

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

DRAFT

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 16TH APRIL 2025, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

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

2024/153. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – no absences reported.

2024/154. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – no declarations of interest received.

2024/155. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 5TH MARCH 2025.

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

2024/156. TO REPORT ANY MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA – FOR INFORMATION ONLY.

Noted – a planning matters document covering the Parish Council's approach to dealing with planning applications it receives has been written by Councillor Berry, circulated, and is waiting for comments. A final version will be discussed at the next meeting.

2024/157. 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.

2024/158. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

Noted – no notification of any new applications.

2024/159. TO RECEIVE AND CONSIDER MATTERS RELATING TO PROVISION OF PARKING IN INGBIRCHWORTH VILLAGE.

Noted – Councillor Berry has had no further update from the owner. The field appears to have been let out to a business.

2024/160. TO RECEIVE AND CONSIDER THE CODE OF CONDUCT SENT BY BMBC'S MONITORING OFFICER TO ALL PARISH AND TOWN COUNCILS, AND THE REQUEST TO ATTEND A BRIEFING LATER IN THE YEAR.

Noted – Clerk sent the email from BMBC with the invitations to all Councillors. Only one training session needs to be attended, either in person or remotely. The BMBC Code of Conduct is very similar to the LGA one that the Council has already adopted.

Resolved – all Councillors and the Clerk will attend one of the training sessions. A decision about adopting the BMBC Code of Conduct will be made at a later meeting

2024/161. TO RECEIVE AND CONSIDER A FREEDOM OF INFORMATION POLICY.

Resolved – Councillors approved the Freedom of Information policy for adoption.

2024/162. TO RECEIVE AND CONSIDER THE WORK DONE IN THE COUNCIL'S STORAGE CONTAINER TO IMPROVE INSULATION AND ORGANISE THE STORAGE MORE EFFICIENTLY.

Noted – wooden storage racking has been built, and insulation has been fixed on the inside of the container. A check was later done, and no condensation was found which was the original problem, now resolved. The items in there are stored more efficiently and accessibly.

Councillor Edmondson noted that there is enough insulation material left to use in the defib housings.

Resolved - Councillor Berry thanked Councillors Edmondson and Hazeldine for their work on improving this.

2024/163. TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

2024/163.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO GROUND REPAIRS NEEDED AT SANDBEDS PICNIC AREA, A MEMBER OF THE PUBLIC NOTIFIED THE COUNCIL OF THE PROBLEM, AND A TEMPORARY FIX WAS DONE TO MAKE IT SAFE.

Noted - Councillors Edmondson and Hazeldine checked this and made it safe, it looked like the hole was over the broken end of a culvert running from Huddersfield Road. A permanent fix (flagstone on top, then re-soil and grass over) can be done for about £33.00. Councillor Edmondson suggested contacting BMBC Highways first to check as they may wish to fix/investigate this if it is 'their' culvert. Resolved – Clerk to contact BMBC Highways to explain the situation and ask them to come out and see if it is their problem, or to let the Council go ahead and repair, final decision to be made at the next meeting.

2024/163.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO ASH DIEBACK MANAGEMENT AND POTENTIAL BIODIVERSITY IMPROVEMENTS AT BROWNSEDGE WOODLAND.

Noted - Councillor Edmondson contacted the Penistone Area Team who manage the Greenotes CIC environmental contracts, no response yet.

2024/163.3 TO RECEIVE AND CONSIDER MATTERS RELATED TO THE MOWING REGIME AT SUMMERFORD.

Noted – Clerk confirmed that last agreement was to mow two areas twice a year (March and October) with the rest (paths etc.) done more frequently. Contractors now mow the whole site three times.

2024/164. TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – wooden fencing adjacent to the pavement on Huddersfield Road has broken and sections recently collapsed across the pavement, this is the section from Mill Lane running up to the old chapel.

Resolved – Clerk will report via the BMBC website.

2024/165. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – nothing raised.

2024/166. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

2024/166.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO USAGE AND MONITORING OF THE COUNCIL'S TWO DEFIBRILLATORS (WELLTHORNE LANE AND HUDDERSFIELD ROAD).

Noted – Councillor Hazeldine had found that the cable providing power to the Huddersfield Road Defib unit's internal heater had been cut, and not reconnected, after the lamppost was replaced. Councillor Hazeldine is monitoring the defib temperatures following on from the recent notification from the manufacturer about potential unit malfunction if the temperature drops below or above

tolerance levels. On one morning the temperature at the Huddersfield Road unit did dip below the threshold value.

Resolved – Clerk to contact BMBC team to get the cable reconnected. Councillors Hazeldine and Edmondson will regularly check both defib units and record the results on a monitoring notebook kindly donated by Councillor Hazeldine.

2024/167.FINANCIAL MATTERS

2024/167.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

16.04	#788	BL Lonestar Ltd	Function room hire fee (April 2025 meeting)	£30.00
16.04	#789	T&D Contractors	Grass cutting 2024 season	£1410.00
16.04	#790	YLCA	Annual subscription fee	£339.00
16.04	#791	David Hazeldine	Reimbursement for shelving For storage container	£114.29
16.04	#792	Liz Charlesworth	Village garden tasks March 2025	£48.00
16.04	#793	Clerk	Salary payment (Jan – Mar 2025)	as agreed
16.04	#794	D. Berry	Chairman's allowance (Jan – Mar 2025)	£13.00

Income received

31.03	NatWest Bank	Interest	£8.76
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Debit card account payments made by Clerk

17.03	Force 36 Limited	Monthly Microsoft Exchange Online Plan 1 (webmail) subscription	£25.80
25.03	NortonLifeLock Ireland Limited	AvastOne Anti-virus software license annual fee	£89.99
31.03	Amazon EU Sarl	Two rolls of insulating foam for storage Container.	£51.98

2024/167.2 TO RECEIVE AND CONSIDER THE YEAR-END BANK RECONCILIATION REPORT TO MARCH 31ST.

Noted – a bank balance of £12,154.87 was reported.

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

2024/167.3 TO RECEIVE AND CONSIDER THE YEAR-END BUDGET MONITOR REPORT TO MARCH 31ST.

Resolved – budget monitor report accepted.

2024/167.4 TO NOTE THAT A CHANGE WILL BE MADE TO THE COUNCIL'S BANK ACCOUNT MANDATE TO ADD A NEW SIGNATORY.

Noted – a new signatory was added and the mandate countersigned. It will be sent to the bank by the Clerk.

2024/167.5 TO NOTE THAT THE INTERNAL AUDIT WILL TAKE PLACE AT THE END OF APRIL.

Noted.

2024/168.T0 NOTE CORRESPONDENCE RECEIVED.

2024/168.1 YLCA WHITE ROSE WEEKLY NEWS AND NOTIFICATIONS/TRAINING (MAR/APR).

2024/168.2 COMMUNICATION FROM SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY CONFIRMING THAT THEY WILL TAKE THE SOUTH YORKSHIRE BUS NETWORK BACK INTO PUBLIC OWNERSHIP. THE PARISH COUNCIL CONTRIBUTED TO THE CONSULTATION WITH A 'SUPPORT IN PART' RESPONSE.

2024/169. TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY MAY 21ST, 2025. THIS IS THE ANNUAL PARISH COUNCIL MEETING AND WILL BE PRECEDED BY THE ANNUAL PARISH MEETING.

Resolved – next meeting is the Annual Parish Council meeting on Wednesday May 21st, preceded by the Annual Parish Meeting at 7.00pm.