

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 5th JANUARY 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Guest, Karle, Berry; A. Murphy (Clerk)

(1) TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Noted - apologies were received from Councillor Ogden who could not attend for health reasons.

Resolved – Council approved reason for absence.

(2) TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Noted - no declarations received.

(3) TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 17TH NOVEMBER 2021

Resolved – minutes confirmed and signed as accurate.

(4) TO RECEIVE INFORMATION ON THE FOLLOWING ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY.

4.1 TO CONSIDER AND RECEIVE PROGRESS ON THE REMOTE MEETING PILOT PHASE

Noted – no requests received by the Clerk or and Councillor prior to the meeting. Details of the pilot are on the Council's webpage.

Resolved – Clerk to add pilot details to Agenda for future meetings.

4.2 TO NOTE THAT THE CLERK ATTENDED THE REMOTE PARISH COUNCIL LIAISON MEETING WITH BMBC, PETER CLARK IS THE PARISH COUNCIL LIAISON OFFICER AND HAS OFFERED TO ASSIST WHERE HE CAN WHEN PARISH COUNCILS ARE NOT RECEIVING RESPONSES FROM BMBC DEPARTMENTS. ALSO NOTED DURING THE MEETING THAT PARISH COUNCIL ELECTIONS ARE DUE IN MAY 2023, UNLESS A BY-ELECTION IS REQUIRED EARLIER. A CONTESTED BY-ELECTION WOULD BE CHARGED TO THE PARISH COUNCIL AT £1 PER ELECTOR.

Noted.

(5) TO ADJOURN THE BUSINESS OF THE MEETING IN ORDER TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.

Noted – no members of public present.

(6) TO CONSIDER PAID HOURS INCREASE PROPOSAL INCLUDING LEAVE ENTITLEMENT AND SICKNESS PAY FOR CLERK. **MEMBERS OF PUBLIC WILL BE ASKED TO LEAVE THE MEETING ROOM FOR THE DURATION OF THE DISCUSSION OF THIS ITEM AS IT INVOLVES CONFIDENTIAL STAFF MATTERS.**

Noted – Clerk's hours worked in 2021 were recorded and reviewed at the end of the year. Councillor Edmondson noted that the contracted hours had been the same for many years and the role requirements had changed so a review had been necessary.

Resolved - from January 1st, 2022, Clerk's paid hours will be 50 hours per quarter, to be reviewed after six months. The extra hours (beyond the contracted hours) worked in 2021 will be paid.

(7) TO RECEIVE AND CONSIDER BUSINESS CONTINUITY PLAN FOR ADOPTION.

Resolved – Business Continuity plan adopted, hardcopies kept by Chairman and Clerk.

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

2021/1413 - Erection of farm workers dwelling.

2021/1414 - Erection of farm workers dwelling (Listed Building Consent).

2021/1540 - Erection of extension to existing dwelling, installation of timber framed window and removal of storage building.

Noted – no comments by Council.

(9) TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – Councillor Berry said no further updates were received from Yorkshire Water. Councillors Karle and Berry noted that car numbers have followed previous observed patterns (more cars parked on holidays/good weather days).

(10) TO RECEIVE THREE COST ESTIMATES FOR STORAGE CONTAINERS AND APPROVE PURCHASE FROM NAMED SUPPLIER (FINANCIAL REGULATION 11.1H).

Noted – Councillor Edmondson presented five quotes obtained in previous month for eight-foot lockable metal shipping containers. All quotes included delivery and VAT. Three new containers were quoted at £3953, £3744, and £2814; two used containers were quoted at £2544 and £2754. Clerk had ascertained that the extra insurance premium would be approximately £10 per year. The Council accepted that the cost may have increased in the time since the quotes were originally obtained and a new quote would be needed prior to purchase.

Resolved - the quote from Cleveland Containers (£2814 at the time) was selected, subject to getting a newer quote and the difference being acceptable.

Noted – Councillor Guest asked about ground preparation needed prior to delivery, Councillor Edmondson said that existing flags where an old hut had been sited could be re-used, a volunteer work party would be needed to do this once a delivery date had been arranged.

Resolved – Councillor Ogden to publicise an Event on Facebook asking for volunteers, a Saturday or Sunday preferable. Councillor Edmondson will investigate suitable locks to purchase.

(11) TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

Noted – Councillor Guest had not noticed anything new in place to block motorbikes from Gunthwaite Farm bridleway. Councillor Edmondson has contacted BMBC footpaths team but heard nothing back.

Noted - Councillor Berry noted that the planned meeting to discuss development of the playing field (accessibility, petanque terrains, community venue, fruit tree planting) needed a presentation to start the discussion, Councillor Guest noted that advance publicity and regular reminders would encourage people to attend. Resolved - Councillor Berry will coordinate a presentation and publicity with help from other Councillors. Councillor Guest booked a public meeting on Wednesday 2nd March at the Fountain function room.

(12) TO CONSIDER MATTERS FOR REFERRAL TO HIGHWAYS AUTHORITY.

12.1 TO NOTE THAT THE CLERK HAS WRITTEN TO BMBC HIGHWAYS RE-ITERATING THE COUNCIL'S REQUEST FOR DOUBLE YELLOW LINES AT THE BEND WHERE WELLTHORNE LANE MEETS ANNAT ROYD LANE, AND SPEED LIMIT REDUCTION ALONG THE NARROW ROAD ALONG THE RESERVOIR WALL.

Noted – Clerk posted a letter to BMBC Highways and copied Borough Councillor Kitching.

Resolved - Clerk will follow up the request with the Parish Liaison Officer at BMBC if no feedback is received in January.

(13) TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES

Nothing for referral.

(14) TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS

Noted – Councillor Guest noted that safety issues were raised due to parking related to the Boxing Day drag hunt event.

(15) FINANCIAL MATTERS

15.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED

Accounts for payment

05.01	#659	D Edmondson	Defib pads replacement (2 sets)	£98.40
05.01	#660	Clerk	Salary (Oct-Dec)	£423.54
05.01	#661	Clerk	Re-imbursement - external hard drive for Council laptop data backup	£39.99
05.01	#662	Clerk	Postage (April – Dec)	£10.00
05.01	#663	D Edmondson	Chairman's Allowance (July – Dec)	£26.00
05.01	#664	Denby Dale Lions	Christmas light switch-on donation (event cancelled due to heavy rain)	£30.00
05.01	#665	Shepley Band	Christmas light switch-on donation (event cancelled due to heavy rain)	£30.00

Income received

30.11	Nat West Bank	Interest	£0.01
-------	---------------	----------	-------

15.2 TO NOTE BANK RECONCILIATION REPORT TO NOV 30TH

Noted.

15.3 TO CONSIDER THE BUDGET MONITOR REPORT AND AGREE THE PRECEPT FIGURE FOR 2022/23.

Resolved – precept of £5933 (same as 2021/22) will be requested for 2022/23. A small amount of this is the grant provided from central funding by BMBC to cover local council tax support.

15.4 TO RECEIVE AND CONSIDER THREE QUOTES FOR INTERNAL AUDIT.

Resolved - Town Parish Audit appointed as internal auditor for 2021/22 year-end.

15.5 TO CONSIDER USE BY CLERK OF A DEBIT CARD TO MAKE PAYMENTS IN ADDITION TO CHEQUES.

Resolved – Clerk will request mandate papers to request a debit card for use subject to internal control/financial standing orders

15.6 TO NOTE THAT THE CLERK AND CURRENT COUNCILLORS ARE ON THE BANK MANDATE.
Noted.

(16) TO NOTE CORRESPONDENCE RECEIVED

16.1 SOUTH YORKSHIRE LOCAL HERITAGE LIST NOMINATIONS UPDATE/MEETING INVITE.

16.2 WINTER WELLBEING PACKS – BMBC COMMUNITY TEAM, PENISTONE AREA.

16.3 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (NOV/DEC) – UPDATE ABOUT IMPACT OF PLAN B, NALC IN CONTACT WITH GOVERNMENT MINISTERS ABOUT DIFFICULTIES FACED HOLDING FACE TO FACE MEETINGS AND REVISITING LEGISLATION AROUND REMOTE MEETING ALTERNATIVES.

Noted – correspondence was received from residents about the Boxing Day drag hunt event organised by the hunt with catering provided at the Fountain village pub. Comments made included that the event was not appropriate or wanted in the village, other comments concerned safety due to the numbers of vehicles parked, potentially blocking access for emergency vehicles. A response explaining the Parish Council's role and position on privately organised events unfortunately resulted in comments of a personal nature being made to the Chairman.

Noted – Councillor Berry noted that the Council should do what it can to ensure emergency vehicles can access all areas of the village as it is a safety matter.

Resolved - Councillor Guest will speak with the hunt organisers about how they can ensure that parking will be done safely if the event goes ahead again, this will be an item for discussion at a future meeting.

Noted – Councillor Karle noted that the Petanque Club has made recommended changes to its Constitution and Bank account, grant applications will be submitted in the next budget year.

Councillor Guest requested that all volunteer hours spent on this should be recorded for submission to the Ward Alliance who require match funding.

(17) TO CONFIRM MEETING DATES FOR 2022 ON THE FOLLOWING WEDNESDAYS

JANUARY 26TH (EXTRAORDINARY MEETING), FEBRUARY 16TH, MARCH 30TH, MAY 18TH (ANNUAL COUNCIL MEETING AND PARISH MEETING ON SAME DAY), JUNE 29TH, AUGUST 10TH, SEPT 28TH, NOVEMBER 9TH, DECEMBER 14TH

Resolved – meeting dates confirmed however meeting on January 26th is no longer required.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY MEETING OF THE COUNCIL HELD ON TUESDAY, 25th JANUARY 2022, 7.30 PM, FOUNTAIN VILLAGE PUB COURTYARD

PRESENT; Councillors Edmondson, Guest, Karle; A. Murphy (Clerk); one member of the public

(1) TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Noted – no apologies received.

(2) TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Noted - no declarations received.

**(3) TO ADJOURN THE BUSINESS OF THE MEETING IN ORDER TO RECEIVE COMMENT AND QUESTIONS
FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.**

Noted – member of public present asked questions about the siting of the container and the visual impact and suggested an option for slightly different siting. They asked had the Council considered vandalism and security risks. Councillors Guest and Edmondson responded that siting had been discussed in previous meetings, and Summerford offered the only suitable site on Parish Council land, also having the container too far from the road would probably pose a bigger security risk as being less visible.

(4) FINANCIAL MATTERS

**4.1 TO RECEIVE ONE ACCOUNT FOR PAYMENT – PURCHASE OF SHIPPING CONTAINER FOR
STORAGE.**

Accounts for payment

25.01	#666	Cleveland Containers Limited	8' new container	£3294.00
-------	------	------------------------------	------------------	----------

(Local Government Act 1972. S.145; Public health Act 1875, s. 164; Open spaces act 1906, ss. 9 and 10)

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 16th FEBRUARY 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Guest, Karle, Berry; A. Murphy (Clerk)

(1) TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Noted - apologies were received from Councillor Ogden who could not attend due to childcare commitments. Also noted were apologies received from Councillor Berry who was unable to attend the extraordinary meeting on January 25th due to family issues.

Resolved – Council approved reasons for absence from both Councillors.

(2) TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Noted - no declarations received.

**(3) TO CONFIRM AND SIGN THE MINUTES OF THE MEETINGS HELD ON 5TH AND 25TH JANUARY
2022.**

Resolved – both sets of minutes confirmed and signed as accurate.

**(4) TO RECEIVE INFORMATION ON THE FOLLOWING ONGOING ISSUES AND DECIDE FURTHER ACTION
WHERE NECESSARY.**

4.1 TO CONSIDER AND RECEIVE PROGRESS ON THE REMOTE MEETING PILOT PHASE

Noted – no requests for remote meeting access were received by the Clerk or any Councillor prior to the meeting. Details of the pilot and how to make a request are also in the opening paragraph of the meeting agenda.

**(5) TO ADJOURN THE BUSINESS OF THE MEETING IN ORDER TO RECEIVE COMMENT AND QUESTIONS
FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.**

Noted – no members of public present.

**(6) TO RECEIVE, CONSIDER AND ADOPT THE FOLLOWING UPDATED POLICIES - STANDING ORDERS;
FINANCIAL REGULATIONS; RECORDS MANAGEMENT; GENERAL PRIVACY NOTICE; PRIVACY NOTICE
FOR STAFF, COUNCILLORS, AND ROLE HOLDERS; RISK MANAGEMENT.**

Noted – risk assessments for events/outside activities to be provided for review and adoption at the next meeting.

Resolved – all policy updates reviewed and adopted. Clerk to provide a hardcopy incident/'near miss' record book for use by the volunteers who do maintenance (mowing, strimming, painting) on Council land and assets.

(7) TO RECEIVE ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

2021/1508 - ROOF EXTENSION TO PROVIDE ADDITIONAL ACCOMMODATION.

2022/0066 - ERECTION OF FRONT PORCH.

Noted – no comments by Council.

(8) TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – Councillor Berry said no recent updates had been received from Yorkshire Water.

(9) TO CONSIDER MATTERS RELATING TO THE FORTHCOMING PLATINUM JUBILEE CELEBRATIONS IN JUNE.

Noted - Councillor Guest said that volunteers would be needed for any events, Councillor Edmondson knows of a resident who may be willing to coordinate events. Fruit tree planting could be part of the celebration, this can be discussed at the planned public meeting about the playing field.

Resolved – Councillor Guest will follow up with local garden organisations for advice and to purchase cooking apple and other suitable fruit trees. Councillor Guest has offered to arrange a guided walk to Gunthwaite from Ingbirchworth with refreshments at the end to raise money for charity.

(10) TO NOTE THE 'USE OF LAND' FORMAL AGREEMENT BETWEEN THE PARISH COUNCIL AND BMBC WAS SIGNED IN JANUARY, THIS UNLOCKS GRANT FUNDING FROM BMBC FOR THE INGBIRCHWORTH PETANQUE SOCIAL CLUB.

Noted – Chairman signed on behalf of the Council.

(11) TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

11.1 TO CONSIDER PROVISION OF A SURFACED FOOTPATH AND PROGRESS ON THE PROPOSED PETANQUE FACILITY AT THE PLAYING FIELD.

Noted - surfaced path needed to provide better access to the playing field. Quotes were provided by three companies, one (who will be working on the site anyway) was much lower (£3348 plus VAT but likely to increase due to increasing material costs), but concerns were raised in the meeting that the planned work following a pre-existing path would not be accessible. Councillor Edmondson is due to get a further quote and will discuss the accessibility requirement.

11.2 TO CONSIDER ARRANGEMENTS FOR REGULAR INSPECTIONS OF PLAYGROUND EQUIPMENT.

Noted – MUGA needs to be inspected annually by qualified safety professional to follow best practice.

Resolved - Clerk to arrange an inspection.

11.3 TO AGREE TO PAY FOR ROOM HIRE FOR THE PUBLIC MEETING ON MARCH 2ND TO DISCUSS THE FUTURE USAGE OF THE PLAYING FIELD WITH RESIDENTS AND INTERESTED PARTIES.

Resolved – Parish Council will pay for the room hire for the public meeting.

(12) TO CONSIDER MATTERS FOR REFERRAL TO HIGHWAYS AUTHORITY.

Noted - Councillor Edmondson noted that two of the three new street name plates requested for Ingbirchworth had gone up. Resolved - Councillor Guest will check on the ones requested for Gunthwaite. Clerk will follow up with BMBC where any signs are still required.

(13) TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES

Noted – Councillor Berry noted that a new rubbish bin has been installed just off Annat Royd Lane, but is not being emptied, it is not known who put it there. Resolved - Councillor Edmondson will follow up with BMBC and if it is theirs, request that it is emptied.

(14) TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS

14.1 TO RECEIVE AND CONSIDER SAFETY MATTERS RAISED BY RESIDENTS ABOUT THE BOXING DAY EVENT WHEN SOME PARKED VEHICLES CAUSED ACCESS PROBLEMS.

Noted – Councillor Edmondson noted that the Police and Community Crime and Safety group has reconvened, and a member of public from the village is planning to attend. Clerk noted they had been contacted by two residents raising concerns about inconsiderate parking on boxing day. Councillor Berry suggested the potential blocking of access for emergency vehicles/inability of residents to get to vulnerable relatives could be raised with the Crime and Safety group. Councillor Guest has not spoken with a hunt representative yet but noted that this is not necessarily just a boxing day issue, other events that bring in visitors and cars may be arranged throughout the year.

(15) FINANCIAL MATTERS

15.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED

Accounts for payment

16.02	#667	Clerk	Microsoft 365 license (1 year)	£59.99
16.02	#668	I. Karle	Re-imbursement (mince pies for cancelled Christmas light switch-on event)	£10.00

Income received

01.12	Gunthwaite and Ingbirchworth Parish Council		Internal transfer	£6627.00
31.12	Nat West Bank		Interest	£0.06
01.02	Northern Electric		Wayleave Payment	£20.24

15.2 TO NOTE BANK RECONCILIATION REPORT TO JAN 28TH

Noted.

15.3 TO CONSIDER THE BUDGET MONITOR REPORT.

Noted.

15.4 TO CONSIDER AND SIGN THE DEBIT CARD MANDATE FORM, DEBIT CARD TO BE HELD BY THE CLERK AND USED IN LINE WITH FINANCIAL REGULATIONS.

Resolved – mandate form signed, Clerk to post to bank.

(16) TO NOTE CORRESPONDENCE RECEIVED

16.1 CLERK RECEIVED RESPONSE TO THE COUNCIL'S LETTER REQUESTING PARKING/SPEED CONTROL MEASURES ON WELLTHORNE LANE/ANNAT ROYD LANE.

Noted – requests were unsuccessful.

16.2 SOUTH YORKSHIRE OFF ROAD BIKE TEAM COMMUNICATION AND FLYER.

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

17.TO CONFIRM THE NEXT COUNCIL MEETING DATE AS MARCH 30TH

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 30th MARCH 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Guest, Berry, Ogden; A. Murphy (Clerk)

(1) TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE

Noted - apologies were received from Councillor Karle.

Resolved – Council approved reasons for absence from Councillor Karle.

(2) TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Noted - no declarations received.

(3) TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 16TH FEBRUARY 2022.

Resolved – minutes confirmed and signed as accurate.

(4) TO RECEIVE INFORMATION ON THE FOLLOWING ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY.

4.1 TO NOTE THAT NOBODY HAS YET CONTACTED THE CLERK ABOUT THE MEETING VENUE, BUT THE ADVICE TO DO SO WILL REMAIN IN FUTURE AGENDAS AND ON THE WEBPAGE HOSTED BY BMBC.

Noted.

(5) TO ADJOURN THE BUSINESS OF THE MEETING IN ORDER TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.

Noted – no members of public present.

(6) TO CONSIDER THE OUTCOME OF THE PUBLIC MEETING ARRANGED TO DISCUSS USAGE OF THE PLAYING FIELD, AND NEXT STEPS.

Noted – a meeting open to residents and members of the public was held on 2nd March 2022, approximately 15 members of the public attended. A comprehensive presentation was delivered by Councillor Berry covering several areas: options for a combined community venue/sports changing facility, current progress of the petanque club and the terrain construction, proposed improvements to the existing path, fruit tree planting as part of the Platinum Jubilee celebrations and asking for further ideas and contributions from those present.

A range of views were expressed, some were supportive of some changes and some not, and some additional ideas about play facilities for younger children were raised. A majority agreed that the usage of the space should change from being purely a football pitch to more mixed-use area.

Attendees did agree that the meeting was very useful, and that Councillor Berry had communicated the different ideas well and had facilitated a good discussion.

Resolved – Councillor Berry to contact petanque social club for a progress update as they were waiting for funds to progress the build of the terrains. Communications on the various playing field proposals to be added as an agenda item for a later meeting.

(7) TO RECEIVE ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

2022/0261 Erection of agricultural barn, Annat Royd Lane, Ingbirchworth

2022/0264 Erection of agricultural barn, Spicer House Lane, Ingbirchworth

Noted – no comments made.

8. TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – no recent updates received from Yorkshire Water. On the matter of double yellow lines for Wellthorne Lane/Annat Royd Lane, Councillor Guest had spoken with Borough Councillor Kitching as other areas (e.g., Cawthorne parish) have had these put in despite not meeting the road safety criteria outlined by BMBC Highways in their response to the Council. It appears that another source of funding was used to do this work in Cawthorne.

Resolved – Clerk to contact Cawthorne clerk to ascertain source of funding.

9. TO CONSIDER GAZEBO COSTS PROVIDED BY CLERK AND CONFIRM WHICH ONE WILL BE PURCHASED.

Noted – Clerk provided costs for various sizes of gazebo and accessories from three different companies (Gala Tents, Gazebo shop and Gazebos galore), suitable for use at Council events.

Councillor Edmondson noted that the larger sizes would not fit on the area where the Christmas tree is put up, just the 3mx3m size would fit, Councillor Guest suggested getting two instead.

Resolved – Subject to the response from Gala Tents, to proceed with purchase of two 3x3m gazebos within budget of £900.

10. TO CONSIDER MATTERS RELATING TO THE FORTHCOMING PLATINUM JUBILEE CELEBRATIONS IN JUNE.

Noted – member of public has offered to run a jubilee quiz with profits going to charity, Councillor Edmondson suggested asking for donated prizes, Council could help with this. Councillor Guest has spoken with the Sheffield Fruit tree company who can come out to view the area on the playing field site and advise on the best varieties to plant there.

Resolved – fruit tree planting for families will be organised for September as part of the Jubilee year celebrations, and an information plaque/board to mark the occasion will be put up.

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

11.1 TO CONSIDER PROVISION OF A SURFACED FOOTPATH TO IMPROVE ACCESS ON TO THE PLAYING FIELD.

Noted – Councillor Edmondson submitted two funding applications to Penistone Ward Alliance and Blackstone Edge fund, waiting for final answer from both. Requested £2500 from each organisation, and Council would provide £500.

11.2 TO NOTE PROGRESS ON THE PROPOSED PETANQUE FACILITY ON THE PLAYING FIELD.

Noted – waiting for funding to allow work to start.

11.3 TO NOTE DELIVERY OF THE STORAGE CONTAINER AT SUMMERFORD AND ARRANGEMENTS FOR KEY HOLDING; MOVING EQUIPMENT INTO THE CONTAINER; RECORDING WHAT IS STORED FOR INSURANCE PURPOSES.

Noted – container is padlocked, two Councillors (Edmondson and Karle) have keys, Council equipment is being moved into it. Resolved - Council wanted to formally thank the Conroy Brook staff on the nearby building site who moved the container to its final position on Summerford, as the delivery lorry could not have done this last part.

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

Resolved – Clerk to request new street name signs for Gunthwaite area as the original requests for these have not been done.

13. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – new litter bin off Annat Royd Lane now being emptied by BMBC.

14. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – no meetings held yet.

15. FINANCIAL MATTERS

15.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for Payment

30.03	#669	BL Lonestar Ltd	Hire of Fountain function room 5 meetings @ £30 per event	£150.00
30.03	#670	D Edmondson	Chairman's allowance (Jan – Mar)	£13.00
30.03	#671	Clerk	Salary (Jan - Mar 2022) incl. back pay (2021)	£1320.14
30.03	#672	Clerk	Postage re-imbursement (Jan-Mar)	£1.70
30.03	#673	Nigel Tyas	Lawnmower service/blade replacement	£84.50

Income received

28.02	Nat West Bank	Interest	£0.06
-------	---------------	----------	-------

15.2 TO NOTE BANK RECONCILIATION REPORT TO FEB 28TH.

Noted and checked.

15.3 TO NOTE THE BUDGET MONITOR REPORT.

Noted.

15.4 TO NOTE THAT THE CLERK HAS RECEIVED THE DEBIT CARD FOR THE PARISH COUNCIL ACCOUNT.

Noted.

15.5 TO NOTE THAT THE 2021 ACCOUNTS CLOSE ON MARCH 31ST AND THE YEAR-END AUDIT PROCESS COMMENCES IN APRIL.

Noted.

16.TO NOTE CORRESPONDENCE RECEIVED

16.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (FEB/MAR)

16.2 COUNCILLOR KITCHING IS FOLLOWING UP THE RECENT REQUEST FOR DOUBLE YELLOW LINES ON WELLTHORNE LANE/ANNAT ROYD LANE WITH BMBC HIGHWAYS (EMAIL RECEIVED BY CLERK).

16.3 CLERK RECEIVED AN EMAIL INQUIRING ABOUT OWNERSHIP OF AND POTENTIAL TO PURCHASE AN AREA OF LAND ON THE SE CORNER OF THE PLAYING FIELD AND THE STRIP OF LAND BETWEEN THE REAR OF IVY BANK HOUSES AND THE PLAYING FIELD. RESPONDED THAT THE FIRST IS NOT FOR SALE AND THE SECOND IS NOT PARISH COUNCIL OWNED LAND.

16.4 CLERK RECEIVED EMAIL WITH INFORMATION ABOUT THE ANN ROBSON TRUST PRE-BEREAVEMENT HELPLINE.

17.TO CONFIRM THE NEXT COUNCIL MEETING DATE AS MAY 18TH AND NOTE THAT THIS WILL BE THE ANNUAL PARISH COUNCIL MEETING FOLLOWING THE INTERNAL AUDIT. THE ANNUAL PARISH MEETING WILL TAKE PLACE ON THE SAME DAY IMMEDIATELY BEFOREHAND.

Resolved – confirmed.

Noted - Agenda items for a future meeting

Christmas tree event

- Need someone else to do the physical erection instead of the current volunteers
- Contingency for bad weather as happened in 2021.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 18th MAY 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Karle, Guest, Berry, Ogden; A. Murphy (Clerk)

(1) TO ELECT A CHAIRMAN OF THE PARISH COUNCIL.

Resolved – Councillor Edmondson was elected as chairman.

(2) TO ACCEPT A DECLARATION OF ACCEPTANCE OF OFFICE FROM THE CHAIRMAN OF THE PARISH COUNCIL.

Noted – Councillor Edmondson completed and signed the declaration of acceptance of office.

(3) TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – no apologies were received.

(4) TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – no declarations of interest were received.

(5) TO ELECT A VICE CHAIRMAN OF THE PARISH COUNCIL.

Resolved – Councillor Karle was elected Vice-Chairman of the Council.

(6) 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 by all.

(7) 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; Councillor Berry is on the Crime and Safety group.

(8) TO CERTIFY GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL AS EXEMPT FROM EXTERNAL AUDIT FOR FISCAL YEAR 2021/2022 AND COMPLETE THE CERTIFICATE OF EXEMPTION.

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

(9) 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.

(10) TO NOTE THE ANNUAL INTERNAL AUDIT REPORT FOR 2021/22 INCLUDED AT PAGE 4 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22.

Noted – annual internal audit report showed that internal control objectives had been met and issues from last year successfully addressed. The supplementary report raised the issue of

Councillors and Clerk making payments and reclaiming these later, to address this the Clerk now has a Debit Card for the Council's bank account and regulations are in place to use it.

(11) TO APPROVE SECTION 1 - ANNUAL GOVERNANCE STATEMENT 2021/22 AND SECTION 2 – ACCOUNTING STATEMENTS 2021/22 FOR GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL ON PAGES 5 AND 6 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22.

Resolved – Section 1 - Annual Governance Statement 2021/22 - was approved and Section 2 - Accounting Statements 2021/22 - was approved.

(12) 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 13th June to Friday 22nd July inclusive.

(13) TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 30TH MARCH 2022.

Noted – Chairman noted that the minutes needed the itemised list of Payments and Receipts adding in the Financial Matters section.

Resolved - Clerk to add list of Payments and Receipts to complete the minutes.

(14) 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.

(15) TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING

15.1 2022/0160 ERECTION OF DETACHED SUMMERHOUSE, GUNTHWAITE.

15.2 2022/0360 SINGLE STOREY SIDE EXTENSION, INGBIRCHWORTH

Resolved – no comments made.

(16) TO RECEIVE AND CONSIDER MATTERS RELATING TO THE COMMUNITY VENUE PROPOSAL.

Resolved – Council agreed to postpone further discussion on this until after the petanque terrains are completed, Clerk to add as an agenda item for the September meeting.

(17) TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – Councillor Berry noted that the situation on Wellthorne lane will be clearer once the new houses next to the Fountain pub are completed.

Resolved – Councillor Karle to contact South Yorkshire police for advice about cars parked on pavements on Huddersfield Road.

(18) TO RECEIVE AND CONSIDER THE EQUAL OPPORTUNITIES (STAFFING) POLICY FOR ADOPTION.

Resolved – Equal Opportunities (staffing) policy adopted by the council.

(19) TO CONSIDER MATTERS RELATING TO THE FORTHCOMING PLATINUM JUBILEE CELEBRATIONS IN JUNE.

Noted – Councillor Edmondson noted that a resident is arranging a charity quiz at the fountain pub, which itself is running various jubilee themed events. A resident has offered some saplings to the

Council to include with the Jubilee fruit tree planting planned by the council in September (best time for planting) on part of the recreation field. Councillor Guest suggested having a bench with a plaque or engraving to mark the fruit tree orchard creation.

Resolved – the Council is happy to receive and use the saplings. Councillor Guest will investigate options for a bench to mark the Jubilee fruit tree planting.

(20) TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

20.1 TO RECEIVE AND CONSIDER PROGRESS OF PROVISION OF A SURFACED FOOTPATH TO THE PLAYING FIELD.

Noted – Penistone Ward Alliance has approved a grant of £2500 towards the provision of the path. Councillor Edmondson will follow up the Blackstone Edge grant application.

20.2 TO RECEIVE AND NOTE PROGRESS OF THE INGBIRCHWORTH PETANQUE SOCIAL CLUB.

Noted – grant from Barnsley Council Sports development is in the club's bank account and work on the terrains is due to start on September 5th until the 16th.

Resolved - Councillor Karle to investigate having temporary petanque terrains for use at the Community Fun Day planned for mid-August.

(21) TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – Councillor Guest noted that Gunthwaite Spa could benefit from an information sign, but this would need permission from the landowner.

Resolved – Councillor Edmondson to make initial inquiries with presumed landowner.

(22) TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Resolved – Councillor Edmondson to get quotes for a bin to be placed at the Annat Royd site.

Fencing for this site to be added as an agenda item at the next meeting.

(23) TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing this time.

(24) FINANCIAL MATTERS

24.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

18.05	#674	BL Lonestar Ltd Hire of Fountain function room	18 th May 2022	£30.00
18.05	#675	D Edmondson	Padlock for storage container (re-imbursement)	£18.60
18.05	#676	D Edmondson	Council amenity maintenance (re-imbursement)	£53.40
18.05	#677	YLCA	Membership subscription 2022/23	£309.00
18.05	#678	Zurich	Annual Premium payment	£490.97
18.05	#679	Town Parish Audit	Internal Audit 2021-2022	£95.00

18.05	#680	K Batley	Plants purchased for village amenity (re-imburement)	£56.00
18.05	#681	D Edmondson	Chairman's allowance (Jan – Mar) - replacement for lost cheque #670	£13.00
18.05	#682	A Whitbread	Petrol for mower and strimmer for village amenity (re-imburement)	£16.59
Income received				
31.03	Nat West Bank	Interest		£0.07
05.04	BMBC	Precept		£5933.00
29.04	Nat West Bank	Interest		£0.56

24.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO APRIL 29TH.

Noted – bank balance (current and reserve accounts) on April 29th was £19,899.37

Resolved – Councillor Karle checked and initialled the report as correct.

24.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT.

Noted – some of the agreed budget amounts may be too low for this year, but the Council has sufficient reserves in place to cover some overspend.

24.4 TO NOTE THAT THE CLERK USED THE DEBIT CARD TO PURCHASE THE GAZEBO, A COUNCILLOR TO INITIAL AND DATE THE PAYMENT CONFIRMATION TO CONFIRM NO DOUBLE PAYMENT MADE.

Noted – payment of £829.96 made to Gala Tent on 4th May, Debit card payment check sheet signed by three councillors.

Purchase made using powers granted by Local Government Act 1972, s.145 (Entertainments)

24.5 TO NOTE THE CLERK WILL ATTEND AN ONLINE TRAINING COURSE VIA YLCA - 'LOCAL COUNCIL POWERS: S137 AND GENERAL POWER OF COMPETANCE' IN JUNE 2022 AT A COST OF £30.00

Noted.

(25) TO NOTE CORRESPONDENCE RECEIVED.

25.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (APR/MAY)

25.2 CAWTHORNE CLERK ABOUT FUNDING FOR DOUBLE YELLOW LINES AT PROBLEM PARKING SPOTS.

Noted – Cawthorne Parish Council have set aside £5000 out of their reserves although the final cost is not known yet.

25.3 SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY OFFICE – NOTIFICATION OF ENHANCED PARTNERSHIP PLAN REGARDING PUBLIC TRANSPORT INFRASTRUCTURE.

(26) TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY JUNE 29TH 2022.

Resolved – June 29th confirmed.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 29th JUNE 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Karle, Guest, Ogden; A. Murphy (Clerk); community officer from Penistone Area Team

(1) TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – none received.

(2) TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – Councillors Karle declared interests in the Community Fun Day and the petanque club:
Councillor Ogden declared an interest in the Community Fun Day.

(3) TO CONFIRM AND SIGN THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 18TH MAY 2022, AND CORRECTED MINUTES FROM MEETING HELD ON 30TH MARCH 2022.

Resolved – minutes from 30th March meeting and 18th May meeting approved and signed.

(4) TO RECEIVE INFORMATION ON THE FOLLOWING ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY.

Noted – no ongoing issues, item left in agenda by Clerk by accident.

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

Noted – member of the Penistone Area Team (incorporates Penistone Ward Alliance) gave an overview of their work in the community to the Councillors.

(6) TO RECEIVE AND CONSIDER USE OF THE RECREATION FIELD BY THE COMMUNITY GROUP FOR THE VILLAGE FUN DAY, ALSO A DONATION FROM THE COUNCIL TOWARDS THE VILLAGE FUN DAY.

Resolved – Clerk to arrange extraordinary meeting to discuss a donation from the Parish Council to the Community Group for the Fun day as Council not quorate for this item due to declarations of interest received. Community group to provide risk assessment to the Clerk in advance of the Fun Day.

(7) TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – last communication received by Councillor Berry from Yorkshire Water confirmed that the land initially proposed for a new car park was not suitable for various legal and other costly issues.

Resolved – Council to focus on getting existing road-side parking improved (gravelled) where possible. Councillor Berry to contact Yorkshire Water about this.

(8) TO NOTE THAT THE GRANT FROM PENISTONE WARD ALLIANCE (FROM THE 'LOVE WHERE YOU LIVE' CAMPAIGN) OF £2500 TO CONTRIBUTE TO THE NEW ACCESSIBLE FOOTPATH TO THE RECREATION FIELD HAS BEEN GRATEFULLY RECEIVED BY THE COUNCIL.

Resolved – Councillors expressed gratitude for the award.

(9) TO RECEIVE AND CONSIDER ANY UPDATES ON PROVISION OF FRUIT TREES AND A BENCH IN THE RECREATION FIELD AS PART OF THE PLATINUM JUBILEE YEAR COMMEMORATION.

Noted - Councillor Guest has been investigating solid wooden benches with inscribed memorial

Resolved - Councillor Guest will get three quotes for benches for consideration and arrange with Sheffield Fruit Tree company to survey the ground in the recreation field.

(10) TO CONSIDER MATTERS RELATING TO PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES.

10.1 TO RECEIVE AND CONSIDER PROGRESS TOWARDS PROVISION OF A SURFACED FOOTPATH TO THE PLAYING FIELD.

Noted – the Council's application to the Blackstone Edge fund for a grant of £2500 has been successful, they have sent their terms and conditions for approval. Councillor Edmondson has asked KBI for a revised quote for the footpath as the original was received in February 2022.

Resolved – terms and conditions have been accepted by the Council; Councillor Edmondson will respond. The revised quote from KBI will be accepted provided that any additional amount does not exceed 5% of the original quoted amount (£5409.71 excl. VAT).

10.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE INGBIRCHWORTH PETANQUE SOCIAL CLUB.

Noted – work on building the terrains will commence in September.

10.3 TO RECEIVE AND CONSIDER PROVISION OF FENCING FOR THE ANNAT ROYD NATURE AREA.

Noted – Councillor Edmondson will get further quotes for 20m of fencing (materials and labour). Resolved - Clerk to check minutes where this was last discussed to establish reasons for considering fencing.

Resolved – Clerk to contact BMBC about clearing an overgrown footpath in Gunthwaite, Councillor Edmondson will provide path reference number.

Resolved – New litter bin for Annat Royd to replace existing older bin. Clerk to order one up to a value of £190 plus VAT, like the ones ordered earlier this year by Councillor Edmondson.

(11) TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Resolved – Clerk to re-submit request for new street name plate at west end of Coach Gate Lane in Gunthwaite.

(12) TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – Councillor Edmondson noted that the Parish Council has paid for six litter bins for different parts of Ingbirchworth village, these are emptied by volunteers and the bags left for collection by BMBC neighbourhood services.

Resolved – Clerk to contact Neighbourhood services to request that they empty the bin at the Annat Royd site as it is a long way out of the village and too far for a volunteer to do.

(13) TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing this time.

(14) FINANCIAL MATTERS

14.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

29.06	#683	BL Lonestar Ltd	Hire of Fountain function room 29 th June 2022	£30.00
29.06	#684	T&D Contractors	Grass cutting 2021 season	£1872.00
29.06	#685	Clerk	Salary (Apr-Jun 2022)	£575.00
29.06	#686	YLCA	Clerk training course 8 th June	£25.00
29.06	#687	D Edmondson	Chairman's Allowance (Apr-Jun)	£13.00

Income received

11.05	BMBC	Penistone Ward Alliance grant	£2500.00
-------	------	-------------------------------	----------

Debit card account payments made by Clerk

24.05	Royal Mail Online	6 1 st class, 6 2 nd class stamps plus delivery	£14.49
06.06	CartridgeSave	B&W Print cartridge	£19.70
14.06	FirstAid4Less	Accident/Near Miss Book	£12.60
27.06	Yorkshire Purchasing Organisation	5 reams white A4 copy paper	£29.86

14.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO MAY 30TH.

Noted – report checked and signed by Councillor Karle. Bank balance across both accounts was £21,383.92.

14.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT.

Noted – all had reviewed the report.

14.4 TO RECEIVE ACCOUNTS PAID BY DEBIT CARD BY THE CLERK, COUNCILLORS TO SIGN AND DATE THE PAYMENT CONFIRMATION SLIP TO CONFIRM NO DOUBLE PAYMENTS MADE.

Noted – payments checked, and confirmation slip signed.

14.5 TO NOTE THAT THE SIGNED EXEMPTION CERTIFICATE FOR 2022 HAS BEEN SENT VIA EMAIL TO THE EXTERNAL AUDITOR.

Noted.

14.6 TO NOTE THAT THE PUBLIC INSPECTION PERIOD FOR THE COUNCIL'S ACCOUNTS IS IN PROGRESS.

Noted.

(15) TO NOTE CORRESPONDENCE RECEIVED.

15.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (MAY/JUNE)

Noted.

15.2 FROM A RESIDENT ABOUT PROBLEM PARKING BY CONTRACTORS AT THE END OF WELLTHORNE LANE.

Noted.

15.3 FROM A RESIDENT ABOUT INAPPROPRIATE SITING OF 'FOR SALE' SIGNS ON THE STREET NAME PLATE ON WELLTHORNE LANE NEAR IVY BANK.

Noted – Clerk (as well as resident) had contacted relevant estate agents to remove signs.

15.4 SOUTH YORKSHIRE MAYORAL COMBINED AUTHORITY OFFICE – INVITATION TO TRANSPORT STRATEGY CONSULTATION EVENTS AND DATES AT LOCATIONS ACROSS THE BOROUGH.

Resolved – Clerk to contact BMBC to follow up how strategy relates to semi-rural villages like Gunthwaite and Ingbirchworth.

15.5 FROM BARNSELY MAYORAL OFFICE, INVITATION TO NEW MAYOR'S CIVIC SERVICE IN JUNE.

Noted.

(16) TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY AUGUST 10TH 2022.

Resolved – August 10th confirmed.

Noted – agenda items for the next meeting

Arrangements for Remembrance Sunday and Christmas tree and lights (including new volunteers or other options to put the tree up and take it down).

Arrangements for paying someone to do gardening/maintenance tasks (weeding of planters, beds near memorial, varnishing benches etc) .

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 10th AUGUST 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Karle, Guest, Berry, Ogden; A. Murphy (Clerk); member of public

1.TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – no absences.

Resolved – Council approved Councillor Berry's reason for absence at the Council meeting of June 29th, 2022.

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

Resolved – Councillors Karle and Ogden declared interests in item 6 and will not take part in the discussion or voting.

3.TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29TH JUNE 2022.

Resolved – June 29th meeting minutes confirmed as accurate and signed.

4.TO RECEIVE INFORMATION ON ANY ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY.

Noted – member of public inquired about planting a tree on land (locally known as the village green) where ownership is unknown. Clerk looking into land ownership as it is not Parish Council land, nor is it registered as a village green or common land.

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

Noted - member of public present expressed concern about traffic speeds and poor driving on the A629 and asked if the Parish Council has tried to do anything about this. They also said that a traffic survey had been done on the A629 earlier in the year by or on behalf of BMBC Highways.

Councillors explained that various requests for improved safety measures have been put to BMBC Highways over the years, including reduction of speed limit to 30mph and provision for safer crossing between the north and south-bound bus stops.

Resolved - Clerk will request traffic survey results from BMBC Highways.

6. TO RECEIVE AND CONSIDER USE OF THE TWO GAZEBOS BY THE COMMUNITY GROUP FOR THE VILLAGE FUN DAY, ALSO A DONATION OF £150 FROM THE PARISH COUNCIL TOWARDS THE VILLAGE FUN DAY.

Resolved – two gazebos owned by the Parish Council will be lent to the Community group to use on the Fun Day, subject to any damage to or loss of the gazebos being covered by the Community group funds. A donation of £150 (£137 grant) will be made towards the Fun Day as a benefit to the whole community.

7. TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – Councillor Berry has a meeting with Yorkshire Water and BMBC Highways on August 11th to discuss the status of parking provision on Yorkshire Water land.

Resolved – Clerk to contact Jason Brook about parking management for events like the Boxing Day drag hunt hosted at the Fountain pub that bring in large numbers of vehicles that park on residential streets.

8. TO NOTE THAT THE GRANT FROM THE BLACKSTONE EDGE FUND (VIA SOUTH YORKSHIRE'S COMMUNITY FOUNDATION) OF £2500 TO CONTRIBUTE TO THE NEW ACCESSIBLE FOOTPATH TO THE RECREATION FIELD HAS BEEN GRATEFULLY RECEIVED BY THE COUNCIL.

Resolved – Parish Council is grateful for the donation.

9. TO RECEIVE AND CONSIDER ANY UPDATES ON PROVISION OF FRUIT TREES AND A BENCH IN THE RECREATION FIELD AS PART OF THE PLATINUM JUBILEE YEAR COMMEMORATION.

Noted – Councillor Guest has had costs from Sheffield Fruit Trees for ten potted maiden fruits trees, compost, stakes, mulch, and delivery at £351. They can also plant them for a fee, but Councillor Edmondson noted that Twiggs will help community volunteers do this. A date in October half-term was felt to be best to get community volunteers including children to help with the planting.

Resolved – Councillor Guest to pass order information to the Clerk to place the order, Councillor Edmondson to arrange a planting date with Twiggs.

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

10.1 TO RECEIVE AND CONSIDER PROGRESS TOWARDS PROVISION OF A SURFACED FOOTPATH TO THE PLAYING FIELD.

Noted – monies have all been received for the footpath so work can proceed, Clerk has sent a letter confirming this with the company (KBI). Clerk to contact KBI to confirm the start date.

10.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE INGBIRCHWORTH PETANQUE SOCIAL CLUB.

Noted – terrain construction has been delayed to October. The new footpath will be built by then so contractors will have to avoid damaging this. Resolved – Councillor Karle to ask members of the petanque social club to mark out where the terrains will be prior to path construction.

10.3 TO NOTE THAT THE ANNUAL INSPECTION OF THE MUGA WILL TAKE PLACE IN SEPTEMBER OR OCTOBER BY ROSPA PLAY SAFETY LTD. AT A COST OF £70.00 PLUS VAT.

Noted.

10.3 TO RECEIVE AND CONSIDER PROVISION OF FENCING FOR THE ANNAT ROYD NATURE AREA.

Noted – Councillor Edmondson had a quote from Melvyn Carr for supply and install of 30m of stock fencing at £1200, a considerable sum. Resolved – Clerk to get further advice from YLCA about necessity of fencing off access to something not on the Council's land.

11. TO RECEIVE AND CONSIDER ARRANGEMENTS FOR REMEMBRANCE SUNDAY AND CHRISTMAS TREE LIGHT SWITCH ON (INCLUDING NEW VOLUNTEERS OR OTHER OPTIONS TO PUT THE TREE UP AND TAKE IT DOWN).

Noted – Councillor Edmondson will ask Revd. Stocker to lead the service again. A resident has asked the Council to consider funding freestanding Tommy statues and a flagpole and flag near the war memorial. Councillor Edmondson has had some new volunteers agree to help put the village Christmas tree up.

Resolved – Council did not approve a flagpole/flag but agreed that a freestanding Tommy silhouette statue at £175 could be purchased from the Royal British Legion. Clerk also to order a wreath and five wooden crosses from the poppy appeal. Clerk to get quotes for supply and delivery of a 14–16-foot Nordmann Christmas tree, up to maximum of £350.

12. TO RECEIVE AND CONSIDER ARRANGEMENTS FOR PAYING SOMEONE TO DO GARDENING/MAINTENANCE TASKS (FOR EXAMPLE WEEDING OF PLANTERS AND BEDS NEAR THE MEMORIAL, VARNISHING OF BENCHES).

Noted – Councillor Karle knows of a local gardener who can weed, look after flower beds, trim as needed, their current fee is £15 per hour. Councillor Edmondson noted that the current volunteers are happy to continue their regular tasks for the rest of this year.

Resolved – from next year the Council will pay a contractor (gardener, joiner, handyman as necessary) to do specific works (trimming, gardening, joinery) when needed.

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

Noted – trees are overhanging the pavement next to the A629 at the south side of the village, Councillor Ogden will report this via BMBC website.

14. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Resolved – Clerk will email the Neighbourhood Services team to ask about emptying the new litter bin at the Annat Royd nature area.

15. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – nothing received for this meeting.

16. FINANCIAL MATTERS

16.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

10.08	#688	BL Lonestar Ltd	Hire of Fountain function room 10 th August 2022	£30.00
-------	------	-----------------	--	--------

10.08	#689	Ingbirchworth Community Group	S137 grant towards Community Fun Day	£150.00
-------	------	-------------------------------	--------------------------------------	---------

Income received

31.05	Nat West Bank	Interest	£0.70
30.06	Nat West Bank	Interest	£0.66
30.06	South Yorkshire's Community Foundation		
		Blackstone Edge fund grant	£2500.00

Debit card account payments made by Clerk

18.07	RoadWare Ltd	Litter bin for Annat Royd seating area	£165.54
-------	--------------	--	---------

16.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO JUNE 30TH.

Resolved – bank reconciliation report and bank statements were checked, and the report signed as accurate.

16.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT.

Noted.

16.4 TO RECEIVE ACCOUNTS PAID BY DEBIT CARD BY THE CLERK, COUNCILLORS TO SIGN AND DATE THE PAYMENT CONFIRMATION SLIP TO CONFIRM NO DOUBLE PAYMENTS MADE.

Noted and signed.

16.5 TO NOTE THAT THE PUBLIC INSPECTION PERIOD FOR THE COUNCIL'S ACCOUNTS HAS ENDED, NO REQUESTS WERE RECEIVED BY THE CLERK.

Noted.

17. TO NOTE CORRESPONDENCE RECEIVED.

17.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (JUNE/JULY)

17.2 FROM TANYA DICKINSON, CDO, PENISTONE AREA – SENT RESPONSES TO QUESTIONS FROM THE JUNE PARISH COUNCIL MEETING.

17.3 CONSOLIDATED RESPONSE FROM LIBERAL DEMOCRAT COUNCILLORS TO THE SOUTH YORKSHIRE TRANSPORT STRATEGY.

17.4 FROM PENISTONE TOWN COUNCIL RE CLOSED ROAD RALLY PLANNED IN 2023 BY SHEFFIELD AND HALLAMSHIRE MOTOR CLUB.

18. TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY SEPTEMBER 28TH 2022.

Resolved – next meeting date is Wednesday September 28th, 2022.

Agenda item for next meeting – discussion of standby arrangements if the planned Christmas light switch on gets disrupted by poor weather, as happened in 2021.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 28th SEPTEMBER 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Karle, Berry, Ogden; A. Murphy (Clerk)

1. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Resolved – Councillors approved Councillor Guest's reasons for absence.

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

Noted – no declarations made.

3. TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10TH AUGUST 2022.

Resolved – minutes confirmed as accurate and signed by Chairman.

4. TO NOTE WITH SADNESS THE DEATH OF HM QUEEN ELIZABETH II ON 8TH SEPTEMBER 2022 AND EXPRESS THE CONDOLENCES OF THE PARISH COUNCIL TO THE KING AND THE OTHER MEMBERS OF THE ROYAL FAMILY. CONDOLENCES HAVE BEEN EXPRESSED IN THE BOOK OF CONDOLENCE OPENED BY BARNSELY COUNCIL AND IN THE ROYAL FAMILY PALACE BOOK OF CONDOLENCE.

Noted.

5. TO RECEIVE INFORMATION ON ANY ONGOING ISSUES.

Noted – no issues.

6. 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.

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

2022_0928 ERECTION OF SINGLE STOREY REAR EXTENSION TO DWELLING,
INGBIRCHWORTH.

2022_0844 SINGLE STOREY REAR EXTENSION, INGBIRCHWORTH.

Resolved – no comments made.

8. TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – Councillor Berry had met with representatives of Yorkshire Water and BMBC Highways, they discussed improving the lay-by parking options near the reservoir, as a car park on Yorkshire Water land is not feasible. Councillor Berry made the Yorkshire Water representative aware of the quarry

ponds near, but not on, the Council's land at Annat Royd so they can investigate fencing these off if necessary. Another meeting with the same parties to discuss progress is planned in late October.

9. TO RECEIVE AND CONSIDER ANY UPDATES ON THE MEMORIAL ORCHARD AND BENCH IN MEMORY OF THE LATE QUEEN ELIZABETH II AND IN CELEBRATION OF HER PLATINUM JUBILEE YEAR.

Noted – Councillor Edmondson has arranged with Twiggs to provide tools and assistance to plant the fruit trees on Friday 28th October, the trees, mulch, and stakes will be delivered on Wednesday 26th October. Clerk has passed information about memorial benches used by Silkstone Parish to Councillor Guest for future consideration.

Resolved – Councillor Karle will get a generator, tables, and chairs to provide refreshments in the Council's gazebos on the day of the planting. Councillor Ogden will publicise the event on the Community Facebook site.

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

10.1 TO RECEIVE AND CONSIDER PROGRESS TOWARDS PROVISION OF A SURFACED FOOTPATH TO THE PLAYING FIELD.

Noted – new accessible path construction will start on September 29th and complete on Oct 2nd. This is for foot/mobility use only. The existing gravelled track for vehicle access was allowed to be used during the new housing development as a goodwill gesture by the Parish Council and needs to be made good by the contractors.

Resolved – Councillor Edmondson will publicise the new accessible path on the Community Facebook site and include the grant funder's information. Clerk will write to Conroy Brook reminding them that they need to make the vehicle track good before leaving the site, as previously agreed with the Chairman.

10.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE INGBIRCHWORTH PETANQUE SOCIAL CLUB.

Noted – terrain construction not started yet.

10.3 TO RECEIVE AND CONSIDER THE CONTENTS OF THE REPORT FROM THE ANNUAL INSPECTION OF THE MUGA BY ROSPA PLAY SAFETY LTD.

Noted – report highlighted minimal risk issues only, the few pieces of broken glass found needed attention first.

Resolved - Councillor Karle will check for the broken glass and remove. Clerk to investigate appointing a self-employed handyman to undertake this, plus maintenance work on benches at Summerford.

10.4 TO RECEIVE AND CONSIDER PROVISION OF FENCING FOR THE ANNAT ROYD NATURE AREA.

Noted – Yorkshire Water have been made aware of the quarry ponds on their land.

11. TO RECEIVE AND CONSIDER ARRANGEMENTS FOR REMEMBRANCE SUNDAY AND CHRISTMAS LIGHT SWITCH ON, INCLUDING ACQUISITION OF ADDITIONAL UNKNOWN TOMMY STATUE, AND STANDBY ARRANGEMENTS IF THE LATTER EVENT GETS DISRUPTED BY POOR WEATHER, AS HAPPENED IN 2021.

Noted – the Reverend Stocker will lead the Remembrance Day service; other Councillors are making inquiries of residents who play musical instruments if they can assist on the day. The Christmas tree

has been ordered and will be delivered on December 3rd. Councillor Edmondson has arranged for Shepley Band and the Denby Dale Lions Santa Sleigh to be at the Christmas tree light switch-on. Resolved – the single Unknown Tommy statue will be placed facing the memorial stone, this is agreed as the best option for the location as it leaves the area around the obelisk free and unobstructed for the Remembrance Day service. A second Unknown Tommy statue will not be purchased. If the Christmas tree light switch-on cannot proceed due to weather, then a follow up event of some sort will be arranged.

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

Noted – reported issues of overhanging branches, damaged lamppost and missing street name plates have all been fixed.

13.TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

13.1 CLERK ASKED NEIGHBOURHOOD SERVICES ABOUT EMPTYING THE BIN AT ANNAT ROYD SEATING AREA, THIS WILL COST £1378.00 FOR FIVE YEARS, ONE EMPTY PER WEEK. CLERK WAITING FURTHER INFORMATION ABOUT PAYMENT, IS IT ALL REQUIRED UPFRONT OR CAN IT BE PAID ANNUALLY.

Resolved – Councillor Edmondson will ask the member of the public who collects the bin bag if they are happy to carry this on for now, and let the Clerk know.

14.TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – no matters received.

15.FINANCIAL MATTERS

15.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

28.09	#690	BL Lonestar Ltd	Hire of Fountain function room 28 th September 2022	£30.00
28.09	#691	I Karle	Bunting for village for Platinum Jubilee weekend	£15.99
28.09	#692	Fothergill's trees Ltd	Village Christmas tree (supply/deliver)	£140.00
28.09	#693	D Edmondson	Chairman's Allowance (Jul-Sept)	£13.00
28.09	#694	Clerk	Salary (Jul-Sept)	£575.00
28.09	#695	Playsafety Limited	MUGA inspection and report	£84.00
28.09	#696	KB Industries UK Ltd	Deposit for contract for improved footpath up to recreation field	£1640.09
(Local Government Act 1972. S.145; Public health Act 1875, s. 164; Open spaces act 1906, ss. 9 and 10)				
28.09	#697	Sheffield Fruit Trees Ltd.	Fruit trees for new Jubilee orchard on recreational field	£342.00

Income received

25.08	HMRC VTR	VAT refund	£1063.26
-------	----------	------------	----------

Debit card account payments made by Clerk

18.08	RoadWare Ltd	Replacement bin liner for Annat Royd bin	£43.20
05.09	Royal British Legion	Wreath and five wooden crosses for Remembrance Day	£24.50
20.09	Royal British Legion Industries	Unknown Tommy statue for War Memorial	£200.00

15.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO AUGUST 30TH.

Resolved – reconciliation checked, total bank balance of £21,101.72 reported.

15.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT.

Resolved – report noted.

15.4 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 – report of accounts paid was confirmed and signed.

15.5 TO RECEIVE AND CONSIDER THE OPTION TO ‘OPT OUT’ OF EXTERNAL AUDIT PROVISION (LEGAL REQUIREMENT FOR ALL SMALLER AUTHORITIES) CURRENTLY OVERSEEN BY THE SMALLER AUTHORITIES’ AUDIT APPOINTMENTS COMPANY.

Resolved – the Parish Council will remain ‘opted-in’, no further action required.

15.6 TO NOTE ‘EMERGENCY’ PURCHASE OF A NEW PLASTIC BIN LINER AT £43.20 TO REPLACE THE ONE STOLEN WHILE THE BIN WAS BEING INSTALLED AT THE ANNAT ROYD SEATING AREA, AS PER FIN REG 4.5

Noted.

16. TO NOTE CORRESPONDENCE RECEIVED.

16.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (AUG/SEPT)

16.2 FROM JASON BROOK, OF BROOK LEISURE REGARDING PARKING AT EVENTS HELD IN THE FOUNTAIN VILLAGE PUB WHERE PARKING IS LIKELY TO SPREAD TO SURROUNDING STREETS.

Noted – Councillor Berry to follow up the parking issue and concern around emergency vehicle access with members of the public with relevant knowledge e.g., former police officers.

16.3 FROM MEMBER OF PUBLIC ABOUT FOOTBALL NET PROVISION ON RECREATION FIELD.

16.4 FROM PENISTONE AREA COUNCIL MANAGER OFFERING TO PRESENT AN UPDATE ON THE AREA COUNCIL’S WORK TO THE PARISH COUNCILLORS, SHOULD THIS BE OF INTEREST.

Resolved – Councillors would be happy for the Area Manager to attend a meeting, Clerk to contact Penistone Area Council.

17.TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY NOVEMBER 9TH, 2022.

Resolved – next meeting to be rescheduled to Weds October 26th, Clerk to contact Fountain pub to change function room booking.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 26th OCTOBER 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Guest, Berry, Ogden

1. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Resolved – Councillors approved the stated reasons for absence of Councillor Karle and the Parish Clerk, A. Murphy.

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

Noted – no declarations made.

3. TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 28TH SEPTEMBER 2022.

Resolved – minutes confirmed as accurate and signed by Chairman.

4. TO RECEIVE INFORMATION ON ANY ONGOING ISSUES.

4.1 CLERK RECEIVED A RESPONSE FROM BMBC HIGHWAYS ABOUT THE REQUEST FOR RESULTS FROM A ROAD SURVEY ON THE A629 (NOTED BY A MEMBER OF THE PUBLIC) EARLIER IN THE YEAR. BMBC HIGHWAYS SAID THE SURVEY WAS NOT DONE BY THEM AND THEY DO NOT KNOW WHO WAS RESPONSIBLE.

Noted – further to item 5 of the meeting of 10th August, a response has been received by the Parish Clerk from BMBC Highways saying they have no knowledge of a recent traffic survey in the vicinity of the A629/Falldge junction.

Resolved – Clerk to enquire of Kirklees MBC Highways whether they undertook the survey and request data if so and notify BMBC of doing so.

5. 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.

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

2022_0987 GARAGE CONVERSION WORKS INVOLVING THE ADDITION OF CEDAR CLADDING, INGBIRCHWORTH.

2022_1044 SINGLE STOREY REAR EXTENSION AND RAISED TERRACE, INGBIRCHWORTH.

Resolved – no comments made from Parish Council.

7. TO RECEIVE AND CONSIDER PROGRESS AROUND PARKING ISSUES AT INGBIRCHWORTH RESERVOIR AND WELLTHORNE LANE.

Noted – a further meeting arranged by Yorkshire Water and including BMBC Highways will be held on 27th October in the Fountain function room; Councillor Berry and other available Councillors to attend.

8. TO RECEIVE AND CONSIDER THE PROVISION OF THE MEMORIAL ORCHARD AND BENCH IN MEMORY OF THE LATE QUEEN ELIZABETH II AND IN CELEBRATION OF HER PLATINUM JUBILEE YEAR.

Noted - Councillor Edmondson reported that the fruit trees and associated materials have been delivered to the recreation ground ready for the community planting event on 28th October. Councillor Guest suggested the bench could be installed to mark the coronation of the new monarch.

Resolved - Councillor Karle to cancel hire of tables, chairs and generator for the planting event as no longer considered worthwhile.

Councillor Guest to develop the proposal for the bench to commemorate the coronation of King Charles; the orchard to remain a memorial to Her late Majesty and Councillor Edmondson to investigate the addition of an appropriate plaque recording this, possibly in the form of a feature to be fabricated by a local blacksmith.

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

9.1 TO NOTE THE COMPLETION OF THE NEW ACCESSIBLE FOOTPATH TO THE PLAYING FIELD.

Noted – the new path at the recreation ground has been completed and has been well received by residents.

Resolved – wildflower seed mix to be acquired for sowing on the newly soiled margins at an approximate cost of £20.

9.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE INGBIRCHWORTH PETANQUE SOCIAL CLUB.

Noted – development of the petanque terrains has been delayed and although not a Parish Council scheme, the Council has a direct interest as supporter of the proposal, including provision of the site, preparing, and paying for the planning application on behalf of the club and being a joint signatory with the club and BMBC on public use of the facility.

Resolved – the club be requested to press for a clear timetable for construction.

9.3. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE VEHICLE ACCESS TRACK ON THE RECREATION FIELD FOLLOWING THE ADJACENT HOUSING DEVELOPMENT.

Noted – the Clerk has had correspondence with the developers and been informed that they will power wash the tarmac drive following its use for access to the site. Councillor Edmondson has met the site manager to discuss re-instatement of the surface of a strip of Parish Council land on the northern edge of the site also used during the development.

9.4 TO RECEIVE AND CONSIDER MATTERS ABOUT FINDING A HANDYPERSON FOR VILLAGE MAINTENANCE PREVIOUSLY DONE BY VOLUNTEERS.

Noted – chairman will discuss progressing appointment of a self-employed handy-person with the Clerk, including via the Ingbirchworth Community Group.

Councillor Guest questioned what had become of previous discussion about the use and management of the Summerford open space and picnic site. Resolved - this matter will be revisited as a future agenda item, including the development of a management plan and potential joint working with Yorkshire Water.

10. TO RECEIVE AND CONSIDER ARRANGEMENTS FOR REMEMBRANCE SUNDAY AND CHRISTMAS LIGHT SWITCH-ON ON 3RD DECEMBER, INCLUDING STANDBY ARRANGEMENTS IF THE LATTER EVENT GETS DISRUPTED BY POOR WEATHER, AS HAPPENED IN 2021.

Noted – for Remembrance Sunday the British Legion wreath and crosses have been received. Councillor Ogden will ask a local resident if they will play the Last Post and Reveille (as they have done previously). Alternatively, another member of the public who has also played music at previous services will be asked. For the Christmas tree light switch-on, the tree will be delivered for erection and decoration by the new team in the week prior to the switch-on.

Resolved – to increase the donations to Denby Dale Lions and Shepley Band for their attendance at the Christmas tree light switch-on event from £30 to £35.

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

Noted – Councillor Guest has received a representation from a member of the public about vehicles fully parking on the new pavement in front of recently completed houses on Wellthorne Lane, in particular the corner house facing the sharp bend from Annat Royd Lane. The correspondent asked about the installation of bollards to stop it.

Resolved – Councillor Guest to have further discussion with the member of the public prior to the Parish Council taking up the matter with BMBC Highways.

12.TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

12.1 COUNCILLOR EDMONDSON HAS CONFIRMED THAT A MEMBER OF THE PUBLIC HAS KINDLY AGREED TO CONTINUE EMPTYING THE LITTER BIN AT THE ANNAT ROYD SEATING AREA, CLERK HAS NOTIFIED NEIGHBOURHOOD SERVICES THAT FOR NOW THE COUNCIL DOES NOT NEED THEM TO DO THIS.

Noted – a supply of large bin bags has been provided to the member of the public.

13.TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – no matters received.

14.FINANCIAL MATTERS

14.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

26.10	#698	BL Lonestar Ltd	Hire of Fountain function room 26 th October 2022	£30.00
26.10	#699	KBI Industries UK Ltd	Balance of contract cost, accessible footpath Ingbirchworth recreation ground	£4,920.25
(Local Government Act 1972, s.145; Public Health Act 1875, s.164; Open Spaces Act 1906, ss.9 and 10)				
26.10	#700	Denby Dale Lions	Contribution to Santa Sleigh, 3/12/2022	£35.00
(Local Government Act 1972, s.137.)				

Income received

31.08	NatWest Bank	Account interest	£0.72
30.09	NatWest Bank	Account interest	£1.45

Debit card account payments made by the Clerk

16.10	Magasave2014	Bin liners for Annat Royd litter bin	£11.45
-------	--------------	--------------------------------------	--------

14.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO SEPTEMBER 30TH.

Resolved – reconciliation report checked and signed by Councillor Berry, total bank balance of £20,879.39 reported.

14.3 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT.

Resolved – report accepted.

14.4 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 – report of accounts paid confirmed and signed by Councillors Berry and Edmondson.

15. TO NOTE CORRESPONDENCE RECEIVED.

15.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (SEPT/OCT)

15.2 FROM BMBC ELECTIONS MANAGER, LOCAL ELECTIONS INCLUDING THE PARISH COUNCIL WILL BE ON MAY 4TH 2023.

15.3 YLCA ROYAL GARDEN PARTY 2023 NOMINATIONS.

Resolved – Proposed by Councillor Edmondson, seconded by Councillors Guest and Berry, that Councillor Ogden be the Council's nomination in recognition of her initiation and committed management of Ingbirchworth Community Group and the fostering of local community spirit that has resulted; the Parish Clerk to submit a nomination form to Yorkshire Local Councils Association.

16. MEETING DATES

16.1 TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY DECEMBER 14TH, 2022.

Resolved – the next meeting to be held on Wednesday, 14th December 2022.

16.2 TO RECEIVE AND CONSIDER PROPOSED DATES IN 2023 FOR COUNCIL MEETINGS, THESE ARE ALL WEDNESDAYS.

JAN 25TH, MAR 8TH, APR 19TH, MAY 17TH – ANNUAL PARISH COUNCIL MEETING (WITH THE ANNUAL PARISH MEETING IMMEDIATELY BEFOREHAND), JUNE 28TH, AUGUST 9TH, SEPT 20TH, NOV 1ST, DEC 13TH

Noted – a proposed schedule of meeting dates in 2023, including the Annual Parish Council meeting, was provided by the Parish Clerk.

Noted - Minutes prepared by the Chairman on behalf of the Parish Clerk in her absence.

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 14th DECEMBER 2022, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Edmondson, Berry, Ogden; A. Murphy (Clerk)

1. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Resolved – Council approved the stated reasons for the absence of Councillors Karle and Guest.

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

Noted – no declarations made.

3. TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26TH OCTOBER 2022.

Resolved – minutes confirmed as accurate and signed by Chairman.

4. TO RECEIVE INFORMATION ON ANY ONGOING ISSUES.

4.1 CLERK HAS NOT HEARD ANYTHING FROM THE KIRKLEES COUNCIL HIGHWAYS TEAM ABOUT ANY TRAFFIC SURVEYS THEY HAVE DONE ON THE A629 THROUGH INGBIRCHWORTH VILLAGE EARLIER IN 2022.

Noted.

5. 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.

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

2022_1021 CONVERSION OF BARN TO FORM 2NO. DWELLINGS AND ASSOCIATED WORK,
INGBIRCHWORTH

Resolved – no comments made.

7. TO RECEIVE AND CONSIDER MATTERS RELATING TO SPEEDING TRAFFIC ON THE A629 RAISED BY A MEMBER OF THE PUBLIC AT AN EARLIER MEETING.

Noted – Clerk requested a traffic survey on the A629 in Ingbirchworth via the South Yorkshire Safety Cameras website. A response was received from them saying that one would be arranged, and the outcome communicated to the Clerk.

Clerk updated the member of public who has been in contact with the Council about the matter.

8. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE COMMUNITY VENUE PROPOSAL FOLLOWING ON FROM THE SURVEY AND SUBSEQUENT PUBLIC MEETING IN 2021.

Noted – Councillor Berry noted that the Council had agreed previously to let the new path and petanque terrain construction finish before doing anything more about the community venue proposal.

Resolved – the community venue proposal is still an ongoing consideration for the Council, but further action such as getting external advice is postponed until the petanque terrains have been built.

9. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NEWLY PLANTED PLATINUM JUBILEE FRUIT TREE ORCHARD IN THE RECREATION FIELD AND PROPOSALS FOR A NEW BENCH IN MEMORY OF THE LATE QUEEN ELIZABETH II.

Noted – Councillor Edmondson is looking into having a plaque made for the orchard. The planned new bench will commemorate the coronation of H M King Charles III on May 6th, instead of commemorating the late Queen Elizabeth II.

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

10.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NEW ACCESSIBLE FOOTPATH TO THE PLAYING FIELD.

Noted – Councillor Edmondson has sent the end of project report to South Yorkshire Community Fund (Blackstone Edge) and the Clerk is completing a similar report for Penistone Ward Alliance, to fulfil the conditions of the two grant awards.

Resolved – Clerk to check the guarantee of the path surface from the contractor and get a quote from the Council's insurer for accidental damage.

10.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE INGBIRCHWORTH PETANQUE SOCIAL CLUB AND PLANNED TERRAIN BUILD.

Noted – petanque terrain build has been postponed to Spring 2023 as the plant and materials required are too heavy to cross the field in wet conditions.

10.3. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE VEHICLE ACCESS TRACK ON THE RECREATION FIELD FOLLOWING THE ADJACENT HOUSING DEVELOPMENT.

Noted – Councillor Edmondson noted that the track has been left in a good condition by Conroy Brook with a new crushed hardcore surface.

Resolved – Clerk to write to Conroy Brook to thank them for completing this.

10.4 TO RECEIVE AND CONSIDER MATTERS ABOUT FINDING A HANDYPERSON FOR VILLAGE MAINTENANCE PREVIOUSLY DONE BY VOLUNTEERS.

Noted – Councillor Edmondson will put a request on the Community group Facebook page asking for recommendations for tradespeople to pick up some of the maintenance work of the Parish Council's street furniture.

11. TO RECEIVE AND CONSIDER ANY MATTERS ARISING FROM THIS YEAR'S REMEMBRANCE SUNDAY AND CHRISTMAS TREE LIGHT SWITCH-ON EVENTS.

Noted – Councillors noted that both the events were well attended and went well on the day.

Councillor Ogden asked that in future the gazebos be put up for the Christmas tree light switch on irrespective of weather as they provide useful shelter for the band and the refreshments.

Resolved – Clerk to write to the residents who kindly donated some mulled wine and mince pies on the night of the Christmas tree light switch-on expressing the Council's appreciation.

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

Noted – new bollards are in place on Wellthorne Lane beyond the road access to the new houses adjacent to the Fountain village pub.

Resolved – Clerk to contact BMBC about bags of rock salt for Ings Way and New Row Lane.

13.TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – Councillor Berry noted a deep pile of leaves on the path on the A629 making walking past difficult, Councillor Ogden usually emails BMBC about this as it happens every year.

14.TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

Noted – Councillor Berry noted that the Boxing Day drag hunt event planned at the Fountain pub could again lead to access issues for emergency vehicles, due to irresponsible parking by some members of the public. Brooke Leisure is trying to mitigate some of the impacts by (for example) putting out cones, which is welcome.

15.FINANCIAL MATTERS

15.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NATIONALLY AGREED LOCAL GOVERNMENT PAY AWARD (HOURLY PAY INCREASE) FOR THE CLERK, TO BE BACKDATED TO 1ST APRIL 2022.

Resolved – pay award noted and approved.

15.2 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

14.12	#701	Shepley Band	Donation for playing at Christmas tree light switch on event on Dec 3rd (Local Government Act 1972, s.137)	£35.00
14.12	#702	D Edmondson	Chairman's Allowance (Oct-Dec)	£13.00
14.12	#703	Clerk	Salary (Oct-Dec)	£725.00
14.12	#704	BL Lonestar Ltd	Hire of Fountain function room 14 th December 2022	£30.00
14.12	#705	D Edmondson	Re-imbursement - refreshments for Christmas tree light switch-on event Sat Dec 3 rd	£39.89

Income received

31.10	NatWest Bank	Interest	£2.61
30.11	NatWest Bank	Interest	£4.61

Debit card account payments made by Clerk

18.11	Royal Mail Documents to Land Registry	Signed-for postage	£2.85
-------	--	--------------------	-------

15.3 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO OCTOBER 30TH.

Resolved – report approved.

15.4 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO 14TH DECEMBER.

Noted.

15.4 TO RECEIVE AND CONSIDER THE DRAFT BUDGET PROPOSAL FOR 2023.

Resolved – budget approved, precept figure to be agreed in January 2023.

15.5 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 – checked and signed by Councillors.

16. TO NOTE CORRESPONDENCE RECEIVED.

16.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (OCT/NOV)

16.2 BMBC MONITORING OFFICER ABOUT COUNCILLOR'S REGISTER OF INTEREST FORMS

16.3 BMBC ELECTORAL SERVICES ABOUT THE LATEST VERSION OF REGISTER OF ELECTORS IN THE PARISH.

16.4 BARNSLEY MAYOR'S OFFICE WITH INVITATION FOR COUNCILLORS TO A CIVIC CHRISTMAS CAROL SERVICE IN DECEMBER.

16.5 BMBC/PENISTONE AREA TEAM – GRANTS FOR PROJECTS TO ADDRESS THE COST-OF-LIVING CRISIS BEING EXPERIENCED BY MANY HOUSEHOLDS.

16. MEETING DATES

17. TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY JANUARY 25TH, 2023.

Resolved – next meeting to be held on Wednesday January 25th, 2023.