

RYHILL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 8th April 2025

Present:

Councillors	C Bashforth (Chair) B Burnage, A Atherton, G Booth L Booth, K Fretwell, A Morley and R Caley
Clerk	C Greaves
District Councillors	F Heptinstall

MINUTES

2425 192 Apologies for absence

Cllrs T Staves and DCllrs M Cummings and U Ali sent their apologies.

2425 193 Declarations of interest

Cllrs G Booth, L Booth and B Burnage in respect of the Caretaker.
Cllrs A Morley, K Fretwell, L Booth and T Staves for Rycroft Leisure.

2425 194 To approve the minutes of the council meetings held on the 11th March 2025

Approved – with the addition of Cllr K Fretwell to those present.

2425 195 Matters arising (for information only)

(1) H&R Deposit account

Noted – the account has £50,000 deposited as reserves.

(2) Clerks pay award discussions and interim pay arrangements (5%)

Resolved – the council agreed to award the Clerk an interim 5% pay rise pending the actual rate to be set through the national process.

(3) Cemetery gates

Noted – with the lighter nights Cllr L Booth is now locking the gates at 8pm. She will revert to locking them at 6pm when BST ends in October.

2425 196 To receive items of correspondence

(1) New Financial Regulations issue by NALC following changes in procurement legislation (there is no impact on the council's adaptations)

Noted – all of the policies will be updated at the annual meeting in May.

(2) Roadworks in Ryhill

Noted – details forwarded to councillors.

2425 197 District Councillor's comments (for information only)

DCllr F Heptinstall reported that the Cemetery gates will now be replaced as they are beyond repair.

Requests were made for a road sign on Mill Lane to be inspected and for the cutting back of undergrowth covering the footway on Nostell Lane.

2425 198 WY Police – Safe Scheme update

Noted - the Chair shared an update and a summary is on the website.

2425 199 Access to wellhead and maintenance of St James hermitage

Noted – discussions with the landowners over the required work continue.

2425 200 Annual Council Meeting arrangements 13/05/25

Resolved – there will be a single meeting starting at 6pm. The first part of the meeting will discharge the annual meeting requirements, the second part will cover regular business.

2425 201 Allotment Management

(1) Vacant allotments, surrender of plots and return of keys

Resolved – there will be an inspection of the Sunny Bank allotments.

(2) Allotment renewals £30 per plot (CR water charge £12.83)

Noted – the renewal letters have been sent and 8 have renewed so far.

2425 202 Policy review following the YLCA training event.

(1) Website updates

Resolved – Cllrs C Bashforth and K Fretwell agreed to lead a working party that will review the contents of the website and report back to the council.

(2) Declarations of interest, DPI returns and dispensations

Noted – the forms are on the Wakefield website and Ryhill Parish Council website.

2425 203 Account Payment authorisations (see monthly list)

Resolved – the council approved the payments.

2425 204 Biodiversity policy and plan

(1) Update of action plan – hedgerows, trees, wildflowers, mowing, lighting, restoration

Resolved – the council's Good allotment tenant guide will be updated to reflect the biodiversity policies. The action plan will be reviewed at the May meeting.

(2) Seeding of wild flowers

Resolved – the council will purchase 1Kg of seeds at an estimated cost of £160

(3) Planters

Noted - the planters will be sited and filled in May

(4) Wakefield District Biodiversity Group

Noted – there have been no updates

2425 205 Monitoring of 24/25 Budget against actuals

Noted – the changes in the council's spending were highlighted, with the main change being from the transition from hanging baskets to planters, with an additional payment to the Safe Scheme and a reduction in the amount recovered on VAT.

2425 206 Items for the next agenda – Annual Council Meeting (May)

Annual Council appointments and policies, Annual accounts, Audit arrangements, Clerks pay and review, Biodiversity action plan and meeting dates for the year 2025/26.

2425 207 Date, Time and Venue for the next meeting of the Council (13/05/25)

6pm at St Paul's Methodist Church, Chapel Street, Ryhill on Tuesday 13th May 2025.

C R Greaves

**Charles Greaves
Clerk to the Council
Ryhill Parish Council**



Signed as a true record



Date

RYHILL PARISH COUNCIL

Account payments for 8th April 2025

Payee	Description	Date	Amount £	VAT	A/C	Approver	Submitter	
Unity Trust Bank	Account Service Charge	31/03/25	6.00		UT			Auto
Charles Greaves	Stamps – 6 x 8 2 nd class at 85p	11/04/25	40.80		UT	C Bashforth	C Greaves	
Charles Greaves	Clerk Salary & Expenses	11/04/25	536.88		UT	C Bashforth	C Greaves	
WYPF	Pension	11/04/25	146.81		UT	C Bashforth	C Greaves	
HMRC PAYE	Income Tax	11/04/25	126.60		UT	C Bashforth	C Greaves	
HMRC NIC	Employers NICs	11/04/25	38.00		UT	C Bashforth	C Greaves	
John Hope	Caretaker work	11/04/25	225.00		UT	C Bashforth	C Greaves	
YLCA	Annual Subscription	14/04/25	827.00		UT	C Bashforth	C Greaves	
Rycroft Leisure	Annual Grant payment	14/04/25	15,228.00		UT	C Bashforth	C Greaves	
WY Police	Safe scheme payment on account	14/04/25	8,000.00		UT	C Bashforth	C Greaves	
Integra Accounts	Internal Audit fee plus vat	02/06/25	250.00	50.00	UT	C Bashforth	C Greaves	

5% provisional pay award increase