

# CAWTHORNE PARISH COUNCIL

## MINUTES OF THE MEETING OF CAWTHORNE PARISH COUNCIL HELD IN THE MOXON ROOM, CAWTHORNE VILLAGE HALL ON THURSDAY 5<sup>th</sup> JANUARY 2017

### Present

Councillors: Cllr D Asquith, Cllr A Butterworth, Cllr E Ellis, Cllr M Broadhead, Cllr D C Hindley, Cllr R Barr, Cllr P Kilner, Cllr S Pitt.

Chairman: Cllr J Walker.

Clerk: Mrs S M Bashforth

Internal Auditor: Mr K Arundel

Ward Councillors: None

Members of the public: None

### Minute No 147 To resolve to accept apologies for absence

None

### Minute No 148 To receive any declarations of Pecuniary or Non- Pecuniary Interests from Members in respect to any item on this agenda

None

### Minute No 149 To resolve to accept the minutes of the Meeting of the Council held on Thursday 1<sup>st</sup> December 2016 as a true record.

These were accepted and signed by the Chairman

Resolved

### Minute No 150 To receive Clerk's Report

The Clerk reported that

1. she has applied for a Transparency Code Fund to cover the cost of the new website @ £500, training on the new website @ £75 and the cost of a new printer with scanner @ £82.
2. the following have been reported to BMBC; the faulty street light near the school, the blocked drains on A635, the footpath sign at Dark Lane.
3. following a conversation with Sarah Ford regarding the Penistone Clean and Tidy Group volunteer day in the cemetery a date has been set for Saturday 18<sup>th</sup> March.

### Minute No 151 To receive correspondence

All routine correspondence has been dealt with

1. email, YLCA, Council tax referendum principles have not been extended to town and parish councils.
2. 'Your Community Your Say' meeting Wed 25<sup>th</sup> January, 10am, Penistone Fire Station.
3. 'Battle's Over' - A Nation's Tribute & WWI Beacons of Light. To take place on November 11<sup>th</sup> 2018. Organisers wanting to know if parish councils are taking part. (*Council not taking part. Have considered beacons/bonfires in the past and not found a suitable site*).
3. email received from residents of Orchard Terrace complaining about the poor state of repair of the road. Clerk passed this onto Highways.

### Minute No 152 To receive Members' reports

Cllr Butterworth enquired if there was any news on the repairs to Kexborough Bridge.

Cllr Kilner reported that a new post box has been installed outside Naylor's but that it has been sealed up.

Thanks were given to all involved in setting up the Parish Council Christmas tree.

### Minute No 153 To receive an update on the new website

A draft of the website as so far built is available for the council to view. Everyone was happy with what has been done so far.

**Minute No 154 To receive an update on the work in the cemetery**

A date of Saturday 18<sup>th</sup> March has been set. Penistone Clean and Tidy Group can provide some equipment. Suggest we fill in the holes with the spoil and top dress with topsoil mixed with grass seed.

**Minute No 155 To discuss the next step in developing a Neighbourhood Plan**

Cllr Butterworth reported that the meeting has been arranged and the flyers are to be distributed. Cllr Barr suggested announcements in the church, the chapel and at the museum society lecture.

Cllr Butterworth has spoken to BMBC who will provide plans of new and proposed housing developments in Penistone and Hoylandswaine.

**Minute No 156 To consider accepting a donation of a potted Christmas tree**

The offer of a potted Nordmann fir to plant in the Peace Garden to grow into a tree for use in years to come was made. After serious consideration the offer was declined. **Resolved**

**Minute No 157 To review the internal controls for Cawthorne Parish Council**

These had been reviewed by Cllr Walker and Cllr Broadhead and found to be in order and adequate for the council's needs. The Council resolved to accept the internal controls.

**Resolved**

**Minute No 158 To review the grant awarding policy for Cawthorne Parish Council**

This was reviewed and found to be adequate for the council's need. **Resolved**

**Minute No 159 To receive the 3<sup>rd</sup> quarter financial review**

The Clerk presented the 3<sup>rd</sup> quarter financial review. The Council is well within budget. There were no questions.

**Minute No 160 To approve the continuation of the grass cutting contract**

It was resolved to continue the grass cutting contract with T & D Contractors of 39 Blacker Lane, Crigglestone, Wakefield. **Resolved**

**Minute No 161 To approve the continuation of the gardening contract**

It was resolved to continue the gardening contract with Kevin Parsons of 84 Rotherham Road, Barnsley. **Resolved**

**Minute No 162 To approve the continuation of banking arrangements**

It was resolved that the following banking arrangements should continue

(a) direct debit payments for (i) BT (ii) Plusnet (iii) Yorkshire Water  
(b) standing order payment for the Clerk's salary. **Resolved**

**Minute No 163 To resolve to accept the budget recommendations of the Budget and Finance Committee for the financial year 2017/18**

It was resolved to accept the recommendations as set out in the minutes of the Budget and Finance Committee meeting held on 7<sup>th</sup> December 2016 **Resolved**

**Minute No 164 To resolve to accept the recommendations of the Budget and Finance Committee in respect of the grant allocation for the financial year 2017/18**

It was resolved to accept the recommendations as set out in the minutes of the Budget and Finance Committee meeting held on 7<sup>th</sup> December 2016 **Resolved**

**Minute No 165 To resolve to accept the recommendations of the Budget and Finance Committee in respect of setting a precept of £21000 for the financial year 2017/18**

It was resolved that the precept be set at £21000 **Resolved**

**Minute No 166 To approve financial transactions**

Receipts and Payments to date

**Receipts**

Cemetery £320.00

**Payments**

Cheques issued and SO and DD between last meeting and this meeting		
S M Bashforth	Salary - December	As per agreement
Plusnet	ISP	£6.99
Yorkshire Water	Water bill	£8.40
Invoices to be approved for payment		
Cannon Hall Garden Centre	Christmas Tree	£117
S M Bashforth	3 <sup>rd</sup> quarter expenses	£167.77
Kevin Parsons	Gardening services 2016	£540
Piglet Printer	Flyers for Neighbourhood Plan Meet	£13.50
Baby and Toddler Group	Grant lieu electric for Xmas tree	£20

**Resolved**

**Minute No 167 To consider planning applications**

None received.

**Minute No 168 Any urgent business which does not require a resolution or decision**

None

**Minute No 169 To confirm the date of the next meeting**

It was confirmed that the next meeting be on Thursday 2<sup>nd</sup> February 2017.

**Minute No 170 To resolve to exclude the public and the press for the following item in pursuant of the Public Bodies (Admission to Meetings) Act 1960.**

None present

**Minute No 171 To receive quotes for cutting the holly hedge in the cemetery and approve expenditure**

Three quotes were received. It was resolved to award the work to Tree Canopy Climb and also approve work in the Orchard. Expenditure of £840 for work in the cemetery and £240 for work in the Orchard, making a total of £1080 was approved.

**Resolved**

**Minute No 172 To resolved the Clerk's pay and remunerations**

It was resolved that the Clerk's salary be increased as detailed in the minutes of the Budget and Finance Committee meeting held on the 7th December 2016.

**Resolved**

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