

**Draft Minutes of the Meeting of Hunshelf Parish Council  
held on Monday 8<sup>th</sup> December 2025  
in the Green Moor Methodist Church at 7.00 pm.**

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

Four members of the public were present.

**2025/94 - 1. To receive apologies**

None received.

**2025/95 - 2. To receive any declarations of interest from Councillors**

Cllr P Garrity declared an interest in relation to the planning matter to be discussed at item 10.3 due to his place of residence.

**2025/96 - 3. To confirm the minutes of the meeting of the Parish Council held on 10<sup>th</sup> November 2025 as a true and correct record**

**RESOLVED:** The minutes of the meeting of the Parish Council held on 10<sup>th</sup> November 2025 were confirmed as correct.

**2025/97 - 4. To consider any matters arising from the minutes**

**4.1 To discuss and decide upon a collaboration with the Steel Valley Project**

**RESOLVED:** that the Steel Valley Project collaboration be deferred to the January 2026 meeting.

**2025/98 - 5. To discuss Parish Projects**

Pumphouse

The video ready to upload. The cast iron pipe is in need of replacement, repair or removal. The Clerk to seek advice from BMBC.

Bridges

Forge bridge repairs not satisfactory and dangerous. The Clerk to contact BMBC. Cllr P. Garrity to obtain photos.

Comms

A meeting will be arranged in January

Overhanging trees

Well Hill not touched.

## **2025/99 - 6. To receive an update from the Sub Groups**

### Green Moor Carol Singers

An update was provided. Rehearsals are going well. Dates are included in the Newsletter. The sale of carol books will pay for the next reprint.

### Team Green Moor

An update was provided – ivy on Green Moor Road has been cut back, leaves have been cleared.

### HEAT

An update was provided on recent events that were well attended. The projector has been purchased and used for the Owl Talk (this needs adding to the assets list). No events in January but there will be a tea/coffee event in February.

## **2025/100 - 7. To receive any communications from the public**

A parishioner has verbally raised their unhappiness over the recent road closure. Whilst this was minuted and added to the website as 'News' it was agreed that such matters can be posted on the Church noticeboard and will be discussed at the forthcoming meeting to discuss communications.

## **2025/101 - 8. To discuss and decide upon any course of action in relation to the Surveyor's Quarry**

The Parish Council have assumed ownership of the Surveyor's Quarry in accordance with the Enclosure Award, having established that the land was not owned and following advice from Sheffield City Council Legal Team a number of years ago. A sign was erected to reflect this with the intention to register ownership at a future point. Recent events have caused concern and the need to establish ownership.

**RESOLVED: The Clerk to carry out a search with HM Land Registry via the Parish Council solicitor.**

## **2025/102 - 9. To receive any reports from the Clerk**

### **9.1 To consider the Clerk's initial budget report**

The Clerk presented a first draft of the budget for discussion and the BMBC precept tool for information. The budget will be updated and brought back to the January meeting to inform the precept decision. It was noted that the current level of precept is not sufficient to set a balanced budget.

## **2025/103 - 10. To consider and decide upon any planning applications or consultations received**

**10.1 2025/0953 – Demolition of existing single storey side extension and erection of new single storey side and rear extensions to dwelling - The Swallows Nest – Underbank Lane, Stocksbridge, Sheffield, S36 2BL**

**RESOLVED: The Parish Council supported the application.**

**10.2 2025/0954 – Demolition of existing single storey side extension and erection of new single storey**

side and rear extensions to dwelling (Listed Building Consent) - The Swallows Nest – Underbank Lane, Stocksbridge, Sheffield, S36 2BL

**RESOLVED:** The Parish Council supported the application.

**10.3 To discuss and decide upon any action in relation to concerns raised regarding planning application 2022/1039 – Erection of single storey dwelling and garage with associated works (amended plans) - Land east of Delph Mews, Green Moor, Sheffield, S36 7DQ**

It was noted that the garage had been reduced in height but the wall was still above head height.

**RESOLVED:** The Clerk to register concerns with BMBC Planning Enforcement that this did not appear to be in accordance with the Planning Application which makes references to views being maintained.

## **2025/104 - 11. Financial Matters**

**11.1 To note the payments and receipts previously authorised:**

### Payments

- |  |         |
|--|---------|
| • Gunson (mower servicing)                                 | £435.70 |
| • Argos (projector and cabinet) – reimburse Cllr P Garrity | £484.99 |

### Receipts

- |  |           |
|--|-----------|
| • Green Moor Carol Singers (carol book sale)             | (£20.00)  |
| • Team Green Moor (grant towards dry stone wall project) | (£150.00) |

**11.2 To note the payments made by the Clerk under section 3.2 of financial regulations:**

- |   |        |
|---|--------|
| • Campaign to Protect Rural England (CPRE) (subscription) | £36.00 |
| • BMBC (playground inspection)                            | £69.00 |

**11.3 To approve the following accounts for payment:**

**RESOLVED:** to approve payments to:

- |   |         |
|---|---------|
| • Peak and Northern Footpaths Society – PNFS (subscription) | £30.00  |
| • Wight Computers (Web Hosting & SSL Certificate)           | £168.00 |

**11.4 To receive the bank account balances up to 30<sup>th</sup> November 2025:**

- |   |            |
|---|------------|
| • Current account balance as at 30/11/25  | £13,025.39 |
| • Business account balance as at 30/11/25 | £ 166.72   |

## **2025/105 - 12. To receive the monthly financial management report**

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

**2025/106 - 13. To consider any reports of crime in the parish**

There were no reports of crime in the parish to note.

**2025/107 - 14. To receive comments from the Green Moor Sports Club**

There were no comments from Green Moor Sports Club.

**2025/108 - 15. Any minor items not requiring a decision or items for the next agenda**

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

**2025/109 - 16. Date and time of the next meeting**

The next meeting of the Parish Council is to be held on Monday 12<sup>th</sup> January 2026 at 7.00pm in the Providence Room, Green Moor Methodist Church.

**2025/110 - 17. Employment Matters**

**17.1 To resolve to exclude members of the press and public under the Public Bodies (Admissions to Meetings) Act 1960 due to the nature of business being transacted at agenda item 17.2 being prejudicial to the public interest.**

**RESOLVED: that members of the press and public be excluded for the item of business.**

**17.2 To review the hours, terms and conditions, job description and person specification of the Clerk and RFO.**

The recruitment report was discussed.

**RESOLVED: the Parish Council agreed:**

- no changes to the spinal column point
- the increase in hours to 26 hours per month and the backdating of the changes to 1<sup>st</sup> August 2025
- the job description which is based on the YLCA template with minor amendments
- the person specification which is based on the YLCA template with minor amendments
- the advert which is based on the YLCA template with minor amendments
- to defer the review of the contract of employment to the January 2026 meeting