

GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL

DRAFT

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

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

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

Noted – no absences at the meeting.

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

Noted – no declarations of interest made.

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

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

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

Noted – no matters to report.

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

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

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

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

Noted – no planning applications had been received.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Noted – nothing to report.

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

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

2024/091. FINANCIAL MATTERS

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

Accounts for payment

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

Income received

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

04.10	Royal British Legion trading Ltd (payment made under s137 Local Government Act 1972)	Poppy wreath and five crosses	£34.25
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04.10	Cyan Teak garden furniture	1L teak protection solution for benches	£30.00
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2024/091.2 TO RECEIVE AND NOTE BANK RECONCILIATION REPORT TO SEPTEMBER 30TH.

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

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

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

Resolved – budget monitor report accepted.

2024/092.T0 NOTE CORRESPONDENCE RECEIVED.

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

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

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

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

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

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

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

Resolved – next meeting date confirmed.