

**Minutes of the Ulley Parish Council Annual General Meeting**

**held at the Village Hall, Ulley at 7.00 pm on 21st May 2025**

Members: Cllrs: R Robson (Chairman), S Hubbard, C Myers, W Cooper

Apologies: Jake Richards (MP), Dawn Thomas (RMBC) Cllr Robert Taylor (RMBC)

In attendance: Sarah Whitaker, 5 members of the public

**1/25 To elect a Chairman of the Council**

**Resolved: Cllr R Robson be elected Chairman for 2025/26. The Declaration of Acceptance of Office (Chairman) was duly signed by Cllr R Robson**

**2/25 To elect a Vice Chairman of the Council**

**Resolved: Cllr C Myers be elected Vice Chairman for 2025/26. The Declaration of Acceptance of Office (Vice Chairman) was duly signed by Cllr C Myers.**

**3/25 To receive and approve any apologies for absence.**

There were no apologies for absence.

**4/25 To consider and agree representation on outside bodies.**

**Resolved:**

Penny Hill Wind Farm Liaison Committee – Cllr C Myers

RMBC Joint Working Group – Cllr C Myers

Aughton & Swallownest CAP Meeting – Cllr S Hubbard/Cllr C Myers

**5/25 To confirm the schedule of meetings for the following year.**

**Resolved:**

27th August 2025

26th November 2025

26th February 2026

21st May 2026 (Joint Annual Parish Meeting & Annual General Meeting)

**6/25 To note any declarations of interest on items to be discussed at this meeting.**

There were no declarations of interest.

**7/25 To consider any matters to be excluded from the public.**

There were no matters to exclude.

**A public session of 15 minutes was held in accordance with Section 3 of the Council’s Standing Orders.**

1. **Waste Bins** – It was reported that the public waste bins in the village had not been emptied. This is thought to be a council wide issue. Clerk to liaise with RMBC.
2. **Speeding Concerns –** Concerns were raised about the ongoing problems with speeding vehicles through the village. This will be covered under the relevant Agenda item.

**8/25 To approve and sign the minutes of the Parish Council meeting held on 26th February 2025.**

**Resolved: The minutes of the meetings be approved as a true record.**

**09/25 To discuss the Councillor Vacancy.**

There were no applications received.

**10/25 To receive an update on the proposed Whitestone Solar Farm**

MP Jake Richard has advised we are at the early stages and he will keep us updated.

**Resolved: Clerk to request MP Jake Richards feedback any updates. Clerk to send previous objection letter of Jan 25 in relation to the Scoping Opinion to the Planning Inspectorate. Clerk to request the Parish Council Network meeting minutes.**

**11/25 To receive an update on speeding ad highway matters**

Update from the latest CAP Meeting; - HGV signs will go up shortly - to carry out a feasibility study for speed bumps the cost would be £25k - areas with schools are prioritised for road safety funding. Speeding is still a huge problem and a serious safety concern.

**Resolved: Clerk to chase Police for involvement. Clerk to explore the Neighbourhood Road Safety Scheme.**

**12/25 To receive a report from the Millennium Trust**

1. **Annual Meeting** – All trustees re-elected plus an additional one. A successful year, lots of work to the Hall carried out including new carpets and lighting and some good events.
2. **Year ahead –** Re-pointing works to be completed and lots of events planned including the summer BBQ on 5th July.

**13/25 To discuss the Village Hall Repairs**

The Royal Oak has had a change of landlord who is happy for the repair work to go ahead. MT are arranging quotes and the work will hopefully be carried out during the summer.

**14/25 To consider any issues arising from the management of the Play Area.**

1. **Monthly Inspection report -** Nothing new to report still low risk. Some algae on the boulders was removed recently. It was discussed whether to replace the benches. **Resolved – Not to replace the benches at this time, review again in the future.**
2. **Weekly Inspection report and responsibility –** Nothing new to report. **Resolved Cllr Myers will continue to inspect.**

**15/25 Grounds Maintenance**

1. **RMBC current maintenance schedule –** RMBC have confirmed that there were less cuts than scheduled last year due to the very wet weather.

**Resolved – Remove from the Agenda and review if it becomes a problem in the future.**

**16/25 To receive an update on the phone box.**

The clerk has sought advice from YLCA. The telephone needs a risk assessment and Julie will need to sign a Volunteer Agreement. As the telephone is a UPC asset any donations will need to be cashed by UPC into the current account.

**Resolved – Clerk to draft a Risk Assessment and ask Julie to sign a VA.**

**17/25 To resolve to suspend the provisions of SO7, using the power of SO26(a) to reconsider the Council’s involvement in VE Day Celebrations on 8 May 2025.**

**Resolved – A VE Day Flag was purchased.**

**18/25 To discuss access to the shed, receive an update on the Risk Assessments for the Equipment and Volunteer Agreement and agree the work equipment assessment form.**

Volunteers should not be using the equipment unless they have signed the latest Volunteer Agreement.

**Resolved – Work Equipment Assessment Form agreed. Clerk to re-circulate VA and provide a link to the Shed key code to volunteers who have signed the latest VA.**

**19/25 To note any Planning Applications received since the last meeting.**

Planning Applications and updates noted.

**20/25 To receive a financial update including;**

1. **To receive the final year end accounts to 31st March 2025** – Total Income £17,189, Total Expenditure £17,718, this includes the VAT payments for the grants received for the Hedge Trimming, Basket Swing & Shed. £11,597 has been brought forward this financial year which includes £7,358 in the current account and £4,239 in reserves.
2. **To receive the Internal Audit Report –** The internal audit was carried out by FH Accountancy Services. All points raised in this audit are being remedied. Note that gov.uk email addresses will be a requirement for the next audit. **Resolved – Clerk to revisit quotes.**
3. **Annual Governance and Accountability Return**

The Clerk asked that consideration be given to the approval of the Annual Governance and Accountability Return. The Council is claiming exemption.

**Resolved: That the Certificate of Exemption, Annual Government Statement section 1 and The Accounting Statements section 2 2024/25 be formally approved and signed for presentation to the external auditors – PKF Littlejohn LLP**

1. **To receive a report to 30th April 2025, including Bank Reconciliation, Payments for Authorisation & Budget vs Actuals.**

**Resolved: The following items were authorised for payment:**

|  |  |  |  |
| --- | --- | --- | --- |
| 04/02/25 | HMRC | Clerks Tax Jan 25 | £ 79.40 |
| 14/02/25 | Robson, R | Fuel | £ 25.78 |
| 18/02/25 | EDF | Electricity Village Hall | £ 223.62 |
| 28/02/25 | Scottish Water | Water Village Hall | £ 45.07 |
| 28/02/25 | Whitaker, S | Clerks Salary Feb 25 | £ 246.56 |
| 05/03/25 | HMRC | Clerk Tax Feb 25 | £ 61.80 |
| 13/03/25 | Flexiform Business | Asgard Shed Handle | £ 32.00 |
| 18/03/25 | EDF | Electricity Village Hall | £ 194.46 |
| 28/03/25 | Whitaker, S | Clerks Salary Mar 25 | £ 319.71 |
| 01/04/25 | HMRC | Clerks Tax March 25 | £ 79.40 |
| 22/04/25 | EDF | Electricity Village Hall | £ 161.98 |
| 28/04/25 | Whitaker, S | Phone Box Supplies Amazon | £ 40.12 |
| 28/04/25 | Faye Hazlehurst | Internal Audit 2024/25 | £ 295.00 |

**Balance – Current £12,964.60 Reserve - £4,270.48**

1. **To note insurance renewal – Resolved** - Contract agreed with Clear Councils Insurance at £887pa.
2. **Review Bank Mandate for Signatories** - **Resolved – No changes to be made.**
3. **To note regular payments and bank mandates - Resolved – Agreed to make regular payments to EDF – Village Hall Electricity, Business Stream – Village Hall Water, Clerks salary & tax.**
4. **To note earmarked funds -** £2,085.27 in the current account for the playarea.
5. **To review reserves - Resolved – Transfer £500 from current account to reserve account.**
6. **To note that dual authority is now in place for the Co-op Current Account Resolved – Agreed.**
7. **To discuss payment methods for grants. Resolved – To be considered at the time a grant application is submitted.**

**21/25 To consider a review of policies, including:**

1. Code of Conduct
2. NALC Model Financial Regulations
3. NALC Model Standing Orders

The clerk had not had chance to review the policies.

**Resolved – deferred to next meeting.**

**22/25 To consider any general correspondence received, including:**

1. **White Rose Update** –No updates.
2. **CAP Meeting –** Update given under Speeding & Highways
3. **PC Network Meeting –** no update.
4. **Request for Memorial Bench update** – Request has been withdrawn.
5. **RMBC Standards & Ethics Committee Ballot** – 1 candidate selected
6. **Annual South Yorkshire Branch Meeting –** No topics suggested
7. **Remembrance Sunday flag -** Agreed in Principle, Cllr Hubbard to research**.**

**23/25 To consider any agenda items and arrangements for the next Meeting of the parish council to be held on 27th August 2025 –** none.

The meeting closed at 8.15pm.

Signed …………………………(Chairman). Date: 27th August 2025