

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

DRAFT

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 6TH MARCH 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Berry, Edmondson, Hazeldine, Ogden; Clerk.

125. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – Councillor Guest had advised at the previous meeting that she could not attend due to an existing commitment.

Resolved – reason for absence approved.

126. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – Councillor Hazeldine declared an interest in item 132.2 and will not take part in any discussions or vote on it.

127. TO CONFIRM AND SIGN THE MINUTES OF THE PARISH MEETING HELD ON 24TH JANUARY 2024.

Resolved – minutes confirmed as accurate and signed by the Chairman.

128. TO ADJOURN THE BUSINESS OF THE MEETING TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.

Noted – no members of the public present.

129. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

2023/0790 – NEW AGRICULTURAL LIVESTOCK BUILDING NEAR GREEN FARM – AMENDED APPLICATION WAS APPROVED ON 31ST JANUARY WITH CONDITIONS INCLUDING CLOSING THE EXISTING PIG UNIT.

Noted – Councillor Berry noted that some concerns raised by the Council and passed to the planning department had been addressed in the approved revised application. Councillor Edmondson noted that planning application 2023/0310 (Erection of one dwelling, New Row Lane) was still showing as under consideration.

130. TO CONSIDER MATTERS RELATING TO GUNTHWAITE.

130.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE GUNTHWAITE RESIDENTS' NEWSLETTER.

Noted – no update on this. Clerk has not received any emails from Gunthwaite residents in response to the questionnaire section.

131. TO RECEIVE AND CONSIDER MATTERS RELATING TO PROVISION OF PARKING/COMMUNITY VENUE ON A SITE IN INGBIRCHWORTH.

Noted – no information had been received from the interested parties.

Resolved - Councillor Berry will contact the developer once more to find out the status of the proposal and will also contact Yorkshire Water to restart discussions about options for extra car parking provision.

132. TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

132.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE PURCHASE OF TWO INTERPRETIVE BOARDS, ONE FOR THE OLD VILLAGE GREEN IN INGBIRCHWORTH AND ONE FOR GUNTHWAITE SPA.

Noted – Councillor Edmondson noted that the sign designs are finalised, and the order can be placed with Pryorsign when the grant is paid to the Council's bank account. The signage cost has turned out slightly lower than originally stated so the underspend can cover ancillary items needed to put the signs up. The intention is to complete all the work on the old village green (new sign, commemorative coronation bench) by May 6th in time for the anniversary of the coronation of King Charles III and to have an event to celebrate both. For Gunthwaite Spa the new sign needs to be in place before the annual Spa Sunday (first Sunday in May) event. Councillor Hazeldine can help with this.

Resolved – Clerk to advise when the grant money has come through, Councillor Edmondson to send the final designs to the company for approval.

132.2 TO RECEIVE AND CONSIDER THE PROPOSAL FROM INGBIRCHWORTH PETANQUE CLUB FOR A SHELTER AND ADDITIONAL GROUNDWORK AT THE PETANQUE TERRAINS ON THE RECREATION GROUND.

Noted – Councillor Edmondson noted that Parish Councils can have public shelters built on their land under the General Development Order (GDO) planning regulations. There is an agreement between the club, the Parish Council and BMBC to maintain the petanque facilities for use by anyone in the borough as this was a condition for getting the grant to fund the terrain construction. The club itself has acquired grant funding for the shelter and ground works, and the shelter will be available for all to use. The Clerk noted that the Council could ask the BMBC planning department for further confirmation.

Resolved – Ingbirchworth petanque club can proceed with the works. The club will arrange for suitable public liability insurance to cover the new public shelter.

132.3 TO RECEIVE AND CONSIDER A REQUEST FROM A MEMBER OF THE PUBLIC WHO WISHES TO PAY TO HAVE A COMMEMORATIVE BENCH PLACED NEAR INGBIRCHWORTH RESERVOIR.

Noted – Clerk has responded to the initial inquiry and is waiting to hear back.

132.4 TO RECEIVE AND CONSIDER A REQUEST TO USE THE RECREATION FIELD FOR ADULT SUNDAY LEAGUE FOOTBALL MATCHES.

Noted – Councillor Berry noted that an adult pitch could no longer fit as the petanque terrains have taken up a corner of the field. Councillor Edmondson noted that the drainage problems occurring when the field was in use by other teams are still there.

Resolved – Clerk to respond that the Council cannot support usage by adult football teams for the reasons outlined.

132.5 TO RECEIVE AND CONSIDER MATTERS RELATING TO HANGING BASKETS FOLLOWING BMBC NOT ALLOWING THE USE OF CONCRETE POSTS UNTIL STRUCTURAL SURVEYS ARE DONE (IN 2025).

Noted – Clerk has been advised by BMBC street lighting team that for 2024 no concrete lamp posts that are not already in use for hanging baskets are being signed off as suitable for use, until they have been surveyed. Councillor Edmondson had identified suitable lamp posts on the A629 and Wellthorne Lane but as these are all concrete, they fall under the new rules. Councillor Berry noted that Councillor Guest had previously suggested that the Parish council should provide a bench or seat for Gunthwaite, and this could be linked to the D-Day 80 commemorative event in June.

Resolved – the Council will not proceed with hanging baskets this year and will look to repurpose some of the budget planned for this on a public seat for Gunthwaite.

132.6 TO RECEIVE AND CONSIDER MATTERS RELATING TO PURCHASE OF INSULATION FOR THE COUNCIL'S METAL STORAGE CONTAINER TO REDUCE CONDENSATION IN COLD WEATHER.

Noted – Councillor Edmondson obtained costs for insulating materials that could be stuck to the ceiling of the storage container to reduce condensation (in chilly weather) which drips down on to the contents. The options were two rolls of self-adhesive insulation (approximately £60) or two plain rolls (approximately £40) plus additional adhesive.

Resolved – Councillor Edmondson to arrange with the Clerk to purchase two rolls of self-adhesive insulation.

133. TO RECEIVE AND CONSIDER MATTERS RELATING TO COUNCIL DOMAIN USAGE AND EMAIL ADDRESSES TO MEET GOVERNANCE REQUIREMENTS.

Noted – NALC via the YLCA have issued advice about use of personal emails (note the Clerk already uses a dedicated Parish Council email) and encouraging Parish and Town Councils to use org.uk or gov.uk email domains. Clerk has attended some meetings about the latter with the Parish Council Domains Helper service. This would incur additional one off and annual costs for the Parish Council as the existing webpage is hosted at no cost by BMBC on their main website. Clerk advised that Councillors could each create a separate email account dedicated for Parish Council use.

Resolved – Clerk to provide further information including costs about acquiring a domain and associated Clerk and Councillor email addresses.

134. TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – more wooden fencing along the pavement at the side of the A629 at the Barnsley end of Ingbirchworth has fallen and needs repairing.

Resolved - Clerk to report this on the BMBC portal.

135. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – nothing to report.

136. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing to report.

137. TO RECEIVE AND CONSIDER UPDATED POLICIES AND PROCEDURES – FINANCIAL REGULATIONS, LGA CODE OF CONDUCT, BUSINESS CONTINUITY PLAN – AND POLICIES THAT HAVE NOT CHANGED –

COMPLAINTS PROCEDURE FOR A SMALLER COUNCIL; EQUAL OPPORTUNITIES, FOI POLICY; GENERAL PRIVACY NOTICE; PRIVACY NOTICE - STAFF, COUNCILLORS AND ROLE HOLDERS; RISK MANAGEMENT; STANDING ORDERS; SOCIAL MEDIA POLICY.

Resolved – all received and approved.

138. TO RECEIVE AND CONSIDER QUOTES RECEIVED FOR THE 2023/24 INTERNAL AUDIT.

Noted – Clerk provided three quotes for Internal Audit. Elkerlodge bookkeeping was selected as first choice.

Resolved – Clerk to confirm a date for the audit with Elkerlodge Bookkeeping.

139. FINANCIAL MATTERS

139.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

06.02	#749	BL Lonestar Ltd	Hire of Fountain function Room 6th March	£30.00
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Income received

03.02		National Grid	Wayleave payment	£18.90
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08.02		P Ogden	Re-imburement (unused Xmas event refreshments)	£4.34
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Debit card account payments made by Clerk

N/A

139.2 TO RECEIVE AND NOTE THE BANK RECONCILIATION REPORT TO JANUARY 30TH.

Noted – bank balance across both accounts on January 30th was £11,617.75

Resolved - report and bank statements were checked and signed as accurate by a Councillor.

139.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO MARCH 6TH.

Resolved – budget monitor report was accepted.

139.4 TO NOTE THAT A MANDATE CHANGE FORM (NEW SIGNATORY) HAS BEEN COMPLETED FOR THE COUNCIL'S BANK ACCOUNTS.

Noted – a Councillor will be added as a signatory to the account.

140. TO NOTE CORRESPONDENCE RECEIVED.

140.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (JAN/FEB).

140.2 YLCA – NALC BRIEFING ON COUNCIL EMAIL ADDRESSES.

140.3 QUICKLINE – FTTP BROADBAND UPGRADE AFFECTING GUNTHWAITE.

140.4 BARNSELY MAYORS OFFICE RE FREE FRAMED PORTRAITS OF KING CHARLES III.

140.5 EMAIL FROM THE BMBC STREET LIGHTING TEAM ABOUT CONCRETE POSTS NOT ALREADY USED FOR HANGING BASKETS REQUIRING STRUCTURAL CHECKS BEFORE BEING SIGNED OFF.

141.TO RECEIVE AND CONSIDER COUNCIL MEETING DATES.

141.1 TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY APRIL 17TH, 2024.
Resolved – next meeting will be on Wednesday 17th April.