

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

DRAFT

MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY, 1ST JULY
2026, 7.30 PM, FOUNTAIN VILLAGE PUB FUNCTION ROOM

PRESENT; Councillors Hazeldine, Ackerley, Edmondson; Clerk. One member of the public.

2026/031. TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE.

Noted – Councillor Ogden had apologised for absence due to family holidays. Councillor Turner was absent, no reasons given.

Resolved – Council approved Councillor Ogden’s reasons for absence.

2026/032. TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

Noted – no declarations of interest were received.

2026/033. TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 20TH MAY 2026.

Noted – Councillor Edmondson asked that item 2026/020 be amended to read ‘Councillor Edmondson noted that the matter could be escalated to BMBC Councillors for some back up as BMBC should have an interest as the highway authority’.

Resolved - minutes signed as a true and correct record subject to the alteration requested by Councillor Edmondson being applied.

2026/034. TO REPORT ANY MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA – FOR INFORMATION ONLY.

Noted - Councillor Ackerley asked about the BMBC playground on Wellthorne Lane as the grass was very long, and the Clerk had previously reported that it needed a clean-up. The member of the public present noted that the grass had been cut recently.

2026/035. **TO ADJOURN THE BUSINESS OF THE MEETING TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS.**

Noted – member of the public present asked could they have the old wooden bin on Sandbeds and move it to the reservoir path to replace the existing dog waste bin that they empty on a voluntary basis. The existing reservoir path bin is damaged and needs replacing. The member of the public had asked Yorkshire Water some time ago if they could put the bin there and empty it and that was agreed at the time. It was noted that the bin on the reservoir is not owned by or the responsibility of the Parish council, but the Council could donate the wooden Sandbeds bin.

The member of the public also asked about the location of dropped kerbs near the bend at Wellthorne Lane at the reservoir end, this was thought to be a highway safety issue for BMBC, if they raise it with BMBC then they were asked to let the Council know.

2026/036. TO RECEIVE AND CONSIDER ANY PLANNING APPLICATIONS SINCE THE LAST MEETING.

Noted – no applications received.

2026/037. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE NEW MEMORIAL BENCH ON SUMMERFORD FOR FORMER PARISH COUNCILLOR, MR. BATLEY.

Noted – the bench is in place with a plaque.

2026/038. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE DOG WASTE BIN ON THE RESERVOIR PERMITTED PATH, OWNED BY YORKSHIRE WATER BUT EMPTIED BY A VOLUNTEER.

Noted – following on from the public comments earlier, Councillor Hazeldine proposed that the Council dispose of the wooden Sandbeds bin and donate it to the member of the public who will arrange to move it to the reservoir path.

Resolved – Councillors agreed to donate the bin to the member of the public, the bin will be removed from the Council's asset list.

2026/039. TO RECEIVE AND CONSIDER MATTERS RELATING TO CLEANING GUNTHWAITE SPA.

Noted – Councillor Hazeldine checked what was needed to clean the spa with the volunteer who had been doing this until recently, and two sets of drain rods are needed to push the leaves etc. through the outflow to the stream. One set of rods cost £19.95. Councillor Ackerley noted that if the Council doesn't do this then it probably will not get done at all.

Resolved – Clerk to purchase two sets of drain rods.

2026/040. TO RECEIVE AND CONSIDER MATTERS RELATING TO THE LETTERS SENT TO YORKSHIRE WATER FROM THE PARISH COUNCIL FOLLOWING ON FROM THE NOVEMBER SEWAGE SPILL INCIDENT.

Noted – Councillor Hazeldine has had both email and verbal responses from Yorkshire Water customer services. The phone response said that a meeting with a senior technician could be arranged for Councillors, with the date to be confirmed. Questions can be asked and responses passed on the residents. A public meeting has not been offered although this is still a desired outcome from the Parish Council's point of view. Councillor Edmondson noted that ward Councillors could also come to the meeting as this affects their constituents. Likewise, the member of the public with experience and knowledge of the water industry and who has informally advised the Parish Council about this could be invited.

Resolved – Councillor Hazeldine will communicate any proposed meeting dates to Parish and Ward Councillors, Clerk to contact the member of the public to ask if they could attend.

2026/041. TO RECEIVE AND CONSIDER ADOPTION OF THE DATA PROTECTION POLICY AND CONTINUING PROFESSIONAL DEVELOPMENT (CPD) POLICY.

Resolved – adoption postponed to the next meeting.

2026/042. TO RECEIVE AND CONSIDER THE CORRECTION OF THE ANNUAL ACCOUNTING STATEMENT, ASSERTION 11 (TRUST TRANSACTIONS) CHECK BOX FROM 'NO' TO 'YES', IN LINE WITH THE PROPER PRACTICES GUIDELINE.

Resolved – assertion 11 checkbox corrected to 'Yes', correction signed by the Chair, following advice from the YLCA that this is the correct process.

2026/043. STREET FURNITURE AND EQUIPMENT MANAGED BY THE COUNCIL.

2026/043.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE REMOVAL AND DISPOSAL OF A DAMAGED CANTILEVER BENCH AT SUMMERFORD.

Noted – the bench is covered by undergrowth and will be easier to remove in late autumn or winter. Councillor Edmondson noted that the wooden picnic bench was looking its age, although he had re-stained it this summer. Councillor Ackerley noted that the remaining cantilever bench is starting to look rotten at the bases, Councillor Edmondson noted this is the last of three and they had lasted well.

2026/043.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE OLD BT TELEPHONE BOX.

Resolved – postpone to the next meeting when Councillor Ogden will be available.

2026/043.3 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE TWO PLANTERS GIVEN TO THE COUNCIL BY OXSPRING PARISH COUNCIL.

Noted – Councillor Hazeldine said that these are probably too heavy and awkward to remove, given the available resources to the Council, so cannot be made use of.

Resolved – Clerk to contact the Oxspring Clerk to let them know that we can't make use of them and they need to dispose of them some other way.

2026/043.4 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE ASSET CHECK LIST.

Noted – Councillor Hazeldine passed the lists of assets to check to Councillors and the Clerk.

2026/043.5 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE MAINTENANCE TASKS FOR THE MUGA.

Noted – Councillor Hazeldine noted that good work had been done on the MUGA fixing some of the issues identified in the annual report and is mostly done. Some tasks remain to do. These are moss removal (needs spraying or wetting), the metal respray (the weather was too wet and then too hot to use spray paint safely), and the asphalt cracks that need more filler to complete the work.

Councillor Hazeldine noted that the owl bird scarer will be given a 'trial run' on the edge of the pétanque shelter to see if it keeps pigeons away from the benches near the shelter.

Resolved – Clerk to purchase another tub of asphalt filler. Moss removal to wait for the outcome of the annual Rospa inspection and then do any further maintenance at the same time.

2026/044. LAND THE COUNCIL OWNS OR MANAGES.

2026/044.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE PROPOSALS TO HAVE COMMUNITY PLANTING AND GROWING ACTIVITIES ON THE RECREATION FIELD.

Noted - Councillor Edmondson has not heard any more from the members of the public who were interested in setting this up, neither have the Greenotes team.

Resolved – remove item from the agenda for now.

2026/044.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO PURCHASE OF TREE GUARDS FOR THE FRUIT TREES ON THE RECREATION FIELD.

Noted - Councillor Edmondson had looked at costs for tree guards to counteract deer damage for the remaining eight trees that are still putting on growth. Metal meshes were about £22 plus delivery per tree, other options were available in bulk. Original cost of the trees was about £300 so not a small amount.

Resolved – this will be deferred for now and added to a future agenda, cheaper options for tree guards will be sought and the tree health monitored.

2026/044.3 TO RECEIVE AND CONSIDER MATTERS RELATING TO HIMALAYAN BALSAM MANAGEMENT AT SANDBEDS.

Noted – volunteers from Penistone balsam bashers and the village helped with this. Some balsam was cleared from Sandbeds but the area below the bridge was the area of focus. This needs doing annually as the seedbed for balsam is extensive around the stream.

Resolved – add Sandbeds balsam removal as an agenda item early next year.

2026/045. TO CONSIDER MATTERS FOR REFERRAL TO BMBC HIGHWAYS AUTHORITY.

Noted – Councillor Edmondson reported a collapsing retaining wall at the junction of Mill Lane with the A629 to BMBC via their portal. Councillor Ackerley noted that the Labour ward Councillors are doing a walkabout in Ingbirchworth the following morning and will raise this with them if she can.

Resolved – Clerk to report this matter to the BMBC portal.

2026/046. TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES.

Noted – nothing to refer.

2026/047. TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS.

2026/047.1 TO RECEIVE AND CONSIDER MATTERS RELATING TO THE TWO DEFIBRILLATORS MAINTAINED BY THE COUNCIL.

Noted – both defibrillators were operating within allowed tolerances of temperature and humidity in June.

2026/047.2 TO RECEIVE AND CONSIDER MATTERS RELATING TO PURCHASE OF ONE SET OF ADULT PADS FOR THE DEFIBRILLATOR ON HUDDERSFIELD ROAD, COST BETWEEN £68 TO £70 EXCL. VAT.

Noted – Councillor Edmondson has a spare set of pads at home. He will check the expiry date and let the Clerk know if these are still within the use-by date and by how much. If they are still usable then the Clerk will delay any purchase of new ones.

Resolved – Council agree to the purchase of one new set of adult pads, subject to Councillor Edmondson's findings.

2026/047.3 TO RECEIVE AND CONSIDER OTHER CRIME AND SAFETY MATTERS.

Noted – Councillor Ackerley will attend the PACT meeting on 2nd July.

2026/048. FINANCIAL AND INTERNAL CONTROL MATTERS.

2026/048.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED.

Accounts for payment

29.05	#833	Zurich Municipal	Annual Insurance premium	£769.50
01.07	#834	BL Lonestar Ltd	Function room hire fee (July 1st, 2026, meeting)	£30.00
01.07	#835	Liz Charlesworth	Village garden tasks May	£124.00
Income received				
29.05		NatWest Bank	Interest payment	£5.64

Debit card account payments made by Clerk

14.06 Force 36 Limited Monthly DNS fee - June £6.00

2026/048.2 TO NOTE THAT THE CHEQUE FOR THE AGREED INSURANCE RENEWAL AMOUNT WAS SIGNED AND SENT AFTER THE MAY MEETING AS THE RENEWAL DATE WAS JUNE 9TH.

Noted.

2026/048.3 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO MAY 29TH.

Noted – a bank balance of £17,101.27 was reported on 29th May.

Resolved – the bank reconciliation report for 29th May was checked and signed by a Councillor.

2026/048.4 TO RECEIVE AND CONSIDER THE BUDGET MONITOR REPORT TO JULY 1ST.

Resolved – budget monitor report reviewed and accepted.

2026/048.5 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 – debit card payments were checked, and the confirmation slip was signed by three Councillors.

2026/049. TO NOTE CORRESPONDENCE RECEIVED.

2026/049.1 YLCA WHITE ROSE UPDATES/LAW AND GOVERNANCE BULLETINS (MAY/JUNE).

2026/049.2. FROM PARISH PLANNING REVIEW WITH A NEW ONLINE TOOL TO SIMPLIFY THE REVIEW OF COMPLEX PLANNING APPLICATIONS, THIS IS AVAILABLE TO THE PUBLIC AS WELL.

2026/049.3 INVITATION TO A PLANNING SUPPORT & DROP-IN SESSION FOR PARISH COUNCILS FROM THE BMBC PLANNING DEPARTMENT.

Noted – Councillor Hazeldine will attend this meeting, any other Councillors who want to go can go with him.

2026/050. TO CONFIRM THE NEXT COUNCIL MEETING DATE AS WEDNESDAY JULY 29TH, 2026.

Resolved – the next Parish Council meeting will be held on July 29th