

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON MONDAY, 24th MAY 2021, 7.30 PM, DENBY VILLAGE HALL

PRESENT; Councillors Edmondson, Karle, Berry, Ogden, Guest; A. Murphy (Clerk); 1 member of public; S. Weber (Barnsley chronicle)

(1) TO ELECT A CHAIRMAN OF THE PARISH COUNCIL

Resolved – Councillor Edmondson was elected as Chairman of the Council.

(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

No apologies were received.

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

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.

(8) TO CERTIFY GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL AS EXEMPT FROM EXTERNAL AUDIT FOR FISCAL YEAR 2020/2021 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

Noted – variance in 'Other Payments' was due to some one-off expenditures in 2019/20 not repeated in 2020/21 e.g. replacement parts for the defibrillators, a donation to the Community Fun

Day (cancelled in 2020), as well as occasional outdoor repair/maintenance activities (undertaken by previous councillors) that did not happen due to Covid restrictions. Higher Staff costs in 2020/21 were due to a late salary payment happening in 2020/21 due to a meeting delay due to Covid restrictions.

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

(10) TO NOTE THE ANNUAL INTERNAL AUDIT REPORT FOR 2020/21 INCLUDED AT PAGE 4 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21.

Noted – Internal Audit found Internal Control objectives L, M and N were not met. Although the relevant accounting and governance information was available on the village noticeboard this also needs to be on a publicly available website and notice of public inspection rights must be minuted in the meeting where the annual accounts and governance statements are approved.

Resolved – the Council will ensure that the required documents are available on a publicly available website and the notice of public inspection rights will be minuted.

(11) TO APPROVE SECTION 1 - ANNUAL GOVERNANCE STATEMENT 2020/21 AND SECTION 2 – ACCOUNTING STATEMENTS 2020/21 FOR GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL ON PAGES 5 AND 6 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21

Noted – with reference to the Internal Audit report, the Council acknowledges that the Transparency obligation was not met fully as detailed in minute number 10 above. The website the Council uses could not accept the scanned format, and the Clerk at the time was unable to be at the meeting where the public notice of inspection rights would normally be minuted. In addition the Clerk role was subsequently taken over by a new employee.

Resolved – Section 1 - Annual Governance Statement 2020/21 - was approved with reference to the points raised by the Internal audit. Section 2 - Accounting Statements 2020/21 - 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 June 7th to Friday 16th July.

(13) TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 12TH APRIL 2021

Resolved – minutes confirmed and signed as accurate.

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

14.1 TO NOTE THE COUNCIL MEETINGS IN JULY AND AUGUST WILL BE HELD IN DENBY VILLAGE HALL, ST. JOHNS CHURCH BUT FOR SUBSEQUENT MEETINGS THE VENUE IS TO BE CONFIRMED

Resolved – leave bookings as they are and review at the next meeting when more should be known about the progress of the Fountain Inn re-opening and room suitability.

(15) TO ADJOURN THE BUSINESS OF THE MEETING IN ORDER TO RECEIVE COMMENT AND QUESTIONS FROM MEMBERS OF THE PUBLIC

No comment or questions received.

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

None received.

(17) TO RECEIVE AND CONSIDER THE PLANNING CONSENT DECISION FOR THE FOUNTAIN INN SITE

Noted – planning consent received for the revised proposal.

(18) TO NOTE RESPONSES TO COMMUNICATIONS IN RESPECT OF VISITOR NUMBERS AND CAR PARKING AT INGBIRCHWORTH RESERVOIR

Noted – Councillor Edmondson said that Yorkshire Water and South Yorkshire Police had responded quickly to the request for a meeting with the Council, but BMBC Highways had not. The Council is still waiting for the nominated person on the Highways team to get in touch. Councillor Berry preferred a face to face meeting due to the importance of this issue to the community, Councillor Guest further noted that the re-opening of the Fountain Inn, although welcome, will add to the numbers visiting so it is even more urgent to make progress on this matter. A member of the public who works for the police will request that some patrols are done in good weather, and to address poor parking found in the area ‘on the spot’. Councillor Berry asked to be notified so he can accompany the officers to show community support.

Resolved – Councillor Edmondson to email BMBC Highways and Clerk to write letter re-iterating the urgency of the request and preference for a face to face meeting.

(19) TO RECEIVE AN UPDATE ABOUT THE COMMUNITY VENUE QUESTIONNAIRE

Noted – Clerk has provided information slips to Councillor Berry, who will collate responses.

Resolved – distribution/collection is planned to start after June 21st.

(20) TO RECEIVE AN UPDATE ABOUT THE PROPOSED PETANQUE TERRAIN PROVISION

Noted – Councillor Karle said that the site inspection and cost of work is still to be done, Councillor Edmondson has submitted the planning application and purchased the plan, Councillor Berry said that club setup is in progress and when this is done additional funding can be sought from grant awarding bodies.

Resolved – Council members with relevant experience will offer guidance when applying for grants e.g. from the Ward Alliance.

(21) TO RECEIVE AN UPDATE ABOUT THE COMMUNITY FUN DAY

Noted – Councillor Ogden has booked marquees, tables, Thurlstone Brass Band and the bar, low level planning will happen after June 21st to align with any Covid guidance in force at that time. The money for the event from two years ago is still available for use this year. Insurance is required.

Resolved – Clerk to ask the Council’s insurers about whether or not cover for the event and equipment would come under the existing policy.

(22) TO RECEIVE AN UPDATE ABOUT REMOVAL OF FLY-TIPPED MATERIAL WITH COMMUNITY ASSISTANCE

Noted – Councillor Edmondson posted about this on the community Facebook group but no responses as yet. Councillor Berry raised the concern that the waste could be hazardous, and as it is on private land the landowner needs to be involved. The Council is keen to offer help where it can reasonably do so.

Resolved – Councillor Edmondson will approach the landowner initially.

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

23.1 TO NOTE PROGRESS FOR ADDITIONAL LITTER BIN FOR HIGH LANE/INGFIELD AREA

Resolved – Councillor Karle will contact the member of the public to find out if they are still planning to make the bin.

23.2 TO NOTE PROGRESS OF MANAGEMENT PLAN AND COSTS FROM TWIGGS

Noted – Councillor Edmondson said that volunteers did a good first day's work at Summerford. Twiggs have done some clearance of vegetation overhanging the dry stone wall at Sandbeds but they will not do any work in the water there.

Resolved – Councillor Ogden to arrange balsam pulling day at Sandbeds with volunteers.

23.3 TO NOTE THAT WILDSCAPES HAVE IDENTIFIED TWO SITES WITH POTENTIAL FOR POND CREATION AND A SITE VISIT HAS BEEN PROPOSED.

Noted – Councillor Edmondson met Wildscapes representative who found the Annat Royd reserve to have the best potential; the other site was not suitable. Any pond work will not be this year anyway.

Resolved – Councillor Edmondson will monitor water levels at Annat Royd reserve over the summer months.

(24) TO CONSIDER MATTERS FOR REFERRAL TO HIGHWAYS AUTHORITY

Nothing for referral.

(25) TO CONSIDER MATTERS FOR REFERRAL TO NEIGHBOURHOOD SERVICES

Nothing for referral.

(26) TO RECEIVE AND CONSIDER CRIME AND SAFETY MATTERS

Noted – a member of public pointed out that the police now tend to use social media to publicise crime and safety alerts, information and advice, one such site is 'Barnsley West NPT' on Facebook.

Resolved – Councillor Berry will check the site and repost information to the Ingbirchworth community group where relevant.

(27) TO CONSIDER REFURBISHMENT AND USE OF FORMER BT TELEPHONE BOX

Resolved – Councillor Karle will look for someone to do the work as it seems there is no-one available locally.

(28) FINANCIAL MATTERS

28.1 TO RECEIVE ACCOUNTS FOR PAYMENT AND NOTE INCOME RECEIVED

Accounts for payment

24.05 #638	DA Edmondson	3 Zoom licences (Mar, April, May)	£43.17
24.05 #639	DA Edmondson	Planning application (Petanque terrains)	£145.00
24.05 #640	DA Edmondson	Plan (Petanque terrains)	£21.00
24.05 #641	T&D Contractors	Grass cutting 2020	£1656.00
24.05 #642	Clerk	Postage Nov-Apr	£11.18
24.05 #643	Town Parish Audit	Year End internal audit	£80.00

Income received

26.02	Nat West Bank	Interest	£0.01
31.03	Nat West Bank	Interest	£0.01
06.04	BMBC	Annual Precept	£5933.00
30.04	Nat West Bank	Interest	£0.01

28.2 TO CONSIDER AND AGREE INSURANCE RENEWAL FOR NEXT 12 MONTHS

Noted - Clerk has received the renewal quote from the insurer and sent them an amended schedule, although the total insured value remains the same as the previous year.

Resolved – Council will purchase the 5 year Long Term Agreement option as this gives a lower annual cost.

(29) TO NOTE CORRESPONDENCE RECEIVED

29.1 NEW LGA CODE OF CONDUCT RECOMMENDED FOR ADOPTION BY ALL COUNCILS BY NALC/YLCA

Resolved – Clerk will send this to all Councillors.

30. TO CONFIRM NEXT MEETING DATE AS MONDAY JULY 5TH 2021.

Noted – next meeting date is Monday 5th July 2021.