

**STAINBOROUGH PARISH COUNCIL**  
**Minutes of the Annual Parish Council Meeting held on 16<sup>th</sup> May 2024**  
**At Hood Green Pavilion immediately after the Annual Parish Meeting commencing 7.00 p.m.**

**Present:** Councillors Mr S Lockwood-Dukes, Mrs A Riley, Mr T Shaw, Mrs D Winder, Mrs A Sturdy (Clerk)

**In attendance:** Cllr A Burnett, 3 residents

- 2001 Election of a Chairman of the Parish Council:** Cllr Lockwood-Dukes was proposed, seconded and duly elected.
- 2002 Acceptance of Office**  
Cllr Lockwood-Dukes confirmed his acceptance of office and signed the Acceptance of Office form.
- 2003 Apologies for Absence and Declarations of Interest on items on the agenda:**  
Apologies for absence were received from BMBC Ward Cllr Barnard and Cllr Roberts.  
No disclosures of personal and prejudicial interests were declared.
- 2004 Election of Vice-Chairman** - Cllr Winder was proposed, seconded and elected as Vice Chairman, and signed the Acceptance of Office form.
- 2005 Declaration of Interest Forms**  
The Clerk reminded Councillors that if there are any changes to the Register of Interest forms completed last year, new forms should be completed and returned to the Clerk within 28 days of this meeting.
- 2006 Certificate of Exemption 2023/2024**  
It was **resolved** that Stainborough Parish Council is exempt from external audit for the year 2023/2024 as its annual turnover does not exceed £25,000. The Certificate of Exemption was duly signed by the Chairman and the Clerk.
- 2007 Bank Reconciliation and Explanation of Variances 2023/24**  
It was **resolved** to receive and approve Bank Reconciliation (Appendix A) and to receive Explanation of Variances (Appendix B).
- 2008 Annual Internal Audit report for 2023/2024**  
The Annual Internal Audit report for 2023/24 included at page 4 of the Annual Governance and Accountability Return 2023/24 (Appendix C) had been signed by the Internal Auditor.  
**Resolved:** to accept the Internal Audit Report 2023/2024.
- 2009 Section 1 - Annual Governance Statement 2023/24 and Section 2 – Accounting Statements 2023/24**  
The Clerk circulated Section 1 - Annual Governance Statement 2023/24 (Appendix D) and Section 2 – Accounting Statements 2023/24 (Appendix E) for Stainborough Parish Council on pages 5 and 6 of the Annual Governance and Accountability Return 2023/24.  
**Resolved** to approve Sections 1 and 2 and were duly signed by the Chairman and the Clerk.
- 2010 Publication of Accounts and Audit Documents**  
It was **resolved** that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, Stainborough Parish Council will publish the financial documents on a public website:
- Certificate of Exemption 2023/24
  - Annual Internal Audit Report 2023/24
  - Section 1 – Annual Governance Statement 2023/24
  - Section 2 – Accounting Statements 2023/24
  - Analysis of Variances
  - Bank Reconciliation to 31<sup>st</sup> March 2024
  - Notice of period for the exercise of public rights

**2011 Reports – Internal and External Audit**

The Clerk provided to Councillors the Review of effectiveness of internal audit and the Review of Risk Assessment. **Resolved:** to accept both reviews and signed by the Clerk and Chairman as required.

**2012 Minutes of the Meeting held Thursday 14<sup>th</sup> March 2024 :** The minutes of the meeting held on 14<sup>th</sup> March 2024, having been previously circulated, were approved as a true record.

**2013 Matters arising from the minutes not on the agenda**

The Clerk noted that the new bin had not yet been installed and would chase up.

**2014 Items from Members of the Public**

None received.

**2015 General Matters :**

**General Improvements:** None raised

**Hire of Pavilion :** None raised

**Playground:** Cllr Shaw reported that the play area needed approximately 4 bags of bark, specifically intended for play areas. **Resolved:** The Clerk to investigate funding options.

**2016 Defibrillator Training event**

Many residents had expressed interest in a training event. **Resolved:** Cllr Winder to contact South Yorkshire Ambulance Service to discuss provision of training, to be held in the Pavilion, date to be booked.

**2017 Hanging Baskets**

The order for hanging baskets and the plaques have been placed. There will be 13 baskets in total. It is anticipated that the baskets will be put in place by early June depending on weather.

**2018 (i) Roads/ Highways Issues**

- The Clerk to again chase information produced from the installation of the temporary Speed Indicator Device.
- Cllr Shaw raised the issue of speed limits in Stainborough. The speed limit in Round Green is 60mph but felt the road is not suitable for that speed due to condition of the road, concealed entrances and the use of agricultural vehicles on this rural road.

**Resolved:** Cllr Burnett will contact BMBC Highways to request information on personal injury collisions and what the average speed is for that section of highway.

**(ii) Footpaths and Rights of Way Issues**

No issues reported

**(iii) Trees/Hedges/Vegetation Issues**

No issues reported

**2019 Crime and Safety**

Local crime reported to South Yorkshire Police was discussed. No action required.

**2020 Planning:**

**(i) Planning applications received:**

**Application No: 2024/0353** Crossways, Hood Green Road, Hood Green, S75 3EU

Description: Demolition of existing garage and erection of single storey side extension comprising of garage and office

**Resolved:** The Parish Council had no comments to make on the application

**(ii) Planning applications received or commented on between parish council meetings:**

**Application No: 2023/0143** : Manor Farm, Stainborough Lane, Hood Green, Barnsley, S75 3HA : Erection of agricultural livestock building (Amended Plans) Location: Baggerwood Road

**Resolved:** The Parish Council had no comments to make on the application

**(iii) Planning applications received since agenda produced** : none received

**(iv) Information on previous planning applications**

**Under consideration** by BMBC: 2023/0143 Agricultural Building, Bagger Wood Road, Hood Green

**Approved:** 2024/0179 Baggerwood Farm, Bagger Wood Road, Hood Green, S35 7AX)

**2021 Insurance Renewal**

Details of the insurance renewal from Gallagher Insurance brokers was discussed. The renewal premium of £779.55 (under a 3 year deal) was presented. **Resolved:** approve payment.

**2022 Energy supply renewal**

The current agreement for electricity supply for the Pavilion is due to finish in July. The Clerk had received options from an energy supply broker to compare with current supplier. **Resolved:** Clerk to request new quotes and is authorised to proceed with the most cost effective option.

**2023 Finance: Payments to be authorised**

**Resolved:** the payments shown below be approved for payment and the receipts be noted.

**Payments for approval**

Clerk salary(April & May 2024)	as agreed
Expenses clerk	£ 169.48
Gallagher Insurance renewal premium	£779.55
YLCA membership subscription	£145.00
Eon Next (DD 21 <sup>st</sup> March 2024)	£ 22.13

**Receipts**

5 <sup>th</sup> April 2024	Precept	£5,225.00
18 <sup>th</sup> April	Hanging Basket sponsorship	£ 130.00

**2024 Dates of 2024-25 Meetings**

**Resolved** to accept the following dates of meetings of Stainborough Parish Council to be held at Hood Green Pavilion at 7pm:

Thursday 27<sup>th</sup> June 2024

Thursday 22<sup>nd</sup> August 2024

Thursday 24<sup>th</sup> October 2024

Thursday 12<sup>th</sup> December 2024

Thursday 16<sup>th</sup> January 2025

Thursday 13<sup>th</sup> March 2025

Thursday 15<sup>th</sup> May 2025 *Annual Parish Meeting and Annual Meeting of the Parish Council*

**2025 Correspondence:**

- Information received from BMBC re the Boundary Review, with no implications for Stainborough Parish
- Information received regarding provision of a Parish Council e-mail and domain. Further clarification to be sought.

**2026 Any other business:**

**Resolved:** The Clerk to contact Age UK regarding possible uses of Hood Green Pavilion .

**2027 Venue, Date and Time of next meeting:** The next meeting will be held at Hood Green Pavilion on **Thursday 27<sup>th</sup> June 2024** at 7.00pm.

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**Cllr Sam Lockwood-Dukes**  
Chairman – Stainborough Parish Council

Dated