

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 24TH JANUARY 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

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

111. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – no absences.

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

Noted – Councillor Hazeldine declared an interest in item 118.2 and will not vote on the matter.

113. TO CONFIRM AND SIGN THE MINUTES OF THE PARISH MEETING HELD ON 13TH DECEMBER 2023.

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

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

Noted – Councillor Guest received a communication from a member of the public who had tried unsuccessfully to contact the Clerk. They were concerned about whether adequate consultation with affected parties is being done by the planning authorities for planning applications affecting sites in Ingbirchworth. The Council agreed to consider the range of consultees in future planning applications and feedback to the planning authority if these were felt to be insufficient.

Noted - Councillor Hazeldine presented this proposal on behalf of the Ingbirchworth petanque social club committee. The club want to build a three-sided wooden panel shelter, 5.4m long and 1.8m deep, with an internal bench seat and a single pitched roof, as well as a gravel/shale path along the south side of the terrains, to enhance the petanque playing experience. This will be built by volunteers, and grant money will be from the BMBC's 'Pride of Place' fund. The shelter will be available for use by all users of the recreation field, it is not exclusively for the use of the petanque club.

115. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING:
2023/1087 ERECTION OF DETACHED SHED AND CARPORT TO REAR OF 2 STOREY DWELLING.
WELLTHORNE AVENUE, INGBIRCHWORTH

Resolved – no comments.

116. TO CONSIDER MATTERS RELATING TO GUNTHWAITE.

116.1 TO RECEIVE AND CONSIDER THE GUNTHWAITE RESIDENTS' NEWSLETTER.

Noted – all approved of the final version of the Gunthwaite residents newsletter kindly drafted by Councillor Berry. Councillor Guest offered to colour print thirty newsletters for 20p each (to cover costs of paper and ink) at a total cost of £6.00.

Resolved – newsletter approved for distribution. Councillor Guest to print these for the agreed amount and will also distribute them to properties in Gunthwaite.

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

Noted – Councillor Berry stated that he had heard nothing more about the proposed development option and will contact the developer again for an update.

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

118.1 TO RECEIVE AND CONSIDER THE SUBMISSION OF GRANT APPLICATIONS FOR INTERPRETIVE BOARDS AT OLD VILLAGE GREEN AND GUNTHWAITE SPA.

Noted - Councillor Edmondson presented three quotes for the two interpretive boards, all include VAT and delivery. A grant application for £1250 would be made to Penistone Ward Alliance, with match funding from volunteer time on the artwork, drawings, and installation, costed on agreed hourly rates. The King Charles III coronation bench purchased by the Parish Council and intended for the old village green is included as part of the overall project and contributes to match funding from the Parish Council.

Resolved – Pryorsign quote of £998 + VAT (old Village green) and £375 plus VAT (Gunthwaite Spa) was accepted as was the overall grant proposal. Councillor Edmondson will submit the proposal on behalf of the Friends of the old Village Green with support of the Parish Council.

118.2 TO NOTE A PROPOSAL FOR A SHELTER AND ADDITIONAL GROUNDWORK AT THE PETANQUE TERRAINS ON THE RECREATION GROUND.

Noted – Council supported the proposal outlined in item 114 in principle subject to further information about planning being presented.

Resolved - Councillor Edmondson will check planning information to see if this would need planning permission. Clerk to contact YLCA for further advice as the structure is on Parish Council land.

118.3 TO RECEIVE AND CONSIDER A REQUEST FROM A MEMBER OF THE PUBLIC WHO WISHES TO PAY TO HAVE A COMMEMORATIVE BENCH PLACED NEAR INGBIRCHWORTH RESERVOIR.

Noted – the member of the public contacted the Clerk with a request to pay for a bench at a location near the reservoir (either on Parish Council or Yorkshire Water land) to commemorate family members who had sadly passed away. The family had often walked through, and appreciated, that area of Ingbirchworth.

Resolved – the Council agreed that the Summerford area would be the most appropriate location although a view of the reservoir is limited apart from at the highest point. Clerk to contact the member of the public to find out if they wish to pursue this.

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

Noted – Councillor Guest noted that potholes are again a problem in roads in Gunthwaite. Clerk confirmed that potholes referred to in the December meeting had been reported to BMBC via their website.

120. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – Clerk had emailed Neighbourhood services about moss on the pavement at Ivy Bank.

121.TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing reported.

122.FINANCIAL MATTERS

122.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

24.01	#746	BL Lonestar Ltd	Hire of Fountain function Room 24th January	£30.00
24.01	#747	YAS Charity	Donation to Yorkshire Air Ambulance charity for CPR training in November (s137 Local Government Act 1972)	£35.00
24.01	#748	D Edmondson	Chairman's allowance (Oct – 13 th Dec)	£10.46

Income received

29.12		Nat West	Bank Interest	£9.34
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Debit card account payments made by Clerk

17.01		Microsoft	Software annual license renewal fee for MS365	£59.99
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122.2 TO RECEIVE AND NOTE THE BANK RECONCILIATION REPORT TO DECEMBER 29TH.

Noted – bank balance of £12,615.38 reported.

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

122.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO JANUARY 24TH.

Resolved – budget report accepted.

122.4 TO NOTE THE 2024 PRECEPT REQUEST HAS BEEN SENT TO BMBC.

Noted – letter sent to BMBC's finance team.

123.TO NOTE CORRESPONDENCE RECEIVED.

123.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (DEC/JAN).

123.2 NHS SOCIAL PRESCRIBING TEAM NEWSLETTER.

123.3 COMMUNITY DEVELOPMENT OFFICER ABOUT FREE BLOOD PRESSURE CHECKS ('HOW'S THI TICKER' CAMPAIGN).

123.4 THE REVIEW OF BARNSELY MBC WARD BOUNDARIES BY THE LOCAL GOVERNMENT BOUNDARY COMMISSION ENGLAND, INITIAL CONSULTATION PHASE STARTED ON NOVEMBER 7TH.

Noted – Clerk had attended a remote meeting organised by BMBC to discuss the proposed changes and ongoing consultation. Clerk had not received any details of the proposal by email. The current proposal has no changes to Gunthwaite and Ingbirchworth Parish, which remains fully in the Penistone West ward.

Noted – Councillor Berry had forwarded the D-Day 80 commemorative event information to Councillors and suggested that a bench for Gunthwaite could tie in with this and had mentioned it on the Gunthwaite resident's newsletter. Councillor Guest suggested that an embedded seat in a wall could be a better option as no public land is available for a standalone bench.

123.5 EMAIL FROM THE PENISTONE AREA TEAM WITH DETAILS OF BMBC'S HANGING BASKET PROCESS FOR EXTERNAL SCHEMES.

Noted – BMBC street lighting team need a list of lampposts in the Parish to check suitability for hanging baskets, Wellthorne Lane and some on Halifax Road are probably the most suitable candidates.

Resolved – Councillor Edmondson will collate lamppost numbers and send to the Clerk to pass on.

124. TO RECEIVE AND CONSIDER COUNCIL MEETING DATES.

124.1 TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY MARCH 6TH, 2024.

Noted – Councillor Edmondson asked that purchasing insulation for the storage container be an agenda item for the next meeting,

Resolved – meeting date confirmed.

124.2 TO RECEIVE AND CONSIDER CHANGING THE SEPTEMBER 2024 MEETING DATE FROM THE 11TH TO THE 18TH.

Resolved – September meeting date can be amended.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 6TH MARCH 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

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

125. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – Councillor Guest had advised at the previous meeting that she could not attend due to an existing commitment.

Resolved – reason for absence approved.

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

Noted – Councillor Hazeldine declared an interest in item 132.2 and will not take part in any discussions or vote on it.

127. TO CONFIRM AND SIGN THE MINUTES OF THE PARISH MEETING HELD ON 24TH JANUARY 2024.

Resolved – minutes confirmed as accurate and signed by the Chairman.

128. 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.

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

2023/0790 – NEW AGRICULTURAL LIVESTOCK BUILDING NEAR GREEN FARM – AMENDED APPLICATION WAS APPROVED ON 31ST JANUARY WITH CONDITIONS INCLUDING CLOSING THE EXISTING PIG UNIT.

Noted – Councillor Berry noted that some concerns raised by the Council and passed to the planning department had been addressed in the approved revised application. Councillor Edmondson noted that planning application 2023/0310 (Erection of one dwelling, New Row Lane) was still showing as under consideration.

130. TO CONSIDER MATTERS RELATING TO GUNTHWAITE.

130.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE GUNTHWAITE RESIDENTS' NEWSLETTER.

Noted – no update on this. Clerk has not received any emails from Gunthwaite residents in response to the questionnaire section.

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

Noted – no information had been received from the interested parties.

Resolved - Councillor Berry will contact the developer once more to find out the status of the proposal and will also contact Yorkshire Water to restart discussions about options for extra car parking provision.

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

132.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE PURCHASE OF TWO INTERPRETIVE BOARDS, ONE FOR THE OLD VILLAGE GREEN IN INGBIRCHWORTH AND ONE FOR GUNTHWAITE SPA.

Noted – Councillor Edmondson noted that the sign designs are finalised, and the order can be placed with Pryorsign when the grant is paid to the Council's bank account. The signage cost has turned out slightly lower than originally stated so the underspend can cover ancillary items needed to put the signs up. The intention is to complete all the work on the old village green (new sign, commemorative coronation bench) by May 6th in time for the anniversary of the coronation of King Charles III and to have an event to celebrate both. For Gunthwaite Spa the new sign needs to be in place before the annual Spa Sunday (first Sunday in May) event. Councillor Hazeldine can help with this.

Resolved – Clerk to advise when the grant money has come through, Councillor Edmondson to send the final designs to the company for approval.

132.2 TO RECEIVE AND CONSIDER THE PROPOSAL FROM INGBIRCHWORTH PETANQUE CLUB FOR A SHELTER AND ADDITIONAL GROUNDWORK AT THE PETANQUE TERRAINS ON THE RECREATION GROUND.

Noted – Councillor Edmondson noted that Parish Councils can have public shelters built on their land under the General Development Order (GDO) planning regulations. There is an agreement between the club, the Parish Council and BMBC to maintain the petanque facilities for use by anyone in the borough as this was a condition for getting the grant to fund the terrain construction. The club itself has acquired grant funding for the shelter and ground works, and the shelter will be available for all to use. The Clerk noted that the Council could ask the BMBC planning department for further confirmation.

Resolved – Ingbirchworth petanque club can proceed with the works. The club will arrange for suitable public liability insurance to cover the new public shelter.

132.3 TO RECEIVE AND CONSIDER A REQUEST FROM A MEMBER OF THE PUBLIC WHO WISHES TO PAY TO HAVE A COMMEMORATIVE BENCH PLACED NEAR INGBIRCHWORTH RESERVOIR.

Noted – Clerk has responded to the initial inquiry and is waiting to hear back.

132.4 TO RECEIVE AND CONSIDER A REQUEST TO USE THE RECREATION FIELD FOR ADULT SUNDAY LEAGUE FOOTBALL MATCHES.

Noted – Councillor Berry noted that an adult pitch could no longer fit as the petanque terrains have taken up a corner of the field. Councillor Edmondson noted that the drainage problems occurring when the field was in use by other teams are still there.

Resolved – Clerk to respond that the Council cannot support usage by adult football teams for the reasons outlined.

132.5 TO RECEIVE AND CONSIDER MATTERS RELATING TO HANGING BASKETS FOLLOWING BMBC NOT ALLOWING THE USE OF CONCRETE POSTS UNTIL STRUCTURAL SURVEYS ARE DONE (IN 2025).

Noted – Clerk has been advised by BMBC street lighting team that for 2024 no concrete lamp posts that are not already in use for hanging baskets are being signed off as suitable for

use, until they have been surveyed. Councillor Edmondson had identified suitable lamp posts on the A629 and Wellthorne Lane but as almost all are concrete, they fall under the new rules. Councillor Berry noted that Councillor Guest had previously suggested that the Parish council should provide a bench or seat for Gunthwaite, and this could be linked to the D-Day 80 commemorative event in June.

Resolved – the Council will not proceed with hanging baskets this year and will look to repurpose some of the budget planned for this on a public seat for Gunthwaite.

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

Noted – Councillor Edmondson obtained costs for insulating materials that could be stuck to the ceiling of the storage container to reduce condensation (in chilly weather) which drips down on to the contents. The options were two rolls of self-adhesive insulation (approximately £60) or two plain rolls (approximately £40) plus additional adhesive.

Resolved – Councillor Edmondson to arrange with the Clerk to purchase two rolls of self-adhesive insulation.

133. TO RECEIVE AND CONSIDER MATTERS RELATING TO COUNCIL DOMAIN USAGE AND EMAIL ADDRESSES TO MEET GOVERNANCE REQUIREMENTS.

Noted – NALC via the YLCA have issued advice about use of personal emails (note the Clerk already uses a dedicated Parish Council email) and encouraging Parish and Town Councils to use org.uk or gov.uk email domains. Clerk has attended some meetings about the latter with the Parish Council Domains Helper service. This would incur additional one off and annual costs for the Parish Council as the existing webpage is hosted at no cost by BMBC on their main website. Clerk advised that Councillors could each create a separate email account dedicated for Parish Council use.

Resolved – Clerk to provide further information including costs about acquiring a domain and associated Clerk and Councillor email addresses.

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

Noted – more wooden fencing along the pavement at the side of the A629 at the Barnsley end of Ingbirchworth has fallen and needs repairing.

Resolved - Clerk to report this on the BMBC portal.

135. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – nothing to report.

136. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing to report.

137. TO RECEIVE AND CONSIDER UPDATED POLICIES AND PROCEDURES – FINANCIAL REGULATIONS, LGA CODE OF CONDUCT, BUSINESS CONTINUITY PLAN – AND POLICIES THAT HAVE NOT CHANGED – COMPLAINTS PROCEDURE FOR A SMALLER COUNCIL; EQUAL OPPORTUNITIES, FOI POLICY; GENERAL

PRIVACY NOTICE; PRIVACY NOTICE - STAFF, COUNCILLORS AND ROLE HOLDERS; RISK MANAGEMENT; STANDING ORDERS; SOCIAL MEDIA POLICY.

Resolved – all received and approved.

138. TO RECEIVE AND CONSIDER QUOTES RECEIVED FOR THE 2023/24 INTERNAL AUDIT.

Noted – Clerk provided three quotes for Internal Audit. Elkerlodge bookkeeping was selected as first choice.

Resolved – Clerk to confirm a date for the audit with Elkerlodge Bookkeeping.

139.FINANCIAL MATTERS

139.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

06.02	#749	BL Lonestar Ltd	Hire of Fountain function Room 6th March	£30.00
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Income received

03.02		National Grid	Wayleave payment	£18.90
08.02		P Ogden	Re-imbursement (unused Xmas event refreshments)	£4.34

Debit card account payments made by Clerk

N/A

139.2 TO RECEIVE AND NOTE THE BANK RECONCILIATION REPORT TO JANUARY 30TH.

Noted – bank balance across both accounts on January 30th was £11,617.75

Resolved - report and bank statements were checked and signed as accurate by a Councillor.

139.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO MARCH 6TH.

Resolved – budget monitor report was accepted.

139.4 TO NOTE THAT A MANDATE CHANGE FORM (NEW SIGNATORY) HAS BEEN COMPLETED FOR THE COUNCIL'S BANK ACCOUNTS.

Noted – a Councillor will be added as a signatory to the account.

140.TO NOTE CORRESPONDENCE RECEIVED.

140.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (JAN/FEB).

140.2 YLCA – NALC BRIEFING ON COUNCIL EMAIL ADDRESSES.

140.3 QUICKLINE – FTTP BROADBAND UPGRADE AFFECTING GUNTHWAITE.

140.4 BARNSELY MAYORS OFFICE RE FREE FRAMED PORTRAITS OF KING CHARLES III.

140.5 EMAIL FROM THE BMBC STREET LIGHTING TEAM ABOUT CONCRETE POSTS NOT ALREADY USED FOR HANGING BASKETS REQUIRING STRUCTURAL CHECKS BEFORE BEING SIGNED OFF.

141.T0 RECEIVE AND CONSIDER COUNCIL MEETING DATES.

141.1 TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY APRIL 17TH, 2024.

Resolved – next meeting will be on Wednesday 17th April.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

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

PRESENT; Councillors Berry, Hazeldine, Ogden; Clerk.

142. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – Councillor Berry noted that Councillor Guest had contacted him before the meeting to offer her resignation with immediate effect. Clerk will write to thank her for her service on the Council.

Councillor Edmondson had advised that he could not attend due to a prior family commitment.

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

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

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

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

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

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

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

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

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

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

Resolved – no comments from the Council.

147. TO CONSIDER MATTERS RELATING TO GUNTHWAITE.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Noted – move to the next meeting.

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

Noted – Councillor Hazeldine has created a separate email address.

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

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

152.T.O CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

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

153.T.O RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing to report.

154. T.O RECEIVE AND CONSIDER THE ASSET LIST FOR 2024.

Resolved – Asset List reviewed and accepted.

155. T.O RECEIVE AND CONSIDER MATTERS RELATING TO THE CLERK’S SALARY.

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

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

156.FINANCIAL MATTERS

156.1 T.O RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

17.04	#750	BL Lonestar Ltd	Hire of Fountain function Room 17th April	£30.00
17.04	#751	D Berry	Chairmans allowance (14 th Dec 2023 to Mar 2024)	£15.54
17.04	#752	Clerk	Salary (1 st Jan to 31 st March)	as agreed
17.04	#753	Liz Charlesworth	Village gardening tasks(March)	£48.00
17.04	#754	YLCA	Annual subscription fee	£328.00
17.04	#755	Elkerlodge Bookkeeping	Internal audit fee	£140.00
17.04	#756	Melvyn Carr Ltd	Postcrete for new signs	£32.40
17.04	#757	Pryorsign	Payment for new signs	£1440.00

For Gunthwaite Spa and
Ingbirchworth old village green

Income received

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

Debit card account payments made by Clerk

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

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

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

156.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO MARCH 31ST.

Resolved – budget report accepted.

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

Noted.

156.5 TO RECEIVE AND CONSIDER THE LETTER OF ENGAGEMENT FROM THE INTERNAL AUDITOR, ELKERLODGE BOOKKEEPING AND TO NOTE THAT THE COST OF AUDIT IS £140. PAYMENT IS REQUIRED BEFORE THE SIGNED AGAR AND REPORT WILL BE PROVIDED, SO A CHEQUE IS BEING DRAWN UP AT THIS MEETING.

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

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

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

157.TO NOTE CORRESPONDENCE RECEIVED.

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

157.2 YLCA – NALC BRIEFING ON COUNCIL EMAIL ADDRESSES.

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

157.4. PENISTONE AREA TEAM RE NEW ENVIRONMENTAL SERVICES CONTRACT.

158.TO RECEIVE AND CONSIDER COUNCIL MEETING DATES.

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

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

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON WEDNESDAY, 22nd MAY 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

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

2024/001. TO ELECT A CHAIRMAN OF THE PARISH COUNCIL.

Resolved – Councillor Berry was elected as Chairman.

2024/002. TO ACCEPT A DECLARATION OF ACCEPTANCE OF OFFICE FROM THE CHAIRMAN OF THE PARISH COUNCIL.

Noted – Councillor Berry and the Clerk signed the declaration.

2024/003. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – no absences notified.

2024/004. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted - Councillor Hazeldine declared an interest in item 2024/020.1 and will give a factual statement only.

2024/005. TO ELECT A VICE CHAIRMAN OF THE PARISH COUNCIL.

Resolved – no vice Chairman elected.

2024/006. TO NOTE THAT ANY COUNCILLOR WITH CHANGES TO THEIR PREVIOUSLY COMPLETED REGISTER OF INTEREST FORMS SHOULD SEND A NEW FORM TO THE CLERK WITHIN 28 DAYS OF THE MEETING.

Noted – no Councillor had any changes to make.

2024/007. TO CONFIRM THE APPOINTMENT OF COUNCILLORS TO OUTSIDE BODIES.

Noted – Councillor Edmondson remains on the Blackstone Edge windfarm committee; Councillor Ogden remains on the Penistone Ward Alliance.

2024/008. TO CERTIFY GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL AS EXEMPT FROM EXTERNAL AUDIT FOR FISCAL YEAR 2023/2024 AND COMPLETE THE CERTIFICATE OF EXEMPTION.

Resolved – Council is exempt from external audit, exemption certificate signed and dated by Chairman and Clerk.

2024/009. TO RECEIVE AND APPROVE THE BANK RECONCILIATION AND TO RECEIVE EXPLANATION OF VARIANCES.

Resolved – bank reconciliation, variance analysis report, and the explanation of the variances provided by the Clerk were received and accepted.

2024/010. TO NOTE THE ANNUAL INTERNAL AUDIT REPORT FOR 2023/24 INCLUDED AT PAGE 4 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24.

Noted – internal audit highlighted two areas to address, (1) payroll and payment of Clerk's salary and (2) publication of the AGAR statements going back to 2015 on the Council's webpage (Transparency code).

Resolved – Clerk to contact YLCA for advice about payroll, and if they cannot clarify this, the Council to seek ‘paid for’ professional advice. The publication issue will be addressed as part of the Council’s review of Councillor’s emails and the Council having its own domain as a new service is being offered vi the YLCA for smaller Councils with limited technology capability.

2024/011. TO APPROVE SECTION 1 - ANNUAL GOVERNANCE STATEMENT 2023/24 AND SECTION 2 – ACCOUNTING STATEMENTS 2023/24 FOR GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL ON PAGES 5 AND 6 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24

Resolved – Section 1 - Annual Governance Statement 2023/24 - was approved and Section 2 - Accounting Statements 2023/24 - was approved.

2024/012. TO APPROVE THE PUBLICATION OF DOCUMENTS REQUIRED BY ACCOUNTS AND AUDIT REGULATIONS 2015, THE LOCAL AUDIT (SMALLER AUTHORITIES) REGULATIONS 2015 AND THE TRANSPARENCY CODE FOR SMALLER AUTHORITIES.

Resolved – publication approved, and public inspection period will be from Monday 3rd June to Friday 19th July inclusive.

2024/013. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 17TH APRIL 2024.

Resolved – minutes from the April meeting were confirmed and signed as correct.

2024/014. **TO ADJOURN THE BUSINESS OF THE MEETING TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.**

Noted – no members of public present.

2024/015. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING

2024/015.1 2024/0279 REPLACEMENT OF SINGLE STOREY REAR EXTENSION WITH LARGER SINGLE STOREY REAR EXTENSION, INGBIRCHWORTH

2024/015.2 2024/0312 ERECTION OF PORCH TO FRONT OF 2 STOREY DETACHED DWELLING, INGBIRCHWORTH

Resolved – no comments from the Council.

2024/016. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE GRANT PAYMENT FROM PENISTONE WARD ALLIANCE MADE TOWARDS THE TWO NEW INTERPRETIVE SIGNS, INCLUDING REPAYMENT OF ANY UNSPENT MONIES.

Noted – Councillor Edmondson had consulted Penistone ward Alliance about the underspend (£214) on the purchase and installation of the two new signs and had asked if this could be spent on additional works at the old village green or if the money should be repaid as it was a grant. They agreed to the proposal to use the money for additional items on the old village green.

Resolved – Councillor Edmondson will investigate purchasing a simple chain railing to stop parking on this area.

2024/017 TO NOTE THE DONATION OF £60 MADE BY MR. AND MRS. STANCLIFFE TOWARDS NEW PADS FOR THE DEFIBRILLATORS.

Noted – the Council was grateful for the donation made towards new defibrillator pads. Councillor Hazeldine noted that he is now registered as a support contact for the village defibrillators, Councillor Edmondson is still the main contact.

Resolved – Clerk to put a note of thanks for the donation on the two village facebook sites.

2024/018 TO NOTE THAT THE GUNTHWAITE RESIDENTS' NEWSLETTERS WERE DELIVERED.

Noted – Clerk has not received any correspondence in response to the newsletters.

2024/019 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE LOCAL GOVERNMENT BOUNDARY COMMISSIONS REVIEW OF WARD BOUNDARIES IN BARNSELY, AND THE PROPOSAL FOR THE PARISH TO BE RELOCATED TO THE PENISTONE EAST WARD.

Noted – since the first draft proposal where no changes affected the Parish, the latest draft proposal has the Parish within the Penistone East ward instead of Penistone West, Councillor Edmondson noted this was a matter of balancing numbers rather than community links. The Council did not feel there would be any material impact on the Parish or the functioning of the Parish Council.

Resolved – no comment from the Council.

2024/020. TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

2024/020.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NEW SHELTER BEING ERECTED BY THE INGBIRCHWORTH PETANQUE SOCIAL CLUB.

Noted – the Club has some volunteers for putting posts in place (planned on June 8th) and is looking for a contractor to do the path digging work.

2024/020.2 TO RECEIVE AND CONSIDER MATTERS ABOUT IN-PROGRESS VILLAGE MAINTENANCE AND GARDENING WORKS.

Noted – Councillor Ogden noted that the bench in Sandbeds is in poor repair, and Councillor Edmondson noted that the picnic benches at Summerford need attention. Councillor Edmondson can reuse the bulbs from the planters at the old village green and the recreation field, so the empty planters can be taken to the tip.

Resolved – Clerk to contact handyman to quote for the required work. Clerk to ask the gardener to tidy up the raised flower bed near the entrance gate to the permitted path to Summerford, perhaps plant hardy shrubs instead of bedding plants.

2024/020.3 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE STOLEN BIN AT ANNAT ROYD SEATING AREA.

Noted – Councillor Hazeldine noted that if litter at the site becomes a problem the Council can reconsider putting another bin there. The bin was regularly emptied by a volunteer and Councillor Ogden will let them know they no longer need to do this.

Resolved – no replacement bin will be purchased for now as this is the second time theft has occurred at this site.

2024/021. To consider matters for referral to BMBC Highways authority.

Noted – the wooden fencing on the A629 beyond Mill Lane heading towards Huddersfield is damaged, and at the end opposite the former Chapel there are stone slabs on a parapet wall that have been knocked out of position and could pose a health and safety risk as there is a steep drop on the other side.

Resolved – Clerk to report the matter to Barnsley Council.

2024/022. To consider matters for referral to Neighbourhood services.

Noted – the new Penistone Community Environment Support Service (Greenotes CIC) could be approached for help cleaning/maintaining Gunthwaite Spa.

2024/023.To receive and consider crime and safety matters.

Noted – Councillor Berry had been informed about a data leak from Neighbourhood Watch although this is not used in the Parish.

2024/024.Financial matters

2024/024.1 to receive accounts for payment and note income received.

Accounts for payment

22.05	#758	BL Lonestar Ltd	Hire of Fountain function Room 22nd May	£30.00
22.05	#759	T&D Contractors	Grass cutting 2023 season	£1410.00
22.05	#760	Elkerlodge Services Ltd (replacement of cheque #755 which is voided)	Internal audit fee	£168.00
22.05	#761	Liam Torpey	Re-imburse for purchase of fixings for bench/signs at old Village Green	£29.48
22.05	#762	Zurich Municipal	Insurance premium	£547.14

Income received

04.04		BMBC AP	Precept payment	£8300.00
24.04		L & D Edmondson	Final donation from Scarecrow trail event 2023	£14.50
30.04		Nat West Bank	Interest payment	£10.67

Debit card account payments made by Clerk

29.04	Defib warehouse	New defib pads (twin pack)	£150.00
20.05	Post Office Ltd	8 second class stamps	£6.80

2024/024.2 to receive and note bank reconciliation report to April 30th.

Noted – a bank balance of £18,510.83 was reported.

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

2024/024.3 to receive and consider the budget monitor report to May 22nd.

Noted – Councillor Edmondson noted that the Community Benefit part of the budget had been exceeded already as the payment for the two new signs had occurred in the current financial year, but the grant money for them had been received in the prior financial year.

Resolved – budget monitor report accepted with the above comment noted.

2024/024.4 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.

Resolved – payments checked and approved.

2024/024.5 to receive and sign the mandate form to remove a former Councillor from the Council's bank account

Resolved – mandate form signed and Clerk to post to the bank.

2024/025.To note Correspondence received.

2024/025.1 YLCA White Rose Updates/Law and Governance Bulletins (Apr/May).

2024/025.2 Invitation to Councillors to the Mayor of Barnsley's Civic Service.

2024/025.3 Social Prescribing news from the Penistone team.

2024/025.4 Clerk contacted via facebook and telephone about an issue with the defibrillator on Wellthorne Lane.

2024/026.To confirm the next council meeting date as Wednesday June 26th, 2024.

Resolved – next meeting is Wednesday June 26th, 2024.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON WEDNESDAY, 26th JUNE 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Berry, Hazeldine, Ogden; Clerk.

2024/027. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – Councillor Edmondson could not attend and had provided reasons.

Resolved – Council approved the reasons for absence.

2024/028. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – Councillor Hazeldine declared an interest in item 2024/034.1 and will make a factual statement only.

2024/029. TO CONFIRM AND SIGN THE MINUTES OF THE ANNUAL MEETING HELD ON 22ND MAY 2024.

Resolved – minutes approved as accurate by the Council and signed by Councillor Barry.

2024/030. 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 were present.

2024/031. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

2024/0488 INSTALLATION OF FERRIC DOSING KIOSK, INGBIRCHWORTH SEWAGE WORKS.

Resolved – no comment from the Council.

2024/032. TO NOTE THAT AN ELECTION HAS NOT BEEN CLAIMED DUE TO A CASUAL VACANCY ARISING SO THE COUNCIL CAN PROCEED WITH CO-OPTION, CLERK HAS ISSUED A NOTICE ASKING PEOPLE TO BECOME A COUNCILLOR.

Noted – Clerk has not had any interest expressed yet.

2024/033. TO NOTE THAT THE LOCAL GOVERNMENT BOUNDARY COMMISSION CONSULTATION FOR BARNSELY HAS BEEN EXTENDED TO THE 9TH OF SEPTEMBER DUE TO THE TIMING OF THE GENERAL ELECTION.

Noted.

2024/034 TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

2024/034.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NEW SHELTER AND PATH BEING BUILT NEAR THE PETANQUE TERRAINS BY THE PETANQUE CLUB.

Noted – Councillor Hazeldine stated that the shelter and path are in progress and the aim is to complete it in the next two weeks.

Councillor Berry commented that it was good to see the community working together to do this.

2024/034.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO A REQUEST TO USE THE RECREATION FIELD FOR A FOOTBALL TEAM, AND A SEPARATE REQUEST TO MOW A STRIP AT THE EDGE OF THE FIELD FOR CRICKET PRACTICE.

Noted – Councillor Hazeldine noted that there is not enough space for a full-size pitch, there would be a risk of balls hitting other people on the field, or windows (especially with more new housing at the Fountain end), also they would need to ensure no studded footwear on the petanque terrains and manage the required parking. Councillor Ogden thought a junior pitch across the width of the field may work. For the cricket query the same issue arose with balls and where to locate this on the field.

Resolved – Council agrees that the field is not suitable for a full-size football pitch with adult teams in a league, and the Clerk can respond directly to such requests. Request about junior teams/more informal game setups will be assessed on a case-by-case basis. The teams would need to show how they will manage the issues identified above. For the cricket query the Clerk is to request more information.

2024/034.3 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE TIMING AND EXTENT OF GRASS MOWING AT SUMMERFORD AFTER A MEMBER OF THE PUBLIC EXPRESSED CONCERN ABOUT IMPACTS ON WILDFLOWERS AND WILDLIFE.

Noted – this area is also used by dog walkers and picnickers for amenity, and some have expressed worries about ticks in long grass.

Resolved – Council will get some advice about mowing (timings and extent) from the Penistone area environmental team (Greenotes CIC) and write this up for the contractors who do the mowing.

2024/034.4 TO RECEIVE AND CONSIDER MATTERS ABOUT IN-PROGRESS VILLAGE MAINTENANCE AND GARDENING WORKS.

Noted – Mr. Wood (AWC) provided a quote to repair picnic tables at Summerford and Sandbeds. Councillor Edmondson had since noted that the separate seat at Sandbeds needed work as well, and to ask the handyman to do this.

Resolved – Mr. Wood to proceed with repairs including the seat at Sandbeds.

2024/035.TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

2024/035.1 TO NOTE THAT THE CLERK REPORTED THE FENCE AND WALL PROBLEMS ON THE A629 OPPOSITE THE OLD CHAPEL TO BARNESLEY COUNCIL.

Noted – some repairs had been done but a section of fencing to the right of Mill Lane is still damaged.

Resolved – Clerk to report to BMBC.

2024/036.TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – no matters to refer.

2024/037.TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – Councillor Berry was contacted by Brooke Leisure about placing advertising in the Council's noticeboard. Instead, will suggest sponsoring restoration of the telephone box in conjunction with the Council, with recognition for doing this. Councillor Berry will contact Yorkshire Water again

about leasing some land in Ingbirchworth for car parking. This was put on hold this year as it looked like another use of the land may have been planned.

2024/038.FINANCIAL MATTERS

2024/038.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

26.06	#763	Liz Charlesworth	Garden tasks Apr/May/June	£216.00
26.06	#764	BL Lonestar Ltd	Hire of Fountain function Room 26th June	£30.00
26.06	#765	D Berry	Chairman's allowance April- June 2024	£13.00
26.06	#766	Clerk	Salary April-June 2024	as agreed

Income received

23.05		L& D Edmondson	Donation from Mr and Mrs Stancliffe for new defib pads	£60.00
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Debit card account payments made by Clerk

None

2024/038.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO MAY 30TH.

Noted – a bank balance of £16,845.63 was reported.

Resolved – bank reconciliation report was checked by a Councillor and signed as accurate

2024/038.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO JUNE 26TH.

Resolved – budget monitor report accepted.

2024/038.4 TO NOTE THAT THE VAT RECLAIM FOR 2023-24 HAS BEEN SUBMITTED TO HMRC.

Noted.

2024/038.5 TO REVIEW AND CONSIDER THE RESERVED AMOUNT OF £8000 EARMARKED FOR FACILITATING A COMMUNITY VENUE.

Resolved – retain this sum as reserved as provision of car parking may still be possible.

2024/038.6 TO NOTE THAT THE PUBLIC INSPECTION PERIOD OF THE COUNCIL'S ACCOUNTS IS OPEN TO JULY 13TH.

Noted – no inquiries received to date.

2024/038.7 TO RECEIVE AND NOTE THE YLCA ADVICE ABOUT SALARY PAYMENTS AND PAYE FOR EMPLOYEES.

Noted – advice provided about an employment matter raised by the auditor.

Resolved – Clerk to complete the required documentation and provide to a Councillor for review.

2024/039.TO NOTE CORRESPONDENCE RECEIVED.

2024/039.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (MAY/JUNE).

Noted.

2024/040.TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY JULY 31ST, 2024.

Resolved – next meeting is on Wednesday July 31st.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON WEDNESDAY, 31st JULY 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

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

2024/041. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – all Councillors were present.

2024/042. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – Councillor Hazeldine declared an interest in item 2024/049.1 and will make a factual statement only.

2024/043. TO CONFIRM AND SIGN THE MINUTES OF THE ANNUAL MEETING HELD ON 26TH JUNE 2024.

Resolved – minutes approved as accurate by the Council and signed by Councillor Berry.

2024/044. TO ADJOURN THE BUSINESS OF THE MEETING TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.

Noted – no members of public present. However, Councillor Hazeldine was contacted by a member of the public who wants to have a bench placed at Summerford to commemorate a relation who lived in Ingbirchworth. Clerk has been passed the details and will follow up.

2024/045. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

2024/0633 Single storey side and rear wrap around extension to dwelling, Wellthorne Lane, Ingbirchworth.

Resolved – no comment from the Council.

2024/046. TO NOTE THAT THE CLERK HAS EXTENDED THE NOTICE ASKING PEOPLE TO APPLY TO BECOME A COUNCILLOR BY CO-OPTION.

Noted – Clerk has not received any applications to date.

2024/047. TO RECEIVE AND CONSIDER THE UPDATED FINANCIAL REGULATIONS POLICY AND A NEW BIODIVERSITY POLICY.

Noted – Councillor Edmondson will create and circulate a report covering what the Council has done towards improving biodiversity on its land.

Resolved – the updated Financial Regulations policy and the new Biodiversity policy were both adopted at the meeting.

2024.048. TO RECEIVE AND CONSIDER MATTERS RELATING TO PROVISION OF PARKING IN INGBIRCHWORTH VILLAGE.

Noted – Councillor Berry has contacted the interested parties and further discussion will be postponed until after the holiday period.

2024/049. TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

2024/049.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NEW SHELTER AND PATH BEING BUILT NEAR THE PETANQUE TERRAINS AND A PROPOSED NEW BENCH.

Noted – Councillor Hazeldine noted that the petanque terrains are now fully accessible for mobility scooters. The petanque club has some building materials and grant money left over and proposes to (i) extend the path adjacent to the terrains; (ii) place an Ingbirchworth Petanque club sign on the shelter; (iii) get two new benches like the existing commemorative bench nearby. One bench will be purchased with club grant money, the second will be paid for by a club member as a commemorative bench for a relative. Councillor Hazeldine will check that the club member intends that the bench will be donated to the petanque club who will maintain and insure it.

Resolved – Council approves the proposed additional work subject to the donation of the new bench being confirmed.

2024/049.2 TO RECEIVE AND CONSIDER MATTERS ABOUT THE ANNUAL MUGA INSPECTION (£78 EXCL. VAT) AND MAINTENANCE ITEMS (REPAINTING OF FRAME SECTIONS AND RESETTING OF THE FLAGSTONE AT THE ENTRY).

Noted – the worn away areas around the concrete flag at the entrance to the MUGA have been filled in.

Resolved – Clerk to request the annual MUGA inspection.

2024/049.3 TO RECEIVE AND CONSIDER MATTERS ABOUT DEER DAMAGE TO THE APPLE TREES PLANTED ON THE RECREATION FIELD.

Noted – only three or four trees look likely to keep growing, gardener has suggested protecting these with some stakes and chicken wire.

Resolved – Councillor Edmondson will get costs for stakes and wire to provide protection for the young trees.

2024/049.4 TO RECEIVE AND CONSIDER MATTERS RELATING TO PURCHASE OF A NEW DECORATIVE ‘RUSTIC STYLE’ CHAIN LINK FENCE (POSTS, CHAIN, HOOKS) FOR THE GRASSED AREA AT THE ‘OLD VILLAGE GREEN’ AT £200.05 PLUS £40.01 VAT. NO OTHER SIMILAR SUITABLE FENCING COULD BE FOUND FOR A COST COMPARISON.

Noted – Councillor Edmondson looked at alternative fencing suppliers, but the options available were plastic or less ‘rustic’ and would not suit the proposed setting. Further proposal for the old village green was to have gaps in the fencing for access, and possibly some concrete required if the ground was found to be too shallow for the posts to be properly installed.

Resolved – an extra £75 can be spent to cover additional materials. Once the inspection has been done, Clerk to be advised by Councillor Edmondson and to make the purchase.

2024/049.5 TO RECEIVE AND CONSIDER MATTERS ABOUT IN-PROGRESS VILLAGE MAINTENANCE AND GARDENING WORKS.

Noted – Councillor Hazeldine will take the dismantled planters to the local disposal site Clerk noted that Mr. Wood will repair the picnic table and benches in Summerford and Sandbeds. Also noted that BMBC has restarted inspections of lampposts for hanging baskets.

Councillor Edmondson noted Sandbeds stream is clogged with Himalayan balsam again.
Resolved – Clerk to ask Greenotes CIC to provide advice about managing Summerford including mowing regime for the Council to consider. Also to follow up with BMBC about lamppost inspections. Councillor Ogden will ask for community group volunteers to do some balsam removal at Sandbeds.

2024/050.TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – Councillor Edmondson noted that on New Row Lane the sides of the road are being worn away and Mill Lane is badly potholed.

Resolved – Clerk to report these to BMBC.

2024/051.TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – no matters raised.

2024/052.TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – no matters raised.

2024/053.FINANCIAL MATTERS

2024/053.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

31.07	#767	BL Lonestar Ltd	Hire of Fountain function room 31st July	£30.00
31.07	#768	BL Lonestar Ltd	Replacement for cheque 750 (now cancelled)	£30.00

Income received

31.05	NatWest bank	Bank interest	£10.04
13.06	HMRC	VAT reclaim 2023-24	£684.16
28.06	NatWest bank	Bank interest	£9.08

Debit card account payments made by Clerk

none

2024/053.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO JUNE 28TH.

Noted – a bank balance totalling £17,031.77 reported.

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

2024/053.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO JULY 31ST.

Resolved – budget monitor report accepted.

2024/053.4 TO NOTE THAT THE PUBLIC INSPECTION PERIOD OF THE COUNCIL'S ACCOUNTS HAS ENDED, AND NO INQUIRIES WERE RECEIVED.

Noted.

2024/054.T0 NOTE CORRESPONDENCE RECEIVED.

2024/054.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (JUNE/JULY).

Noted – Councillor Berry attended a Micro Councils event organised by NALC with the Centre for Aging Better, Councillor Berry has offered that the Council will work with them, all Councillors are included.

2024/054.2 YLCA ANNUAL REVIEW 2023-2024

2024/054.3 SOUTH YORKSHIRE COMBINED AUTHORITY – BUS TIMETABLE CHANGES FROM SEPTEMBER.

Noted – replacement service 90 is an improvement to existing 350 service.

2024/054.4 BMBC – COUNCILLOR'S REGISTER OF INTEREST FORMS - TO BE RETURNED BY AUGUST 30TH.

2024/055.T0 CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY SEPTEMBER 11TH, 2024.

Noted – actual meeting date is Wednesday 18th September, typo by Clerk in the July Agenda.

Resolved – next meeting date is Wednesday September 18th, 2024

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON WEDNESDAY, 18TH SEPTEMBER 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Berry, Hazeldine, Ogden; Clerk.

2024/056. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – Councillor Edmondson sent apologies as is on holiday that week, due to meeting date mix up on the last agenda.

Resolved – Councillors approved the reason given.

2024/057. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – Councillor Hazeldine declared an interest in item 2024/066.1.

2024/058. TO CONFIRM AND SIGN THE MINUTES OF THE ANNUAL MEETING HELD ON 31ST JULY 2024.

Noted - minutes agreed to be a true and accurate record of the last meeting.

Resolved - minutes signed by Councillor Berry.

2024/059. TO REPORT ANY MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA – FOR INFORMATION ONLY.

Noted – no matters reported.

2024/060. 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 were present.

2024/061. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

2024/061.1 TWO STOREY SIDE AND SINGLE STOREY REAR EXTENSIONS TO A TWO-STOREY DETACHED DWELLING, INGBIRCHWORTH.

Resolved – no comment from the Council.

2024/062. TO NOTE THAT THE CLERK HAS EXTENDED THE NOTICE ASKING PEOPLE TO APPLY TO BECOME A COUNCILLOR BY CO-OPTION.

Noted – nobody has contacted the Clerk. The notice can be left open ended until a volunteer comes forward.

2024/063. TO RECEIVE AND CONSIDER THE REQUEST TO PLACE A MEMORIAL BENCH (2-3 SEATER OF TRADITIONAL STYLING, EITHER WOODEN SEAT WITH CAST ENDS OR A COMPLETELY WOODEN BENCH) ON SUMMERFORD BY A MEMBER OF THE PUBLIC WHO WILL PAY FOR THE BENCH AND ARRANGE INSTALLATION. THE BENCH WILL BE A DONATION TO THE PARISH.

Noted – Clerk has requested more information from the member of the public before they go ahead with this. They have agreed that it will be a donation to the parish and the bench would become the responsibility of the Parish Council to insure and maintain.

2024.064. TO RECEIVE AND CONSIDER MATTERS RELATING TO PROVISION OF PARKING IN INGBIRCHWORTH VILLAGE.

Noted – Councillor Berry is following this up with the interested parties.

2024.065. TO RECEIVE AND CONSIDER MATTERS RELATING TO IMPROVING THE COUNCIL'S METAL STORAGE UNIT WITH INSULATION AND SHELVING.

Noted – Councillor Hazeldine proposed organising the Council's storage container with some shelving along the back and one side as items are just on the ground now. Will measure up the dimensions and look for suitable racking, estimates this will cost around £100. Clerk suggested this could come from the outstanding village maintenance budget.

Resolved – Councillors approved of the plan and the proposed spend, Councillor Hazeldine can proceed with this.

2024/066. TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

2024/066.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE WORK DONE BY THE INGBIRCHWORTH PETANQUE SOCIAL CLUB ON IMPROVING THE TERRAINS AND ADJACENT GROUND ACCESS AND SEATING.

Noted – Councillor Hazeldine gave an update about the works. The path extension has been completed, three tons of soils were redistributed and reseeded, the shelter has a new name plate, the two new teak benches are in situ and have been treated with the recommended protector and there is a water butt at the rear of the shelter.

Councillor Hazeldine noted that the commemorative bench for the late Queen on the recreation field needs protecting, as will the King Charles III bench on the old village green.

Resolved – Clerk to purchase teak protector solution from Cyan, estimated cost of £30-40, and arrange delivery to Councillor Hazeldine.

2024/066.2 TO RECEIVE AND CONSIDER MATTERS ABOUT DEER DAMAGE TO THE APPLE TREES PLANTED ON THE RECREATION FIELD.

Noted – ongoing issue to discuss at a future meeting.

2024/066.3 TO NOTE THAT THE CLERK HAS PURCHASED THE BOUNDARY FENCING MATERIALS FOR THE 'OLD VILLAGE GREEN' AT £288.15 PLUS £57.63 VAT. COUNCILLOR BERRY WISHED TO THANK COUNCILLOR EDMONDSON FOR HIS WORK THIS YEAR WITH OTHER VOLUNTEERS ON THE 'OLD VILLAGE GREEN' AREA, WHICH NOW HAS A COMMEMORATIVE BENCH, INTERPRETIVE SIGN AND WILL SOON HAVE NEW DECORATIVE BOUNDARY FENCING.

Noted – fencing delivery is due w/c September 30th.

2024/066.4 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE REQUEST FROM A MEMBER OF PUBLIC ABOUT MOWING A PRACTICE CRICKET STRIP ON THE RECREATION FIELD.

Resolved – Council agrees the member of the public can mow and use the practice strip if clippings are disposed of correctly (e.g. taken home for green waste or distributed on the surrounding ground) and there is no expectation of exclusive or reserved use as the recreation field is a public access area.

2024/066.5 TO RECEIVE AND CONSIDER MATTERS ABOUT IN-PROGRESS VILLAGE MAINTENANCE AND GARDENING WORKS.

Noted – the handyman has completed the picnic bench and bench repairs at Sandbeds and Summerford. Councillor Hazeldine noted that the dismantled wooden planters have been disposed of at the waste centre.

2024/067. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE ANNUAL REMEMBRANCE DAY SERVICE AND CHRISTMAS TREE LIGHT SWITCH-ON EVENTS.

Noted – Councillor Berry may give the talk at the Remembrance Day service. Councillor Ogden to ask Melvin Carr about supplying a Christmas tree for the village and to get a price.

Resolved – Clerk to order five wooden crosses and a wreath for the Remembrance Day service, and to ask Councillor Edmondson to contact Revd Stocker about leading the service again, also about the status of the PA system which was out of order. Donations for attending the Christmas light switch on for Shepley band and the Denby Dale Lions club Santa sleigh agreed at £35 each. Clerk to order a Christmas tree from Fothergills again if Melvin Carr cannot supply at similar cost.

2024/068. TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – Councillor Berry noted that weeds are growing where the pavement meets the roadside all along the A629, and also on the edges of the pedestrian crossing islands.

Resolved – Clerk to report this to BMBC via their website.

2024/069. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – two public footpaths in the village have been strimmed by BMBC recently.

2024/070. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing to report.

2024/071. FINANCIAL MATTERS

2024/071.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

18.09	#769	BL Lonestar Ltd	Hire of Fountain function room 18th September	£30.00
18.09	#770	Liz Charlesworth	Village garden tasks July and August	£160.00
30.09	#771	D Berry	Chairman's allowance (Jul-Sept 2024)	£13.00
30.09	#772	Clerk	Salary (Jul-Sept 2024)	as agreed
18.09	#773	Allen Wood (AW Construction)	Picnic table and bench repairs - labour and materials	£150.00
18.09	#774	Playsafety Limited	Annual MUGA inspection	£93.60

Income received

31.07	NatWest bank	Bank interest	£10.71
30.08	NatWest bank	Bank interest	£9.75

Debit card account payments made by Clerk

28.08	Jackson's fencing	Border fencing for old village green (cancelled and payment refunded in Sept)	£369.24
09.09	Jackson's fencing	Border fencing for old village green	£345.78

2024/071.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO AUGUST 30TH.

Noted – a bank balance of £15,677.49 was reported.

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

2024/071.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO SEPTEMBER 18TH.

Resolved – budget monitor report accepted.

2024/072.T0 NOTE CORRESPONDENCE RECEIVED.

2024/072.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (AUG/SEPT).

2024/072.2 YLCA SOUTH YORKSHIRE BRANCH MEETING – INVITATION TO THE MEETING IN OCTOBER.

2024/072.3 YORKSHIRE WATER WOODLAND MANAGEMENT PLANS (HARVESTING AND RESTOCKING) REQUEST FOR FEEDBACK.

2024/072.4 BARNSELY STREET LIGHTING DESIGN ABOUT LAMP COLUMN INSPECTIONS FOR HANGING BASKETS.

Noted – Councillor Hazeldine suggested discussing Greenotes CIC's recommendations for managing Summerford along with Councillor Edmondson's biodiversity report at a future meeting.

2024/073.T0 CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY NOVEMBER 6TH, 2024.

Resolved – next meeting is on Wednesday November 6th. Clerk to provide dates for 2025 meetings in time for the next meeting.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 6TH NOVEMBER 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

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

2024/074. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – no absences at the meeting.

2024/075. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – no declarations of interest made.

2024/076. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 18TH SEPTEMBER.

Resolved – minutes from last meeting confirmed as accurate and signed by Councillor Berry.

2024/077. TO REPORT ANY MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA – FOR INFORMATION ONLY.

Noted – no matters to report.

2024/078. TO ADJOURN THE BUSINESS OF THE MEETING TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.

Noted – member of public had contacted Councillor Ogden as they had made a dog waste bin and wanted to offer it for use near the reservoir. Councillor Berry noted this is Yorkshire Water's land so they would need to agree.

Resolved – Councillor Berry will contact Yorkshire Water to ask about this, Councillor Ogden will let the member of the public know the outcome.

2024/079. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

Noted – no planning applications had been received.

2024/080. TO NOTE THAT THE CLERK HAS LEFT THE NOTICE ASKING PEOPLE TO APPLY TO BECOME A COUNCILLOR BY CO-OPTION OPEN-ENDED.

Noted – the Clerk has not received any inquiries yet. Councillor Edmondson noted that this could become a problem if in future more Councillors stand down and the roles cannot be filled.

Resolved – Clerk will raise this with the BMBC Parish Liaison team.

2024/081. TO RECEIVE AND CONSIDER MATTERS RELATING TO PROVISION OF PARKING IN INGBIRCHWORTH VILLAGE.

Noted – Councillor Berry has had agreement from Yorkshire Water that in principle they could pay to lease some land for car parking. A meeting is planned for December with Yorkshire Water and other interested parties to discuss the matter further.

2024/082. TO RECEIVE AND CONSIDER MATTERS RELATING TO IMPROVING THE COUNCIL'S METAL STORAGE UNIT WITH INSULATION AND SHELVING.

Noted – Councillor Edmondson noted that the insulation work is best done along with the new shelving. Councillor Hazeldine estimates shelving materials will cost £105.

Councillor Edmondson noted that the manually operated salt spreaders the Council owns have not been used for assorted reasons (they need someone to operate them, unsuitable grit from BMBC, public liability issues) and suggested trying to sell them.

Resolved – the current village maintenance pot has some budget left that can cover the insulation and shelving materials costs. Fitting to be done by Councillors. Disposal/retention of salt spreaders to be decided in spring next year, after the storage unit work has been done.

2024/083. TO RECEIVE AND CONSIDER MATTERS RELATING TO SOUTH YORKSHIRE MAYORAL BUS REVIEW RAISED AT THE RECENT SOUTH YORKSHIRE BRANCH MEETING.

Noted – Councillor Hazeldine attended the branch meeting organised by the YLCA and provided a summary to the council. An online meeting for parish councils about the mayoral authority's bus consultation has been organised by the YLCA for December 11th. Councils are encouraged to publicise the consultation to parish residents. Councillor Edmondson noted that the summary document alone is complex. Councillor Hazeldine asked if the Council would agree that he could attend training for new Councillors provided by the YLCA (course called 'off to a flying start' consists of two online sessions).

Resolved – Clerk to publicise the bus consultation details on the local Facebook groups. Councillor Edmondson will attend the online meeting on December 11th. Council approved Councillor Hazeldine's training request and will cover the cost.

2024/084. TO RECEIVE AND CONSIDER QUOTES FOR THE INTERNAL AUDIT IN 2025.

Noted – Clerk provided three quotes for consideration, ranging from £168 to £375.

Resolved – Council selected Elkerlodge Services again for the 2025 audit. Clerk to book a date for the audit.

2024/085. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE COUNCIL ACQUIRING A GOV.UK DOMAIN.

Noted – Clerk provided some information to Councillors about the various options around domains, websites and email addresses plus the costs. The Council's webpage on BMBC website is already WCAG 2.2 compliant. However, it was felt that a gov.uk domain and associated email addresses for Clerk and Councillors would align with the Council's data protection responsibilities. A grant is available to cover initial domain purchase cost, but other domain registrants offered better value when renewal costs were included.

Resolved – Clerk to proceed with domain and email address set up.

2024/086. TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

2024/086.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE DECORATIVE FENCING FOR THE 'OLD VILLAGE GREEN' AREA.

Noted - Councillor Edmondson will install the fencing in the next few weeks.

2024/086.2 TO RECEIVE AND CONSIDER MATTERS ABOUT DEER DAMAGE TO THE APPLE TREES PLANTED ON THE RECREATION FIELD.

Noted – these seem to be growing again, will monitor them.

2024/086.3 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE DONATED COMMEMORATIVE BENCH THAT A MEMBER OF THE PUBLIC WANTS TO PLACE AT SUMMERFORD.

Resolved – Council is happy to have a new donated bench at Summerford. Clerk has asked the member of the public who is donating the bench to confirm an installation date so a Councillor can be present.

2024/086.4 TO RECEIVE AND CONSIDER MATTERS ABOUT IN-PROGRESS VILLAGE MAINTENANCE AND GARDENING WORKS.

Noted – garden tasks have completed for the year. Councillor Hazeldine has treated the Council's two commemorative teak benches with the protection solution.

2024/087. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE ANNUAL REMEMBRANCE DAY SERVICE AND CHRISTMAS TREE LIGHT SWITCH-ON EVENTS.

Noted – Councillor Edmondson has the wreath and crosses, and the amplifier is working for the Remembrance Day service if needed. Councillor Berry will do the reading about the five soldiers' lives. For the Christmas event, the tree is being delivered on November 30th. The two gazebos, the boiler and a table are required on December 7th for the switch on event.

Resolved – Councillor Berry will purchase mulled wine, mince pies, chocolates and paper cups for the Christmas light switch on event, Clerk to provide amounts from last year's receipt. Councillors Edmondson and Hazeldine and volunteers will set up the tree on November 30th.

2024/088. TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Resolved – Clerk to notify BMBC about leaves along the A629, also about a hedge alongside the road on the dam wall that is growing over from the treatment works side and needs trimming back.

2024/089. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – nothing to report.

2024/090. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – Councillor Berry completed a survey for South Yorkshire Police.

2024/091. FINANCIAL MATTERS

2024/091.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

06.11	#775	BL Lonestar Ltd	Hire of Fountain function room 6th November	£30.00
06.11	#776	Liz Charlesworth	Village garden tasks September and October	£69.00
06.11	#777	Shepley Band	Donation for Christmas Light switch on event (payment made under s137 Local Government Act 1972)	£35.00
06.11	#778	Denby Dale Lions	Donation for Christmas Light switch on event (payment made under s137 Local Government Act 1972)	£35.00

Income received

30.09		NatWest bank	Bank interest	£10.09
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Debit card account payments made by Clerk

04.10	Royal British Legion trading Ltd	Poppy wreath and five crosses (payment made under s137 Local Government Act 1972)	£34.25
04.10	Cyan Teak garden furniture	1L teak protection solution for benches	£30.00

2024/091.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO SEPTEMBER 30TH.

Noted – a bank balance of £15,521.04 was reported.

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

2024/091.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO NOVEMBER 6TH.

Resolved – budget monitor report accepted.

2024/092.T0 NOTE CORRESPONDENCE RECEIVED.

2024/092.1 YLCA WHITE ROSE WEEKLY NEWS AND NOTIFICATIONS (SEPT/OCT).

2024/092.2 YLCA SOUTH YORKSHIRE BRANCH MEETING – INVITATION TO THE MEETING IN OCTOBER.

2024/092.3 BMBC ABOUT COUNCIL TAX SUPPORT SCHEME PROPOSED CHANGES.

2024/092.4 BMBC PLANNING INVITATION TO A PEER REVIEW OF PLANNING SERVICES.

2024/093. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE MEETING LOCATION (FUNCTION ROOM AT THE FOUNTAIN PUB) AND DATES FOR 2025. CLERK CAN CONFIRM THAT THE ROOM HIRE COST REMAINS THE SAME (£30) AS THIS YEAR. DATES ARE ALL WEDNESDAYS - JANUARY 22ND, MARCH 5TH, APRIL 16TH, MAY 21ST – ANNUAL PARISH MEETING AND ANNUAL PARISH COUNCIL MEETING, JUNE 25TH, JULY 30TH, SEPTEMBER 10TH, OCTOBER 29TH, DECEMBER 3RD.

Resolved – location and dates all confirmed. Clerk to book room hire dates with Fountain pub.

2024/094. TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY DECEMBER 11TH, 2024.

Resolved – next meeting date confirmed.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 11TH DECEMBER 2024, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Berry, Edmondson, Hazeldine; Clerk. Two members of the public.

2024/095. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – Councillor Ogden could not attend due to illness.

Resolved – reasons for absence were approved.

2024/096. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – no declarations of interest received.

2024/097. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 6TH NOVEMBER.

Resolved – minutes from last meeting confirmed as accurate and signed by Councillor Berry.

2024/098. TO REPORT ANY MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA – FOR INFORMATION ONLY.

Noted – no matters arising.

2024/099. TO ADJOURN THE BUSINESS OF THE MEETING TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.

Noted – two members of the public had attended as they were interested in the Councillor role.

2024/100. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

2024/100.1 ERECTION OF SINGLE STOREY REAR EXTENSION (PERMITTED DEVELOPMENT) AND SINGLE STOREY FRONT EXTENSION, TO 2 STOREY SEMI-DETACHED DWELLING. HUDDERSFIELD ROAD.

Resolved – no comment.

2024/101. TO RECEIVE AND CONSIDER MATTERS RELATING TO PROVISION OF PARKING IN INGBIRCHWORTH VILLAGE.

Noted – Councillors Berry and Hazeldine met with the landowner, representatives of Brook Leisure, and Yorkshire Water. Further information about the length of a lease will be provided. There would be costs of surfacing, addition of a suitable gate plus managing the opening and locking of any gate, insurance and other considerations. The Parish Council can provide some funding towards annual rent and Yorkshire Water have offered some funding.

Parish Councils have the power under the Road Traffic Act 1984 S57 for 'Provision and management of car and cycle parks'.

Resolved – Parish Council can pay for a pre-planning consultation if necessary. Clerk to find out if the Parish Council can be a leaseholder with another party.

2024/102. TO RECEIVE AND CONSIDER MATTERS RELATING TO QUOTES FOR TREE CONDITION SURVEY AT THE FORMER BROWNSEDGE QUARRY SITE WOODLAND (TOP OF HORN LANE).

Noted – three quotes were considered, costs ranged from £960 to £1096 (incl. VAT). All the companies had worked with local authorities and had suitably qualified staff (Arboricultural Association – professional membership).

Resolved – the Clerk will contact Crown Tree consultancy to ask them to proceed with the survey, cost £960.

2024/103. TO RECEIVE AND CONSIDER MATTERS RELATING TO IMPROVING THE COUNCIL'S METAL STORAGE UNIT WITH INSULATION AND SHELVING.

Noted – Councillors Edmondson and Hazeldine will do this in the spring.

2024/104. TO RECEIVE AND CONSIDER MATTERS RELATING TO SOUTH YORKSHIRE MAYORAL BUS CONSULTATION.

Noted – Councillor Edmondson attended the meeting arranged via the YLCA with a representative from the mayoral combined authority. They want Parish and Town Councils to comment on proposals and encourage members of the public to respond. Councillor Berry noted that the Greater Manchester mayoral authority has already changed how bus services are run.

Resolved – Councillor Edmondson will formulate a response and circulate to the Council.

2024/105. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE CONSULTATION BY THE GOVERNMENT TO ALLOW REMOTE ATTENDANCE AND PROXY VOTING AT LOCAL AUTHORITY MEETINGS.

Noted – Councillor Berry went through the questionnaire and responses were agreed. The Council agrees with the principle of remote meeting attendance, but only in limited circumstances.

Resolved – Clerk to submit these responses on behalf of the Council

2024/106. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE COUNCIL ACQUIRING A GOV.UK DOMAIN.

Noted – Clerk has applied for a domain and some webmail addresses from force36.net, this is in progress. The grant from the cabinet office should offset some costs.

2024/107. TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

2024/107.1 TO NOTE THAT THE DECORATIVE BOUNDARY FENCING IS NOW IN PLACE AT THE 'OLD VILLAGE GREEN'.

Noted – Councillor Berry thanked Councillor Edmondson for his work on this, the response from the community about the bench and fencing has been very positive. It is a good example of community involvement helped by grant funding adding to the village amenities.

2024/107.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE COMMEMORATIVE BENCH PLACED AT SUMMERFORD. THIS WAS DONATED TO THE PARISH BY MISS VICTORIA NEWTON IN MEMORY OF HER LATE AUNT, MRS. JEANETTE SIMMONDS, WHO WAS A LOCAL RESIDENT.

Noted – Councillor Edmondson checked the bench which has been secured with a stake and can be left where it is for now. Miss Newton has sent the invoice for the Council's records.

Resolved – Clerk to add the bench to the Council's asset register.

2024/107.3 TO RECEIVE AND CONSIDER MATTERS RELATING TO HANGING BASKET PROVISION FOLLOWING ADVICE FROM BARNSELY COUNCIL ENVIRONMENT AND TRANSPORT TEAM.

Noted – the street lighting team from BMBC confirmed that concrete posts cannot be used for hanging baskets, only metal posts, of which only a few were available in Ingbirchworth.

Resolved – the Council will no longer pursue hanging baskets and will look at other planting options for the village.

2024/108. TO NOTE HOW THE ANNUAL REMEMBRANCE DAY SERVICE AND CHRISTMAS TREE LIGHT SWITCH-ON EVENTS WENT.

Noted – the Remembrance Day service went well, the amplifier worked, a mic stand could be useful for future events. A member of the public present said they may be able to lend one.

The Christmas light switch on event had to be cancelled due to weather warnings about Storm Darragh. Neither Shepley Band nor the Denby Dale Lions Santa Sleigh attendance can be rearranged. The Council will arrange a 'Bring a bauble' event with carol singing and music on Wednesday 18th instead.

2024/109. TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – nothing to report.

2024/110. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – nothing to report.

2024/111. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing to report.

2024/112. FINANCIAL MATTERS

2024/112.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

11.12	#779	BL Lonestar Ltd	Hire of Fountain function room 11th December	£30.00
11.12	#780	D Berry	Reimbursement for Refreshments - Xmas event (payment made under s137 Local Government Act 1972)	£72.50
11.12	#781	Fothergills Christmas Trees Limited	Christmas tree supply & deliver (payment made under s137 Local Government Act 1972)	£160.00

Income received

31.10	Nat West	Bank interest	£9.76
29.11	Nat West	Bank interest	£8.81

Debit card account payments made by Clerk

08.11	Post Office Ltd	Eight second class stamps	£6.80
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2024/112.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO NOVEMBER 29TH.

Noted – a bank balance of £14,439.46 was reported.

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

2024/112.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO DECEMBER 11TH.

Resolved – budget monitor report accepted.

2024/112.4 TO RECEIVE AND CONSIDER THE DRAFT BUDGET PROPOSAL FOR 2025-2026.

Noted – budget proposal included £8000 as an earmarked amount for community amenity (small car park), a running reserve of £2500 and suggested a precept of £7810.

Resolved – Council agreed to keep precept at £8300, retain earmarked reserve (£8000), and have an increased running reserve of £2990.

2024/113. TO NOTE CORRESPONDENCE RECEIVED.

2024/113.1 YLCA WHITE ROSE WEEKLY NEWS AND NOTIFICATIONS/TRAINING (NOV/DEC).

Noted – Councillor Hazeldine has booked Councillor training in January 2025 with the YLCA.

2024/113.2 INVITATION FROM THE MAYOR TO THE BARNSLEY CIVIC CAROL SERVICE.

2024/113.3 FROM QUICKLINE COMMUNICATION ADVISING OF A MEETING ABOUT RURAL BROADBAND (PROJECT GIGABIT) ROLLOUT – DATE TBC.

2024/113.4. INQUIRY FROM A MEMBER OF THE PUBLIC ABOUT ATTENDING THE CHRISTMAS LIGHT SWITCH ON EVENT TO RAISE FUNDS FOR A PERSONAL PROJECT.

Noted – Clerk responded to this and a policy regarding these requests will be discussed at a future meeting.

2024/114. TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY JANUARY 22ND, 2025.