

# **GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL**

## ***DRAFT***

### **MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 17TH APRIL 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM**

PRESENT; Councillors Berry, Hazeldine, Ogden; Clerk.

142. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – Councillor Berry noted that Councillor Guest had contacted him before the meeting to offer her resignation with immediate effect. Clerk will write to thank her for her service on the Council. Councillor Edmondson had advised that he could not attend due to a prior family commitment.

Resolved – the Council approved Councillor Edmondson’s reasons for absence.

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

Noted - Councillor Hazeldine declared an interest in item 149.2 and will present a factual statement about it.

144. TO CONFIRM AND SIGN THE MINUTES OF THE PARISH MEETING HELD ON 6TH MARCH 2024.

Resolved – minutes confirmed as a true record and signed by the Chairman.

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

Noted – Councillor Ogden had been contacted by a member of the public prior to the meeting. They empty the litter bin at the Annat Royd nature area where the Council has a stone seat. The litter bin has been stolen, only the base has been left.

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

2024/0155 – PROPOSED SINGLE STOREY EARTH SHELTERED EXTENSION TO FORM NEW KITCHEN ANNEX - GUNTHWAITE

2024/0158 – PROPOSED SINGLE STOREY EARTH SHELTERED EXTENSION TO FORM NEW KITCHEN ANNEX (LISTED BUILDING CONSENT) – GUNTHWAITE

Resolved – no comments from the Council.

147. TO CONSIDER MATTERS RELATING TO GUNTHWAITE.

147.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE GUNTHWAITE RESIDENTS’ NEWSLETTER.

Noted – former Councillor Guest had printed the newsletters, but the Clerk has not had any emails from residents in response.

Resolved – Clerk to find out if the newsletters have been delivered around Gunthwaite yet.

147.2 TO RECEIVE AND CONSIDER MATTER RELATING TO PROVISION OF A SEAT IN GUNTHWAITE.

Noted – Councillor Berry was hoping for feedback from the Gunthwaite resident’s newsletter to feed into this. This item will be put on the agenda of a future meeting.

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

Noted – Councillor Berry has not heard any more from the developer about this proposal, so the assumption is this is not proceeding. Councillor Berry is trying to re-engage Yorkshire Water about parking provision.

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

149.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE PURCHASE OF TWO NEW INTERPRETIVE BOARDS (GUNTHWAITE SPA AND INGBIRCHWORTH OLD VILLAGE GREEN) AT A COST OF £1,440 INCL. VAT, PLUS POSTCRETE AT £32.40. THE GRANT TOWARDS THIS (£1250) HAS BEEN RECEIVED FROM PENISTONE WARD ALLIANCE.

Noted – Councillor Berry noted that Councillor Edmondson has someone who can help with installing the sign and the bench at the old village green. Clerk confirmed that the order for the signs had been placed with the company, but no delivery date had been provided yet.

149.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NEW SHELTER AND ADDITIONAL GROUNDWORK ORGANISED BY THE INGBIRCHWORTH PETANQUE CLUB.

Noted – Councillor Hazeldine noted that the materials being used to build the three walls had been changed to ‘log lap’ style instead of venetian panels, otherwise too much wind and rain would get in. No change to size or cost required.

149.3 TO RECEIVE AND CONSIDER MATTERS RELATED TO GARDENING TASKS – REMOVAL OF PLANTERS.

Noted – the gardener had asked the Clerk if they should remove the flower planters.

Resolved – Clerk to advise that the planters are to be left in place for now. Councillor Hazeldine can take the wood to the waste recycling site when they are dismantled.

149.4. TO RECEIVE AND CONSIDER MATTERS RELATED TO VILLAGE MAINTENANCE – BENCHES AND NOTICEBOARD IN SUMMERFORD.

Noted – the handyman had given an estimate in December to repaint/renew some benches and the bird watchers notice board at Summerford, however the work was to wait until suitable weather conditions.

Resolved – Clerk to ask handyman to assess the benches and noticeboard to see what work is needed, repainting or replacement if necessary.

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

Noted – move to the next meeting.

150. TO RECEIVE AND CONSIDER MATTERS RELATING TO COUNCILLOR EMAIL ADDRESSES FOR SOLE USE FOR COUNCIL BUSINESS.

Noted – Councillor Hazeldine has created a separate email address.

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

Noted – a member of the public had mentioned a damaged wall to Councillor Ogden but as this was not on Council land the landowner would need to be identified

152.TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – Councillor Hazeldine noted that the moss on the path at Ings Way had been sprayed but was starting to recover as it had not been scrubbed off in time. The assumption is that a Barnsley Council team had done this, but no advance warning was given.

153.TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing to report.

154. TO RECEIVE AND CONSIDER THE ASSET LIST FOR 2024.

Resolved – Asset List reviewed and accepted.

155. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE CLERK’S SALARY.

Noted – Councillors Berry and Edmondson reviewed the Clerk's performance and salary and presented findings to the Council.

Resolved – Clerk’s salary change agreed by the Council, Clerk to add a note to the existing Contract of Employment.

156.FINANCIAL MATTERS

156.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

**Accounts for payment**

17.04	#750	BL Lonestar Ltd	Hire of Fountain function Room 17th April	£30.00
17.04	#751	D Berry	Chairmans allowance (14 <sup>th</sup> Dec 2023 to Mar 2024)	£15.54
17.04	#752	Clerk	Salary (1 <sup>st</sup> Jan to 31 <sup>st</sup> March)	as agreed
17.04	#753	Liz Charlesworth	Village gardening tasks(March)	£48.00
17.04	#754	YLCA	Annual subscription fee	£328.00
17.04	#755	Elkerlodge Bookkeeping	Internal audit fee	£140.00

17.04	#756	Melvyn Carr Ltd	Postcrete for new signs	£32.40
17.04	#757	Pryorsign	Payment for new signs For Gunthwaite Spa and Ingbirchworth old village green	£1440.00

**Income received**

21.02		BMBC AP	Penistone Ward Alliance grant partial payment – new signs for Ingbirchworth/Gunthwaite	£940.00
29.02		Nat West Bank	Interest payment	£9.36
19.03		BMBC AP	Penistone Ward Alliance grant remainder payment – new signs for Ingbirchworth/Gunthwaite	£310.00
28.03		Nat West Bank	Interest payment	£9.05

**Debit card account payments made by Clerk**

18.03		Cartridge Save	Purchase of printer toner cartridge	£20.38
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156.2 TO RECEIVE AND NOTE THE BANK RECONCILIATION REPORT TO MARCH 31<sup>ST</sup>.

Noted – a bank balance of £12,794.20 was reported.

Resolved – bank reconciliation report figures and the March bank statements were checked and signed by a Councillor.

156.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO MARCH 31<sup>ST</sup>.

Resolved – budget report accepted.

156.4 TO NOTE THAT A COUNCILLOR HAS BEEN ADDED AS SIGNATORY TO THE COUNCIL'S BANK ACCOUNTS.

Noted.

156.5 TO RECEIVE AND CONSIDER THE LETTER OF ENGAGEMENT FROM THE INTERNAL AUDITOR, ELKERLODGE BOOKKEEPING AND TO NOTE THAT THE COST OF AUDIT IS £140. PAYMENT

IS REQUIRED BEFORE THE SIGNED AGAR AND REPORT WILL BE PROVIDED, SO A CHEQUE IS BEING DRAWN UP AT THIS MEETING.

Resolved – the letter of engagement was signed, Clerk to send to the auditor.

156.6 TO NOTE THAT IN 2024-25, THE S137(4) LGA 1972 AMOUNT PER ELECTOR IS £10.81, THIS EQUATES TO £6,323.85 FOR THE PARISH.

Noted – this is the total annual amount that can be spent this year using the s137 Power if no other suitable Power can be used.

157.T0 NOTE CORRESPONDENCE RECEIVED.

157.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (MAR/APR).

157.2 YLCA – NALC BRIEFING ON COUNCIL EMAIL ADDRESSES.

157.3 SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY- VARIOUS TRAVEL RELATED MATTERS.

157.4. PENISTONE AREA TEAM RE NEW ENVIRONMENTAL SERVICES CONTRACT.

158.T0 RECEIVE AND CONSIDER COUNCIL MEETING DATES.

158.1 TO CONFIRM THE DATE OF THE ANNUAL PARISH MEETING AND ANNUAL PARISH COUNCIL MEETING AS WEDNESDAY MAY 22ND, 2024. THE ANNUAL PARISH MEETING WILL START AT 7.00 PM FOLLOWED AT 7.30PM BY THE PARISH COUNCIL MEETING.

Resolved – next meeting will be the Annual Parish meeting followed by the Annual Parish Council meeting on Weds 22<sup>nd</sup> May.