**Minutes, Ordinary Meeting of the Parish Council 22nd September 2025 at the Civic Hall, Uppermill.**

**There were present:** Cllrs H Bishop– Chair, B Beeley- Vice Chair

R Blackmore J Garner

K Phillips M Powell

L Thompson P Walsh

B Witt

The Chair Cllr Helen Bishop welcomed Councillors and members of the public to the meeting.

A minute’s silence was held for Mr David Jones.

1. **To receive Public Questions:** none were received.
2. **Chairman’s Urgent Business:** Cllr Bishop brought this up at the end of the meeting. She advised OMBC were now in Saddleworth clearing gullies and gutters. She asked Councillors to share with residents not to park across these and to leave space at one side to enable the gully wagon access. It had already been shared with the local press.
3. To receive apologies for Absence: Cllrs S Al-Hamdani, E Adamson, K Barton, K Dawson, L Dawson, P Gaul, A Marland, G Sheldon, A Wrigley.

Absent: Cllrs M Birchall, D Wall

1. **To receive Declarations of Interest:** none were received.
2. **Correspondence**

The correspondence regarding the route on the 356 bus had already been shared, advising normal service was expected w/c 22 September 25. Cllr Garner advised he would follow this up.

1. **Presentation of Past Chair’s Medals**

Cllr Bishop presented the past Chair’s medal to Cllr Beeley. It was agreed the Past Chair’s Consort medal would be presented at the next meeting.

1. **To discuss and agree prayers/formal start to the meetings**

Cllr Bishop explained she was asking for opinions from Councillors on whether the formal start and prayers at full Council meetings should be changed. She explained that she understood some councillors were uncomfortable with prayers and the mix of religion with local politics. There was some discussion and each councillor shared their point of view. The consensus of the 9 councillors present was that they would like to keep the formal start to the meeting with Councillors standing to receive the Chair and Vice Chair, as it sets the tone and standard or the meeting and focuses minds on the important business ahead. Suggestions to replace the prayers with a formal poem or affirmation were mainly well received. Cllr Bishop advised she would contact all the Councillors absent from this meeting to also ask their views.

The Clerk advised that although the formal start to the meeting and prayers were not listed in the Standing Orders and there was no legal requirement to have them, they are historic and recognisable practices. Although there is no legislation to support this, she recommended a vote should be taken before any decisions were made and she suggested she add this item to the agenda of the next meeting.

1. **To approve and confirm as a correct record the Draft Minutes of the Council Meeting held on 28** **July 2025**

Cllr Philips requested all meeting minutes pages be numbered going forward.

The minutes were accepted as a true record and signed at the meeting by the hair. Proposed Cllr Phillips, seconded Cllr Witt, carried.

1. **To note the minutes of the Finance Committee Meeting held on 24 July 2025**

The minutes were proposed by Cllr Walsh, seconded Cllr Philips and accepted.

1. **To note the minutes of the Planning Committee Meeting held on 4 August 2025**

The minutes were proposed by Cllr Bishop, seconded Cllr Witt and accepted.

1. **To note the minutes of the Planning Committee Meeting held on 1 September 2025**

The minutes were proposed by Cllr Beeley, seconded Cllr Garner and accepted.

1. **To note the minutes of the Traffic, Transport & Environment (TTE) Committee Meeting held on 8** **September 2025**

Cllr Beeley advised there had been confusion over these minutes, but the correct ones had been shared prior to the meeting. The minutes were then proposed by Cllr Philips, seconded Cllr Beeley and accepted.

1. **To note the minutes of the joint Finance/Asset Management Committee Meeting held on 18** **September 2025 (to be tabled)**

The Clerk advised these minutes were not yet available and would be shared at the next meeting.

1. **Accounts for Payment July 2025 Income £6,275.10 Expenditure £ 22,477.33**

Cllr Philips raised a query on the fire proof cabinet return and subsequent replacement which the Clerk answered.

The minutes were then proposed by Cllr Blackmore, seconded Cllr Walsh and accepted**.**

1. **Accounts for Payment August 2025 Income £7,473.90 Expenditure £ 25,877.22**

The minutes were proposed by Cllr Blackmore, seconded Cllr Walsh and accepted**.**

Payments List, see appendix 1

**Date of the next meeting**: Monday 27th October 2025 at 19.30hrs (Lydgate Parish Hall).

**Parish Christmas Social 22nd December 2025 – for discussion:**

It was agreed this date would remain 22nd December.

Appendix 1

July 2025 Payments

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Bank Date | Supplier | Details | Code | Amount £ | Notes |  |
| 02-Jul-25 | AMAZON | Hot water urn downstairs kitchen | 307 | 85.88 |  |  |
| 08-Jul-25 | TV LICENCE | TV Licence | 324 | 15.00 |  |  |
| 10-Jul-25 | TOYE&CO - REGALIA | Past Chairman & Consort medals | 112 | 624.60 |  |  |
| 10-Jul-25 | BUCKLE J SON | Dawsons Field & Red Row grass cuts x2 6/25 | 433 | 220.00 |  |  |
| 10-Jul-25 | INFINITY | HD Mouse/keyboard £30 / IT support + 365 £112.50 | 110 | 142.50 |  |  |
| 10-Jul-25 | STAFF EXPENSES | S-i-B judges lunch & KA mileage | 405 | 28.75 |  |  |
| 10-Jul-25 | STAFF EXPENSES | Estate Mileage - 9/7/25 | 102 | 10.80 |  |  |
| 10-Jul-25 | STAFF EXPENSES | Office Milk | 169 | 1.55 |  |  |
| 11-Jul-25 | BRITISH GAS | Electricity 30/4/25 - 23/6/25 | 302 | 1,979.52 |  |  |
| 11-Jul-25 | WATER PLUS | Water - 6/25 | 321 | 563.27 |  |  |
| 11-Jul-25 | STAFF EXPENSES | Office Tea & Coffee | 169 | 5.95 |  |  |
| 14-Jul-25 | SALARIES | Admin - 7/25 | 103 | 4,449.37 |  |  |
| 14-Jul-25 | SALARIES | Civic - 7/25 | 301 | 4,261.89 |  |  |
| 15-Jul-25 | OMBC | Rates - Cemetery | 211 | 48.00 |  |  |
| 15-Jul-25 | OMBC | General Rates - Civic Hall | 304 | 1,160.00 |  |  |
| 15-Jul-25 | OMBC | Refuse collection | 308 | 274.20 |  |  |
| 17-Jul-25 | OMBC | Pest Control | 308 | 30.00 |  |  |
| 15-Jul-25 | BT GROUP | Phone/Internet 1/7/25 - 30/9/25 | 107 | 477.44 |  |  |
| 15-Jul-25 | HARVEYS WORKWEAR | Staff Uniform /PPE | 305 | 61.08 |  |  |
| 30-Jul-25 | HARVEYS WORKWEAR | Staff Uniform postage Return | 305 | 4.05 | refunded on inv above | |
| 16-Jul-25 | THE SAFE SHOP | Fire & waterproof box for deeds | 307 | 59.00 |  |  |
| 23-Jul-25 | THE SAFE SHOP | Fire & waterproof box for deeds - returned | 307 | (59.00) |  |  |
| 18-Jul-25 | BIZAY GB | Fridge Magnets (Pots & Pans) | 441 | 33.96 |  |  |
| 18-Jul-25 | AMAZON | Disposable vinyl gloves | 306 | 7.88 |  |  |
| 21-Jul-25 | COMMERCE BUSINESS | Copier/Printer Usage | 105 | 79.53 |  |  |
| 22-Jul-25 | HMRC | Tax & NI - Admin - 6/25 | 103 | 1,635.72 |  |  |
| 22-Jul-25 | HMRC | Tax & NI - Civic - 6/25 | 301 | 1,488.26 |  |  |
| 22-Jul-25 | MULBERRY TREE M | Tree Survey - Civic 10% | 307 | 72.00 |  |  |
| 22-Jul-25 | MULBERRY TREE M | Tree Survey - Allotments 10% | 432 | 72.00 |  |  |
| 22-Jul-25 | MULBERRY TREE M | Tree Survey - Cemetery 80% | 201 | 576.00 |  |  |
| 22-Jul-25 | CAPRICORN SECURITY | Seb Lowe - 20/6/25 | 318 | 627.00 |  |  |
| 22-Jul-25 | MBHARRINGTON , | G31S Ashes Inter | 206 | 65.00 |  |  |
| 22-Jul-25 | MBHARRINGTON , | Ashes Inter | 206 | 65.00 |  |  |
| 22-Jul-25 | MBHARRINGTON , | J8N Burial | 203 | 360.00 |  |  |
| 22-Jul-25 | ELCONS HR/LAW | HR/Legal Consultancy (33) - 7/25 | 120 | 121.20 |  |  |
| 22-Jul-25 | GREENFIELD PUBLISHING | Monthly Advert - 6/25 | 441 | 98.40 |  |  |
| 22-Jul-25 | NALC | KA Training - Exploring Income Sources | 124 | 42.00 |  |  |
| 22-Jul-25 | STAFF EXPENSES | Estate Mileage - 11 & 17/7/25 | 102 | 16.20 |  |  |
| 28-Jul-25 | POST OFFICE | Stamps | 107 | 50.82 |  |  |
| 30-Jul-25 | SHORROCK TRICHEM | Hygiene | 316 | 149.26 |  |  |
| 30-Jul-25 | AMAZON | Fireproof Document Bag | 307 | 25.99 |  |  |
| 30-Jul-25 | AMAZON | Tally Counter | 307 | 6.15 |  |  |
| 01-Aug-25 | GMPF | Pensions - Admin - 7/25 | 103 | 1,085.44 |  |  |
| 01-Aug-25 | GMPF | Pensions - Civic - 7/25 | 301 | 1,094.67 |  |  |
| 01-Aug-25 | DAVE TALBOT-CEDAR | Civic Hall Grass Cutting x1 - 6 & 7/25 | 307 | 160.00 |  |  |
| 01-Aug-25 | LINK FIRE/SECURITY | 1st Maintenance visit - Alarms | 307 | 96.00 |  |  |
| 01-Aug-25 | YORKS RIDINGS SOCIETY | Subscriptions | 119 | 5.00 |  |  |
| 47 |  |  |  | 22,477.33 |  |  |

August 25 Payments

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Bank Date | Supplier | Details | Code | Amount £ | Note |  |
| 04-Aug-25 | EDF ENERGY | Gas - 6/25 | 303 | 344.32 |  |  |
| 04-Aug-25 | GET LICENSED | Site Manager - APLH Level 2 | 124 | 99.99 |  |  |
| 04-Aug-25 | MANUTAN | Stair Climbing Chair Stacker | 307 | 67.80 |  |  |
| 07-Aug-25 | LALC | Subscriptions 1/4/25 - 31/3/26 | 119 | 2,584.78 |  |  |
| 07-Aug-25 | LINK FIRE/SECURITY | Fire & Intruder Alarm + CCTV Annual Contract | 307 | 2,519.98 |  |  |
| 07-Aug-25 | ROCHDALE MBC | DBS Checks 2 staff | 169 | 56.00 |  |  |
| 07-Aug-25 | SEFTONS | Payroll - 7/25 | 161 | 48.00 |  |  |
| 07-Aug-25 | EASY WEB SITES | Website Management Fee - 8/25 | 440 | 30.36 |  |  |
| 07-Aug-25 | STAFF EXPENSES | Paint & masking Tape - Decorate JH Suite | 307 | 16.99 |  |  |
| 08-Aug-25 | TV LICENCE | TV Licence | 324 | 15.00 |  |  |
| 11-Aug-25 | WATER PLUS | Water - 6/25 | 321 | 562.16 |  |  |
| 11-Aug-25 | STAFF EXPENSES | Paint (2nd Tin) - Decorate JH Suite | 307 | 17.99 |  |  |
| 13-Aug-25 | SALARIES | Admin - 8/25 | 103 | 5,345.24 |  |  |
| 13-Aug-25 | SALARIES | Civic - 8/25 | 301 | 3,742.45 |  |  |
| 14-Aug-25 | BUCKLE J SON | Dawsons Field & Red Row grass cuts x2 7/25 | 433 | 220.00 |  |  |
| 14-Aug-25 | HELEN BISHOP | S-i-B Presentation Buffet | 405 | 65.62 |  |  |
| 14-Aug-25 | STAFF EXPENSES | Estate Mileage - 5 & 14/8/25 | 102 | 5.85 |  |  |
| 14-Aug-25 | COOP | Office Milk | 169 | 1.65 |  |  |
| 15-Aug-25 | OMBC | Rates - Cemetery | 211 | 48.00 |  |  |
| 15-Aug-25 | OMBC | General Rates - Civic Hall | 304 | 1,160.00 |  |  |
| 15-Aug-25 | OMBC | Refuse collection | 308 | 274.20 |  |  |
| 18-Aug-25 | OMBC | Pest Control | 308 | 30.00 |  |  |
| 18-Aug-25 | STAFF EXPENSES | Staff Uniform /PPE | 305 | 71.98 |  |  |
| 18-Aug-25 | DAC BEACHCROFT | VAT Only on Bus Shelter Insurance Claim Fees | 415 | 13.28 |  |  |
| 20-Aug-25 | HARVEYS WORKWEAR | Staff Uniform /PPE | 305 | 93.51 |  |  |
| 20-Aug-25 | COMMERCE BUSINESS | Copier/Printer Usage | 105 | 75.14 |  |  |
| 20-Aug-25 | OMBC | Charge for change of DPS to Chris Lees | 324 | 37.00 |  |  |
| 20-Aug-25 | AMAZON | Airfreshner refills - Council Chamber | 306 | 13.00 |  |  |
| 21-Aug-25 | EDF ENERGY | Gas - 7/25 | 303 | 99.58 |  |  |
| 22-Aug-25 | HMRC | Tax & NI - Admin - 7/25 | 103 | 1,635.72 |  |  |
| 22-Aug-25 | HMRC | Tax & NI - Civic - 7/25 | 301 | 1,224.28 |  |  |
| 14-Aug-25 | LANES GROUP PLC | Car Park Drains Insurance Claim | 311 | 6,760.02 |  |  |
| 26-Aug-25 | NORMAN ASHWORTH | Car Park Drains Insurance Claim | 311 | 2,880.00 |  |  |
| 05-Aug-25 | ZURICH INS/RECS | Car Park Drains Insurance Claim Receipt | 311 | (9,723.50) | Net Credit £83.48 | |
| 26-Aug-25 | JDH BS LTD (IA) | Internal Audit 2024-25 | 109 | 834.00 |  |  |
| 26-Aug-25 | JWS ELECTRICAL | Repairs to office light panel & PIR control gents toilets | 307 | 234.00 |  |  |
| 26-Aug-25 | CENTRE GLASS | Cleaning Consumables | 306 | 154.72 |  |  |
| 26-Aug-25 | SHORROCK TRICHEM | Hygiene | 316 | 149.26 |  |  |
| 26-Aug-25 | LINK FIRE/SECURITY | Install alarm fobs | 307 | 144.00 |  |  |
| 26-Aug-25 | KEYSTAFF AGENCY | Casual Staff (Sick Leave cover) | 301 | 128.04 |  |  |
| 26-Aug-25 | ELCONS HR/LAW | HR/Legal Consultancy (34) - 8/25 | 120 | 121.20 |  |  |
| 26-Aug-25 | INFINITY IT | IT support | 110 | 61.20 |  |  |
| 29-Aug-25 | GMPF | Pensions - Admin - 8/25 | 103 | 1,390.87 |  |  |
| 29-Aug-25 | GMPF | Pensions - Civic - 8/25 | 301 | 964.90 |  |  |
| 29-Aug-25 | BRITISH GAS | Electricity 24/6/25 - 11/8/25 | 302 | 1,263.64 |  |  |
| 29-Aug-25 | BIZAY GB | Fridge Magnets (Pots & Pans) - Postage refund | 441 | (5.00) |  |  |
| 46 |  |  |  | 25,877.22 |  |  |