

CAWTHORNE PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF CAWTHORNE PARISH COUNCIL HELD ON THURSDAY 5th MAY 2022

Present

Councillors: Cllr D Barron, Cllr R Barr, Cllr M Broadhead, Cllr Ellis, Cllr S Eyre, Cllr P Kilner, Cllr J Wilson.

Clerk: Mrs S M Bashforth

Also in attendance

Members of the public: 1

Internal Auditor Mr K Arundel

Minute No 1 ELECTION OF CHAIRMAN

Resolved that Cllr Eyre be elected as chairman for the year 2022-23.

Minute No 2 ACCEPTANCE OF OFFICE OF THE CHAIRMAN

Cllr Eyre signed the declaration of acceptance of office as chairman.

Minute No 3 ELECTION OF VICE-CHAIRMAN

Resolved that Cllr Broadhead be elected as vice-chairman for the year 2022-23.

Minute No 4 ACCEPTANCE OF OFFICE OF THE VICE-CHAIRMAN

Cllr Broadhead signed the declaration of acceptance of office as Vice-chairman.

Minute No 5 REASON FOR ABSENCE

Resolved that reason for absence be accepted from Cllr Walker.

Minute No 6 DECLARATION OF PECUNIARY, REGISTERABLE OR NON-REGISTERABLE INTERESTS

Cllr Kilner, Cllr Broadhead and Cllr Eyre declared a non-pecuniary interest in item 27(ii) (minute No 27(ii)) as they are members of the Victoria Jubilee Museum committee.

Minute No 7 ACCEPTANCE OF THE MINUTES OF THE PREVIOUS MEETING

Resolved that the minutes of the Meeting of the Council held on Thursday 3rd March 2022 were a true record. They were signed by the Chairman.

Minute No 8 TERMS OF REFERENCE FOR COMMITTEES

Resolved that the Terms of References for (i) Budget and Finance (ii) Planning (iii) Cemetery committees were reviewed and no changes were considered necessary.

Minute No 9 APPOINT COMMITTEES

Resolved that the following councillors be appointed:

- (i) Budget and Finance committee: Cllr Walker, Cllr Broadhead, Cllr Barron and Cllr Wilson
- (ii) Planning committee: Cllr Barron, Cllr Barr, Cllr Kilner and Cllr Wilson
- (iii) Cemetery committee: Cllr Broadhead, Cllr Eyre, Cllr Kilner and Cllr Walker

Minute No 10 APPOINT EXTERNAL REPRESENTATIVES

Resolved that the following councillors be appointed:

- (i) Cawthorne Recreation Ground Trust: Cllr Broadhead and Cllr Barr
- (ii) Village Hall committee: Cllr Walker.

Minute No 11 YLCA REPRESENTATIVES

Resolved that Cllr Broadhead and Cllr Eyre be appointed as the Parish Council's representatives at YLCA meetings.

Minute No12 APPOINT INTERNAL AUDITOR

Resolved that Mr Ken Arundel be appointed as internal auditor for Cawthorne Parish Council for 2022-23. Mr Arundel was thanked for his work for the years 2021-22

Minute No 13 REVIEW COUNCIL'S ASSETS

These were reviewed and found to be in order.

Minute No 14 4th QUARTER/END OF YEAR FINANCIAL REPORT

The Clerk gave the report. There were no questions.

Minute No 15 YEAR END ACCOUNTS

Resolved that the year-end accounts for the financial year 2021-22 be approved.

Minute No 16 INTERNAL AUDITOR'S REPORT

Mr Arundel's internal audit report was received. There are no issues arising.

Minute No 17 ANNUAL GOVERNANCE STATEMENT 2021/22

Resolved that the Annual Governance Statement 2021/22 be approved. This was signed by the chairman.

Minute No 18 ANNUAL ACCOUNTING STATEMENT 2021/22

Resolved that the Annual Accounting Statement be approved. This was signed by the chairman.

Minute No 19 UPDATE ON THE TRO

The Highways team at BMBC had received some technical questions about the layout of the lines from the construction team. The engineers are looking into these and will be resolving them. As soon as they have a date they will let the Clerk know.

Minute No 20 UPDATE ON THE CEMETERY PLANS AT BMBC

The plans have been looked at by a professional conservator and BMBC Archives will fund the restoration. This will hopefully happen in April/May and as soon as the work is complete, Archives will get it fully digitised and will send a copy to the Clerk

Minute No 21 CONSIDER WRITING TO CANNON HALL PARK TO COMPLAIN ABOUT THE POOR RESTORATION WORK.

Resolved that a site meeting would be held before any written communication is sent.

Minute No 22 NEW BANKING ARRANGEMENTS

It was noted that the switch from HSBC to Unity bank was completed on 14th March and that there is now the facility to make BACS payments with internal controls.

Minute No 23 EXPENDITURE OF £45 LAND REGISTRY FEES

Resolved that a £45 fee for registering The Orchard be approved.

Minute No 24 EXPENDITURE FOR TREE WORK

Resolved that £940 for tree work in the churchyard and cemetery, trim dying ash tree, sever ivy and crown lift holm oaks adjacent the mausoleum by Tree-Canopy-Climb, be approved.

Minute No 25 EXPENDITURE FOR PLANTS

Resolved that £44 for plants for the verge outside the school be approved.

Minute No 26 FINANCIAL TRANSACTIONS

Resolved that the following transactions be approved

The bank reconciliations to end of February, March and April have been verified Receipts this financial year

Unity Bank reimbursement of fees £18.00

Cemetery £66.00

BMBC precept £24,000.00

Payments between last meeting and this

All payments approved at the last meeting have been paid

Clerk's salary has been paid by SO

Cheques issued, SO and DD between last meeting and this

Payee	method	details	£
ICO	DD	Fees	35.00

Plusnet	DD	Telephone and Broadband March	31.30
Plusnet	DD	Telephone and Broadband April	30.71
Pro-logic	DD	Backup and anti-virus x2	17.76
HSBC	auto	Fees	24.00
Scottish Water	DD	Water charges	8.37
S M Bashforth	chq	Home office, 4 th quarter	75.00
Toddler Group	chq	Grant for medals	205.20
Unity Bank	auto	Fees	18.00
Idris Jones	chq	Grave digging	25.00
HMRC	BACS	N.I. April	17.44
Jason Sanger	chq	Erect gate	150.00
YLCA	BACS	Membership fee	432.00
T & D Contractors	BACS	Grass cutting and winter work	3082.80
Richard Thewliss t/a Tree-Canopy- Climb	BACS	Cut back tree in Orchard	320.00
Trophies Plus Medals Ltd	BACS	Jubilee Medals	387.60
BMBC	BASCS	Waste collection	230.36
Cawthorne Church Council	BACS	Hire of Parish Rooms	90.00
BMBC	BACS	Supply & fit swing chains	150.00
HMRC	BACS	N.I. May	22.47

Invoices approved for payment

		£
Groundwork UK	Repay unspent NDP grant	710.92
S M Bashforth	4 th quarter expenses	35.80
S M Bashforth	Reimburse, plants for School Verge	44.00
Signs Xtra	Hanging basket signs	158.40

Minute No 27 GRANTS APPLICATIONS

(i) **Resolved** to give a grant to Cawthorne Toddler and Baby Group of £40 for a coffee machine.

Cllr Eyre, Broadhead and Kilner left the room for the following item.

(ii) **Resolved** to give a grant to the Victoria Jubilee Museum of £1,000 towards the cost of a new path to war memorial

Minute No 28 REPORT FROM PLANNING COMMITTEE

Cllr Barron reported on the meeting of the planning committee held on 21st April 2022.

Minute No 29 PLANNING APPLICATIONS

The following planning application was considered

Application No: 2022/0362

Description: External alterations to front and rear elevations, first floor rear extension, and single line walkway to proposed garage and car port

Location: Woodley, Lane Head Road, Cawthorne, Barnsley, S75 4AA

Resolved that the parish council has no objection or comments to make.

Minute No 30 CLERK'S REPORT

1. Contacted Fawns on 4th March for an update on the replacement of logs on the log and scramble net play equipment. Reply that they are waiting for timbers.

2. Reported to BMBC the poor state of the footpath from Church Street/Church Lane to the antique centre. BMBC have patched it up.

3. Pothole on Barnsley Road reported to PC at last meeting had already been reported to BMBC. Repairs to be included as part of the future schedule of work.
4. Reported the signs at Kexborough Bridge obscured by vegetation.
5. Reported the missing Darton Road sign at the top of Cinder Hill Lane
6. Hanging baskets and any new signs have been ordered.
7. Jubilee Medals have arrived.
8. Playground inspection reports one seat is loose in the ground.
9. Cemetery Tidy up arranged for Saturday 7th May.
10. Planning applications 2021/1343, 2021/1486, 2022/0003, 2022/0075 have been approved by BMBC.

Minute No 31 CORRESPONDENCE

All routine correspondence has been dealt with

1. Dr Billings, the South Yorkshire Police and Crime Commissioner is to attend the YLCA branch meeting on 22 June.
2. Email from a company providing fireworks displays - filed for the future
3. From SLCC newsletter 1.4.2022:- Permitted development changes for 5G masts allowing small radio equipment cabinets to be installed, increasing width and height up to 25m for existing masts and permitting smaller masts up to 6m high on buildings, all without prior approval. Safeguards will be put in place for Conservation Areas. The Code of Practice has a strong focus on siting and design.
4. YLCA web trainings and White Rose Updates
5. Silkstone NDP Regulation 14 Consultation,
6. BMBC Newsletter, Events for the Jubilee w/e includes a Beacon being lit on 2nd June.
7. Sth Yorkshire Police Neighbourhood Alert: Sth Yorks Police are organising a GET LIFEWISE event for aged 60+ at Lifewise Centre, Hellaby, Rotherham, 10-3, 20th July for Barnsley Residents.
8. Silkstone Lane to be closed from Lane Head Road to outside house number 12, from 10 May 2022 for approximately one week Reason: install new electric service

Minute No 32 MEMBERS' REPORTS

Cllr Broadhead: (i) some hanging basket signs need re-fixing. *Cllr Barron to liaise with Jason Sanger to fix* (ii) a resident of Darton Road has erected a new fence adjacent the Orchard and that the parish council's fence remains in situ (iii) some of the fixing on one of the scramble nets on the play equipment is loose and that the vertical log they are fastened to has a large split in it (iv) the rear of a property on Church Street is considered a fire hazard. *Clerk will contact Berneslai Homes* (v) Darton Road/Cawthorne Lane from Stanhope Avenue to Kexborough bridge has many large potholes.

Cllr Kilner: (i) the flagstones around the war memorial need re-pointing (ii) the catch on the main cemetery gate post has broken off (iii) the parish council ought to plant a tree for the Queens' Platinum Jubilee (iv) the litter bin inside the bus shelter at Hill Top smells due to the collection of dog poo, could it be moved to outside the shelter. *Clerk to make enquiries with BMBC*

Cllr Wilson: the school hedge has been drastically cut back and now a rickety old fence is exposed and looks unsightly and asks if it could be removed.

Cllr Ellis: there was a near accident on the junction of Church Lane and A635 and asks if the TRO work can be done asap.

Cllr Barr: congratulated the junior football teams on their recent cup wins.

Cllr Barron: (i) a parishioner would like to donate a Jubilee Rose to be planted in the Peace garden and the Open Gardens team would like to plant up the pots in the Peace Garden (ii) vegetation adjacent the road near Kexborough Bridge needs cutting back for sight lines.

Cllr Eyre: branches cut down by the football ground have been left. *Cllr Barron explained the reason for this* (ii) there is a lot of dog fouling in the village (iii) there is pollution in Daking Brook

Minute No 33 EXCLUDE PUBLIC AND PRESS

In pursuant of the Public Bodies (Admission to Meetings) Act 1960, the public were asked to leave as the following item is of a sensitive nature.

The member of the public and Mr Arundel left the meeting room

Minute No 34 DISCUSS CANDIDATES FOR CO-OPTION

The applications had been sent to councillors with the agenda. One candidate has since withdrawn leaving Mr J McNally was the sole candidate.

Minute No 35 CO-OPTION

Resolved that Mr James McNally be co-opted onto Cawthorne Parish Council.

Minute No 36 ANY URGENT BUSINESS

None.

Minute No 37 DATES OF ORDINARY MEETINGS OF THE COUNCIL

The Clerk gave out the dates for the ensuing year.

Minute No 38 DATE OF NEXT MEETING

Resolved that the next meeting will be on Thursday 9th June 2022 as 2nd June is a bank holiday

Minute No 39 INSURANCE

The Clerk has received a quote of £705.63 from BHIB. A renewal quote has not yet been received from Gallagher (formerly Came and Company) but last year's premium was £950.97 and is therefore expected to be over £1,000.

Resolved to insure with BHIB.

There being no further business the Chairman thanked all for attending and closed the meeting.