

MINUTES MEETING HUNSHELF PARISH COUNCIL
MONDAY 13th JULY, PROVIDENCE ROOM, GREEN MOOR METHODIST
CHURCH 7PM

PRESENT

Councillor K. Austin (chair), Councillor L. Godley (vice chair), Councillor K. Battye,
Councillor P. Garrity

Clerk: Ms. J. Mosley

Members of the Public: Mr D. Rose (Team Green Moor), Mr P. Allott (Team Green Moor)
Mrs B. Allott (Team Green Moor) Mrs C. Derrick (Team Green Moor) Mr C. Driffield
(resident)

2026/60 1. Receive apologies and reasons for absence

- There were no apologies for absence received.

2026/61 2. Receive any declarations of interest from Councillors

- There were none received.

**2026/62 3. Confirm the minutes of the Annual Meeting of the Parish Council held on
8th June 2026 as a true and correct record**

Resolved – The minutes were accepted as a true and accurate record.

2026/63 4. Consider any matters arising from the minutes

- It was reported to the meeting that the damaged steps leading from the Delf to
New Houses previously reported to the BMBC Rangers on 20th May had not been
repaired.
The Clerk undertook to obtain a progress update from BMBC Rangers.
- The PC reserves were noted.
- The Clerk confirmed the overdue rent of £9 had now been paid.

2026/64 5. Agree Heritage Open Day – Pump House Opening

- Councillor Garrity reported this had now been arranged for September 20th 2026,
and forms had been completed and submitted to the organisers of the Heritage
Open Day committee for processing.
- Preparations for the event in terms of providing necessary lighting and
equipment were to be arranged by Councillor Garrity with the assistance of
resident volunteers and Team Green Moor.
- The clerk advised that a new risk assessment would be required prior to the
event taking place and confirmed the PC Insurance was covered for public

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liability, however further clarification to ensure Insurance covered the event would be required.

Resolved - Councillor Garrity agreed to provide a breakdown of activities for the day to enable the Clerk to verify cover with Zurich Insurance and agreed to provide an updated risk assessment.

2026/65 6. Receive Notice of Parish Council Election

- The Election for a new Councillor following Councillor Watts end of term of office is to be held on 30th July 2026.
- Councillor Garrity advised that notice of the Election has now been displayed on the PC Notice Board and published on the PC website.
- Chair reported that all polling cards advertising the election had been printed and delivered by members of the PC to reduce the expense for the Election, the cost of which is to be met by the reserves in the PC. However, the Chair reported a couple of cards had not been delivered due to a discrepancy in resident information on the electoral roll.
- The Clerk took an action to verify this with Electoral Services.
- It was reported by the Clerk, that the cost for the Election is considerable given the current estimated quoted by BMBC Electoral Services advised as
 - Production of Ballot Books - £929.76
 - Production of Postal Votes - £1,132.42
 - Polling Station Hire - £250.00
 - Staffing cost for Polling Station and count yet to be provided.

2026/66 7. Discuss Fibre Broadband – Delph Edge and agree next steps

- Councillor Garrity advised the meeting that a resident had approached him with regards to the delay in the installation of Fibre Broadband in Delph Edge.
- Various options for resolution were discussed.

Resolved – The Clerk took an action to make further enquiries with BMBC Tech Town representatives and Penistone East Councillors.

2026/67 8. Discuss Parish councillor email requirements and agree any action required

- Councillor Godley asked if enquiries could be made to set up separate Councillor email accounts as due to the increasing number of emails received recently which are filling up private email boxes.

Resolved: The Clerk undertook to make enquiries regarding setting this up with the web provider and check the position of other local Parish Councils.

2026/68 – 9. Receive an update on the Pea Royd (Surveyors) Quarry and agree next steps

- The Chair provided an update on the advised list of actions suggested by MP Marie Tidball:
 - Open Access - New CROW notice had been produced to replace the ones taken down by the owner of the adjoining land. These are to be laminated and displayed in prominent sites and uploaded onto the PC website.
 - Stocksbridge Rangers are to provide small brown walk signs which can be erected around the open access site.
 - Title and Registration – Application for CT1 has been rejected currently as the case is being given higher consideration by senior staff. The response is to be chased by the Chair as 9-day response time has now lapsed.
 - First Registration Title – still in progress and evidence is being gathered.
 - Legal route – questions as to extent of cover via Zurich etc. is still in progress however despite criminal damage it would appear to be a civil matter from advice given.

Resolved - Next steps, to continue evidence and advice gathering and maintain engagement with MP Marie Tidball with a view for arranging surgery appointment or convene an extraordinary meeting with her to discuss future actions.

2026/69 10. Discuss Parish projects

- Current items with medium/high risks were discussed
 - Pump House - Councillor Garrity reported a damaged pipe in the pump house that ideally needed repair before the Heritage Open Day event on 20th September. The clerk undertook to approach Heritage Funding once full details of the issue have been provided.
 - Waggon Way – Councillor Garrity reported investigations are still ongoing.
 - Web site review is ongoing.
 - Communication strategy is ongoing.
 - Footpath strategy – investigations are ongoing and informal discussions with volunteers in the community.

2026/69 11. Receive an update from the Subgroups

- **Green Moor Carol Singers Update** – nothing to report.
- **Team Green Moor Update**
 - Delph steps repair still outstanding.
 - Footpath strimming and clearing brambles has been scheduled.
 - Delph Football Field – It was reported the drainage has sunk, leaving trenches and making the field difficult to mow, plus this is now a potential safety hazard. A further mole issue has arisen which required addressing.

Resolved - Team Green Moor to produce disclaimer signage to alert users of the field to the issues. The Clerk to explore funding opportunities with various funding streams.

- **HEAT Update**

- GREENFEST was reported as a success with an increase in attendance numbers from the previous year. However, one of the volunteers has now stepped down therefore an opportunity has arisen for new members.

2026/70 12. Receive any communication from the public

- There were none received.

2026/71 13. Receive any planning notifications or consultations and agree any course of action

- No new planning applications had been received this month.
- It was noted that an action to engage with the planning applicants for the installations of batteries at Toffs Lane site Application (2023/0322 & 2025/0515) is still outstanding.

Resolved – Mr C Driffield to provide the clerk with background information from previous discussions to enable engagement with applicant.

2026/72 14. Receive the monthly Play Area Inspection Report

- It was reported the last inspection had revealed several safety issues that require addressing.
 - Three plastic caps are missing from the apparatus.
 - The baby swing has distorted in the heat.
 - The surface is deteriorating and shrinking around the edges.

Resolved – The Clerk to contact BMBC Parks and Maintenance to ensure the yearly inspection is scheduled. Mr C Driffield is to undertake monthly inspections moving forward.

2026/73 15. Policies and Procedures

- Several policies are yet to be reviewed and adopted, the Clerk advised the PC that policies should be reviewed annually for accuracy and relevance.

Resolved - The clerk to draft a document log to monitor the review of all official policies and documents.

- **15.1 Receive and consider adopting the uplifted Co-option Policy**

Resolved – Accepted and adopted.

- **15.2 Receive and discuss the draft Health and Safety Policy**

Resolved - To distribute the draft Health and Safety Policy to PC and Volunteer Groups who are to provide feedback and updates to the Clerk ahead of the next PC Meeting in September.

2026/74 16. Financial Matters

- Note was given to payments made within the month and previously approved as highlighted in the agenda and in the payment and receipts schedule and cashbook provided to the meeting.
- The Clerk advised that she was still getting familiar with the full budget monitoring and reconciliation spreadsheets, however confirmed the cashbook had balanced to the bank statements provided.
- It is the intention moving forward to provide full budget monitoring documentation in forthcoming meetings.

- **16.2 Approval of accounts**

Resolved – Approval given for payment to Wight Computers for remote support.

- **16.3 To note the receipts made within the month**

Resolved – noted.

- **16.4 To note the return of the cheque payment in respect of cancelled fee for Land Registry Services**

Resolved – noted.

- **16.5 To note and receive the Monthly Financial and Budgeting Reports for month ending June 2026**

Councillor Garrity provided analysis from the cash flow records with particular attention drawn to the forecast of an overspend in the budget. A further note was made that the overspend will now be increased by the cost to the PC of the forthcoming election.

Resolved – cash flow records noted and accepted.

2026/75 – 17 Receive the monthly Play Area Inspection Report

- This was noted as a duplicate agenda item and had been discussed earlier in the meeting.

2026/76 – 18 Consider any Crime reports received

- No reports have been received.
- Councillor Garrity advised that a notice advising on reporting Agricultural crime is to be displayed in the PC notice board.

2026/77 19 Receive comments from the Green Moor Sports Club

- None received.

2026/78 20 Receive report from the Chair

- The Chair reported having technical difficulties with the sending and receiving of emails which hopefully would be resolved ASAP.

2026/79 21 Receive report from the Clerk

- The Clerk provided an update on activities carried out since being appointed on 1st June.
- These covered a comprehensive handover session from the previous clerk, installation of laptop operating software and hardware, learning website management, familiarisation with the business of the PC, management and reorganisation of the PC records, plus dealing with new matters arising such as the election and events.
- The Clerk advised of an absence for the first two weeks in August due to prebooked holidays, however, would be able to monitor the PC mailbox for any important business.

2026/80 22 To consider any minor items not requiring a decision or items to be placed on the next agenda

- Councillor Battye advised that she had now been officially accepted onto the Ward Alliance and had attended her first meeting. Penistone East Councillors also attend this, and they have committed to attend the next PC meeting in September. It was noted the Ward Alliance has a budget which can be used to provide support and assistance to services and requirements in the area.

2026/81 23 Confirm the next meeting as amended to Monday 7th September 2026.

- Next meeting confirmed as stated.