

MINUTES OF THE ANNUAL MEETING OF THE GUNTHWAITE AND INGBIRHWORTH PARISH
COUNCIL HELD ON MONDAY, 8TH MAY 2017 IN DENBY CHURCH

PRESENT; Councillors Batley, Edmondson, Heeley, Whitbread and J. Methle (Clerk)

- (1) APOLOGIES – None received. No declarations of interest were made on any items on the agenda.
- (2) TO CONFIRM THE MINUTES OF THE MEETING HELD ON 27TH MARCH 2017

Proposed Councillor Whitbread, sec. Councillor Batley that these minutes be signed as a correct record.

- (3) TO ACCEPT NOMINATIONS FOR THE POSITION OF CHAIRMAN.

Proposed Councillor Whitbread, sec. Councillor Heeley that Councillor Edmondson be (Chairman. He accepted this position.

- (4) TO SIGN THE DECLARATION OF ACCEPTANCE FORM

Councillor Edmondson signed this declaration of acceptance form.

- (5) TO ACCEPT NOMINATIONS FOR VICE CHAIRMAN

Proposed Councillor Whitbread, sec. Councillor Heeley that Councillor Batley be Vice Chairman. He accepted this position.

- (6) TO REPORT ANY ITEM NOT ON THE AGENDA.

Councillor Edmondson asked a question under item 10 to clarify if the 30 mph signs at the top of Wellthorne Lane have now been extended following the work done to paint the yellow lines. Councillor Batley stated that it appears new poles are being installed but as yet no signs have been put up.

The Clerk reported that following a telephone call from Councillor Batley regarding a portion of the wall being missing adjacent to the childrens play area in Wellthorne Avenue she emailed Jo Birch. She confirmed she was aware of this and had instructed the engineers to inspect and repair where necessary.

- (7) TO RECEIVE A REPORT FROM COUNCILLOR BATLEY REGARDING THE CRIME AND SAFETY GROUP

Councillor Batley gave each councillor a sheet outlining the crime figures in the Borough. One problem seems to be drugs but this seems to have been played down a bit. Following concerns about the lack of police officers in the Penistone area a meeting is to be held at Penistone Grammar School, which will be open to the public, with Penistone Town Councillors and the South Yorkshire Police Chief Constable on Thursday, 11th May . Councillors Batley and Heeley agreed to attend.

(8) ANY MATTERS REGARDING PARISH PATHS

The Clerk has again e-mailed Sarah Ford regarding Bridleway 18 but still no response has been received. It was agreed to leave this matter and not pursue any further.

(9) TO ADJOURN THE BUSINESS OF THE PARISH COUNCIL TO RECEIVE ANY COMMENTS FROM MEMBERS OF THE PUBLIC.

No members of the public were in attendance.

(10) TO RECEIVE ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

One application, number 2017/0343, Change of use from agricultural building to 2 dwellings, Cockle Edge Farm, Huddersfield Road, Ingbirchworth had been received. No objections were raised.

(11) TO RECEIVE ANY INFORMATION REGARDING APPROVED/DECLINED APPLICATIONS.

No information has been received.

(12) TO RECEIVE ANY INFORMATION REGARDING NEIGHBOURHOOD SERVICES.

The Clerk has received a letter from Yorkshire Water confirming that the fly tipped item reported to them have been cleared by a Peak District National Park Ranger on the 5th April. However, Councillor Batley stated that there are some other items which require clearing and he agreed to contact Mr. Gordon Danks and ask him to clear this.

(13) TO RECEIVE ANY ITEMS RELATING TO HIGHWAY MATTERS

Councillor Whitbread stated that he has received a complaint from a Mr. Clark who resides at Reservoir House, Mill Lane regarding the matter of speeding traffic on this stretch of road. It appears that this is being used as a rat run with vehicles travelling extremely fast. It was agreed to write to Highways and ask if they can confirm whether there are any speed or weight restrictions on this road. No signs are in existence but a few years ago these restrictions did apply. It was agreed the Clerk write to Highway and ask if they can look into this matter and if at all possible have some speed restriction signs erected,

Following the completion of work at the top of Wellthorne Lane vehicles are being parked fully on the pavement, near the new parking bays. The parish councillors feel if these vehicles keep parking on the footpath this will damage the surface. The councillors would like to know if it would be possible to have concrete planters placed on the footpaths to stop vehicles mounting the pavements. If permission is granted the parish council would be willing to try and gain grant aid towards this cost and would also maintain them.

Councillor Edmondson stated that two meetings with Infinis have been postponed. This money should shortly be available and application could be made to them for the funding towards these planters.

(14) TO RECEIVE INFORMATION ON THE PRODUCTION OF AN INFORMATION BOARD

Councillor Batley reported that the board is nearly completed and should be in situ next week.

(15) TO RECEIVE INFORMATION ON THE DIFIBULATOR MACHINE

At last some progress has been made on this item. Councillor Batley has received an e-mail from Chad Wall on the 3rd May as follows:- After speaking with our Senior Engineer, and explaining that the power required is for the housing unit (a heater and light) and not to charge the difibulator, it has been agreed that the difibulator CAN BE mounted directly on lamp column 31. Therefore it would only require us to mount/drill/install cable required/make connections/test the unit, which estimated costs for this would be £300.00. It was proposed and agreed by all councillors that we now go ahead with this. Councillor Batley agreed to e-mail Chad Wall with this decision and the Clerk will send an order for this work. Councillor Edmondson agreed to contact Pat Smith to arrange for the money they have raised to be passed over to the parish council. When this is received the clerk will then order the machine from Defib Store Ltd. of Tideswell at a cost of £1199.00 plus £239.80 VAT making a total of £1438.80.

(16) TO RECEIVE A REPORT ON THE ILLEGAL LOPPING OF TREES ON THE FOOTBALL FIELD.

A letter has been sent to five properties which back onto the area where the trees were lopped but no response has been received.

17) TO RECEIVE INFORMATION ON THE YEARLY AUDIT AND APPROVE THE ACCOUNTS

The accounts for year ending 31st March 2017 had been prepared and a copy given to each councillor. The precept is showing a balance of £11,622 but this is because the precept for 2017/2018 was paid into the bank on the 31st March 2017. There were no other queries and the accounts were therefore agreed by the councillors and signed off by the Chairman and Clerk. The necessary internal audit papers have been completed and will now be given to Mr. David Horsfall for him to carry out the internal audit.

(18) TO RECEIVE ANY RESPONSE FROM CUMBERWORTH FOOTBALL CLUB

A telephone conversation has taken place with the Clerk and Mr. Mario Amarai. He explained that the parking issue arose because the two teams playing on that day overlapped. He agreed to e-mail various people and ask them to park their vehicles considerately and also put someone on to act as a marshal to tell people where to park. They usually park their vehicles in the Fountain Inn car park but now this is closed they have to park on the road. He stated if the pub does not re-open they may have to stop playing on the field at the end of the season.

(19) TO RECEIVE ANY RESPONSE FOR THE VACANCY FOR THE POSITION OF PARISH COUNCILLOR.

Only one person responded to this vacancy, sending in details about herself. This was discussed by the members of the council and it was agreed that the clerk write to Ingrid Karle informing her that she has been successful and inviting her to the next meeting.

(20) TO RECEIVE INFORMATION RELATING TO THE BARNESLEY COUNCILS COMMUNITY GOVERNANCE REVIEW.

The clerk attended a meeting on the 27th April at the Town Hall to receive a report on the above subject. It was confirmed that the minimum number of councillors should be five for smaller council whatever the ratio of voters. The information given to each councillor includes a Community Governance Review – Terms of Reference with a consultation period taking place between 19th June and 18th August for the submission of initial comments and consultation on the draft recommendations between 16th October and 10th November.

(21) TO SIGN A NEW MANDATE FORM

Due to Charles Coupe resigning from the Parish Council a new mandate form was signed by Councillor Edmondson as the new Chairman.

(22) TO RECEIVE ANY NEWSLETTERS/CIRCULAR

A letter has been received from YLCA explaining that the membership fee has increased to £283 due to the increase of properties and people on the electoral list.

An e-mail has been received from a Mr. Keith Webster regarding a nomination from CAMRA to have the Fountain Inn listed as an Asset for Community Value. It was agreed to support this.

(23) TO AGREE ON PAYMENTS AND NOTE INCOME RECEIVED

Eight accounts were put forward for payment and the cheques drawn and signed.

| | | |
|-----------------|---------------------|---------|
| 446 YLC Ass. | Membership fee | £283.00 |
| 447 Melvyn Carr | Wood for board | £ 70.10 |
| 448 K. Batley | Petrol and oil | £ 10.63 |
| 449 W. Horsfall | Internal audit fee | £ 25.00 |
| 450 C. Coupe | Chairmans allowance | £ 13.00 |
| 451 J. Methley | Salary | £339.30 |
| 452 J. Methley | Postage etc. | £ 18.15 |
| 453 J. Methley | Broadband | £ 22.50 |

Income received.

Nat West Interest .01p VAT refund £546.80 BMBC Precept £5933.00

(24) TO CONFIRM THE DATE OF THE NEXT MEETING

The next meeting will be held on MONDAY, 19TH JUNE 2017 at 7.30 p.m. in Denby Church.

There being no further business the meeting closed at 9.50 p.m.

Chairman

Date

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

INCOME AND EXPENDITURE FROM 1ST APRIL 2016 TO 31ST MARCH 2017

| <u>INCOME</u> | £ |
|----------------------|------------------|
| Carried over | 12,074.65 |
| VAT refund | 444.65 |
| Bank interest | .46 |
| Northern Power Grid | 19.83 |
| Wayleave payment | |
| Rent for field | 90.00 |
| Donations and Grants | 1,208.00 |
| Precept | 11,622.00 |
| | 25,459.59 |

| <u>EXPENDITURE</u> | £ |
|---------------------------------|-----------------|
| Clerks salary | 1,344.24 |
| Postage, photocopies etc. | 97.22 |
| Chairman's Allowance | 52.00 |
| Insurance - Broker network Ltd. | 608.79 |
| Grass Cutting | 1,152.00 |
| Christmas Tree and Misc. | 306.64 |
| Equipment | |
| Room Hire 6 x £30.00 | 180.00 |
| YLCA Membership Fee | 200.00 |
| Audit Fees | 145.00 |
| Mowing machine | 242.49 |
| War memorial site | 1,246.98 |
| Lap top and printer | 359.96 |
| Broadband | 37.50 |
| Others | 366.79 |
| | 6,339.61 |

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

INCOME AND EXPENDITURE FROM 1ST APRIL 2016 TO 31ST MARCH 2017

RECEIPTS

| 2015/2016 | | 2016/2017 |
|------------------|------------|------------------|
| £ | | £ |
| 5461.00 | Precept | 11622.00 |
| 1454.40 | VAT Refund | 444.65 |
| 14829.91 | Others | 1318.29 |
| 21,745.31 | | 13,384.94 |

PAYMENTS

| 2015/2016 | | 2016/2017 |
|----------------|--|----------------|
| £ | | £ |
| 52.00 | Chairman's Allowance | 52.00 |
| 1434.16 | Clerks salary, postage and broadband | 1478.56 |
| 1152.00 | Grass Cutting | 1152.00 |
| 780.41 | Insurance premium and YLC Ass. membership fee | 808.79 |
| 300.00 | Hire of Room | 180.00 |
| 306.62 | Christmas tree etc. | 306.64 |
| 4010.00 | War Memorial | 1037.96 |
| 1633.47 | Others | 1323.66 |
| 9668.66 | | 6339.61 |

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

BANK RECONCILIATION

| <u>2015/2016</u> | | <u>2016/2017</u> |
|-------------------|---------------|------------------|
| £ | | £ |
| 9,930.69 | Carried Over | 12,074.65 |
| <u>11,812.62</u> | Others | 13,384.94 |
| 21, 743.31 | | 25,459.59 |
| 9,668.66 | Less Expenses | 6,339.61 |
| 12,074.65 | | 19,119.98 |

REPRESENTED BY

| | | |
|------------------|---------------------------|------------------|
| 10,838.42 | Current account | 17,883.29 |
| 1,366.23 | Reserve account | 1,366.98 |
| 12,204.65 | | 19,249.98 |
| | Less unrepresented cheque | 130.00 |
| | | 19,119.98 |

THE ABOVE STATEMENTS REPRESENTS FAIRLY THE FINANCIAL POSITION OF THE PARISH COUNCIL AS AT 31ST MARCH 2017 AND REFLECTS ITS INCOMES AND EXPENDITURE DURING THE YEAR.

APPROVED BY:

COUNCIL CHAIRMAN _____ DATE _____

R.F. OFFICER _____ DATE _____