

MINUTES OF THE GUNTHWAITE AND INGBIRCHWORTH  
PARISH COUNCIL MEETING HELD ON MONDAY, 15TH  
JANUARY 2018 IN DENBY CHURCH

PRESENT: Councillors Edmondson (chair) Batley, Heeley, Karle, Whitbread and J. Methley (clerk)

(1) APOLOGIES AND DECLARATIONS OF INTEREST

No apologies were received. No declarations of interest were made.

(2) TO CONFIRM THE MINUTES OF THE MEETING DATED 4TH DECEMBER

Councillor Edmondson raised Item 6 and stated the last paragraph should have read 'to claim that rights already exist and that redesignation as byways open to all traffic is therefore not justified'. This was amended on the minutes and then proposed by councillor Karle, sec. councillor Batley that these minutes be signed as a correct record.

(3) TO REPORT ANY MATTERS NOT ON THE AGENDA

With respect to information received from NALC regarding Payment of Fees to the Information Commissioner's Office, Councillor Edmondson stated he has studied this information and due to the fact we do not collect, hold, use or process personal data, he feels his reading of these bulletins is that the provisions do not apply to this Parish Council and we are not an organisation that needs to notify' the Information Commissioners Office.

Following the Christmas tree switch on Councillor Edmondson asked what the procedure is for booking the band and santa sleigh. Previously Charles Coupe had made the arrangements but the Clerk agreed to do this.

(4) TO RECEIVE ANY INFORMATION FROM THE CLEAN AND TIDY GROUP

Following the meeting with this group no information has been received in respect of the items we requested their help with.

(5) TO RECEIVE ANY INFORMATION FROM COUNCILLOR BATLEY IN RESPECT OF THE CRIME AND SAFETY GROUP.

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Councillor Batley stated that 101 details have changed. You can still ring the number but if you wish to report a crime quicker you can now access their web site and enter the details of any crime.

(6) TO RECEIVE INFORMATION ON PARISH PATHS

It was reported that someone took their young child onto Summer Ford with a small motor byke. A resident spoke to them and informed them that bykes were not allowed and they left. A discussion took place as to whether to put a sign on the gate at Summer Ford and the Football field but no decision was made.

Councillor Edmondson stated he has not received any information following his e-mail regarding making High Lane and Ingbirchworth Lane open to all traffic.

(7) TO ADJOURN THE MEETING TO RECEIVE ANY COMMENTS FROM RESIDENTS

No residents attended the meeting.

(8) TO CONSIDER ANY PLANNING APPLICATIONS SINCE THE AGENDA

WAS PREPARED

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Two applications were received: Application No. 2017/1536 Erection of tractor shed and stable building, Hawthorne House, Mill Lane, Ingbirchworth. No objections were made.

Application No. 2017/1380 - Variation of condition 4 of previously approved B/92/0574/PR, Royd Moor Windfarm. No objections.

(9) TO RECEIVE ANY INFORMATION ON APPROVED/DECLINED APPLICATIONS

No information has been received.

(10) TO BRING ANY ITEMS TO THE ATTENTION OF NEIGHBOURHOOD SERVICES

Councillor Batley reported some more tyres have been dumped on Gypsy Lane but have been removed following him notifying Neighbourhood Services. It appears an old shed has been dumped on Yorkshire Water land and Councillor Batley has reported this and they are to check this out and remove it.

(11) TO RECEIVE ANY INFORMATION FROM HIGHWAYS DEPT.

No information has been received.

(12) TO DISCUSS THE PRECEPT REQUIREMENT FOR 2018/2019

The clerk produced figures showing expenditure for 2017 and forecast what monies would be needed for 2018/2019. The figures show that it is not necessary to ask for an increase this year. Proposed by Councillor Whitbread, sec. Councillor Batley that the precept be the same as last year, i.e. £5833.00 If needed it was agreed to increase the precept next year.

(13) TO RECEIVE ANY NEWSLETTERS/CIRCULARS - FOR INFORMATION ONLY.

A letter has been received dated 20th December which states that alterations are going to be made regarding claiming VAT. Clerks and Councils Direct and also a copy of White Rose Update.

(14) WAR MEMORIAL

After discussion it was agreed to proceed with the erection of a stone plaque in memory of the five soldiers who lost their lives in the two world wars. Prices are to be put together for this project. Jim Milner is to do the work and he has agreed to ask Elizabeth Stoker for a design and costing for the lettering required. When all the prices and design are to hand Councillor Edmondson agreed to put together a grant application to be sent in to the Infinnis scheme.

(15) PARKING ON THE GRASS AT THE BOTTOM OF WELLTHORNE AVENUE

It was reported by Councillor Karle that someone is parking a flat bed wagon on the grassed area near the war memorial site. If this carries on all the grass will become churned up. After discussion it was proposed by Councillor Karle, sec. Councillor Whitbread that three or four concrete bollards be purchased and set in this area. Councillors Whitbread and Heeley agreed to obtain prices for this work and report at the next meeting. The councillors agreed to undertake setting these bollards in place.

## (16) TO AGREE PAYMENTS AND NOTE INCOME RECEIVED

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

482	J.	Methley	Salary	£339.30
483	J.	Methley	Postage	£ 10.77
484	J.	Methley	Broadband	£ 22.50
485	D.	A. Edmondson	Chairman's All.	£ 13.00
486	J.	Methley	Ink Toner	£ 22.74
487	I.	Karle	Mince pies, wine etc. for Christmas tree switch on	£ 44.00
488	I.	Karle	Laptop repair	£ 97.00

Income received .

Nat. West	Interest	.10p
Norther Powergrid	Wayleave and rent	£19.83

(17) DATE OF NEXT MEETING

The next meeting is to be held on Monday, 26th February at 7.30 pm in Denby Church

MINUTES OF THE GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL MEETING HELD ON  
MONDAY 26<sup>TH</sup> FEBRUARY 2018 IN DENBY CHURCH

PRESENT; Councillors Edmondson (chair) Batley, Heeley, Whitbread, J. Methley) (clerk) and M. Mannifield (Cumberworth Junior Football Club).

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(1) APOLOGIES AND DECLARATIONS OF INTEREST - Apologies were received from Councillor Kayle. No declarations of interest were declared.

2) TO CONFIRM THE MINUTES OF THE MEETING HELD ON THE 15th JANUARY.

Proposed Councillor Whitbread, sec. Councillor Batley that the minutes be accepted as a correct record and were duly signed by the chairman.

(3) TO REPORT ANY MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA.

No matters arose from the minutes. However Michael Mannifield from the Cumberworth Football Club contacted the clerk on Thursday to ask if he could come along and speak on a matter. It was agreed to deal with this matter under this item. Before Christmas the football club secured the goal posts with wheels and the nets. These were stolen. They fitted these again and these were also stolen. Michael asked the Parish Councillors if he could now put in some metal posts. This will mean that a hole will have to be dug approx.. 18 inches deep into the ground and then concrete these posts into some sleeves. The nets will also be secured. At the end of the season these posts will be taken up and stored. Michael also told the councillors that they own a ride on mower and they have had fitted an attachment so that when used this attachment can cut into the surface which will ensure that surface water can drain away. After discussion it was agreed by the councillors that this work can now go ahead.

(4) TO RECEIVE ANY INFORMATION FROM MEMBERS OF THE CLEAN AND TIDY GROUP

Councillor Batley met with members of the group to visit the areas we requested help with. They visited the sand beds to look at the stream and see the problem of the weeds etc. growing in it. At the moment the stream is flowing too fast to do any work but they did remove the ivy from the wall. They have removed some of the guards around the trees on the football field but reported that some of the samplings have died because they have been smothered by grass growing up within the guards. They said that some require restaking and tying. The clerk reported she had received an e-mail from Stephen Miller saying they are undertaking a litter pick on the childrens play area and Wellthorne Avenue early March. The clerk replied saying that the councillors litter pick this area and their resources may be better concentrating on Annat Royd Lane, Horn Lane and Spicer House Lane where a lot of litter has been thrown. He agreed to take a look at these areas.

(5) TO RECEIVE A REPORT FROM COUNCILLOR BATLEY REGARDING THE PENISTONE EAST CRIME AND SAFETY GROUP AND BRING ANY MATTERS TO THEIR ATTENTION.

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Councillor Batley reported that there was not a lot of information available at this time because the system of reporting and logging crimes has changed.

(6) TO RECEIVE ANY INFORMATION ON PARISH PATHS.

Councillor Edmondson stated that he has contacted Rik Catling regarding the use of High Lane and Ingbirchworth Lane by all vehicles. Mr. Catling stated that at the moment he is putting a report together and when this is completed we will be informed of the findings. Councillor Batley reported that one of stones appears to have been moved near the gate leading onto summer ford. He has reset all the stones back into their correct position. Yorkshire Water recently went on to Summer Ford to remove a dead sheep from the water. Because they could not find a key holder for the lock on the gate they broke the lock off. Councillor Batley stated that Charles Coupe has given him a combination lock to replace the one broken. The code number will be given to all personnel who have to gain access.

(7) TO ADJOURN THE BUSINESS OF THE COUNCIL SO RESIDENTS CAN MAKE COMMENTS.

No members of the parish attended.

(8) L° CONSIDER ANY PLANNING APPLICATIONS RECEIVED AND OTHER PLANNING MATTERS.

One application has been received since the last meeting, i.e. Application No. 2017/1717 - Front and side single storey extension to dwelling at 64 Huddersfield Road. No objections were given.

The Local Plan Examination Consultation commences on Monday, 29<sup>th</sup> January to 12<sup>th</sup> March 2018 and can be viewed on line. It is not the intention of the BMBC allocate any areas within Ingbirchworth for further development.

(9) TO RECEIVE INFORMATION ON APPROVED/DECLINED APPLIATIONS

No information has been received.

(10) TO BRING ANY ITEMS IN RELATION TO NEIGHBOURHOOD SERVICES

No matters were raised. However Councillor Batley stated that the shed previously reported to Yorkshire Water has been removed.

(11)TO RECEIVE ANY ITEMS IN RELATION TO HIGHWAY MATTERS

It was reported that there are a lot of pot holes from the junction of Falledge Lane/Huddersfield Road running down to Rose Mead. The clerk agreed to report this.

(12)TO REPORT ANY PROGRESS ON THE CONCRETE BOLLARDS

Due to the inclement weather no progress has been made on this. However a discussion took place as to whether metal bollards would be better as these would be easier to handle Prices are to be obtained and then a decision will be made.

(13)RED TELEPHONE BOX .

Councillor Batley reported he has been contacted by someone from a new community group in the village and they have asked if they can purchase the red telephone box. Councillor Batley informed them that the Parish Council already own the telephone box, but they asked if this could be used to put books in It was agreed to invite this lady to the next meeting so she an outline the intentions of the group in the future.

(14) TO DISCUSS THE MATTER OF APPOINTING A DATA PROTECTION OFFICER

The clerk informed the meeting that on the 28<sup>th</sup> May 2018 a new Data Protection Act will come into force and parish councils will need to appoint a Data Protection Officer. Some data has been sent to the chairman, via Ian Turner, for him to make comment. Councillor Edmondson stated that as the council do not keep on file any personal/sensitive data he does not think we need to do this. Ian Turner is to enquire if the DPO for Barnsley Council could take on this extra work on behalf of Parish Councils. In the meantime it was agreed we should keep an eye on this matter

(15) TO DISCUSS THE POSSIBILITY OF HAVING TO RESITE THE DIFF. BOX FROM I WELLTHORNE LANE

.Councillor Batley reported that the parish councillors should perhaps look into the possibility of having to remove the diff. box from its present position, owing to the fact Mr. Holmes recently passed away, If the family sell this property the new owners may not wish to keep it. The clerk agreed to contact Street Lighting and speak to Mr. Wall and discuss the matter with him. Councillor Batley also reported that it appears there is some wear on this box and produced a photograph showing this. It was agreed to write to Defib Store Ltd. at Tideswell, sending this photograph to them and asking for their comments.

(16) TO RECEIVE ANY LETTERS/NEWSLETTERS ET.- FOR INFORMATION ONLY.

A communication has been received from Ian Turner regarding the compliance with requirements for the registration of interests and their publication. The clerk gave each councillor a new form and asked them to complete and return to BMBC.

(17) TO RECEIVE ANY FURTHER INFORMATION ON THE PLAQUE FOR THE WAR MEMORIAL

Councillor Whitbread reported that councillors have been to see Jim Milner regarding this matter. Prices have been obtained which are: To cover the names of the soldiers to be put on the plaque there will be 120 letters at £5 each, i.e. £600 plus VAT, Stone £60.00, cutting, dressing and installation £250.00, Elizabeth Stoker, design work £300.00 making a total of £1330.00. Councillor Edmondson has taken these figures and plans to put together a grant application form to be sent in to the Blackstone Edge Fund.

(18) TO AGREE PAYMENTS AND NOTE ANY INCOME RECEIVED.

One account has been put forward for payment and the necessary cheque drawn and signed.

489 T & D Contractors. Grass cutting.

£1152.00

Income received. Nat. West. Interest 0.06p

(19) To confirm that the date of the next meeting will be held on MONDAY 9<sup>TH</sup> APRIL 2018 at 7.30 p.m.

MINUTES OF THE MEETING OF THE GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL HELD  
ON MONDAY 9th APRIL 2018 IN DENBY CHURCH

PRESENT-Councillors Edmondson, Whitbread, Karle, J. Methley (clerk) and Graham Leeming (a resident)

(1) APOLOGIES AND DECLARATIONS OF INTEREST\

No apologies were received. The clerk stated that she had received letters from Keith Batley and Stuart Heeley tendering their resignation from the Parish Council. A discussion took place on this matter and it was agreed to put a notice in the Barnsley Chronicle and also in the noticeboard asking for anyone interested to put their names forward by the 21<sup>st</sup> May 2018. Mr Graham Leeming who was present, stated he was interested in filling one of these vacancies. It was agreed to send a letter to Keith and Stuart thanking them for all their hard work since becoming councillors.

No declarations of interest were made.

(2) TO CONFIRM THE MINUTES OF THE MEETING HELD ON MONDAY, 9<sup>TH</sup> APRIL

Councillor Edmondson stated that with regard to item 14 it should have read the parish council do not collect, process or share any sensitive data on file. The minutes were then proposed by Councillor Whitbread, seconded by Councillor Karle as being a correct record. These were duly signed by the chair.

(3) TO REPORT ANY MATTERS NOT ON THE AGEND

The clerk reported she has contacted Shelley Band and they have agreed to play carols at the Christmas tree switch on. Councillor Edmondson stated he has been passed some official documents from J. Arthur Holmes family in relation to the football field. These are to be kept on file with the deeds.

(4) TO RECEIVE A REPORT ON THE CRIME AND SAFETY GROUP

Keith Batley has also resigned as Chairman of the Crime and Safety Group, so no information was to hand. As the Clerk also acts as the secretary to this group she agreed to report any matters of interest to this meeting.

(5) TO RECEIVE ANY ITEMS RELATING TO PARISH PATHS

Councillor Edmondson reported that BMBC have rejected the request from the Trail Riders Fellowship that the High Lane and Ingbirchworth bridleways be redesignated as byways open to all traffic.

(6) TO ADJOURN THE BUSINESS OF THE PRISH COUNCIL IN ORDER THAT MEMBERS OF THE PUBLIC CAN BRING ITEMS TO THEIR ATTENTION.

It was reported that children are gaining access on to the site of the Fountain Inn. They are climbing on to the roof and generally being a nuisance. It was agreed to write to Enterprise Inns and make them aware of this problem. Mr. Leeming stated that he has made, and put up notices, to make

dog owners aware of their responsibility to clean up after their dogs. The council thanked him for doing this.

(7) TO CONSIDER ANY PLANNING APPLICATIONS AND OTHER PLANNING MATTERS

No applications have been received since last meeting. Following the Examination in Public, BMBC expect to adopt the new Borough Local Plan this spring.

(8) TO RECEIVE ANY INFORMATION ON APPROVED/DECLINED PLANS

No information has been received.

(9) TO BRING ANY ITEM TO THE ATTENTION OF NEIGHBOURHOOD SERVICES

No matters were reported.

(10) TO BRING ANY ITEMS TO THE ATTENTION OF HIGHWAYS

Despite having reported pot holes at the last meeting these are worse than ever. Because the tarmac is coming out of the potholes this is being thrown on to the footpaths which are now dangerous to walk on. It was agreed to write again.

(11) TO RECEIVE ANY PROGRESS ON THE BOLLARDS

As a decision was made in January to go ahead with this scheme Councillor Karle asked that this work proceed as quickly as possible, because ruts are evident on the grass. Councillor Whitbread stated he would prefer these bollards to be wood, i.e. cut telegraph poles or similar and agreed to obtain prices from Melvyn Carr. Councillor Karle agreed to fasten some flower pots on the posts and plant these up. Mr. Leeming also agreed to help with the work.

(12) TO DISCUSS THE GOOD COUNCILLORS GUIDE TO FINANCIAL AND TRANSPARENCY MATTERS

Councillor Edmondson had read this document and passed it to Councillor Karle. He stated that some items should be more open to the public and to this end suggested the Parish Council use Ingbirchworth Community Group Facebook page. After speaking to Ian Turner at BMBC he confirmed that one person should be responsible for what goes on. It was agreed by two votes to one to go ahead with this. This site is to be restricted to routine notifications and publicity in respect of its work, including dates of meetings and events, agendas, invitations, approved minutes and information required by law to be published (or link to BMBC website if appropriate). The site is not to be used to respond to posts or enter into debates more properly conducted at its formal meetings.

(13) TO DISCUSS THE MATTER OF RISK ASSESSMENT.

The parish council do have a Risk Assessment scheme in operation but it was agreed to include four more items. The clerk agreed to update the list to include the following - MUGA play centre on the football field, Christmas tree switch on event, Remembrance service and Two Defib machines

(14) TO DISCUSS THE APPOINTMENT OF A DATA PROTECTION OFFICER

YLC Ass. Have forwarded some data regarding this matter and the Chairman took this to study. According to a letter from YLC Ass. They state that all parish councils will have material which they need to keep, e.g. information on planning applications, contacts with groups such as the clean and tidy group etc. It is not known at this time whether the DPO at Barnsley will do this work for parish councils, but certain information will have to be kept.

(15) TO DISUSSS THE POSSIBILITY OF HAVING TO RESITE THE DEFIB MACHINE FROM THE WALL AT NO.1 WELLTHORNE LANE.

The Clerk has made contact with Chas Wall regarding this matter. After discussion he agreed this work can be undertaken by BMBC and if necessary they can relocate the electric supply from the property. The cost of this work will be £300.00.

(16) TO RECEIVE ANY NEWSLETTERS/CIRCULARS

None received.

(17) TO REEIVE ANY FURTHER INFORMATION REGARDING THE WAR MEMORIAL

The chairman is to submit a grant application to the Blackstone Edge Fund. The clerk completed a copy of the accounts which have to be sent in, and the closing date for this is the 24<sup>th</sup> April.

(18)TO AGREE PAYMENTS AND NOTE ANY INCOME RECEIVED

490	YLC Ass.	Membership fee	£287.00
491	J. Methley	Salary	£339.30
492	J. Methley	Postage	£ 20.16
493	J. Methley	Broadband	£22.50
495	D. Edmondson	Chairmans Allowance	£ 13.00
495	Y.P.Org.	Stationery	£39.13
496	A.Whitbread	Petrol for mower	£6.49
	Income received. Nat. West	Interest .05p	

(19)To confirm that the next meeting of the parish council will be the annual public meeting o be held on Monday, 28<sup>th</sup> May at 7.30 p.m. in Denby Church. This will be followed by the annual parish council meeting.

MINUTES OF AN EXTRA ORDINARY MEETING OF THE GUNTHWAITE AND INGBIRCHWORTH  
PARISH COUNCIL HELD AT 18 INGS WAY AT 2.00 PM ON MONDAY, 23<sup>RD</sup> APRIL 2018

PRESENT; Councillors Edmondson, Karle, Whitbread and J. Methley (Clerk)

1 .APOLOGIES- None

2. This meeting was called by the Clerk in order that a discussion could take place, and a decision made regarding appointing a Data Protection Officer. The clerk reported she had received a letter from Ian Turner, BMBC which states that Barnsley Council is offering the services of its DPO-designate Rob Winter to undertake that role on our behalf, free of charge. The Parish Council need to resolve to appoint Rob Winter in that capacity before the 25<sup>th</sup> May. They state Rob is keen to make clear the nature and extent of the DPO role and that Parish Councils will need to comply with the requirement of GDPO. For example the DPO needs to verify that we have appropriate arrangements, policy and procedure in place to comply with GDPR. To help with this Rob has suggested holding a meeting to go through these arrangements

A letter dated 19<sup>th</sup> April has been received from Ian Turner suggesting, 11<sup>th</sup>, 13<sup>th</sup>, 18<sup>th</sup>, 21<sup>st</sup>, 25<sup>th</sup> and 28 June for this meeting with a 4.00 start. Due to Councillor Edmondson being away on holiday the best dates for him are 25<sup>th</sup> and 28<sup>th</sup> June.

The clerk agreed to write to Ian Turner with the Councils decision to appoint Rob Winter as DPO and suggest these dates.

3. PKF LITTLEJOHN LLP

The above company has been appointed as external auditors for the next five years. The clerk received a telephone call from PKF to confirm that we had received the necessary papers. During this telephone conversation PKF stated that changes had been made to the way the necessary Annual Governance and Accountability Return can be completed. Where the higher of gross or gross expenditure did not exceed £25,000 in the year of account ended 31<sup>st</sup> March 2018 they can certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. If the Parish Council wish to do this they have to certify itself as exempt at a meeting of the Parish Council after 31<sup>st</sup> March 2018. The Parish Council will still need to have an internal audit carried out and the documents exhibited for a six week period for parishioners to view.

After a discussion on the matter the Parish Council resolved to exempt themselves from the external audit and the necessary Certificate of Insurance was signed by the Chairman and RFO at this meeting, i.e. 23<sup>rd</sup> April and then returned.

4. ZURICH MUNICIPAL INSURANCE - A letter was received from this company asking the Parish Council if they would like an updated insurance quote. It was agreed to complete the form and send together with an up to date assets list to them for a quotation.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

INCOME AND EXPENDITURE FROM 1ST APRIL 2017  
TO 31ST MARCH 2018

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**INCOME**

	£
Carried over	19,119.98
VAT Refund	546.88
Bank interest	.33
Northern Powergrid Wayleave payment	19.83
Rent for football field	150.00
Donations and grants	1295.00
Unpresented cheque paid back in Precept	130.00 -

**21,263.02**

**EXPENDITURE**

	£
Clerks salary	1,356.90
Postage copies and broadband	159.00
Chairman's allowance	52.00
Insurance premium	635.14
Grass Cutting	1152.00
Christmas tree lights	258.38
Christmas tree and mist, items	321.98
Room hire 9 x £30.00 each	270.00
YLCA membership fee	283.00
Defib machine, pads and electric supply	1808.28
Information board on Summer Ford	118.17
Others	453.01

**6,867.86**

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL  
 INCOME AND EXPENDITURE FROM 1ST APRIL 2017  
 TO 31ST MARCH 2018

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**RECEIPTS**

<u>2016/2017</u>		<u>2017/2018</u>
£		£
11,622.00	Precept	-
444.65	VAT Refund	546.88
1,318.29	Others	2,143.04
<b>13,384.94</b>		<b>2,689.92</b>

**PAYMENTS**

<u>2016/2017</u>		<u>2017/2018</u>
£		£
1,478.56	Clerks salary, postage and broadband	1,515.90
52.00	Chairman's allowance	52.00
1,152.00	Grass Cutting	1,152.00
808.79	Insurance premium and YLCA membership fee	918.14
180.00	Hire of room	270.00
306.64	Christmas tree and misc. items	321.98
-	Christmas tree lights	258.38
1,037.96	War memorial	-
-	Defib machine	1,808.28
-	Information board	118.17
1,323.66	Others	453.01
<b>6,339.61</b>		<b>6,867.86</b>

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL  
BANK RECONCILIATION

<u>2016/2017</u>		<u>2017/2018</u>
£		£
12,074.65	Carried over	19,119.98
13,384.94	Others	2,143.04
25,459.59		21,263.02
6,339.61	Less expenses	6,868.16
<b>19,119.98</b>		<b>14,395.16</b>

REPRESENTED BY

17,883.29	Current account	13,028.14
1,366.69	Reserve account	1,367.02
19,249.98		<b>14,395.16</b>
130.00	Less unrepresented cheque	-
<b>19,119.98</b>		

THE ABOVE STATEMENT REPRESENTS FAIRLY THE FINANCIAL POSITION OF THE PARISH COUNCIL AS AT 31<sup>ST</sup> MARCH 2018 AND REFLECTS ITS INCOMES AND EXPENDITURE DURING THE YEAR.

APPROVED BY:

Council Chairman \_\_\_\_\_ Date. \_\_\_\_\_

R.F. Officer \_\_\_\_\_ Date. \_\_\_\_\_

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL  
LIST OF ASSETS OWNED BY THE PARISH COUNCIL AS AT 31<sup>ST</sup> MARCH 2018

Item	Date acquired	Location	Purchase Price
Summer Ford Picnic Site	1980	Off Wellthorne Lane	1.00
Annat Royd Quarry Nature Reserve	1980	Annat Royd	1.00
Browns Edge quarry site	1980	Horn Lane	1.00
Sands Beds	1980	Huddersfield Road	1.00
Football Field	1985	Wellthorne Lane	4000.00
Bus shelter	1985	Huddersfield Road	3631.78
Wooden Seats	1996	Various locations	1266.40
2 Large boundary stones	1992	Either end of Huddersfield Road	984.97
4 benches	2002	Summer Ford	795.87
Sign on Playing Field (no golf)	2003	Wellthorne Lane	285.18
Stone shelter	2006	Summer Ford	5060.47
12ft span metal bridge	2008	Sand beds	2361.56
Gate, football field	2008	Wellthorne Lane	2000.00
1 picnic table with eight seats	2009	Sand beds	353.00
1 notice board	2010	Wellthorne Lane	963.50
1 Muga multi play area	2010	Football field	42205.00
3 stone seats, 2 information boards and stone plinths	2012	Various locations	1500.00
Wooden gate	2012	Entrance to Summer Ford	500.00
1 picnic table	2013	Summer Ford picnic site	80.00
1 Power Hearth G5 kit and misc equipment	2014	Outside village shop secured on the wall	1536.00
1 War memorial	2015	Wellthorne Avenue	3345.00
2 seats, near war memorial	2015	Wellthorne Avenue	1.00
Flag stones	2015	Wellthorne Avenue	1.00
Metal fence	2015	Wellthorne Avenue	840.00
2 salt spreaders	2016	Kept at 2 Ings Way	737.00
1 Toshiba laptop	2016	Kept at 4 Fir Tree	300.00
1 Brother printer	2016	Kept at 4 Fir Tree	60.00
1 Lawn mower	2016	Kept at 9 Wellthorne Lane	204.00
1 Petrol strimmer	2015	Kept at 2 Ings Way	288.00
1 Defibrillator	2017	On a lamp post on Huddersfield Road	1438.00
1 Wooden information board	2017	Summer Ford	118.17
			<b><u>74860.70</u></b>

MINUTES OF THE GUNTHWAIE AND INGBIRCHWORTH PARISH COUNCIL ANNUAL MEETING HELD ON 28<sup>TH</sup> MAY  
IN DENBY CHURCH

PRESENT: Councillors Edmondson, Whitbread, Karle, J. Methley (clerk) and 8 members of the parish

(1) APOLOGIES AND DECLARATIONS OF INTEREST

No apologies were received. No declarations of interest were made.

(2) TO RECEIVE A NOMINATION FOR THE POSITION OF CHAIRMAN

Proposed Councillor Karle, seconded Councillor Whitbread that Councillor Edmondson be Chairman. He accepted this position and duly signed the Acceptance of Office form.

(3) TO RECEIVE A NOMINATION FOR VICE CHAIRMAN.

Proposed Councillor Karle, seconded Councillor Edmondson that Councillor Whitbread be Vice Chairman. He accepted this.

(4) TO CONFIRM THE MINUTES OF THE MEETING HELD ON THE 9<sup>TH</sup> APRIL AND THE 23<sup>RD</sup> APRIL 2018

Proposed and agreed that these minutes be signed as a correct record.

(5) TO REPORT ANY MATTERS ARISING FROM THE MINUTES, NOT ON THE AGENDA

Councillor Edmondson reported that the parish council have been successful in their application for a grant towards the cost of the new stone memorial from the Blackstone Edge Fund. Proposed Councillor Whitbread, seconded Councillor Karle that the Clerk now write to Jim Milner and place an order for this work to begin. The estimate for the work is £1330.00.

The Clerk reported she has received a letter from Enterprise Inns thanking the parish council for the information we sent to them.

The clerk stated she had received a telephone call from Hannah Kitching, the Lib Dem councillor on Penistone Town Council to discuss this matter. Whilst campaigning in the village she said she had received concerns about the pub and wondered if the residents could purchase this and run it as a going concern or perhaps getting the building listed. It was agreed to contact Planning Department and ask if they have received any enquiries from Enterprise Inns as to whether they can build on the land. It was also agreed to ask if there is any listings on the building.

(6) TO RECEIVE A REPORT FROM THE CLERK REGARDING THE PENISTONE CRIME AND SAFETY GROUP

The clerk reported she was on holiday when the last meeting was held but from a copy of the minutes she has received there was nothing to report.

(7) TO RECEIVE ANY ITEMS RELATING TO PARISH PATHS

Nothing to receive.

(8) TO ADJOUR THE BUSINESS OF THE PARISH COUNCIL SO MEMBERS OF THE PARISH CAN BRING ANY ITEMS TO THEIR ATTENTION.

An item was raised regarding a large advertising board which has been placed in the garden at No. 2 Wellthorne Lane and whether planning permission is required. The clerk agreed to write to Planning for clarification.

The telephone box on Huddersfield Road was raised and a resident asked if there was any plans for its future use. The Chairman explained that the parish council had purchased this some years ago but had no plans to put it to use. He stated if the community group would like to come up with some suggestions then the parish councillors would discuss them.

One resident of Wellthorne Avenue complained strongly about the wooden bollards that have been set in the grass near the memorial site. He was the only one to make a complaint and stated he thought the resident should have been consulted.

The whole idea of putting these bollards in in the first place was to stop motorists driving across the grass and churning it up.

(9) TO CONSIDER ANY PLANNING APPLICATIONS AND ANY OTHER PLANNING MATTERS

No applications had been received.

(10) TO RECEIVE INFORMATION ON APPROVED/DECLINED APPLICATIONS.

No information had been received from Planning Department.

(11) TO BRING ANY ITEMS TO THE ATTENTION OF NEIGHBOURHOOD SERVICES

No items were raised.

(12) TO RECEIVE ANY ITEMS IN RELATION TO HIGHWAYS

The Chairman raised the matter of the condition of the road surface at the bottom of Gunthwaite Lane. Although highways have repeatedly said they would sort this matter out no work whatsoever has been done. There is practically no tarmac on the road at all, the verges are worn away and it is now considered to be in a dangerous condition. The clerk agreed to write regarding this.

(13) TO RECEIVE ANY PROGRESS ON THE POSITIONING OF THE BOLLARDS AT WELLTHORNE AVENUE

Councillor Whitbread reported that these wooden bollards are now in place. He asked for the permission of the parish council to buy some lengths of decking wood to make flower planters to place in between the bollards. This was agreed. Councillor Karle agreed to then plant these up with flowers.

(14) TO DISCUSS THE MATTER OF DATA PROTECTION

The Clerk has written to BMBC accepting their offer for Rob Winter to act as our Data Protection Officer. Free of charge. A meeting is to be held at the Town Hall on the 28<sup>th</sup> June to which the Chairman and Clerk are to attend.

(15) TO DISCUSS THE MATTER OF FUND RAISING FOR A STRUCTURE TO BE PUT ON THE FOOTBALL FIELD

Councillor Karle brought up this subject to ascertain if there would be enough Interest In trying to have sort of building on the field as a meeting place. She said she realised that trying to have a building would be very expensive but perhaps a large tent could be obtained. After discussion on

This it was generally felt it was a good idea but would it be supported enough to warrant all the fund raising which would have to take place. Councillor Edmondson said it would have to be a project run by the community group, and not involve the parish council.

Councillor Edmondson informed the meeting that he has spoken to Michael Mannifield of the football club regarding work they would like to do on the field. At the clubs expense they would like to spike the field, cutting, sanding and reseeding. The parish councillors agreed to this and the clerk is to write and ask them to proceed.

(16) TO RECEIVE ANY INFORMATION FROM DEFIB STORES REGARDING THE CONDITION OF THE EXISTING BOX AT WELLTHORNE LANE

A letter has been received following the photograph sent showing the damage to the box. They state in their letter that we have an older model of cabinet, but this was only supplied in 2014, so is not that old. They state if the parish council wish to repair the cabinet they can provide a replacement vinyl cover for the front of the cabinet for £20.00 and some yellow replacement paint, but this will not stop rust on the corner. A replacement door and keypad lock is approx.. £180 plus VAT, plus fitting. It was agreed that Councillor Whitbread will now inspect this and a response will be sent.

(17) TO MAKE A REVIEW OF THE STANDING ORDERS AND FINANCIAL REGULATIONS.

It was agreed to defer this matter over to the next meeting.

(18) TO RECEIVE ANY LETTERS/CIRCULARS - FOR INFORMATION ONLY

The clerk read out any relevant matters.

(19) TO RECEIVE AND AGREE THE COMPLETED ACCOUNTS FOR THE YEAR ENDING 31<sup>st</sup> MARCH 2018

The Clerk had produced the accounts for year 2017/2018 and each councillor has received a copy.

These have been passed to Mr. D. Horsfall, internal auditor, and he has signed these off as being correct. The necessary exemption certificate has been sent to the external auditor and a copy of the accounts has been placed in the notice board.

(20) TO AGREE PAYMENTS TO BE MADE

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

497	W. Horsfall	Internal audit	£25.00
498	A. Whitbread	Misc. items	£31.44

(21) TO RECEIVE A QUOTATION FROM ZURICH INSURANCE COMPANY

An insurance proposal for the parish council has been sent. If the policy is taken out for one year the cost will be £510.72 but for a three year contract this will be £430.65. The chairman reported he

had read these and agreed they would be satisfactory for the needs of the parish council. The clerk is to now contact Zurich and request a policy and an invoice. Due to the fact that the policy commences on the 9<sup>th</sup> June a cheque will have to be signed out of meeting.

(22) DATE OF THE NEXT MEETING

The next meeting will be held on Monday, 9<sup>th</sup> July 2018 at 7.30 p.m. in Denby Church.

(23) TO RECEIVE ANY APPLICATIONS IN RESPECT OF TWO VACANCIES ON THE PARISH COUNCIL

Three letters of interest for the vacancies were received. After carefully studying the information sent by the applicants it was agreed to appoint Mr. Graham Leeming and Mr. Keith Batley on to the parish council and the clerk is to send them a letter to this effect. The unsuccessful candidate will also be informed of the decision.

There being no further business the meeting closed at 9.45 p.m.

Chairman \_\_\_\_\_ Date \_\_\_\_\_

## MINUTES OF THE GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL MEETING HELD ON MONDAY, 9TH JULY 2018 IN DENBY CHURCH

PRESENT; Councillors Edmondson Batley, Whitbread, Leeming, J. Methley (clerk) and five members of the public.

(1) APOLOGIES AND DECLARATION OF INTEREST-Apologies were received from Councillor Karle. No declarations of interest were made.

### (2) WELCOME OF THE NEW PARISH COUNCILLORS

The chairman welcomed Graham Leeming and Keith Batley to the parish council and hoped they would enjoy their term of office. The clerk gave both a declaration of acceptance of office sheet to be completed and also a Regulation of Interest form for completion and for them to return it to BMBC.

### (3) TO CONFIRM THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING AND ALSO THE ANNUAL PARISH MEETING BOTH HELD ON THE 28<sup>TH</sup> MAY 2018

Councillor Edmondson stated that the following should be included in the annual parish council minutes "one resident expressed his opinion to the visual and image impact of the dog fouling signs" Following this amendment it was proposed by Councillor Whitbread, seconded by councillor Edmondson that these be signed as a correct record.

### (4) TO REPORT ANY MATTERS ARISING FROM THE MINUTES NOT ON THE AGEND

Information has been received from the Planning Department that they have not been in discussion with Enterprise Inns, or anyone else, regarding planning permission being granted for development at this site. There is currently no listed status on this building.

Sometime ago the Parish Council supported CAMRA to have the fountain inn registered as a Community asset. If notification was made to Barnsley MBC to sell this site to a developer six months notice would have to be given in order that residents could try and raise the money to purchase the building.

A resident who attended the meeting asked if a letter could be sent to Enterprise Inns regarding the state of the premises. All around the property weeds and foliage etc. are out of control and the property generally looks like an "eyesore". Could they send someone to tidy up.

Councillor Edmondson stated that the BMBC web site is out of date and asked the Clerk to send Ian Turner a full list of parish councillors.

Councillor Whitbread has now made five single planters to put between the posts on the grass at the bottom of Wellthorne Avenue, and two double planter, one between the seats near the war memorial site and one near the entrance to Ings Way. Mr. and Mrs. Bridgewood of 11 Wellthorne Lane donated large amounts of decking to Councillor Whitbread to enable him to make the planters. Councillor Batley stated these planters were very well made and ask that thank be minuted to Councillor Whitbread for all his hard work.

(5) A REPORT BY THE CLERK ON THE CRIME AND SAFETY GROUP

No information has been received from the pesos. The next meeting is on the 18<sup>th</sup> July. However during the meeting it was reported that three crimes had taken place, one in Ingbirchworth, one in Millhouse Green , and one in Penistone the previous day, 8<sup>th</sup> July. A resident who attended the meeting stated she had been flagged down by a motorist, who said he was from abroad and had had his credit cards stolen and asked for money to buy petrol. She said she had reported this to he police. Another resident stated she saw a man looking into gardens and down drive, When she asked him what he was doing he said it was nothing to do with her and he would stab her dogs.

(6) TO RECEIVE ANY ITEMS RELATING TO PARISH PATHS.

Councillor Edmondson reported that the weeds in the stream at the sand beds are now requiring urgent attention. There is not a lot of fast flowing water in the stream at the moment so now would be a good time to clear it. Councillor Batley agreed to contact Twiggs regarding this work and aks if they can do this as soon as possible. There are quite a lot of residents who are willing to volunteer with this Work.

The picnic table on the site is damaged. It appears that one section could be taken out and another put in. The councillors agreed to look at this to see if they can repair it.

Councillor Batley reported he has cut some small branches from trees around the reservoir.

(7) TO ADJOURN THE BUSINESS OF THE PARISH COUNCIL IN ORDER THAT MEMBERS OF THE PARISH CAN BRING ITEMS TO THEIR ATTENTION.

No matters were raised.

(8) TO CONSIDER ANY PLANNING APPLICATIONS OR OTHER PLANNING MATTERS

No planning applications have been received since the last meeting.

An e-mail has been received regarding the large advertising board which is in the garden of No. 2 Wellthorne Lane. They state that looking at their system they cannot find planning permission for advertisements. It was agreed to write back with further information about the board.

Councillor Edmondson informed the meeting that the local Plan will not be ready for finalisation until early next year.

(9) TO RECEIVE INFORMATION ON APPROVED/DECLINED APPLICATIONS

No information received.

(10) TO BRING ANY ITEMS TO THE ATTENTION OF NEIGHBOURHOOD SERVICES

One matt signs are ushed behind the salt box at the top of New Row Lane, instead of them being taken away. The clerk to contact Simon Blyth regarding this matter and requesting they remove the signs.

(11) TO REPORT ANY ITEMS RELEVANT TO HIGHWAY

The clerk has sent two e-mails to highways department regarding the state of the road at the bottom of Carr Lane. Apart from receiving an acknowledgement no information has been received. It was agreed to Dist. Cllr. Milner regarding this and to ask if he can put any pressure on highways to inspect this area and carry out repair work.

It was reported that the footpaths through the village have a lot of grit on them and request highways arrange to have them swept and also ask if the verges could be sprayed to kill the weeds. It was also agreed to ask if they could inform us what their weed spraying policy is.

(12) TO DISCUSS FURTHER THE MATTER OF DATA PROTECTION

The clerk recently attended a meeting at Barnsley Town Hall in connection with this subject. Some more information is to be sent out from Ian Turner but at the moment it does not look as we shall have to keep a lot of information. The parish council will need to keep records of all parish councillors, contractors who carry out work on behalf of the council, people who hire the football field. If any e-mails are sent out to many people these should be done as blind copies. Certain information has to be kept for long periods, and any information not needed has to be shredded and not put in a recycling bin. In view of this it was proposed by Councillor Edmondson, seconded by Councillor Batley that the clerk purchase a shredding machine.

(13) TO RECEIVE INFORMATION FROM DEFIB STORES

Another letter has been received on this subject and they state that unfortunately cannot send an engineer to the site (free of charge) for a cabinet now outside the warranty period. Their mild steel cabinets come with a 2 year warranty and during that period Defib store will resolve any issues on the cabinet as long as the cabinet has been maintained according to their maintenance guidelines. However outside of two years replacement parts and site visits are chargeable. It was agreed to respond to this letter in strong terms.

(14) TO MAKE A REVIEW OF THE STANDING ORDERS AND FINANCIAL REGULATIONS

The Chairman reported on the new standing orders dated 2018 which covers the rights for meetings to be recorded. He suggested an additional item, 10a(xviii) reading: 'to address a matter that the chairman and proper officer consider is a matter of urgency or to be held over until a future meeting (the minutes to record that the motion was moved under this provision). Proposed councillor Whitbread seconded councillor Batey that we adopt this new standing order subject to further additions.

Financial Regulations - After discussion it was agreed to adopt the financial regulations with the amendment to the contract policy being "subject to regulations 3.2 and 10.0 work and services of a likely value between £500 and £2000 shall require a minimum of two written estimates, between £2001 and £25,000 a minimum of two fixed quotations and over £25,000 three invitations to bid by sealed tender. In exceptional cases and for minuted reasons, the council may reduce these requirements.

(15) TO RECEIVE ANY LETTERS/CIRCULATORS, FOR INFORMATION ONLY,

Minutes of meeting from YLC Ass. Were received and noted together with their annual review.

(16) TO RECEIVE AND SIGN A NEW BANK MANDATE FORM

A new bank mandate was completed by Councillor Leeming but as Councillor Karle was away this will have to be done at the next meeting.

17) TO REVIEW THE CLERKS SALARY

The clerk presented a new hourly rate of pay, in line with recommendations from the Society of Local Council Clerks. This was agreed and accepted by the councillors.

(18) TO AGREE PAYMENTS AND NOTE ANY INCOME RECEIVED.

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

500	Melvyn Carr	Postmix and padlock	£143.40
501	J. Methley	Salary	£346.98
502	J. Methley	Postage et.	£ 20.30
503	J. Methley	Broadband	£22.50
504	D. Edmondson	Chairmans allowance	£ 13.00
505	A. Whitbread	Various equipment for planters	£120.83

Monies received -

Nat. West. Interest 0.06p. Custom & Excise VAT refund £603.80

(19) TO CONFIRM THAT THE NEXT MEETING WILL BE HELD ON 20<sup>TH</sup> AUGUST AT 7.30 P.M. IN UPPER DENBY CHURCH.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED T 9.30 PM

MINUTES OF THE GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL MEETING  
HELD ON MONDAY, 20TH AUGUST 2018 IN DENBY CHURCH

PRESENT: Councillors Edmondson, Whitbread, Batley, Leeming, Karle, Dist. Cllr. Kitching, J. Methley (Clerk) and nine members of the public

(1) TO ACCEPT APOLOGIES FOR ABSENCE AND RECEIVE ANY DECLARATIONS OF INTEREST

No apologies were received. No declarations of interest made.

(2) TO CONFIRM THE MINUTES OF THE MEETING DATED 9TH JULY

These minutes were proposed by Councillor Whitbread, sec. Councillor Batley as a true record and signed by the Chairman.

(3) TO REPORT ANY MATTERS ARISING FROM THE MINUTES, NOT ON THE AGENDA

The chairman thanked the councillors involved in making the planters and obtaining the necessary plants and positioning these around the village, and also Councillor Leeming and his wife for painting the seats near the war memorial.

(4) TO RECEIVE A REPORT FROM COUNCILLOR BATLEY ON MATTERS RELATING TO THE PENISTONE EAST CRIME AND SAFETY GROUP

It was reported to the meeting that a number of thefts have taken place in the village over the last few weeks, ranging from a hot tub to a flower planter. A suggestion was put forward that a CCTV camera could be put up. Councillor Batley stated that he had discussed this matter at the meeting and the Police Community Support Officers gave a lot of information on this. A licence has to be obtained, which is very expensive, the cost of the camera (where would funding for this come from), privacy to other home owners and monitoring the camera, all making the cost prohibitive. There is no way the parish council could meet these costs. They advised anyone concerned to get their own camera fitted so it covers their own property. A gentleman at the meeting said he had been thinking of setting up a dog patrol from 10 pm to 6 am but at the moment had no costs for this and suggested the villagers be canvassed to see if there is enough interest amongst them to meet the cost involved. The chairman suggested the parish council could perhaps call a public meeting so this and other solutions could be discussed.

(5) TO RECEIVE ANY ITEMS RELATING TO PARISH PATHS

Councillor Batley reported that he had contacted Adam Price at Twiggs regarding clearing the stream on the Sand Beds. He said that they did not have a risk assessment in place for working in water so therefore could not carry out the work. Councillors and volunteers carried out the work and cleared the offending weeds. Councillor Batley contacted Twiggs again to ask if they would remove the weeds but they said they could not do this.

Thanks were expressed by the Chairman to the volunteers and also to Councillors Whitbread and Batley for repairing the picnic table and painting this.

The chairman asked the clerk to contact T & D Contractors and ask them if they can confirm which paths they trim and whether they think this is necessary or whether other paths would benefit from their work.

Councillor Batley reported that one seat has been removed from Summer Ford

owing to it being rotten and could not be repaired. It is not intended to replace this.

(6) TO ADJOURN THE BUSINESS OF THE PARISH COUNCIL IN ORDER THAT MEMBERS OF THE PUBLIC CAN BRING MATTERS TO THE COUNCILS ATTENTION

The matter of dog poo in the village, particularly around the reservoir, was raised. It was suggested that the parish council could provide two dog poo bag dispensers to be positioned at each end of the footpath around the reservoir. The clerk agreed to try and obtain prices and report back at the next meeting.

The problem of speeding traffic through the village was raised and whether flashing speed indicators could be put up. Dist. Cllr Kitching stated that she did not think that Highways Department would put these up due to the expense involved. These seem to be erected where a lot of accidents take place and injuries sustained.

(7) TO CONSIDER ANY PLANNING APPLICATIONS AND OTHER PLANNING MATTERS

No applications have been received since the last meeting. The Clerk reported that BMBC are consulting on further modifications to the draft Local Plan. The chairman agreed to look into this.

Dist. Cllr Kitching agreed to raise the matter of the advertising hoarding at the end of Wellthorne Lane with BMBC Planning. This is a major intrusion on the village scene and appears not to have the required planning consent.

(8) TO RECEIVE INFORMATION ON APPROVED/DECLINED APPLICATIONS.

No information has been received.

(9) TO RECEIVE A LETTER FROM ENTERPRISE INNS REGARDING THE STATE OF THE FOUNTAIN INN

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A letter has been received which stated that their property partners VPS visited on the 7th July to carry out a full interior and exterior inspection of the building. They confirm that the site is thoroughly protected and that there was no evidence inside of any mould or damp, nor signs of any flooding or water ingress. They agree that the vegetation surrounding the pub has grown significantly and are to obtain a quote from their property partner to tidy up the outside area.

It was reported that there is no information on Enterprise's website regarding the Fountain Inn and a request was made that the clerk write and ask if this is intentional and can they confirm that this is because a buyer for the property is in the pipe line.

(10) TO BRING ANY ITEMS TO THE ATTENTION OF NEIGHBOURHOOD SERVICES

The clerk requested some more black bags but these have not yet been delivered. It was reported that some black bags have been dumped near Gypsy Lane and Councillor Batley agreed to report this.

(11) TO RECEIVE ANY ITEMS RELATING TO HIGHWAYS DEPARTMENT

The footpaths have been swept and the weeds cleared.

An e-mail has been received from Highways which states that two members

of Highways are to look at Carr Lane as they think there are drainage issues to be sorted before any carriageway issues can be dealt with. They say that this area is inspected every month and they can carry out the odd pothole repair but they consider it requires more attention and would be ideal for retread work.

Councillor Batley reported a very large pot hole at Annat Royd Lane with the junction with Spicer House Lane. The clerk agreed to report this.

(12) TO DISCUSS FURTHER THE MATTER OF DATA PROTECTION

The chairman stated that he is writing up the privacy policy needed and this should be ready for the next meeting.

(13) TO RECEIVE ANY LETTERS/CIRCULARS

A letter, together with a cheque for £26.00 has been received from the Samuel Wordsworth Charity. It was agreed to write back and confirm the receipt of this and inform them that the money will be used for flowers for the planters.

(14) TO RECEIVE AND SIGN A NEW BANK MANDATE

Councillor Karle completed her details on this form and this will now be taken to Nat. West.

(15) TO AGREE PAYMENTS AND NOTE ANY INCOME RECEIVED.

The following accounts were put forward for payment and the necessary cheques signed.

506 J. Methley	Paper shredder	£10.00
507 Yorkshire Purchasing Org.	Stationery	£28.20
508 K. Batley	Plants	£12.00
509 A. Whitbread	Paint etc.	£28.56

Monies received.

Windfarm grant (Infinis)	£880.00
Samuel Wordsworth Charity	£26.00
Nat West, (interest)	.0.11p

(16) DEFIBRILLATOR MACHINE

No reply has been received from Defib Store regarding our previous letter.

The chairman reported that he has received a phone call from Mr. Holmes' daughter to say that the property has been sold and can the machine be removed from the wall. Councillor Batley agreed to liaise with Chad Wall of Street Lighting to request they remove the box and reposition on the lamp post as already discussed with him. The box is still in a bad state with rust etc.

A lady at the meeting stated that a new box would cost in the region of £750 to £800. but two gentlemen present said they would inspect this box with a view to removing the rust and getting it back to how it should be.

If this repair work can be done it needs to be carried out before the box is relocated.

(17) TO CONFIRM THAT THE NEXT MEETING WILL BE ON 17TH SEPTEMBER AT 7.30 IN DENBY CHURCH.

## MINUTES OF THE MEETING OF THE GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL HELD ON 17<sup>TH</sup> SEPTEMBER 2018 IN DENBY CHURCH

PRESENT: Councillors Edmondson, Whitbread, Batley, Leeming, Karle and J. Methley (clerk)

### (1) APOLOGIES AND DECLARATIONS OF INTEREST

Apologies were received from Dist. Cllr Kitching and S Weber (Barnsley Chronicle). No declarations of interest were made.

### (2) TO CONFIRM THE MINUTES OF THE MEETING HELD ON 20<sup>TH</sup> AUGUST 2018

Proposed Councillor Karle, sec.Councillor Batley that the previous minutes by signed as a correct record.

### (3) TO REPORT ANY ITEMS NOT ON THE AGENDA

In respect to item 5 an E-mail has been received from Elaine Equeall asking that two councillors meet with her and representatives from Twiggs so they can explain the work Twiggs carry out. They thought that this meeting was not necessary as Twiggs attended the Parish Council meeting when they were given the contract. At that meeting they were given a list of schemes that the parish council would like them to do and they agreed to these but so far no work has been carried out on any of them. Councillor Edmondson stated that the parish council stresses that this issue in no way means that the parish council is not appreciative of the work that the clean and tidy group, or Twiggs, as their contractor, does.

Page 2, item 7. BMBC are consulting on the final draft of the Local Plan. Councillor Edmondson stated he had studied this document and there would be no impact on this parish.

The clerk had received some new forms for Councillors Leeming and Karle to complete and return to the bank.

On the 12<sup>th</sup> September the Clerk received a telephone call from a Mr. Alex Bennett of Defib Stores in respect of the condition of the defib box. After studying our letter he has agreed to replace this box, free of charge and will arrange to have this delivered. However, he would like to have the old box returned to him.

### (4) TO RECEIVE A REPORT FROM COUNCILLOR BATLEY REGARDING THE PENISTONE CRIME AND SAFETY GROUP.

Councillor Batley reported that there was nothing to report. He was not able to attend the PACT meeting and the last Crime and Safety meeting was cancelled. It was reported that concern is being raised regarding speeding traffic around the back of the dam.

### (5) TO REPORT ON MATTERS REGARDING PARISH PATHS

No response has been received from T and D Contractors. A discussion took place on the paths they strim and it was felt that footpath number 3 is more in Denby than Ingbirchworth and should we be paying for this. It was agreed to write to T and D Contractors again and ask if they will meet with Councillors Edmondson and Batley to look at another path, which is in this parish.

(6) TO ADJOURN THE BUSINESS OF THE MEETING SO MEMBER OF THE PUBLIC CAN BRING ANY ITEMS TO THEIR ATTENTION.

No matters arose

(7) TO CONSIDER ANY PLANNING APPLICATIONS AND OTHER PLANNING MATTERS SINCE THIS AGENDA WAS PRODUCED.

At the last meeting Dist. Cllr Kitching agreed she would contact Planning Department regarding the large advertising board in a garden at the bottom of Wellthorne Lane. No response has been received from her or Planning. It was agreed to write again. No planning applications have been received since last meeting.

(8) TO REPORT ON DECLINED/APPROVED PLANNING APPLICATIONS.

No information has been received

(9) TO RECEIVE ANY INFORMATION FROM ENTERPRISE INNS REGARDING THE FOUNTAIN INN

No information has been received.

(10) TO BRING ANY ITEMS TO THE ATTENTION OF NEIGHBOURHOOD SERVICES

Elaine Equeall, Penistone Area council Manager has sent an e-mail, together with a map. Which shows the location of known bins in our area, illustrated as red for dog waste, and blue for general waste and asking who empties these bins. There are four general waste bins in the parish, but the map shows six. The one on the sand beds was provided by the Parish council and they empty this when necessary. The others are emptied by BMBC.

(11) TO RECEIVE ANY ITEMS IN RELATION TO HIGHWAYS.

An e-mail has been received stating the pot holes at Annat Royd have been completed.

Councillor Karle asked if it would be possible for Highways Department to erect a mirror near the junction of Annat Royd/junction with Annat Royd, which is on the road towards the windmills. It is dangerous when pulling out because of the poor site view.

(12) TO DISCUSS FURTHER THE PRIVACY POLICY REGARDING DATA PROTECTION.

Councillor Edmondson has produced a Privacy Notice in connection with the Data Protection Act. He gave each councillor a copy to read and this document will be adopted at the next meeting.

(13) TO RECEIVE INFORMATION REGARDING DOG POO DISPENSERS

The clerk found information on dog poo dispensers, with the cheapest being £11.99 plus VAT which could be fixed to a gate or tree. Bags are £3.74 plus VAT for 50. The clerk contacted Yorkshire Water to ask if they would fund one of these dispensers. They did agree to fund one and the first set of bags but nothing after that. They did say they have tried every kind of sign, bins etc. to try and deter people from dog fouling. They say their instinct is that the dispenser will either be vandalised, the bags ripped out, thrown into the water, or people will become reliant on them,, and if the bags

are not there their pets will still foul and the owners will leave it on the ground. After a further discussion it was proposed by councillor Whitbread, sec councillor Leeming that we do not proceed with this scheme.

(14) TO DISCUSS THE ARRANGEMENTS FOR REMEMBRANCE SUNDAY SERVICE

Councillor Whitbread and councillor Batley stated that the new memorial stone will be ready in time for the service. All the work has been done apart from engraving the names onto the stone. Elizabeth Stocker, who has designed the words, has told Councillor Batley that she does not want a fee for doing this work but suggested the fee be used for something in the village. She agreed to this money being used for new plants to be put in the planters for the winter months.

The chairman agreed to make arrangements with the Rev.Stocker to do the service and with Elizabeth Stocker to provide the music. The clerk agreed to contact Charles Coupe and ask if he will read the names out. The clerk is to order a wreath and five wooden crosses.

(15) TO DISCUSS THE RENT FOR THE FOOTBALL FIELD

Councillor Karle stated that she does not think the rent for the field which Cumberworth Junior Football club pay is enough, and it should be increased. During the winter months games cannot be played due to the pitch being waterlogged, and it was thought that £150.00 is enough. Proposed Councillor Whitbread, sec. councillor Batley that this be left at £150.00 for this season but that this be reviewed next year.

Councillor Edmondson stated that the trees seem to be doing well on the edge of the field but one Ash tree has died and will need to be removed. He also said he has a lot of oak samplings in his garden which he can use.

(16) TO DISCUSS THE PROVISION OF A CHRISTMAS TREE

Councillor Batley reported he has been in touch with Billingley Christmas Trees and been informed a tree, similar to the one provided last year will cost £170.00. It was agreed by all councillors that this tree be ordered

(17) \*Item blank in paper minutes\*

(18) TO AGREE PAYMENTS AND NOTE ANY INCOME RECEIVED

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

510 K. Batley	Cancelled	
511 A. Whitbread	Misc. items	£53.91
512 K. Batley	Plants and compost	£135.00

No income was received.

(19) TO CONFIRM THAT THE NEXT MEETING WILL BE HELD ON MONDAY.22<sup>ND</sup> OCTOBER 2018 AT 7.30 PM IN DENBY CHURCH

There being no further business the meeting closed at 9.30 pm.

MINUTES OF THE MEETING OF THE GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL HELD  
ON MONDAY, 22<sup>nd</sup> OCTOBER 2018 IN DENBY CHURCH

PRESENT Councillors Edmondson, Batley, Whitbread, Leeming, S. Weber (Barnsley Chronicle) Elaine Equeall, Adam Price (Twiggs) and ten members of the public.

(1) APOLOGIES AND DECLARATION OF INTEREST

Apologies were received from Councillor Karle. No declarations of interest were made.

(2) TO CONFIRM THE MINUTES OF THE MEETING HELD ON 17<sup>TH</sup> SEPTEMBER 2018

Proposed Councillor Whitbread sec. Councillor Leeming that these minutes be signed as a correct

(3) TO REPORT ANY MATTERS NOT ON THE AGENDA

Councillor Batley reported that a replacement box for the diff. machine has been received and Street Lighting department have connected this up into the lamp post. It was agreed to send a letter of thanks to Defib Stores and also inform them that the old box is being kept at Councillor Batleys home.

(4) TO RECEIVE A REPORT FROM ELAINE EQUEALL, PENISTONE AREA COUNCIL MANAGER.

Elaine gave presentation on the work that Twiggs undertake which include the environment the local economy, helping people to connect better, health and well being and support for young people. They also work with Age UK but at this time the parish council have not received any information on this.

Item 13 on the agenda was discussed at this time, i.e. clearing bracken and brambles from Annat Royd Nature reserve. At the moment you cannot get onto this area because the entrance is completely overgrown. Twiggs are keen to help at this site, alongside volunteers and it is hoped to do this work before the winter and then hit it again in the spring. When a date is known Pauline agreed to put it on the Facebook site and ask for volunteers.

Councillor Batley asked if they had visited Gunthwaite Spa but Adam stated he had not been able to locate the area. Councillor Edmondson agreed to meet him on the 29<sup>th</sup> October to take him to the site and discuss what work requires to be done.

(5) TO RECEIVE A REPORT FROM COUNCILLOR BATLEY ON THE PENISTONE CRIME AND SAFTY GROUP

Councillor Batley had attended a PACT meeting and reported that a hand held speed camera had been used but only two motorists had been flagged as doing just over 40 mph. They propose to trial a scheme in Dodworth when people (who have been trained) will use a hand held camera to check speeds. If anyone is found to be doing over the limit, this information will be sent to the Police It was stated by a resident that traffic travelling from High Flatts comes into Ingbirchworth extremely fast before having to drop down to 40 mph. It was agreed to write to Highways and ask if they can liaise with Kirklees Council to see if speed signs could be put up before entering Ingbirchworth.

Councillor Batley stated that the crime figures for August and September are down and Penistone area is being classed as a low crime area at this time.

(6) TO RECEIVE ANY ITEMS IN RELATION TO PARISH PATHS.

Councillor Batley reported he had met Tim from T & D Contractors to discuss the new path which may require cutting. Paths 3 and 18 are cut twice per year at a cost of £45 per cut. The new path will cost £25 per cut. After discussion it was agreed this new path be added to the list and T & D Contractors informed.

The Clerk received a telephone call from Sarah Ford who stated that funding is in place to complete the path at Folly Lane and this should be done next spring.

It was reported that the drain on the Sand Beds is broken. This water usually runs into the stream but is now pooling in the area, particularly where the seat is. It was agreed to write to Highways and ask if they can repair this drain.

It was reported that last Saturday a hunt took place and they went onto Summer Ford. The Clerk agreed to try and find out who organised this and write to them stating that Summer Ford is owned by the parish Pouncil and hunts are not allowed.

(7) TO ADJOURN THE BUSINESS OF THE MEETING IN ORDER THAT MEMBERS OF THE PARISH CAN BRING ITEMS TO THEIR ATTENTION.

A member of the public raised the matter of litter around the football field. Councillor Batley said he had not been up to collecting this but the lady in question said she would clear this rubbish up on a regular basis. The Clerk agreed to write to the football club pointing this out.

(8) TO CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING

None received

No information has been received from District Councillor Kitching regarding the large advertising board in the garden off No.2 Welthorne lane.

It was agreed that the Clerk write to planning again

(9) TO RECEIVE INFORMATION OF APPROVED/DECLINED APPLICATION

No information has been received

(10) TO BRNG ANY MATTER TO THE ATTENTION OF NEIGHBOUGHOD SERVICES

No matters were reported

(11) TO RECEIVE ANY ITEMS REGARDING HIGHWAY MATTERS

A response has been received from traffic regarding the possibility of putting up a mirror at Annat Royd Lane. Barnsley Council is one of the many authorities across the country which doesn't implement road traffic mirrors. Until Jun 2013 special authorisation as required from the Department of Transport but they no longer accept applications.

(12) TO AGREE AND ADOPT THE PRIVACY DOCUMENT REGARDING DATA PROTECTION

The chairman gave a copy of this document to each councillor and it was propped by Councillor Whitbread and seconded by Councillor Leeming that this now be adopted.

(13) TO DISCUSS THE ARRANGEMENT FOR REMEMBRANCE SUNDAY

The Clerk reported that she had spoken to Charles Coope who has agreed to read the names out at the service but asked if it could be advertised as starting at 10:45. The wreath and small crosses have been ordered. The lettering has been carried out at a cost of £726. Jim Milner will position the new memorial stone early in November.

(14) TO DISCUSS WHETHER THE PARISH COUNCIL SHOULD PROVIDE SWEETS AT THE CHRISTMAS TREE SWITCH ON

It was agreed that 2 tins of sweets be purchased to hand out to the children. It was also agreed to purchase ten boxes of mince pies, six bottles of mulled wine, cups and pop. Councillor Leeming agreed to get these. The Clerk agreed to write to Mandy at Tesco to see if they can make a contribution towards these costs.

(15) TO RECEIVE A SUMMARY OF INCOME AND EXPENDITURE FROM APRIL 1<sup>ST</sup> TO SEPTEMBER 30<sup>TH</sup>

The clerk produced a break down of income received and expenditure for the first 6 months of the year. A copy was given to each councillor and this was proposed and agreed as being correct and then approved.

(16) TO RECEIVE ANY CIRCULARS /LETTERS

A letter has been received from Royal Mail regarding the subject of scam mail, together with a poster. Agreed this be put in the notice board. Information has been received from Ian Turner in respect of a matter raised by Clerk of Tankersley in respect of poor responses from departments within BMBC. They proposed to reinstate the Parish Council charter and also start the 2x yearly clerks liaison meeting. The clerk responded saying the Parish Council also have a poor response from BMBC and would be happy to attend any meetings arranged.

(17) TO AGREE PAYMENTS AND NOTE ANY INCOME RECEIVED

513	DA Edmondson	CHAIRMAN'S ALLOWANCE	£13.00
514	J Methley	SALARY	£346.97
515	J Methley	POSTAGE ETC	£30.08
516	J Methley	BROADBAND	£22.50
517	Undercliffe stone	ENGRAVING	£726.00
518	Shepley Band	PLAYING CAROLS	£30.00

519

Denby Dale Lions

DONATION FOR HIRE OF £30.00  
SLEIGH

Money received:

Nat west investment - 0.05p

Cumberworth Football Club - £150 - Yearly rent

(18) TO CONFIRM THE NEXT MEETING WILL BE HELD ON THE 21<sup>ST</sup>JANUARY 2019

MINUTES OF THE MEETING OF THE GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL HELD ON  
MONDAY, 10th DECEMBER 2018 IN DENBY CHURCH

PRESENT Councillors Edmondson, Whitbread, Batley, Leeming, Karle, Dist. Cllr Milner, S. Webber (Barnsley Chronicle) and four members of the public.

(1) TO ACCEPT APOLOGIES AND RECEIVE DECLARATIONS OF INTEREST

No apologies received. No declarations of interest made.

(2) TO CONFIRM THE MINUTES OF THE MEETING DATED 22<sup>ND</sup> OCTOBER

Proposed Councillor Karie, sec. Councillor Batley that the previous minutes be signed as a correct

(3) TO REPORT ANY MATTERS FROM THE MINUTES, NOT ON THE AGENDA

The following matters were raised:

Item 4 – Councillor Edmondson stated that issues have arisen regarding Annat Royd Quarry, and the work it was hoped to carry out. It appears that there are badgers on the site so councillor Edmondson is to discuss the matter with Adam (of Twiggs) to try and find a solution to the matter.

Item 13 – Remembrance Service. This was well attended and thanks were expressed to Rev Stocker and his daughter for carrying out the service and to Mr. Keith Shone who loaned his amplifier. Councillor Edmondson took some photographs but unfortunately these did not go in the Chronicle.

Christmas Tree switch on - This was very well attended and enjoyed by all. Letters of thanks have been sent to Mr. Hird, Mr. Peace, Mrs Furniss and Mr. Berry for all the help they gave in making the event such a success.

Defib Box - Councillor Batley stated that Defib Stores have now collected the old box from his property.

(4) REPORT FROM COUNCILLOR BATLEY REGARDING THE CRIME AND SAFETY GROUP

A meeting has not been held for approx.. 3 months due to problems with getting the police and members of the group together, so therefore no information is to hand. However a meeting is to be held on Tuesday, 11<sup>th</sup> December.

Although an e-mail had been sent to Highways regarding the problem of speeding traffic coming from High Flatts into Ingbirchworth no response has been received. Councillor Batley stated that David Griffin was present at Yummy Mummy regarding the problem of speeding traffic Councillor Batley had an hospital appointment at this time so could not attend, but e-mailed Mr. Griffin with his concerns but as yet no response has been received.

Dist. Cllr Milner stated that there is a mobile speed indicator machine which can be moved around the ward to make drivers aware of their speeds and he stated that it is hoped that the area council may have the funds in the next financial year to purchase one more machine for use in the Penistone east and west wards.

(5) TO RECEIVE ANY INFORMATION ON PARISH PATHS

No information to hands.

(6) TO ADJOURN THE BUSINESS OF THE PARISH COUNCIL IN ORDER THAT MEMBERS OF THE PUBLIC CAN BRING ANY ITEMS TO THEIR ATTENTION.

No matters were raised.

(7) TO CONSIDER ANY PLANNING APPLICATIONS AND OTHER PLANNING MATTERS SINCE THIS AGENDA WAS PREPARED

Two planning applications have been received - application no. 2018/1494 - Change of use from Post Office (A1) to residential use (C3) Notification for prior approval 1 Wellthorne lane, Ingbirchworth. A response is to be sent in to draw attention to the fact that Ingbirchworth is being left devoid of local facilities, despite a considerable amount of new housing being built.

(8) TO RECEIVE INFORMATION ON APPROVED/DECLINED APPLICATIONS

No information received.

(9) TO BRING ANY ITEMS TO THE ATTENTION OF NEIGHBOURHOOD SERVICES

No items were raised. However Dist. Cllr Milner stated that it is the intention of Neighbourhood services to try and combine dog poo bins with ordinary refuse bins. If there are two bins within approx.. 20 yds of each other the dog poo bin may be taken away.

(10) TO RECEIVE ANY INFORMATION ON HIGHWAY MATTERS

An e-mail has been received from Babak Ahmadian Interim Principal Bridge Engineer regarding the wall at the junction of Huddersfield Road and Mill Lane. They state that with regard to CR160517 two site investigations were carried out on 3rd December and 5<sup>th</sup> December to investigate the case. The damage is linked to the effects of vegetation roots possibly causing damage at the middle of the wall, in addition surface water seeping through the voids and gaps in the wall In summary they state (a) no major defects were found with immediate risk. Only a few low risk defects, (b) there are no recent cracks or depressions on the adjacent carriageway (c) there is a low area at the back of the footway and fence where the bulge in the wall is. The rest of the footway appears to be solid between the fence and wall apart from where the wall is failing. The wall needs to be monitored every 3-6 months by the area inspector No further action is required from bridge maintenance team at the moment. It was agreed to acknowledge this e-mail but also state that there is an additional problem of the stone wall at the very tip of Mill Lane being damaged. It was reported at the meeting this evening that there are a pile of large stones which have been piled up. Could they have a look at this matter again, hopefully to put the stones back in place

A telephone call was received by the clerk from a resident regarding the problem of water which is running down Mill Lane and is pooling at the bottom of the road. It appears that the drain could be blocked with debris which is taken down Mill Lane due to this heavy water volume. It was agreed to write to Highways and ask if they can check this drain.

Dist. Cllr Milner reported to the meeting that he has been asked by Highways to prioritise his top three highway areas which need attention and he stated that he has put Carr Lane at the top of his

list.

It was reported by a resident that water is flowing rapidly down annat Royd Lane. The water cannot get into the verges at the side of the road and is pooling on the road. It was agreed to write and ask if these verges can be cleared.

(11) TO RECEIVE ANY LETTERS/CIRCULARS

An invitation has been received from the Mayors Parlour to attend the Civic Carol service at St. Marys Church on 20thDeember. No one can attend.

(12) TO AGREE PAYMENTS AND NOTE INCOM E

The following accounts were put forward for payment and the necessary cheques drawn and signed.

Cheque number	Payee	Payment description	Payment Amount
520	J. A. Milner	Memorial	£310.00
521	Billingley Christmas Trees	Supply of tree	£204.00
522	K. Batley	Hot water boiler	£41.99
523	G. Leeming	Items from Tesco	£12.00

Monies received

Nat West. Interest for October and November .46p

(12a) Councillor Karle brought up the matter of planters to put along the path leading to the football field. She asked for permission to put some planters along the path and agreed she would meet the costs herself. She will plant some with bulbs and some with herbs. Permission was given for her to proceed.

(13) IT WAS AGREED THAT THE NEXT MEETING WILL BE HELD ON MONDAY, 21<sup>ST</sup> JANUARY 2019 IN DENBY CHURCH