

RYHILL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 12th December 2023

Present:

Councillors	C D Bashforth (Chair), B Burnage, G Booth, K Fretwell, A Morley, T Staves and A Atherton
Clerk	C Greaves
District Councillors	U Ali and M Cummings

MINUTES

1 Apologies for absence

Cllrs L Booth and R Caley had prior engagements.

2 Declarations of interest

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

3 To approve the minutes of the council meeting 14th November 2023

Approved.

4 Matters arising for information

The Noticeboards have been installed – thanks to Cllrs Fretwell and Atherton.

NPG Sunny Bank wayleave payment remains outstanding.

The Clerk attended a YLCA training event and will develop an annual work plan.

On the advice of YLCA, NALC & SLCC the Clerk needs to obtain the latest versions of the 2 key council advice manuals. One is in reprint but the council authorised the purchase of 13th Edition Local Council Administration at a cost of £137 plus delivery.

5 District Councillor's comments on matters arising since the 14th November 2023

DCllr U Ali has reported the Lakeside sign for repair.

DCllr M Cummings provided details on the "One Year Wakefield District 2024" project and will send on more information on to councillors. The reply to the cenotaph query was that wreaths should be tied to the front of the bar. 50 litter picking bags have been delivered for the parish to use. Churchfields is to be resurfaced in 2025/26 and will be patched in the meantime. The Cow Lane survey remains outstanding and the road traffic order to address parking by the school has been made.

A query was raised regarding parking on Millward Street – details are to be forward to the Police via the Safe Scheme.

6 WY Police – Safe Scheme update

The Chair has circulated the update amongst members and a summary is on the website.

7 To receive items of correspondence

7.1 Rycroft Leisure grant request

Resolved – the grant for £15300 was approved for 24/25

7.2 One Year Wakefield District 2024

Resolved – the item will be added to the January 2024 agenda.

8 Allotment matters

All enquiries for plots will be held until February 2024, ready for the new growing year.

9 Ryhill Park and The Stray

9.1 Repairs to the fence - The fence has been repaired.

9.2 Scrub-busting and tree planting – The scrub-busting will not proceed for now. The tree planting will take place on 23rd December 2023.

10 Christmas provision

10.1 Tree and lights – It was noted the tree and lights were up and working.

10.2 Lamp post features – It was noted the features were up and working.

11 Rycroft Leisure CIO

11.1 Trading – Long service awards were given to 2 staff who had completed 10 years, and 2 who had completed 20 years of service. Gas & Electric contracts have been fixed. The Defib unit has been updated, the bar pricing is being reviewed and the accounts were approved. The EV charging offer is being pursued and the centre will not open until 5pm on the 11th January 2024 due to training.

11.2 Leisure – The issue with noise during the Remembrance Sunday service was noted and no activities will be allowed between 10.45am and 11.15am in the future. The funding triathlon bid secured additional funding above the £2,300 granted for 3 cycles, maintenance equipment and steel security hoops and the plan is to offer more training, e-bike sessions and hire and to develop assisted cycling trikes. "Team Rycroft" is promoting the centre to a wider audience and is starting up new events and looking at meeting different needs. Bingo and the Afternoon teas for adults with learning difficulties have been popular and have seen new visitors.

12 Draft Budget for 2024/25

Resolved – The draft budget was accepted subject to it being updated to reflect the expected precept increase that will come from the increase in the tax base, and the additional expenditure on training and professional subscriptions that is being projected. The additional income is not expected to be significant.

13 Precept submission to Wakefield Council

Resolved – There will be no increase in Council Tax / Band D rate for 2024/25. The precept is expected to rise due to changes in the tax base but this additional income will be offset by additional expenditure.

14 Payment of Clerk's back pay (£156 – 4m x £39pm)

Resolved – the council approved making the back payments in two instalments alongside regular pay in December 2023 and January 2024, and to make the appropriate additional contributions to WY Pension Fund.

15 Account Payments

Resolved - the council approved the payments on the schedule. Cheque 103312 was destroyed due to error.

16 Change of banking to Unity Trust Bank

Resolved – The council approved opening accounts and discussed the benefits of 2 stage versus 3 stage authorisation. The clerk will establish if 3 stage authorisation is available.

17 Appointment of Internal Auditor

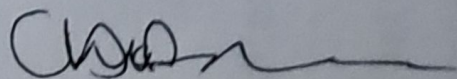
Resolved – The council approved the appointment of Alison Cocliff of Integra Yorkshire as Internal Auditor for the 24/25 financial year. As well as submitting the lowest quote at £150+VAT, she is based locally at South Kirby and was happy to work online and in person.

18 Items for the next agenda – One Year Wakefield, Budget, Precept and Maintenance.

19 Date, Time and Venue for the next meeting of the Council – 6pm at St Paul's Methodist Church, Chapel Street, Ryhill on Tuesday 9th January 2024.

C R Greaves

Charles Greaves
Clerk to the Council
Ryhill Parish Council



Signed as a true record

9.1.24

Date

RYHILL PARISH COUNCIL

Auditor	Fee	Comments
Rachel Pearson Account-ant (Yorkshire)	£360	Detailed online system requiring uploads Based in Bradford
Andrew Bosmans	£400	Prefers remote working Based in Doncaster
Alison Cocliff Integra Yorkshire	£150 +VAT	AGAR focused but will do ad-hoc reports South Kirby
Julie Winham	£500	Detailed review Based in Notton

CDR

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RYHILL PARISH COUNCIL

BUDGET	2024/5	DRAFT DEC 23
Receipts	56185	
Precept	54185	Nil increase
Income	1500	Allotments & Wayleave
Interest	500	Projected Interest
Expenditure	56188	
Rycroft Leisure	15228	Running grant
Safe Scheme	7000	WY Police
Staffing costs	9000	Salary, Pension & Expenses
Allowances	660	Chair, Deputy & Members
Training Costs	1000	Clerk & Members
Communications	2300	Post, Print & Website
Rent / Hire	1500	Land leases and Meeting Rooms
Audit	1000	Internal & External
Insurances & Licences	750	Idemnity & ICO
YLCA / SLCC	800	Memberships
Planters & Baskets	6000	Plants, Tubs & Hangers
Xmas provision	4000	Lights and Tree
Maintenance	5500	Caretaker, Repairs & Equipment
Allotments	600	Services & Repairs
Winter	850	Grit

CD [Signature]

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RYHILL PARISH COUNCIL

ACCOUNT PAYMENTS 15th November 2023 – 12th December 2023

Payee	Description	Date	Amount £	VAT	Ref	Authorised	Authorised	
Steve Harrap	Balance of Gate and Fence repair	14/11/23	805		103301	C Bashforth	B Burnage	(dep = 103274)
Karen Fretwell	Reimbursement for Noticeboard	17/11/23	569.82	94.97	103302	C Bashforth	C Greaves	
Charles Greaves	Clerk Dec Salary	12/12/23	437.43		103303	C Bashforth	C Greaves	
Charles Greaves	Clerk Black Printer Ink XL	12/12/23	21.95		103304	C Bashforth	C Greaves	
Charles Greaves	Clerk Dec Expenses	12/12/23	30		103304	C Bashforth	C Greaves	
Charles Greaves	Clerk Dec Fuel 78 miles @45p pm	12/12/23	35.10		103304	C Bashforth	C Greaves	YLCA training
Charles Greaves	Clerk Back pay (£156pm – half Dec 23)	12/12/23	78		103305	C Bashforth	C Greaves	78 in Jan 24
WYPF	Historic Overpayment	12/12/23	-21.77					Less Dec 111.80
WYPF	Pension	12/12/23	37.49		103306	C Bashforth	C Greaves	Clerk's payment
HMRC PAYE	Income Tax	12/12/23	128.80		103307	C Bashforth	C Greaves	
YLCA	Clerks Training	12/12/23	50		103308	C Bashforth	C Greaves	
Burleys	Xmas Lamp Trees	12/12/23	3270	525	103309	C Bashforth	C Greaves	
G Booth	Reimbursement Xmas Tree & lights	12/12/23	282		103310	C Bashforth	C Greaves	
WWD	Website	12/12/23	386.40	64.40	103311	C Bashforth	C Greaves	
	Destroyed				103312			
Charles Greaves	Stamps (4 x 8 2 nd class)	12/12/23	24		103313	C Bashforth	C Greaves	
Terry Bingham	Christmas Tree erection / removal	12/12/23	250		103314	C Bashforth	C Greaves	

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9.1.24