

# **GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL**

## **MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 18th MAY 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM**

PRESENT; Councillors Edmondson, Karle, Guest, Berry, Ogden; A. Murphy (Clerk)

(1) TO ELECT A CHAIRMAN OF THE PARISH COUNCIL.

Resolved – Councillor Edmondson was elected as chairman.

(2) TO ACCEPT A DECLARATION OF ACCEPTANCE OF OFFICE FROM THE CHAIRMAN OF THE PARISH COUNCIL.

Noted – Councillor Edmondson completed and signed the declaration of acceptance of office.

(3) TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – no apologies were received.

(4) TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – no declarations of interest were received.

(5) TO ELECT A VICE CHAIRMAN OF THE PARISH COUNCIL.

Resolved – Councillor Karle was elected Vice-Chairman of the Council.

(6) TO NOTE THAT ANY COUNCILLOR WITH CHANGES TO THEIR PREVIOUSLY COMPLETED REGISTER OF INTEREST FORMS SHOULD SEND A NEW FORM TO THE CLERK WITHIN 28 DAYS OF THE MEETING.

Noted by all.

(7) TO CONFIRM THE APPOINTMENT OF COUNCILLORS TO OUTSIDE BODIES.

Noted – Councillor Edmondson remains on the Blackstone Edge windfarm committee; Councillor Ogden remains on the Penistone Ward Alliance; Councillor Berry is on the Crime and Safety group.

(8) TO CERTIFY GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL AS EXEMPT FROM EXTERNAL AUDIT FOR FISCAL YEAR 2021/2022 AND COMPLETE THE CERTIFICATE OF EXEMPTION.

Resolved – Council is exempt from external audit, exemption certificate signed and dated by Chairman and Clerk.

(9) TO RECEIVE AND APPROVE THE BANK RECONCILIATION AND TO RECEIVE EXPLANATION OF VARIANCES.

Resolved – bank reconciliation, variance analysis report, and the explanation of the variances provided by the Clerk were received and accepted.

(10) TO NOTE THE ANNUAL INTERNAL AUDIT REPORT FOR 2021/22 INCLUDED AT PAGE 4 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22.

Noted – annual internal audit report showed that internal control objectives had been met and issues from last year successfully addressed. The supplementary report raised the issue of

Councillors and Clerk making payments and reclaiming these later, to address this the Clerk now has a Debit Card for the Council's bank account and regulations are in place to use it.

(11) TO APPROVE SECTION 1 - ANNUAL GOVERNANCE STATEMENT 2021/22 AND SECTION 2 – ACCOUNTING STATEMENTS 2021/22 FOR GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL ON PAGES 5 AND 6 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22.

Resolved – Section 1 - Annual Governance Statement 2021/22 - was approved and Section 2 - Accounting Statements 2021/22 - was approved.

(12) TO APPROVE THE PUBLICATION OF DOCUMENTS REQUIRED BY ACCOUNTS AND AUDIT REGULATIONS 2015, THE LOCAL AUDIT (SMALLER AUTHORITIES) REGULATIONS 2015 AND THE TRANSPARENCY CODE FOR SMALLER AUTHORITIES.

Resolved – publication approved, and public inspection period will be from Monday 13<sup>th</sup> June to Friday 22<sup>nd</sup> July inclusive.

(13) TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 30TH MARCH 2022.

Noted – Chairman noted that the minutes needed the itemised list of Payments and Receipts adding in the Financial Matters section.

Resolved - Clerk to add list of Payments and Receipts to complete the minutes.

**(14) TO ADJOURN THE BUSINESS OF THE MEETING TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.**

Noted – no members of public present.

(15) TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING

15.1 2022/0160 ERECTION OF DETACHED SUMMERHOUSE, GUNTHWAITE.

15.2 2022/0360 SINGLE STOREY SIDE EXTENSION, INGBIRCHWORTH

Resolved – no comments made.

(16) TO RECEIVE AND CONSIDER MATTERS RELATING TO THE COMMUNITY VENUE PROPOSAL.

Resolved – Council agreed to postpone further discussion on this until after the petanque terrains are completed, Clerk to add as an agenda item for the September meeting.

(17) TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – Councillor Berry noted that the situation on Wellthorne lane will be clearer once the new houses next to the Fountain pub are completed.

Resolved – Councillor Karle to contact South Yorkshire police for advice about cars parked on pavements on Huddersfield Road.

(18) TO RECEIVE AND CONSIDER THE EQUAL OPPORTUNITIES (STAFFING) POLICY FOR ADOPTION.

Resolved – Equal Opportunities (staffing) policy adopted by the council.

(19) TO CONSIDER MATTERS RELATING TO THE FORTHCOMING PLATINUM JUBILEE CELEBRATIONS IN JUNE.

Noted – Councillor Edmondson noted that a resident is arranging a charity quiz at the fountain pub, which itself is running various jubilee themed events. A resident has offered some saplings to the

Council to include with the Jubilee fruit tree planting planned by the council in September (best time for planting) on part of the recreation field. Councillor Guest suggested having a bench with a plaque or engraving to mark the fruit tree orchard creation.

Resolved – the Council is happy to receive and use the saplings. Councillor Guest will investigate options for a bench to mark the Jubilee fruit tree planting.

(20) TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

20.1 TO RECEIVE AND CONSIDER PROGRESS OF PROVISION OF A SURFACED FOOTPATH TO THE PLAYING FIELD.

Noted – Penistone Ward Alliance has approved a grant of £2500 towards the provision of the path. Councillor Edmondson will follow up the Blackstone Edge grant application.

20.2 TO RECEIVE AND NOTE PROGRESS OF THE INGBIRCHWORTH PETANQUE SOCIAL CLUB.

Noted – grant from Barnsley Council Sports development is in the club’s bank account and work on the terrains is due to start on September 5<sup>th</sup> until the 16<sup>th</sup>.

Resolved - Councillor Karle to investigate having temporary petanque terrains for use at the Community Fun Day planned for mid-August.

(21) TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – Councillor Guest noted that Gunthwaite Spa could benefit from an information sign, but this would need permission from the landowner.

Resolved – Councillor Edmondson to make initial inquiries with presumed landowner.

(22) TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Resolved – Councillor Edmondson to get quotes for a bin to be placed at the Annat Royd site.

Fencing for this site to be added as an agenda item at the next meeting.

(23) TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing this time.

(24) FINANCIAL MATTERS

24.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

18.05	#674	BL Lonestar Ltd Hire of Fountain function room 18 <sup>th</sup> May 2022	£30.00
18.05	#675	D Edmondson Padlock for storage container (re-imburement)	£18.60
18.05	#676	D Edmondson Council amenity maintenance (re-imburement)	£53.40
18.05	#677	YLCA Membership subscription 2022/23	£309.00
18.05	#678	Zurich Annual Premium payment	£490.97
18.05	#679	Town Parish Audit Internal Audit 2021-2022	£95.00

18.05	#680	K Batley	Plants purchased for village amenity (re-imburement)	£56.00
18.05	#681	D Edmondson	Chairman's allowance (Jan – Mar) - replacement for lost cheque #670	£13.00
18.05	#682	A Whitbread	Petrol for mower and strimmer for village amenity (re-imburement)	£16.59
Income received				
31.03	Nat West Bank		Interest	£0.07
05.04	BMBC		Precept	£5933.00
29.04	Nat West Bank		Interest	£0.56

24.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO APRIL 29<sup>TH</sup>.

Noted – bank balance (current and reserve accounts) on April 29<sup>th</sup> was £19,899.37

Resolved – Councillor Karle checked and initialled the report as correct.

24.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT.

Noted – some of the agreed budget amounts may be too low for this year, but the Council has sufficient reserves in place to cover some overspend.

24.4 TO NOTE THAT THE CLERK USED THE DEBIT CARD TO PURCHASE THE GAZEBO, A COUNCILLOR TO INITIAL AND DATE THE PAYMENT CONFIRMATION TO CONFIRM NO DOUBLE PAYMENT MADE.

Noted – payment of £829.96 made to Gala Tent on 4<sup>th</sup> May, Debit card payment check sheet signed by three councillors.

Purchase made using powers granted by Local Government Act 1972, s.145 (Entertainments)

24.5 TO NOTE THE CLERK WILL ATTEND AN ONLINE TRAINING COURSE VIA YLCA - 'LOCAL COUNCIL POWERS: S137 AND GENERAL POWER OF COMPETANCE' IN JUNE 2022 AT A COST OF £30.00

Noted.

(25) TO NOTE CORRESPONDENCE RECEIVED.

25.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (APR/MAY)

25.2 CAWTHORNE CLERK ABOUT FUNDING FOR DOUBLE YELLOW LINES AT PROBLEM PARKING SPOTS.

Noted – Cawthorne Parish Council have set aside £5000 out of their reserves although the final cost is not known yet.

25.3 SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY OFFICE – NOTIFICATION OF ENHANCED PARTNERSHIP PLAN REGARDING PUBLIC TRANSPORT INFRASTRUCTURE.

(26) TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY JUNE 29<sup>TH</sup> 2022.

Resolved – June 29<sup>th</sup> confirmed.