

**Minutes of the Meeting of Hunshelf Parish Council
held on Monday 13th April 2026
in the Providence Room, 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)

Seven members of the public were present.

2025/176 - 1. To receive apologies and reasons for absence

None received.

2025/177 - 2. To receive any declarations of interest from Councillors

None received.

2025/178 – 3. To confirm the minutes of the Meeting of the Parish Council held on 9th March 2026 as a true and correct record

RESOLVED: the minutes of the meeting of the Parish Council held on 9th March 2026 were confirmed as correct.

2025/179 – 4. To consider any matters arising from the minutes

Cllr Mrs K Austin reported that she had completed the work on the DMMO Holly Hall Lane and it would be submitted this evening.

2025/180 - 5. To discuss Parish Projects

Data – to review once the new laptop is set up.

Communications/website/heritage boards/CHAT – Cllr P Garrity has updated the website including the home page, a link to BMBC Plan and BMBC services, links to the Parish Survey; Parish Plan; projects, a new page for policies, finance and transparency.

Finance – work is progressing and ongoing. A compliance report will be produced for the May meeting.

Footpaths – requires a terms of reference.

Delf Field – manually addressing mole hills.

Wind Turbines - defer

2025/181 – 6. To receive an update from the Sub Groups

TGM

The field has been mown and the verge and pumphouse tidied. The playground wooden fence needs taking down and shaping which will be a big project. Planting will be a May project. Trees have not yet been marked but are on the list.

Green Moor Carol Singers

Registered for 'living heritage' project. The planned concert has been delayed. A get together has been arranged in April to ensure everyone is in voice.

HEAT

A Quiz Night is planned for 24th April and an Odd Pots Workshop on 2nd May. Green Fest is planned for 28th June.

2025/182 – 7. To receive communications from the public.

The Clerk reported that she had received an email from a member of the public regarding purchasing land owned by the Parish Council. The Clerk to respond.

Cllr Miss K Battye passed on a member of the public's appreciation of the Hunshelf Chats produced by Mrs C Derrick.

Cllr Miss K Battye also mentioned that she had received a response to an enquiry letter regarding Ted Spencer's research into local history and that this was with Stocksbridge Library.

2025/183 – 8. To discuss and decide upon any course of action in relation to the Surveyor's Quarry

Cllr Mrs K Austin has visited the solicitors and liaised with the senior land lawyer at Sheffield City Council who is examining the case. The Parish Council have been advised to keep sending letters regarding trespass and to re-erect the signage.

RESOLVED: the Clerk to send a further letter to the adjacent landowner and the Parish Council to correspond and meet with partners as appropriate on this matter.

RESOLVED: to purchase signs to replace those that have been removed.

2025/184 – 9. To consider and decide upon any planning applications or consultations received

9.1 To consider planning application 2026-0142 – Removal of side conservatory and attached rear outbuilding, and erection of single storey side and rear extensions, and front porch to dwelling. 6 Castle View, Green Moor Road, Green Moor, Sheffield, S35 7DQ.

RESOLVED: no objections.

2025/185 – 10. Playgrounds

10.1 To receive the monthly Play Inspection Report

Cllr P Watts presented the monthly play area inspection report. He reported there is no vandalism, there are some cracks and it will be monitored.

10.2 To consider approving the annual play inspection renewal

RESOLVED: to approve the annual play inspection renewal.

2025/186 - 11. To consider the advice from YLCA relating to the date of the Annual Meeting of the Council in relation to the local elections.

The Clerk reported that following confirmation of an uncontested election, the date of the Annual Meeting of the Council can remain as is.

2025/187 – 12. To consider the advice from YLCA relating to the establishment and governance of committees/sub committees and agree any further action.

The advice from YLCA is that HEAT and Team Green Moor could be established as committees but Green Moor Carol Singers is viewed as a community group. The advice note states that decision making cannot be delegated to an individual councillor and the minimum number of members of a committee is two but three is recommended. Volunteers can be members but in a non-voting capacity.

It was noted that the three sub groups are made up of volunteers who are insured when working on Parish Council business.

RESOLVED: the Clerk to clarify the insurance position in relation to volunteers.

2025/188 – 13. To discuss and consider approving the asset register

RESOLVED: to approve the asset register subject to the Clerk adding the defibrillator, benches, picnic table, projector, replacement laptop and goalpost.

2025/189 – 14. To discuss and consider approving additional recruitment options

Cllr Mrs K Austin reported that she would be visiting Penistone FM on the 15th April to advertise the Clerk vacancy on the radio.

RESOLVED: to approve the advertisement of the Clerk vacancy on Penistone FM.

2025/190 – Public Session

The Chair agreed to hold a public session at this point. This will be included in the agenda going forwards.

A member of the public volunteered to undertake a review of the planning application for the battery storage off Tofts Lane and recommend next steps.

A member of the public reported uneven road surface on the bend at Well Hill, below Holly Hall Lane. Photos to be provided to allow the Clerk to report.

A member of the public reported a buzzards nest on Wharncliffe Estates. The Clerk to write to Wharncliffe Estates to inform them and ask for their support.

2025/191 – 15. To receive the insurance policy renewal and consider any further options

RESOLVED: to approve the insurance policy renewal.

2025/192 – 16. Policies and Procedures

16.1 To discuss and consider adopting the updated Standing Orders

RESOLVED: to adopt the updated Standing Orders.

16.2 To discuss and consider adopting the Expenses Policy

RESOLVED: to defer the Expenses Policy to the May Meeting.

16.3 To discuss and consider adopting the Complaints Procedure

RESOLVED: to defer the Complaints Procedure to the May Meeting.

2025/193 – 17. Risk management

18.1 To discuss and review the risk register

VAT risk added.

RESOLVED: to approve the updated risk register.

2025/194 – 18. To receive any reports from the Clerk

None received.

2025/195 – 19. Financial Matters

19.1 To receive and note the bank balances up to 30th March 2026:

- Business Current Account £9,590.68
- Business Money Manager £ 167.48

19.2 To receive and note a bank reconciliation to 30th March 2026.

19.3 To note the following payments previously authorised:

- YLCA – Advert for Clerk's post - £20.00
- Clerk's Salary (01.03.26 – 31.03.26) - £345.72
- Cllr Mrs K Austin – reimburse exps for Hunshelf Chat printing - £6.00

19.4 To approve the following accounts for payment:

- Green Moor Methodist Church – Room Hire:
 - Parish Council Meetings 2025/26 - £350.00
 - HEAT – Coffee Morning - £42.00
- YLCA – Subscription - £179.00
- Clerk's Expenses:
 - Argos – laptop - £599.00

- Home Bargains – Photocopier Paper - (£3.99 x 3) = £11.97
- Post Office – Special Delivery - £9.25
- Total £620.22

RESOLVED: to approve the following payments:

- **Green Moor Methodist Church - £392.00**
- **YLCA – £179.00**
- **Clerk's Expenses - £620.22**

19.5 To receive and note the budget monitoring report.

The Clerk presented a draft outturn report as at 30th March 2026, highlighting overspends in red and underspends in green. Overall, there is a deficit broken down as follows:

- HEAT, £658.05 deficit funded from earmarked reserves
- Green Moor Carol Singers, £171.08 surplus to be transferred to earmarked reserves
- Parish Council, £1,056.61 deficit to be funded from general reserves. This has arisen due to unbudgeted in-year recruitment costs and an in-year increase in the Clerk's hours.

After transfers to and from reserves, the Parish Council have achieved a balanced budget position for the financial year 2025/26.

Reserves balances were presented as follows:

Earmarked Reserves:

- HEAT £970.35
- Green Moor Carol Singers £1,385.64

General Reserves £7,399.67

Total Reserves £9,755.66

Please note, these figures may change when the final position is presented following internal audit.

RESOLVED: to approve the draft outturn position.

2025/196 - 20. To receive the monthly financial management report

The Parish Council agreed that there was no requirement to discuss this following the detailed report at 19.5.

2025/197 - 21. To consider any reports of crime in the parish

None reported.

2025/198 - 22. To receive comments from the Green Moor Sports Club

None received.

2025/199 - 23. Any minor items not requiring a decision or items for the next agenda

Cllr P Garrity reported the Barn Owls have returned and that he will erect signs to reduce noise.

The Clerk reported that a notice of uncontested election had been received from Electoral Services and Cllr P Watts would be stepping down which would leave a Councillor vacancy with effect from 11th May 2026.

The Parish Council thanked Cllr P Watts for his service to the community of Hunshef.

2025/200 - 24. Date and time of the next meeting

The next meeting is the Annual Meeting of the Council to be held on Monday 11th May 2026 at 7.00pm in the Providence Room, Green Moor Methodist Church.