

DRAFT MINUTES of the **MEETING** of **SILKSTONE PARISH COUNCIL** held on **Monday 3rd October 2022** in Silkstone Sports Pavilion

PRESENT

Meeting chaired by Cllr Richard Leech

Councillors: Cllr Lesley Gill, Cllr Peter Millar, Cllr Debra Smith, Cllr Janice Wake, Cllr Meryl Liddell, Cllr Sue Williams, and Cllr Derek Liddell.

Clerk & Responsible Finance Officer : Richard Bell.

Also present: One member if the public.

PUBLIC QUESTION TIME

A member of the public raised the issue of the footpath from Ben Bank Road to Hall Royd Walk being inaccessible to local residents with mobility issues. It is extremely wet during periods of heavy rain. Cllr M Liddell suggested that the resident highlighted by the member of the public contacts the adaptations team at Barnsley MBC for assistance.

The same member of the public also raised the issue of blocked gullies at the bottom of Cone Lane at the junction with A628. Also raised was the issue of excessive cars parking on Hall Royd Walk and Beech Avenue due to football taking place in Silkstone Common Recreation Ground.

Cllr Leech reported that the Barnsley MBC's gullies team had been operating on the A628 near Silverwood Scout Camp but had not come down to the garage or Cone Lane. Cllr Leech also reported damaged steps on Towngate at the junction with Huskar Close. He will send a photograph to the Clerk for reporting.

Cllr D Liddell reported that unidentified cars had been driving up and down Black Horse Drive during the early hours of the morning causing a nuisance.

HER LATE MAJESTY QUEEN ELIZABETH II

Prior to commencement of the meeting Cllr Richard Leech read a statement on behalf of the Parish Council :-

Silkstone Parish Council wishes to extend condolences to the Royal Family on the sad passing of Her Late Majesty Queen Elizabeth II.

On behalf of Parishioners the Council joins the rest of the UK and Commonwealth in expressing profound sadness, but also gives thanks for the duty and service to our nation by the late Queen.

God Save the King.

Everyone who was present at the meeting held a minute's silence in respect for the passing of Her Late Majesty.

Cllr Leech thanked everyone and opened the meeting.

22-081 APOLOGIES

RESOLVED to note no apologies received by the Clerk in advance of the meeting.

22-082 DECLARATIONS OF INTEREST

RESOLVED to note no declarations of interest made.

Members were reminded that they are personally responsible for, and must update their entry in the register of interests within 28 days of becoming aware of a pecuniary interest that is not already registered (s31, Localism Act 2011).

22-083 MINUTES

RESOLVED to approve the minutes of the Silkstone Parish Council meeting held on Monday 5th September 2022 as a true and accurate record. The Chair signed the minutes.

22-084 PLANNING APPLICATIONS

<https://wwwapplications.barnsley.gov.uk/PlanningExplorerMVC/Home/ApplicationDetails?planningApplicationNumber=2022%2F0921>

2022/0921	Variation of Application 2021/1558 at 11 Woodland Rise, Silkstone Common, S75 4RP
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RESOLVED to make no comments.

<https://wwwapplications.barnsley.gov.uk/PlanningExplorerMVC/Home/ApplicationDetails?planningApplicationNumber=2022%2F0935>

2022/0935	Fell Ash tree with TPO at 4 West View, Beacon Hill, Silkstone Common, S75 45QF
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RESOLVED to make no comments.

<https://wwwapplications.barnsley.gov.uk/PlanningExplorerMVC/Home/ApplicationDetails?planningApplicationNumber=2022%2F0819>

2022/0819	Conversion of barn to dwelling at The Granary, Barnsley Road, Silkstone, S75 4NG.
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RESOLVED to ask Barnsley MBC Planning to refer to the original planning application 18 years ago where the Parish Council raised the issue of future conversion taking place.

<https://wwwapplications.barnsley.gov.uk/PlanningExplorerMVC/Home/ApplicationDetails?planningApplicationNumber=2022%2F0714>

2022/0714	Change of use of land to equestrian use and erection of stables and placement of overnight stay pod within curtilage of property at 3 Moor End Cottages, Silkstone Common, S75 4RW.
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RESOLVED to raise an objection with Barnsley MBC Planning concerning this application on the grounds that it was contrary to the Barnsley Local Plan and was a blatant attempt to change the use from Agricultural to Residential in contradiction of National Green Belt Policy.

<https://wwwapplications.barnsley.gov.uk/PlanningExplorerMVC/Home/ApplicationDetails?planningApplicationNumber=2022%2F0951>

2022/0951	Erection of detached garage at 16 New Close, Silkstone, S75 4HF
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RESOLVED to make no comments.

22-085 MEMBER DECLARATION OF DISCLOSEABLE PECUNIARY INTERESTS

The Clerk asked that those Members who had not completed their declaration forms that these are submitted to the Clerk or directly to Barnsley MBC Monitoring Officer by the end of October.

RESOLVED to ensure the above is adhered to.

22-086 PARISH NEWSLETTER & MEDIA WORKING PARTY

The Clerk confirmed that Cllr M Liddell will be retiring as Editor of the newsletter at the end of 2022 after the Christmas Edition is published.

Members of the Media Working Party were asked to arrange a meeting at the earliest convenience.

RESOLVED to thank Cllr M Liddell for her years of volunteer service in acting as Editor for the newsletter.

RESOLVED to note a meeting of the Media Working Party will take place on Monday 24th October 2022 in Silkstone Sports Pavilion commencing at 6PM.

22-087 COUNCIL POLICY UPDATES

Members were asked to agree to updates to the following Council policies:-

- (a) Complaints Policy
- (b) Retention of Documents Policy
- (c) Published Information Policy
- (d) Community Engagement Policy
- (e) Risk Management Policy
- (f) Equality Policy

RESOLVED to approve the policies subject to addition of contact details for the Huskar Community Rooms management in (c).

22-088 EVENTS WORKING PARTY & SUMMER FAIR 2023

Cllr Gill said that an Events Working Party would be able to lead on Parish Events, including a Summer Fair in 2023 so ensuring that work is shared amongst Members and other volunteers as required. Plans for a Summer Fair were under way and a provisional date had been set for Saturday 10th June 2023 on Silkstone Recreation Ground.

Cllr Leech said that there may issues with using Silkstone Recreation Ground due to pre-season works to the football playing surface and a potential clash with cricket

being played. Cllr M Liddell said that she believes that the Summer Fair should be held in Silkstone Common as the last one was held in Silkstone. Cllr Smith agreed.

RESOLVED to agree that a Summer Fair will take place on Saturday 10th June 2023 on Silkstone Common Recreation Ground, subject to permission from Barnsley MBC.

Members discussed the 'Terms of Reference' for the Events Working Party. Cllr Smith said that reference to a Parishioner as required to ensure the meeting was quorate should be removed as it may not always be possible to ensure non-Members attend a meeting. Members discussed a budget for the Summer Fair.

RESOLVED to agree to the creation of a Working Party and that the Terms of Reference be adopted subject to the above amendment.

RESOLVED to ask the Finance Committee to include a budget of £1,000 during 2023/2024 budget setting.

22-089 CONCLUSION OF EXTERNAL AUDIT

The Clerk confirmed that the external auditors had confirmed conclusion of the audit for accounting year 2021/2022. Statutory notices will be placed in the Noticeboards and website.

RESOLVED to note the conclusion of external audit and acceptance of published accounts.

22-090 INVOICES FOR PAYMENT

Date	Invoice number	Payee	Description	Net	Vat	Total	Cheque number	Purchase Order
10-Sep-22		Adobe	Adobe Pro Software	£12.64	£2.53	£15.17		N/A
12-Sep-22		Plusnet	Broadband	£26.90	£5.38	£32.28	DD	N/A
19-Sep-22		South Yorkshire Pensions	Local Government Pension Scheme	£277.02	£0.00	£277.02	DD	N/A
18-Sep-22		EE	Mobile Telephone	£26.22	£5.24	£31.46	DEBIT	N/A
21-Sep-22		Zoom Video Conferencing	Conferencing Facilities Fee	£11.99	£2.40	£14.39	DD	N/A
01-Oct-22	2022-03	Expert Water Services	Legionella Monthly monitoring	£50.00	£10.00	£60.00	SO	2021-012
01-Oct-22	SPC01	Richard Bell	Parish Clerk Salary	£718.40	£0.00	£718.40	SO	N/A
02-Oct-22		Richard Bell	Office Allowance	£40.00	£0.00	£40.00	SO	N/A
01-Oct-22		Keeley Baxter	Pavilion Cleaning (£22 per week) x4	£88.00	£0.00	£88.00	SO	2022-030
06-Sep-22		Bothams	Grounds & Village Maintenance	£1,025.42	£205.08	£1,230.50	SO	2019-009
10-Sep-22		PWLB	Loan Repayment	£6,744.18	£0.00	£6,744.18	SO	N/A
03-Sep-22		Amazon	Toilet Rolls	£15.42	£2.57	£12.85	DEBIT	N/A
03-Oct-22		British Gas	Gas Supply	£51.30	£10.26	£61.56	DD	N/A
03-Oct-22		British Gas	Gas Supply	£40.39	£8.08	£48.47	DD	N/A
03-Oct-22		British Gas	Gas Supply	£125.62	£25.12	£150.74	DD	N/A
03-Oct-22		British Gas	Gas Supply	£18.53	£3.70	£22.23	DD	N/A
03-Oct-22		British Gas	Electricity Supply	£124.67	£6.23	£130.90	DD	N/A
03-Oct-22		British Gas	Electricity Supply	£129.65	£6.48	£136.13	DD	N/A
03-Oct-22		British Gas	Electricity Supply	£156.76	£12.59	£169.35	DD	N/A
30-Sep-22		TWIGS Grounds Maint.	QEJG Gardens Bench Plinth	£72.00	£14.40	£86.40	302020	2022-030
03-Oct-22	SPC/01	HMRC	Income Tax & National Insurance	£529.96	£0.00	£529.96	302021	N/A
03-Oct-22		WEL Medical Limited	Defibrillator Battery	£170.00	£34.00	£204.00	302022	N/A
03-Oct-22		BHIB Ltd	Insurance Contract 2022-2023	£1,960.07	£0.00	£1,960.07	302023	2022-038
23-Sep-22		Minder Security & Fire	Pavilion Alarm Upgrade	£551.50	£110.30	£661.80	302024	2022-034
29-Sep-22		Barnsley Office Supplies	Newsletter Production	£567.50	£2.50	£570.00	302025	N/A
30-Sep-22		Infinite Fire & Security Ltd	Additional CCTV Cameras	£650.00	£130.00	£780.00	302026	2022-026
03-Oct-22		Richard Bell	Clerk Expenses	£12.90	£0.00	£12.90	302027	N/A
27-Sep-22		PKF Littlejohn LLP	External Audit Fee	£400.00	£80.00	£480.00	302028	N/A
Total invoices for payment				£14,597.04	£676.86	£15,268.76		

RESOLVED to approve the payment schedule dated 3rd October 2022.

22-091 GRANT APPLICATIONS

The Clerk confirmed that a grant application had been received from Old Silkstone Band for a contribution towards their insurance costs.

RESOLVED to approve a grant payment of £400 as allowed by Section 137 of the Local Government Act 1972.

22-092 ONLINE BANKING ARRANGEMENTS

The Clerk confirmed that the request for additions and deletion to the list of authorised Members had been sent to Co-operative Bank and that once received progress towards transferring banking arrangements can be progressed.

RESOLVED to note the update.

22-093 FINANCE COMMITTEE & BUDGET SETTING 2023-2024

Members of the Finance Committee were asked to arrange a meeting to discuss budget setting for 2023/2024.

RESOLVED to agree a meeting of the Finance Committee takes place on Tuesday 8th November 2022 in Silkstone Sports Pavilion commencing at 7PM.

22-094 CHRISTMAS LIGHTS DONATIONS 2022

The Clerk raised a potential lack of public awareness of Christmas Lights donations and a subsequent loss of gifted income. Cllr M Liddell said that a notification had gone in the newsletter asking that anyone interested in making a donation of £25 should contact the Clerk.

RESOLVED to note the update.

22-095 PUBLIC DROP-IN SESSIONS & CITIZEN'S ADVICE BUREAU

Cllr Leech said that Council had previously held 'drop in' sessions and suggested that these be extended due to the current economic pressures and utility cost increases to offer a place of warmth and friendship but also to possibly assist residents in seeking information about available help from agencies. Cllr Leech has made enquiries with the Citizens Advice Bureau to see if they could attend and give advice to residents, but the cost is massively excessive.

Cllr Williams thought that the Events Working Party could help given her experience with the Councillor Drop-in Sessions.

Cllr Leech also said that 'Winter Warmth Packs' have been offered by the Penistone Area Council and asked Council to agree how many should be ordered. .

RESOLVED to agree that Drop-in sessions are a good idea and should be progressed.

RESOLVED to ask Penistone Area Council for 100 winter warmth packs.

22-096 REMEMBRANCE SUNDAY PARADE 2022

The Clerk confirmed that a request for a Road Closure at Martin Croft has been submitted to Barnsley MBC and that all other arrangements have been completed.

The parade will commence at 10.30AM on Sunday 13th November 2022 with a service taking place at the War Memorial thereafter. .

Members were asked to agree to fund road closure reminder leaflets as in 2021.

RESOLVED to note the update and funding of leaflets which the Clerk will organise.

22-097 DEFIBRILLATOR

The Clerk asked Members to consider the purchase of an additional Defibrillator to be sited in Silkstone towards an area beyond High Street towards Silkstone Lane as it is some significant distance to the existing one sited on Huskar Community Rooms and the area has a high proportion of elderly residents.

There is a possibility that the Pharmacy in Silkstone will host the defibrillator outside their building.

RESOLVED to agree to the purchase of an additional defibrillator and cabinet then arrange for installation. .

22-098 HUSKAR COMMUNITY ROOMS

Cllr Leech said that he had attended the AGM of the Huskar Community committee where the headline accounts which have been shared with members prior to the meeting, were presented. There has been some reduction in bookings post-Pandemic, but the Scouting groups were going from strength to strength. The HCR have been a great success.

RESOLVED to note the update.

22-099 CARE & SPRING BULBS 2023

The Clerk asked Members to consider funding Spring Bulbs for 2023 which will be planted by volunteers form CARE.

RESOLVED to agree funding of £250 with a cheque being issued to CARE to purchase the bulbs.

Members were also asked to consider the proposals from CARE for improvement works in Orchard Wood.

RESOLVED to agree to the proposed improvement works and funding as required can be approved by Council.

22-100 CRICKET GROUND LEASE

The Clerk reminded Members of the purpose of a simple lease of the cricket pitch to Silkstone United Cricket Club to enable them to obtain a grant for a new all-weather practice wicket.

Cllr Gill said she had concerns that the lease did not address issues related to the Landlord & Tenant Act and that the cricket club would have an automatic right of renewal of the lease after the proposed 6 years period. She said that to protect the Parish Council legal advice should be sought. Cllr Smith agreed saying that by

granting exclusive use of the pitch it could be exposing the Parish Council to problems in the future.

The Clerk estimated that legal advice would cost in the region of £600 + VAT.

RESOLVED to ask the Clerk to seek legal advice in drafting a lease that would address the concerns raised and protect the Parish Council.

22-101 CORRESPONDENCE FOR NOTE

RESOLVED to note the following correspondence:

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| 1) Request from Silkstone Common J&I school PTA to use Orchard Wood for an Hallowe'en trail. |
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22-102 MEETINGS

Cllr Richard Leech	Meeting with contractors, Community Litter Picking, Huskar Community Rooms AGM.
Cllr Derek Liddell	YLCA Personnel Committee, NALC Finance & Scrutiny, YLCA online Conference
Cllr Meryl Liddell	None
Cllr Debra Smith	Staffing Committee
Cllr Janice Wake	None
Cllr Lesley Gill	Staffing Committee .
Cllr Sue Williams	None
Cllr Peter Millar	Staffing Committee

22-103 DATE OF NEXT MEETING

The next meeting of Silkstone Parish Council will be held in the Silkstone Sports Pavilion on Monday 7th November 2022 commencing at 6.45pm.

The Chair closed the meeting at 8.46 pm.

Chair's Signature	Date
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