

**Minutes of the Meeting of Hunshelf Parish Council
held on Monday 8th September 2025
in the Providence Room, Green Moor at 7.00 p.m.**

Present: Councillor Miss K. Battye (Chairman) and Councillors P. Watts, Mrs K. Austin, P. Garrity and Mrs L. Godley, Mrs D Carrington (Clerk)

Four members of the public were present.

2025/42 Apologies for non-attendance

There were no apologies of absence.

2025/43 Declarations of Interest

There were no declarations of interest.

This was noted by the meeting

2025/44 Minutes of the Parish Council meeting held on 14^h July 2025

Cllr Garrity asked that minute 2025/32 be amended to acknowledge Peter Allott in relation to installing the lighting and generator in the Pump House.

The Minutes of the meeting of the Parish Council held on 14th July 2025 were confirmed.

2025/45 Matters arising from the Minutes

The updating of the website and heritage boards were discussed. Cllr Garrity informed the meeting that he had added a new page for BMBC Services, ready for links to be added. It was agreed that a meeting would take place mid October including representatives from each sub-group to move this forwards.

The continuation of the Hunshelf Chat was discussed. A request had been included in the latest edition seeking a volunteer. Cllr Garrity estimated that it takes 6-8 hours of work and requires software. He stated there were 3 options:

- 1) seek a volunteer
- 2) pay a company to produce it
- 3) pay someone local to to produce it

Cllr Austin suggested in the short-term a briefing sheet could be produced to ensure key dates are communicated.

It was agreed that the Parish Council need to understand the timescales for the production of the December edition.

There were no other matters arising from the Minutes.

2025/46 Parish Projects including the opening of the Pump House

Parish Plan items in relation to the website were discussed in the previous agenda item.

Roles & Responsibilities – Clerk to purchase the latest version of the Good Councillor Guide and re-circulate. Clerk also to obtain an electronic version and circulate to Cllr P Garrity.

Isle of Skye wall - stones have been removed and used for a fire and need replacing. Cllr P Watts agreed to take a look.

Pump House - Cllr P Garrity and P Allott had sorted the generator and fitted the light. Agreed that Cllr P Garrity would procure an extension lead to be stored in the Pump House. PAT Testing was discussed and needs to be followed up. The cast iron pipe needs to be assessed as this is in a poor state of repair. C Woods to send out details of the event via Mail Chimp. Also, to be advertised on 'Next Door' by B Tylee. Meeting at 9am for a 10am start.

Cllr Watts left the meeting at 7.43pm.

2025/47 Sub Groups

Team Green Moor

Mrs B Allott reported that moss and weeds had been cleared from the steps of the Pump House ready for the open day on Sunday.

HEAT

Cllr L Godley reported that a well attended quiz night was held on Sunday.

2025/48 Communications from the Public

None received.

This was noted by the meeting.

2025/49 Reports from the Clerk

The Clerk made the Parish Council aware that Windows 10 would be de-supported from 14th October 2025 and the current laptop does not meet the minimum specification to run Windows 11. This means there will be no security updates which would make the laptop vulnerable to threats. In addition to this, the laptop runs OpenOffice for word processing and spreadsheets which makes it difficult to share documents and the functionality is limited.

The Parish Council supported the Clerk with seeking advice from an IT expert. Cllr Mrs K Austin agreed to approach her son for advice.

The defibrillator is checked weekly by D Rose and the Clerk completes a quarterly submission to The Circuit, the National Defibrillator Network. There was discussion regarding the battery life which is dated 2022 with a five year shelf life. It was agreed that this would be added to the projects list, for closer monitoring by the Parish Council.

2025/50 Planning Applications and Consultation

The Parish Council considered the consultation on the draft Hot Food Takeaway supplementary planning document and planning advice note.

It was agreed that the Parish Council had no observations with respect to the above consultation.

There was a brief discussion regarding the Tofts Lane Slurry Tank. This had previously been discussed by the Parish Council on 11th November 2024 and there were no observations.

2025/51 Payments & Income

Payments

HSBC – bank charges - July	£8.00
Cllr Mrs L Godley – reimburse final expenses for Green Fest	£11.95
Lightmain – repairs to playground surface	£180.00
Cllr P Garrity – reimburse cost of fuel for strimmers and mowers	£13.27
E A Wright – reimburse expenses – postage	£11.15
- printer paper	£4.90
- new spring fastener for playground gate	£11.94
HSBC – bank charges – August	£8.00
Mrs C Derrick – reimburse cost of printing Hunshelf Chat	£93.96

Income

L A Eaton – sale of hay bales from Greenfest	£30.00
BMBC Ward Alliance Grant for Green Moor Carol Singers – violin making	£400.00
Bridge Street Community Shop donation to Green Moor Carol Singers	£230.00
Sale of carol book	£20.00

The above were noted by the meeting.

2025/52 Monthly Financial Report

Cllr Garrity gave a verbal update with respect to the monthly financial report and the amount in reserves.

The Clerk made the Parish Council aware that the National Joint Council (NJC) for Local Government Services had agreed pay rates applicable from 1st April 2025. The new pay rates have been increased by 3.2%.

This was noted by the meeting.

2025/53 Reports of crime in the parish

It was reported that there had been a recent burglary at a property in the village.

This was noted by the meeting.

2025/54 Comments from Green Moor Cricket Club

There were no comments from Green Moor Cricket Club.

2025/55 2026 Meeting Dates

The following meeting dates were approved.

Monday 12 th January 2026	Monday 13 th July 2026
Monday 9 th February 2026	No Meeting in August
Monday 9 th March 2026	Monday 14 th September 2026
Monday 13 th April 2026	Monday 12 th October 2026
Monday 11 th May 2026	Monday 9 th November 2026
Monday 8 th June 2026	Monday 14 th December 2026

2025/56 May Elections

The forthcoming May elections were discussed. The Clerk to find out about process and timescales and report back to the Parish Council.

2025/57 Any minor items or items for the agenda of the next meeting

Funding availability from Biffa – Community Environment Fund was discussed. Taking into consideration the types of projects that could attract funding, there were no suggestions. Cllr Godley to pass on to the Cricket Club.

There were no other minor items or items for the agenda of the next meeting.

2025/58 Date and time of the next meeting

The next meeting of the Parish Council is to be held on Monday 13th October 2025 at 7.00pm.