

RYHILL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 11th July 2023

Present:	Councillors	C D Bashforth (Chair), A Atherton, B Burnage, G Booth, L Booth, R Caley, and T Staves
	Clerk	C Greaves
	District Councillors	U Ali and M Cummings

MINUTES

1.0 APOLOGIES FOR ABSENCE

Cllr K Fretwell had a prior engagement.

Cllr A Morley was on Holiday.

2.0 DECLARATIONS OF INTEREST

Cllrs B Burnage, G Booth and L Booth in respect of the Parish Caretaker.

3.0 TO APPROVE THE MINUTES OF THE MEETING 13 JUNE 2023

Approved

TO APPROVE THE MINUTES OF THE SPECIAL MEETING 27 JUNE 2023

Approved

TO APPROVE THE MINUTES OF THE SPECIAL MEETING 30 JUNE 2023

Approved

4.0 MATTERS ARISING

None.

5.0 DISTRICT COUNCIL TO MAKE COMMENTS ON MATTERS ARISING SINCE THE DATE OF THE LAST MEETING (FIO)

Cllr Usman Ali provided an update on a well attended public meeting held on the 28th June 2023 where a request for more Police patrols was made.

Cllr M Cummings provided an update to confirm that the Station Road play equipment had been cleaned, and that the overgrown hedge at 20 Nostell Lane was private land and therefore down to the owner/occupier to cut back. Cllr M Cummings also provided a drawing of the proposed "No waiting at any time" order for Cow Lane at the front of Outwood Primary.

6.0 SAFE SCHEME

Cllr C Bashforth (Chair) provided an update on recent work.

Resolved: that Cllr C Bashforth (Chair) would add a summary to the website.

7.0 TO RECEIVE ITEMS OF CORRESPONDENCE

A resident queried delays in a request made to Wakefield Council.

Resolved: The issue be referred to Wakefield Councillor M Cummings as ward councillor.

8.0 ALLOTMENT MATTERS

It was noted that following an inspection of the Sunny Bank allotments, letters were sent out to tenants covering lack of cultivation, creation of a pond and concerns over thefts.

9.0 CHURCH LANE HIGHWAY ISSUES

District Cllr M Cummings reported that Wakefield MDC proposes to reduce the speed limit from 60mph to 30mph on Church Lane (part), Tup Lane, Westoff Lane and Ten Lands Lane in Havercroft, and Westoff High Well Hill Lane South Hiendley. This is the first part of the proposals to improve highway safety in these areas.

10.0 RYCROFT LEISURE – TRADING / LEISURE

Trading - Cllr T Staves reported their main focus was on improving the internal financial controls.

Leisure - Cllr L Booth reported the new manager was focusing on staff training and bringing internal policies up to date, in particular for health and safety. The gym will be closed for a few weeks to allow for the refit. The youth club was going well with up to 140 young people attending. Funding was secured to improve the play area with new equipment which included sunken trampolines. The bowls club was bringing in more outside trade and revenue, as was the Cricket club which was now sharing its facilities with Wakefield cricket club. The football club was not represented at the meeting and so there was no update available from them.

A question was raised regarding the supervision and safe use of the trampolines and Cllr L Booth agreed to clarify this with Rycroft Leisure.

11.0 PLANTING AND REPAIRS RYHILL PARK AND RYHILL STRAY

Cllr A Atherton reported that he had repaired the fencing at Sunny Bank allotments and refitted the sign at his own time and expense and had received positive feedback from a resident on his work.

He also reported on a recent meeting of Cllrs Fretwell, Bashforth and himself, with District Councillor Cummings and Roger Parkinson of the Woodland Trust to discuss plans for The Stray which includes sowing wild flowers, planting 40 to 50 semi-mature trees along with a range of Tree whips. The work would be undertaken in November.

Resolved: that Cllr C Bashforth (Chair) would contact the Headteacher of Ryhill Junior, Infant and Nursery School to invite the school to get involved with the trees and seeds planting, and to convey an offer from Woodland Trust's Roger Parkinson, to speak to the children about the work of the Trust generally.

A question was raised regarding Northern Powergen's work at the Park. Cllr C Bashforth (Chair) agreed to contact them to clarify their work schedule.

12.0 WEBSITE

Cllr C Bashforth (Chair) reported that the website had been updated in response to issues raised by the External Auditor and it was noted that this work would be ongoing with future agendas, reports, accounts, minutes and newsletters all to be added as they occur or are approved.

13.0 NEWSLETTER

Cllr C Bashforth (Chair) reported that the 2023 newsletters were ready for collection by members, and that they needed to be delivered during July 2023.

14.0 REMEMBRANCE AREA ST PAUL'S METHODIST CHURCH

Cllr G Booth reported that the church were unable to maintain the area and that either they needed help to garden it and to keep it tidy or that the maintenance needed to be reduced by paving it.

Resolved: Cllr G Booth would get a quote to pave the area from Terry Bingham, the Landscape Gardener who had helped to create the space.

15.0 AGAR AND EXTERNAL AUDITOR REPORT 2021-2022; AGAR 2022-2023 PROGRESS

The Clerk reported that the 22/23 AGAR returns had been submitted online to the External Auditor and that he would now start work on amending the 21/22 returns.

The query to the 21/22 AGAR had caused considerable expense to the parish. The key concern was that documents were not constantly accessible to the public on Wakefield MDC's web site. Having our own web site to post relevant documents should resolve this issue in future. It was noted that the deadline for amending and posting the 21/22 amended returns was the 30th September 2023.

[Since the meeting the external auditor has confirmed that the deadline was the 30th September 2022, and as that date had already passed the requirement was that they should be amended and posted immediately.]

16.0 DAMAGE TO RYHILL SIGN ON NOSTELL LANE

Cllr G Booth reported that the base of the stone sign was damaged at the back and needed repair.

Resolved: Cllr A Atherton would inspect the sign and repair it if possible, if not Cllr G Booth would get a quote from Terry Bingham, the Landscape Gardener to do the work.

17.0 ACCOUNTS PAYABLE

The Clerk presented the accounts payable for 13th June 2023 to 11 September 2023

Resolved: That the accounts payable be approved and that payments be made.

18.0 ITEMS FOR THE NEXT AGENDA

Update on the Remembrance Area maintenance (Cllr G Booth)

Update on the Stone sign repairs (Cllr A Atherton)

Christmas trees and lights (Cllr G Booth)

Christmas lamp features (Cllr C Bashforth)

Vexatious behaviour review (Complaints Committee)

Update on Stray tree planting / seeding (Cllr A Atherton)

Allotment issues (Cllr G Booth)

Progress with AGAR 21/22 amendments (Clerk)

Bank account and reserve policy (Clerk)

19.0 DATE TIME & VENUE OF THE NEXT MEETING

12th September 2023 6pm at St Paul's Methodist Church, Chapel Street, Ryhill.

20.0 ITEM IN CAMERA CLERK HOURS

The Clerk's hours, grading, expenses and training were discussed in private session.

Resolved: The Clerk will work 9 hours per week on a flexible basis, be moved onto pay grade 19 with effect from the 1st September 2023, will receive £30pm for expenses and will be funded to complete the CiLCA Clerk training.

C R Greaves

Charles Greaves
Clerk to the Council



Signed as a true record

12.9.2023

Date

RYHILL PARISH COUNCIL

ACCOUNTS PAYABLE 13 June 2023 – 11 September 2023

		£
PKF Littlejohn	External Audit Fees	360.00
	Additional fees – challenge	1576.20
Yorkshire Internal Audit Service	Internal Audit Fees	335.00
Charles Greaves	July net salary	414.59
	August net salary	414.59
Charles Greaves	July expenses	30.00
	August expenses	30.00
WYPF	July payment (CG £36 RPC £90.90)	126.90
	August payment (CG £36 RPC £90.90)	126.90
HMRC PAYE	July Payment	103.60
	August Payment	103.60
YLCA	Clerk vacancy advert	15
John Hope	Caretaker	106.50

11 July 2023

CA