosober Latif (NL)
Barrie Marsh (BM)
Helen Banerjee (Minutes)

| AGENDA | ACTION |
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| <p>1. Apologies</p> <p>Paul Griffiths (PG) Peter Sludden (PL)</p> <p>DM gave his apologies for missing the previous meeting.</p> | <p>NL to find out if the day and time of the meetings is inconvenient for PS.</p> |
| <p>2. Minutes of the Previous Meeting and Matters Arising</p> <p>Websites The portal is now online for www.rotherhamparishcouncils.gov.uk however the site is still being populated. The site for Wickersley Parish Council is complete and Harthill are populating their site. Parish Councils with existing websites are also linked into the home page. There will be a link to the website on the RMBC site and there is a section dedicated to the Joint Working Group.</p> <p>Licensing Consultation Alan Pogorzelec was unable to attend the meeting however pilots have started in Rother Valley South and Rother Valley West. Information packs have been given out to the Parish Councils in these areas and e-mail notifications will be sent to the Clerk and the Chair when licensing applications are received. The pilot will run for 2 months and then be reviewed. BM confirmed that Wales Parish Council have received a notification regarding the Village Hall however it was only sent to the Clerk.</p> <p>The Minutes of the previous meeting were approved by the Joint Working Group.</p> | <p>NL to check that Alan is e-mailing the Chair as well as the Clerk.</p> |
| <p>3. Planning for the next Parish Network event</p> <p>This will follow the same format as the last event and begin with a buffet. There is a meeting being held in the Council Chamber</p> | <p>NL & PG to finalise the agenda.</p> <p>PG to confirm the</p> |

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| <p>until 6:00pm so the event will start at 6:15pm with an introduction from Cllr Hussain. Emergency Planning have been in touch to say that they would like to do a session on refreshing Parish Emergency plans. The group agreed that this would be beneficial even if it added 15 minutes to the meeting. NL confirmed that the feedback session could be removed from the agenda to accommodate a session on emergency plans.</p> | <p>date for the Parish Network Event.</p> |
| <p>4. Update on the BIP</p> <p>NL and PG worked on a proposal for financial support of the Joint Working Group including venue hire, buffets, publicity and promotion. They requested £15,000 per year for the next 3 years and they have been given an allocation of funding. This has been amalgamated into another BIP and further information is not yet available however they think they will receive the amount they requested. DM asked how the funding would improve joint working between the tiers and NL explained that this was more about raising the profile of the Joint Working Group. The group agreed that this would be discussed further at the May meeting.</p> | <p>NL to circulate further details of the BIP.</p> <p>ALL to send ideas on how to spend the funding to NL or PG.</p> <p>NL/PG to bring any ideas they receive to the May meeting.</p> |
| <p>5. Councillors Commission</p> <p>61 recommendations have been put forward from the Councillors Commission and most of these are concerned with Principle Authorities however there are some which are specific to Parish Councils. These include:</p> <ul style="list-style-type: none"> ▪ Promoting democracy <ul style="list-style-type: none"> - Promoting the role of the Parish/Town Councillor ▪ Councillors Role <ul style="list-style-type: none"> - Develop and introduce clear role descriptions and definitions for Parish/Town Councillors ▪ Young People & Citizenship <ul style="list-style-type: none"> - Including the role of the Council and Councillors (including Parish and Town) into the citizenship curriculum ▪ Electoral Arrangements <ul style="list-style-type: none"> - Parish/Town Councils elections should be held on the same day as local elections and costs should be paid by the Principle Authority ▪ Exit Interviews <ul style="list-style-type: none"> - A census of Parish/Town Councillors to get a feel for who becomes a Councillor ▪ Allowances <ul style="list-style-type: none"> - Principles established as to whether allowances should be paid to Parish/Town Councillors <p>JA suggested incorporating the 'So you want to be a Parish councillor' sessions which were held last year.</p> | <p>NL & PG to review the document and look at how the group can work towards the recommendations.</p> <p>PG to include this on a future agenda.</p> |
| <p>6. Scrutiny Work programme 2008/2009</p> <p>There are 5 Scrutiny panels looking at various different things and an over arching Scrutiny panel. The Scrutiny panels look at</p> | <p>ALL to send suggestions to NL.</p> <p>NL to collate</p> |

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| <p>issues which warrant a review and undertake reviews of different areas throughout the year. They are currently looking at what reviews they will do in the forthcoming year.</p> <p>BM suggested Advice Centres however JA confirmed that this has already been reviewed and the draft recommendations are almost complete. DM suggested a review of how Parish Councils interact with individual service departments as a means of improving communication and relationships. NL suggested a review on consultation with Parish Councils.</p> | <p>suggestions and e-mail to JA.</p> |
| <p>7. Co-option onto Scrutiny Panels 2008-2010</p> <p>2 Parish council representatives are currently on the Democratic Renewal Scrutiny Panel and the Sustainable Communities Scrutiny Panel. Representatives are currently elected through YLCA. The group agreed that there should be 2 representatives on each of the Scrutiny Panels and they should be elected using the same process as before.</p> | <p>NL/PG to make a request to Cath Saltis/Caroline Webb.</p> |
| <p>8. Any Other Business</p> <p>BM asked if there were any stipulations that Ward Cllrs should be doing something in their area as only 1 of his Ward Cllrs holds a surgery in the village and he has never seen another of the Ward Cllrs. JA confirmed that they are only accountable at the next election however they must attend one council meeting in every 6 months.</p> | |
| <p>9. Date and time of next meeting</p> <p>15th May, 4pm at the Town Hall.</p> | |