

# **GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL**

## ***DRAFT***

### **MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 21<sup>ST</sup> JANUARY 2026, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM**

PRESENT; Councillors Berry, Hazeldine, Ackerley, Edmondson, Ogden; Clerk. Three members of the public.

2025/117. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Resolved – no absences were recorded.

2025/118. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Resolved – no declarations of interest were made.

2025/119. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 3RD DECEMBER 2025.

Resolved – the minutes were accepted as a true record and signed by Councillor Berry.

2025/120. TO REPORT ANY MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA – FOR INFORMATION ONLY.

Noted – Clerk noted that Twiggs Ground maintenance is planning to prune the branches at Brownsedge woodland on 3<sup>rd</sup> February. Clerk also noted that BMBC street lighting had contacted Northern Powergrid about the cost of a new electrical connection for the defibrillator and cabinet on Huddersfield Road, instead of the lamppost where it is now.

2025/121. **TO ADJOURN THE BUSINESS OF THE MEETING TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.**

Noted – Councillor Berry agreed to discuss item 2025/124 relating to Yorkshire Water so members of the public present could comment as they had an interest in this and had contributed. Councillor Berry had drafted a letter about the poor communication from Yorkshire Water during the recent incident and the Clerk had received a draft letter from members of the public with technical questions and concerns arising from the incident. A member of the public suggested that shareholder meetings can be a good venue for raising concerns if Yorkshire Water do not respond adequately to the Council's letters.

2025/122. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

Noted – no planning applications received.

2025/123. TO RECEIVE AND CONSIDER MATTERS RELATING TO COUNCILLORS ATTENDING THE PLANNING MEETING FOR A NEW 'AGING WELL' COMMUNITY PROJECT, ORGANISED BY THE PENISTONE AREA TEAM.

Noted – Carmen Taylor has arranged a planning meeting on February 4<sup>th</sup>, and the public voting event is on March 5<sup>th</sup> at Hoylandswaine Village Hall. The public can find out about and vote on projects, and the winners receive the grant money, this aspect will be managed by Hoylandswaine Village Hall, a registered charity. Winners need to provide receipts and evidence of correct use of the funds.

Resolved - Councillor Ackerley will attend the planning meeting on February 4<sup>th</sup> on behalf of the Parish Council.

2025/124. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE SEWAGE LEAK IN INGBIRCHWORTH IN NOVEMBER AND SUBSEQUENT ACTIONS BY YORKSHIRE WATER.

Resolved – Council approved sending both letters. Clerk to email and post hardcopies of the letters, Councillor Hazeldine will find out the postal address. Councillor Berry thanked the members of the public for their help and suggestions with the technical matters, and Yorkshire Water’s responses will be reviewed at the next meeting.

2025/125. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE SCANNED MINUTES FROM 2015-2019, FOLLOWING A MATTER RAISED DURING INTERNAL AUDIT.

Noted – Clerk noted that 2015 and 2016 minutes were still to be checked and uploaded, 2017-2019 had been uploaded already.

2025/126. TO RECEIVE AND CONSIDER MATTERS RELATING TO COUNCILLOR AND CLERK TRAINING OPPORTUNITIES.

Noted – Councillor Hazeldine wants to attend ‘Face to face training for Chairs’ training course, organised by the YLCA at a cost of £115.

Resolved – Council agreed to fund Councillor Hazeldine’s training course.

2025/127. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE CHRISTMAS TREE LIGHT SWITCH-ON EVENT.

Noted – the event was well attended despite the poor weather on the evening.

2025/128. TO RECEIVE AND CONSIDER ANY MATTERS THE COUNCIL WOULD LIKE TO RAISE AT THE YLCA SOUTH YORKSHIRE BRANCH MEETING ON WEDNESDAY 18<sup>TH</sup> FEBRUARY, HELD REMOTELY.

Noted - Councillor Edmondson asked if the bus reforms are discussed at Branch meetings, Councillor Hazeldine said that they are. Councillor Edmondson noted that service 91 is unreliable, this travels between South Yorkshire and West Yorkshire, so which authority is responsible for it?

Resolved – Councillor Edmondson will monitor the service for a few more weeks. If the service is still unreliable, he will pass details to the Clerk to use to contact the South Yorkshire Mayoral Combined Authority.

2025/129. STREET FURNITURE AND EQUIPMENT MANAGED BY THE COUNCIL.

2025/129.1 TO RECEIVE AND CONSIDER MATTERS ARISING FROM THE CLERKS ATTENDANCE OF AN ASSET MANAGEMENT TRAINING COURSE.

Noted – Clerk attended a YLCA online training course that they had thought was a free Clerk’s discussion group, cost of £27.40

Resolved - Council agreed to fund the course cost.

2025/129.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO BIN EMPTYING AT THE MUGA AND BIN EMPTYING NEAR INGBIRCHWORTH RESERVOIR.

Resolved – Councillor Edmondson will empty these bins from now on.

2025/130. LAND THE COUNCIL OWNS OR MANAGES.

2025/130.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO MANAGEMENT OF BROWNSEDGE WOODLAND.

Noted – Twiggs groundworks maintenance (the contractor) is planning to prune the branches on February 3<sup>rd</sup>.

2025/130.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NEW PICNIC BENCH AT SANDBEDS.

Noted – Councillor Hazeldine plans to install the bench on Saturday February 14<sup>th</sup>, if the weather is dry.

2025/131. TO RECEIVE AND CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – a member of the public had reported a large pothole on Mill Lane near the water treatment works entrance. Councillors noted that Mill Lane road surface and edges are severely damaged, from the treatment works entrance and along past Reservoir House and towards New Row Lane.

Councillor Ogden noted that she had emailed Marie Tidball MP about the numerous accidents on the A629 and the damage that has been caused to telephone poles and nearby walls.

A member of the public had contacted the Clerk and Councillor Ogden about road gritting or ploughing on Wellthorne Avenue. Councillor Berry noted that gritting is the remit of BMBC Highways and residents may get a better response if they contact them directly.

Resolved – Clerk to report the extent of the damage to BMBC. Clerk to report potholes on Annat Royd Lane again.

2025/132. TO RECEIVE AND CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – no matters raised.

2025/133. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

2025/133.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE TWO DEFIBRILLATORS MAINTAINED BY THE COUNCIL.

Noted – Councillor Hazeldine noted that the Wellthorne Lane defib was not working due to low temperatures for six days, January 1<sup>st</sup> – 6<sup>th</sup>. The Huddersfield Road defib was not working for four days. Councillor Hazeldine said he wanted to take the insulation out of the Wellthorne Lane box as it does not seem to be maintaining the temperature as expected, all Councillors agreed with this. Councillor Edmondson wondered why the internal heater does not warm the cabinet enough to keep the defibs in the operational temperature ranges.

2025/133.2 TO RECEIVE AND CONSIDER OTHER CRIME AND SAFETY MATTERS.

Noted – Councillor Ackerley will attend the next PACT meeting, scheduled for 26<sup>th</sup> February.

2025/134. FINANCIAL AND INTERNAL CONTROL MATTERS.

2025/134.1 TO RECEIVE AND CONSIDER ACCOUNTS FOR PAYMENT AND INCOME RECEIVED.

**Accounts for payment**

21.01	#817	BL Lonestar Ltd	Function room hire fee (Jan 2026 meeting)	£30.00
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21.01	#818	Clerk	Salary payment Oct-Dec 2025	as agreed
21.01	#819	David Berry	Reimbursement for purchase Of refreshments for Christmas Light switch on event	£79.95
21.01	#820	YLCA	Online course 'Council Asset Management' attended by Clerk	£27.40

**Income received**

31.10	Nat West Bank	Interest	£7.15
28.11	Nat West Bank	Interest	£6.06
20.01	Northern Electric	Wayleave payment	£19.19

**Debit card account payments made by Clerk**

16.12	Force 36 Limited	Monthly Microsoft Exchange Online Plan 1 (webmail) subscription	£29.76
11.01	Amazon EU Sarl	Anchor bolts for picnic table	£26.88
15.01	Force 36 Limited	Annual Microsoft Exchange Online Plan 1 (webmail) subscription	£273.84
16.01	Microsoft Ireland	MS365 annual subscription	£59.99

2025/134.2 TO RECEIVE AND CONSIDER THE BANK RECONCILIATION REPORT TO DECEMBER 30<sup>TH</sup>, REPORT TO BE CHECKED WITH BANK STATEMENTS AND SIGNED BY A COUNCILLOR.

Noted – a bank balance of £14,953.45 was reported.

Resolved – the bank reconciliation report was checked and signed by a Councillor.

2025/134.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO JANUARY 21<sup>ST</sup> INCLUDING EXPLANATION OF SIGNIFICANT VARIANCES FROM PREVIOUS BUDGET MONITOR REPORT.

Resolved – budget monitor report accepted.

2025/134.4 TO RECEIVE AND CONSIDER ACCOUNTS PAID BY DEBIT CARD BY THE CLERK, COUNCILLORS TO SIGN AND DATE THE PAYMENT CONFIRMATION SLIP TO CONFIRM NO DOUBLE PAYMENTS MADE BY CHEQUE.

Resolved – debit card payments were checked, and the confirmation slip was signed by three Councillors.

2025/134.5 TO NOTE THAT THE 2026 PRECEPT AMOUNT REQUEST HAS BEEN SENT TO BMBC.

Noted – Clerk emailed the letter to the BMBC's Operational Finance Manager.

2025/135. TO NOTE CORRESPONDENCE RECEIVED.

2025/135.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE/TRAINING BULLETINS (DEC/JAN).

2025/135.2 FROM SYMCA ABOUT BUS FARE FREEZES.

2025/136. COUNCIL MEETING DATE.

2025/136.1 TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY MARCH 11TH,  
2026.

Resolved – next meeting on Wednesday March 11<sup>th</sup>.