

RYHILL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 11th November 2025

Present: **Councillors** **C Bashforth (Chair), B Burnage, A Atherton, L Booth, G Booth, R Caley, K Fretwell and A Morley**

Clerk **C Greaves**

District Councillors **U Ali**

MINUTES

2526 80 Apologies for absence

Cllr T Staves and DCllrs M Cummings and F Heptinstall sent their apologies.

2526 81 Declarations of interest

(1) Cllrs G Booth, L Booth and B Burnage in respect of the Caretaker.

(2) Cllrs A Morley, K Fretwell and L Booth for Rycroft Leisure.

2526 82 To approve the minutes of the council meeting held on the 14th October 2025

Approved.

2526 83 To receive updates on ongoing issues

(1) Allotment concerns

Approved – following thefts, permission has been given for a tenant to fence his plot, and to add mesh onto the access gate to limit people climbing over it.

(2) Planning application 25/01591/FUL

Noted – the council's objection has been added to the website. The planning officer has been asked to let us know when the case gets close to a decision.

COB

2526 84 To receive items of correspondence

(1) Cemetery Issues

Noted – the Youth club have apologised for any upset and have said that they will not repeat the visit.

(2) Wakefield Council Homes Support Team

Noted – Details of the team have been shared with councillors. The team can help with money, bills and debt advice.

2526 85 District Councillor's comments on local issues (for information only)

DCllr U Ali reported that Wakefield Council would hold a "Day of Action" in Ryhill. It will be based at Rycroft Leisure and teams from the council and partners will be there to talk to residents and to react to any reports and to complete tasks. 2 skips will be on site for residents to clear any waste that they have.

UPDATE: The date has been moved into the new year.

He also commented that councillors had held a street visit and raised jobs to clear drains, repair footways and trim some trees. A path to the end of Chapel Street has been surfaced to make it passable by wheelchair and a dropped kerb has been requested for nearby.

D Cllr M Cummings had shared a list of road works that has been sent on to all councillors.

2526 86 WY Police – Safe Scheme

Noted – the report has been posted onto the website.

2526 87 Christmas provision

Noted – the tree by Nostell Lane is to be replaced. Replacement lights have been purchased for the tree that is to be placed by St Paul's Methodist Church and will be fitted by the electrician for the 1st of December switch-on. New battery powered lights have been purchased for the smaller Christmas trees on Nostell Lane and Station Road.

2526 88 Website and email review

Approved – all councillors have been asked to make sure that they access their new emails as they will start being used in the new year. The Clerk will update the website with all of the current policies. Further updating of the website is required and will be carried out in the coming months.

CS

2526 89 Biodiversity

(1) Allotment holders guide

Approved – the new guide will be added to the website and shared with tenants by placing a copy in the noticeboards at each allotment site.

(2) Planter management

Noted - the new planter arrangements are working well though 2 older planters have been stolen from Nostell Lane.

(3) Plan

Noted – the plan was reviewed and is on target with most tasks complete. Concern was expressed over the potential impact of the proposed house development behind The Libb on the Stray hedge and biodiversity in general and this has been fed into the planning process but will be monitored by the parish council if and when construction starts. The next newsletter will be used to promote the plan.

2526 90 Business Continuity Planning

(1) NALC BCP form

Noted – the form doesn't match the council's position but has been used as a template along with the BCP guide.

(2) Key roles and responsibilities

Approved - the key officer roles (Clerk and RFO), and the key councillor roles (Chair and Finance Councillor) were explained and the council approved the plan. A fully redacted plan will be put onto the website due to the significance of the data and the references and contacts that the plan contains.

(3) Contacts and systems

Noted – if the plan is ever triggered it is essential that all members and external contacts are made aware of the events and what has been agreed to manage them.

2526 91 Account Payments (see monthly list)

Approved.

COB

2526 92 Items for the next agenda

Approved – Website and email review, Christmas provision, Rycroft Leisure and Budget setting would be addressed.

2526 93 Date, Time and Venue for the next meeting of the council (09/12/25)

Approved – Next meeting to be held at St Paul's Methodist Church, Chapel Street, Ryhill on the 9th December 2025 at 6pm

C R Greaves

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



Signed as a true record

9.12.25

Date

RYHILL PARISH COUNCIL

Account payments for 11th November 2025

Payee	Description	Date	Amount £	VAT	A/C	Approver	Submitter	
Unity Trust Bank	Account Service Charge	30/10/25	6.00		UT			Auto
John Hope	Caretaker work	14/11/25	142.50		UT	C Bashforth	C Greaves	
W Easterby	Grass and Hedge Cutting	14/11/25	3505.20	584.20	UT	C Bashforth	C Greaves	
Charles Greaves	Clerk Salary & Expenses	14/11/25	536.88		UT	C Bashforth	C Greaves	
WYPF	Pension	14/11/25	152.84		UT	C Bashforth	C Greaves	
HMRC PAYE	Income Tax	14/11/25	126.60		UT	C Bashforth	C Greaves	
HMRC NIC	Employers NICs	14/11/25	38.00		UT	C Bashforth	C Greaves	

Transfer	Description	Date	Amount £	Paid to
UT Instant Access a/c	From Instant to Current a/c	12/11/25	7000.00	Unity Trust Current account


9.12.25

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Business Continuity Plan – November 2025

For Data Security reasons the whole of this document is redacted

CDR 9.12.25