

STAINBOROUGH PARISH COUNCIL
Minutes of the Parish Council Meeting held on 11th September 2025
At Hood Green Pavilion commencing 7.00 p.m.

Present: Councillors Mr S Lockwood-Dukes, Mrs D Winder, Mr S Bradley, Mrs A Riley

In attendance: Ms J Enoch (Clerk), Jeff Walker, Margaret Ducker

2173 Apologies for Absence and Declarations of Interest on items on the agenda:

Apologies for absence were received from Ward Cllr Burnett.

No disclosures of personal and prejudicial interests were declared.

2174 Minutes of the Meeting held Thursday 10th July 2025 : The minutes of the meeting of Stainborough Parish Council held on 10th July 2025, having been previously circulated, were approved as a true record.

2175 Matters arising from the minutes not on the agenda

None raised.

2176 Items from Members of the Public

Jeff Walker, resident, raised issues concerning the recreation field notably the boundary hedge and dog fouling. **Resolved :** contact Adam at Greenotes for advice as to improving the recreation field.

Margaret Ducker, resident, raised the issue of security with regards to the key for the recreation field gate.

Resolved : this had been addressed.

2177 Verbal Report from the Clerk

None – all matters covered in the agenda.

2178 Vacancy of Parish Councillor

There have been no applications for the vacancy of Parish Councillor.

2179 Pavillion

None – no issues to report with regards to the Pavillion.

2180 Recreation Ground and Football Pitch

The hiring of the football pitch by both Penistone Church under 10s and Silkstone Common Sports & Recreation Association (SCS&RA) has come to an end. Penistone Church were only using the pitch until the end of August. Nigel Matthewman of SCS&RA terminated their agreement to use the pitch by email.

The goal posts have been removed due to safety reasons and their replacement are currently being review.

2181 Defibrillators

The Party in the Park event was a success in that it raised £263 for the ongoing defibrillator costs and maintenance. Discussion of the pads coming to the end of their use by date and the subsequent purchase of new pads to maximise their lifespan but also to ensure there is always a spare set. This may be problematic if the pads have been used. **Resolved :** Plenary power given to the Chair to enable them to instruct the clerk to order pads when they deem it to be necessary instead of waiting for approval at the next meeting.

It was **Resolved** to contact Well Medical regarding the warranties of the two defibrillators.

Training in how to use the defibrillator has been requested by residents. **Resolved :** Cllr Winder to contact Yvonne Hargreaves who did the previous training to ask if she could do another session.

2182 Highways, Footpaths, Vegetation

The speed limit sign at the crossroads at Stainborough has been rectified.

The 20mph road sign at Round Green was reported to have been turned round. **Resolved :** report to BMBC.

2183 Neighbourhood Services

Request for an additional waste bin especially at the end of Greno View going into Recreation Ground

Resolved : contact BMBC.

2184 Planning:**(i) Planning applications received:** None**(ii) Planning applications received or commented on between Parish Council meeting :** None**(iii) Planning applications received since agenda produced :**

APPLICATION NO: 2025/0697

DESCRIPTION: Repairs to historic plasterwork, including new restraint pads within ceiling void to Grade 1 listed building (Listed Building Consent)

LOCATION: Northern College, Lowe Lane, Stainborough, Barnsley, S75 3ET

Resolved: The Parish Council have no comments to make on the application.**(iv) Information on previous planning applications:** None**2185 Finance:****(i) Payments to be authorised****Resolved:** the payments shown below be approved for payment and the receipts be noted.**Payments for approval**

Clerk salary(August and September 2025)	as agreed
Expenses clerk (JE)	£43.99
Expenses clerk (AS)	£230.16
Martin Robson (internal audit)	£130.00
Yorkshire Local Councils Association (clerks induction webinar)	£73.00
Business Stream (water charges)	£31.26
Party in the Park expenses	£13.21

Receipts

29 th July 2025	HMRC	£691.43
29 th July 2025	HMRC	£585.44
17 th Aug 2025	Party in the Park	£263.00
TBC	Penistone Church under 10s football	£100.00

(ii) Change of Bank Account terms

Santander Bank Free banking to end – a charge of £4.99 per month from October 2025 will be applied to the current bank account. **Resolved :** to ask other Parish Councils which banks they use and to further explore those offering free services including digital accounts.

(iii) Update of NSI records

Forms required to be completed in connection with the NS&I account – the current situation was discussed. NS&I require a certified copy of the Minutes noting that the NS&I account holder should be the current clerk, Julie Enoch and the correspondence address should be the clerk's home address. The clerk to prepare a letter (draft at this meeting) informing NS&I that Avril Sturdy the previous clerk had resigned and that all future correspondence should be sent to the current clerk, Julie Enoch. This letter to be signed by the current Councillors and the clerk and to be returned to NS&I together with the signed NS&I forms and a copy of these minutes.

(iv) Any other financial information not covered in agenda

Notify the meeting of the clerks' proposed hourly rate of pay increase as agreed under the National Agreement of National Association of Local Councils. **Resolved :** increase approved

The Clerk asked for clarification on allowable expenses notably printing/copying costs and enrolment on training courses/webinars. **Resolved :** agreed but Clerk should notify Council in advance prior to booking on any such courses/webinars

Discussion of the Clerks equipment notably the laptop as the current one is running very slowly due to its age. It is no longer time efficient. **Resolved :** Clerk to get a quote to take data off laptop and price up a new one.

2186 Digital & Data Compliance

The 2025/2026 Practitioners Guide produced by the Smaller Authorities Proper Practices Panel explains that all councils should use an authority owned e-mail account including the council giving councillors an e-mail account to use for council business. This will align with GDPR principles and provide control and security for the council. **Resolved:** Further information including any potential cost implications to consider before implementation.

In addition all councils to have an IT policy. **Resolved:** refer to model template.

2187 Register of Interest

Resolved: completed

2188 Correspondence not covered in the Agenda

(i) Receipt of documents – notification of exempt status 2025

(ii) Notification of YLCA joint annual meeting 27th September 2025 at Walton Village Hall, Walton, Weatherby. **Resolved:** send apologies for non-attendance

2189 Any other business

Alison Cunningham has asked to promote her available allotment. **Resolved:** Display posters on Parish noticeboards

Mini Mansell has requested hire of Pavillion on 27th September 2025. **Resolved:** confirmed availability and booking

A Knit and Natter group to potentially use the Pavillion depending on the hire rate. **Resolved:** Room hire at £7.50ph (half usual fee)

Consider a Wreath Making event. **Resolved:** contact Avril Sturdy to see if she is available with possible dates

Confirmation of Book Sale & Coffee morning - Saturday 4th October 2025

Confirmation of Christmas Tree lighting - Sunday 7th December 2025

Discussion of the production of the Autumn Newsletter. **Resolved :** Cllr Winder, Cllr Riley and the Clerk to liaise to create this years.

2190 Venue, Date & Time of next meeting

The next meeting will be held at **Hood Green Pavillion on Thursday 13th November 2025** at 7pm

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Cllr Sam Lockwood-Dukes

Chairman – Stainborough Parish Council

Dated