**Minutes, Ordinary Meeting of the Parish Council 28th July 2025 at the Satellite Centre, Greenfield.**

**There were present:** Cllrs H Bishop– Chair

 S Al-Hamdani R Blackmore

 J Garner A Marland

 K Phillips M Powell

 G Sheldon P Walsh

 B Witt A Wrigley

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

**3735. To receive Public Questions:**

A Member of the public (MOP) asked a question regarding the unadopted section of South Ave which is full of potholes and debris washed down from the bridle path - there are also no pavements even though 50+ school cars traverse this route twice a day, Monday to Friday. Cllr Bishop explained the contact she had already made with the school and possible options were discussed. Cllr Blackmore advised there was a case for adoption and surfacing of the road. Cllr Sheldon understood ward councillors had already requested this. Cllr Al-Hamdani explained the Parish Council could only advocate and make recommendations to OMBC. It was agreed this would be added to the agenda of the next TTE (Traffic, Transport & Environment) Committee meeting.

A MOP asked a question regarding gully cleaning. Cllr Bishop advised that the OMBC team were currently in Saddleworth North and were working their way around the Parish. It was a two tier system with those gullies completely blocked and at risk of flooding taking priority. Cllr Marland advised residents to report to the Parish Council when they came across a concern, and they would take it up on their behalf with OMBC.

**3736. Chairman’s Urgent Business:**

Cllr Bishop explained why there had been no prayers to open the meeting. She asked Councillors to think about what they would like to happen at future meetings. It was agreed to add this to the agenda of the next meeting for discussion.

**3737. To receive apologies for Absence:** Cllrs E Adamson, K Barton, B Beeley, K Dawson, L Dawson, P Gaul, L Thompson. D Wall.

 **Absent:** Cllrs M Birchall.

**3738. To receive Declarations of Interest:** None were declared.

**3739. Correspondence**

Moorgate Crossing, proposed closure

* Response received from Network Rail
* Response from Lord Hendy of Richmond Hill

 (Minister of State for Rail)

These responses had been shared prior to the meeting and were discussed. Cllr Bishop explained about the meetings being held by the Moorgate Crossing Campaign Group and that it was looking likely a public enquiry would be held. She also advised a meeting had been arranged with Mr Nasir Dad, Director of Environment at OMBC to discuss these concerns. She advised if anybody wished to join the Campaign group, to let the Clerk know so she could pass their details on.

Recent correspondance from the Bee Network regarding the 356 bus was also shared at the meeting and it was discussed. Cllr Garner advised their letter conflicts the information they had previously given to Cllr Sykes and the pressure on them to reinstate this service needed to continue.

**3740. Presentation by Peter Fletcher, Oldham Energy Futures**

Peter gave a presentation on the work the Carbon Coop were carrying out on behalf of OMBC and their commitment to be carbon neutral by 2030. There were some questions asked by Councillors. Peter confirmed work had started in Westwood and Sholver in 2022. Cllr Al-Hamdani agreed this pilot work was a good example of a Community led project with educational aspects. Cllr Powell asked for clarification on how the progress was being reported to OMBC.

Cllr Al-Hamdani asked how realistic the 2030 deadline was and whether there was a timeline to work to. Cllr Garner asked what the Parish Council could do and whether there would be any funding for solar power across Saddleworth. The suggestion of solar power at the Civic Hall was discussed and it was agreed this would be added to the next agenda of the TTE Committee.

Cllr Bishop thanked Peter for his time and presentation.

**3741. To approve and confirm as a correct record the Draft Minutes of the Annual Council Meeting held on 19 May 2025**

Cllr Garner explained the progress made on the Living Heritage programme. He advised that the Parish Council was registered as a nominee and that the Whit Friday Brass Band Competition, the Rushcart Festival, and Yorkshire Day would be nominated in August/September when the invitation comes through.

The minutes were then accepted as a true record and signed at the meeting by the Chair. Proposed Cllr Garner, seconded Cllr Al-Hamdani, carried.

**3742. To note the minutes of the Planning Committee Meeting held on 6 May 2025**

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

**3743. To note the minutes of the Finance Committee Meeting held on 8 May 2025**

The minutes were proposed by Cllr Al-Hamdani, seconded Cllr Phillips and accepted.

**3744. To note the minutes of the Assets Management Committee Meeting held on 15 May 2025**

The minutes were proposed by Cllr Sheldon, seconded Cllr Phillips and accepted.

**3745. To note the minutes of the Planning Committee Meeting held on 3 June 2025**

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

**3746. To note the Minutes of the Staffing Committee Meeting held on 26 June 2025**

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

**3747. To note the Minutes of the Traffic & Environment Committee Meeting held 30 June 2025**

Cllr Garner advised the new stickers for the Community toilet scheme had been distributed and reported the facilities were being well used by visitors.

Cllr Powell advised of an amendment already discussed and agreed with the Clerk.

The minutes with the amendment were then proposed by Cllr Powell, seconded Cllr Phillips and accepted.

**3748. To note the minutes of the Planning Committee Meeting held on 7 July 2025**

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

**3749. To note the minutes of the Communications Committee Meeting held on 9 July 2025**

The minutes were proposed by Cllr Al-Hamdani, seconded Cllr Powell and accepted.

**3750. To note the minutes of the Strategic Planning Meeting Minutes held on 10 July 2025**

The minutes were proposed by Cllr Al-Hamdani, seconded Cllr Blackmore and accepted.

**3751. To note the minutes of the Assets Management Committee Meeting held on 14 July 2025**

Cllr Sheldon advised that at the meeting, it had been agreed that 2 items on the agenda had been discussed at the following meeting of the Finance Committee. The decision regarding replacement of some ceiling tiles will be agreed once the first quarter budget figures had been received. He advised that Finance had agreed to the quote of £1000 plus vat to remove the most dangerous trees asap. *(post meeting note this work is scheduled 2nd September).*

 The minutes were then proposed by Cllr Sheldon, seconded Cllr Phillips and accepted.

**3752. To note the minutes of the Finance Committee Meeting held on 24 July 2025.**

These minutes will be presented at the next meeting of the full Council.

**3753. Notice of Motion (Proposed Cllr Sam Al-Hamdani, seconded Cllr Roger Blackmore)**

To request a response to the Government Green Paper on the Future of the Post Office.

This Council notes that the Government’s Green Paper includes questions on providing postal, banking, government and utility bill payment services for those who cannot or will not get them elsewhere (question 1); the Post Office’s role in postal services, cash and in person banking services, and government services will change over the next 5 to 10 years (question 7); and the branch and geographical access criteria are set, including targeting areas with insufficient service provision (question 9).

This Council resolves to respond to the consultation, drawing upon its previous experiences in trying to get Access to Cash provision, and making sure that the priorities for Post Office provision align with the needs of the community in Saddleworth to get better financial service provision.

 The consultation is accessible at <https://www.gov.uk/government/consultations/green-paper-future-of-post-office/green-paper-future-of-post-office>.

The deadline for the consultation response is October 6

After some discussion it was agreed the Clerk would submit this slightly amended Motion on behalf of the Parish Council. Proposed Cllr Sam Al-Hamdani, seconded Cllr Roger Blackmore, carried.

**3754. Minutes of the Armed Forces Partnership Meeting, 12 June 2025, for noting**

These minutes had been shared prior to the meeting and were noted.

**3755. Local Green Spaces (Report by Cllr Al-Hamdani)**

Cllr Al-Hamdani shared further information on the criteria that was used to decide which areas could be classed as a local green space:-

Proximity to the local community, its significance, a formal structure not covered by existing greenbelt, beauty, tranquillity, wildlife, demonstrably special to the local community.

He advised the areas already being considered and asked that Councillors send any additional nominations through to the Clerk.

**3756. To receive and note the Annual Internal Audit Report**

* **AGAR Section 1, to approve and sign the Annual Governance Statement for 2024-2025**
* **AGAR Section 2 – To consider, approve and sign the Accounting Statements for 2024-2025**

Cllr. Al-Hamdani thanked the RFO for his work on these. There were some recommendations from the Internal Auditor that had been noted and these had either been actioned or were ongoing, ie the claiming back of VAT which is a long and involved process, and these minor adjustments would be taken into consideration. There were no concerns and these recommendations would improve transparency in all financial matters. The reports were proposed by Cllr. Al-Hamdani, seconded by Cllr. Sheldon, and accepted.

**3757. To receive and note the Financial Risk Management Assessment July 2025**

Cllr Al-Hamdani explained this was related to the audit and was in line with the recommendation. It was proposed by Cllr Al-Hamdani, seconded Cllr Sheldon, carried.

**3758. Accounts for Payment May 2025 Income £13,268.90 Expenditure £25,649.33**

**3759. Accounts for Payment June 2025 Income £12,166.30 Expenditure £ 31,113.65**

The accounts for May and June were proposed by Cllr Al-Hamdani, seconded Cllr Marland and accepted

Payments List, see appendix 1 and appendix 2

 **Date of the next meeting** Monday 22nd September 2025 at 19.30hrs at the Civic Hall

**Appendix 1 May payments**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Bank Date** | **Supplier** | **Details** | **Code**  |  **Amount £**  |
| 06-May-25 | MB HARRINGTON  | Cemetery - Grass cutting / bins (1/2) | **201** | 3,336.00 |
| 06-May-25 | CAPRICORN SECURITY | Eagles Tribute - 29/3/25 | **318** | 356.40 |
| 06-May-25 | PROTEC SECURITY | MND Fundraiser - 15/3/25 | **318** | 217.80 |
| 06-May-25 | CENTRE GLASS  | Cleaning Consumables | **306** | 146.45 |
| 06-May-25 | BARMY FLAGS  | Union Jack Flag for Civic Hall  | **112** | 90.00 |
| 06-May-25 | DAVE TALBOT-CEDAR | Civic Hall Grass Cutting x1 - 3/25 | **307** | 80.00 |
| 06-May-25 | UNIVERSAL LAUNDRY | Civic Ball Linen (CA- BB) | **101** | 69.66 |
| 06-May-25 | SEFTONS  | Payroll - 4/25 | **161** | 48.00 |
| 06-May-25 | EASY WEB SITES  | Website Management Fee - 5/25 | **440** | 30.36 |
| 06-May-25 | COUNCILLOR EXPENSES | Mileage - Meltham Civic Dinner - 25/4/25 | **101** | 18.90 |
| 06-May-25 | STAFF EXPENSES | Estate Mileage - 15/4/25 | **102** | 8.10 |
| 07-May-25 | CIA FIRE/SECURITY | Fire alarm call out | **307** | 96.00 |
| 08-May-25 | TV LICENCE  | TV Licence | **324** | 15.00 |
| 12-May-25 | PARKINSON PARTNERSHIP | VAT & Patial Exemption Review & Report | **120** | 1,560.00 |
| 12-May-25 | WATER PLUS  | Water - 4/25 | **321** | 542.31 |
| 12-May-25 | STAFF EXPENSES | Office Milk | **169** | 1.75 |
| 15-May-25 | SALARIES  | Admin - 5/25 | **103** | 4,449.37 |
| 15-May-25 | SALARIES  | Civic - 5/25 | **301** | 4,591.54 |
| 15-May-25 | OMBC | Rates - Cemetery | **211** | 48.00 |
| 15-May-25 | OMBC | General Rates - Civic Hall | **304** | 1,160.00 |
| 15-May-25 | OMBC | Refuse collection | **308** | 274.20 |
| 15-May-25 | GREENFIELD PUBLISHING | Monthly Advert - 5/25 | **441** | 98.40 |
| 16-May-25 | EDF ENERGY | Gas - 4/25 | **303** | 324.37 |
| 19-May-25 | BRITISH GAS | Electricity 24/3 - 29/4/25 | **302** | 1,516.24 |
| 19-May-25 | OMBC | Pest Control | **308** | 30.00 |
| 20-May-25 | COMMERCE BUSINESS | Copier/Printer Usage  | **105** | 79.11 |
| 21-May-25 | NATALIE POTS  | Civic Hall Hanging Baskets | **429** | 155.00 |
| 21-May-25 | HARVEYS WORKWEAR  | Work Uniform - Site staff | **305** | 118.80 |
| 21-May-25 | STAFF EXPENSES | Safety Shoes | **305** | 30.19 |
| 21-May-25 | STAFF EXPENSES | Safety Shoes | **305** | 29.99 |
| 21-May-25 | STAFF EXPENSES | Refreshments - Annual Meeting | **101** | 14.19 |
| 21-May-25 | STAFF EXPENSES | Flowers - Annual Meeting | **101** | 9.97 |
| 22-May-25 | HMRC  | Tax & NI - Admin - 4/25 | **103** | 1,271.25 |
| 22-May-25 | HMRC  | Tax & NI - Civic - 4/25 | **301** | 927.88 |
| 22-May-25 | STAFF EXPENSES | Safety Gloves | **305** | 3.96 |
| 23-May-25 | ELCONS HR/LAW  | HR/Legal Consultancy (31) - 5/25 | **120** | 121.20 |
| 27-May-25 | GMPF  | Pensions - Admin - 5/25 | **103** | 1,085.44 |
| 27-May-25 | GMPF  | Pensions - Civic - 5/25 | **301** | 1,128.84 |
| 27-May-25 | INFINITY IT | Sophos Protection Software 6/5/24-5/5/25 | **110** | 507.60 |
| 27-May-25 | MBHARRINGTON  | I26N Burial - Th 15/5/25 | **203** | 360.00 |
| 27-May-25 | MBHARRINGTON  | Ashes Interment - - Sat 17/5/25 | **206** | 100.00 |
| 27-May-25 | BUCKLE J SON  | Dawsons Field & Red Row grass cuts x2 4/25 | **433** | 220.00 |
| 27-May-25 | SHORROCK TRICHEM | Hygiene SLA | **316** | 149.26 |
| 27-May-25 | ONE WINDOW CLEANING | Civic Hall Window Clean 7/4/25 | **306** | 132.50 |
| 27-May-25 | HARMONY BLINDS  | Office Blind Repairs x 3 | **307** | 80.00 |
| 27-May-25 | STAFF EXPENSES | Mileage - Dawson's Field | **433** | 5.40 |
| 27-May-25 | STAFF EXPENSES | Mileage - Noticeboards | **102** | 7.20 |
| 27-May-25 | STAFF EXPENSES | Mileage - Cemetery | **201** | 2.70 |
| 48 |  |  |  |  **25,649.33**  |

**Appendix 2 June Payments**

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| **Bank Date** | **Supplier** | **Details** | **Code**  |  **Amount £**  |
| 02-Jun-25 | HELEN BISHOP  | Chairman's Allowance | **101** | 1,000.00 |
| 04-Jun-25 | CAPRICORN SECURITY | Grappling - 3/5/25 | **318** | 615.60 |
| 04-Jun-25 | CAPRICORN SECURITY | Handshake DJ - 10/5/25 | **318** | 376.20 |
| 04-Jun-25 | EASY WEB SITES  | Website Management Fee - 6/25 | **440** | 30.36 |
| 04-Jun-25 | STAFF EXPENSES | Chairman's Locker Keys | **307** | 9.42 |
| 04-Jun-25 | STAFF EXPENSES | Materials to repair Chairman's room floor | **307** | 50.00 |
| 05-Jun-25 | STAFF EXPENSES | Materials to repair Chairman's room floor | **307** | 21.94 |
| 04-Jun-25 | KEYSTAFF AGENCY | Casual Staff - (Sick Leave cover) | **301** | 487.10 |
| 04-Jun-25 | MBHARRINGTON  | I28N Burial - Tu 27/5/25 | **203** | 360.00 |
| 04-Jun-25 | MBHARRINGTON  | I30N Burial - Th 15/5/25 | **203** | 360.00 |
| 04-Jun-25 | MBHARRINGTON  | J7N Burial -- Tu 3/6/25 | **203** | 360.00 |
| 04-Jun-25 | MBHARRINGTON  | Rebuild damaged cemetery wall | **201** | 180.00 |
| 04-Jun-25 | MEMORIES MEMORIALS | Ashes Slipper  | **206** | 360.00 |
| 04-Jun-25 | NAT ALLOTMENT SOC | Subscriptions 5/6/25 - 4/6/26 | **119** | 84.00 |
| 04-Jun-25 | SEFTONS  | Payroll - 5/25 | **161** | 48.00 |
| 04-Jun-25 | TAYLOR & CLIFTON | Community Toilets Stickers | **125** | 138.00 |
| 04-Jun-25 | SUM UP | Bank Charges - I31N - N Rose Reservation | **168** | 20.36 |
| 05-Jun-25 | STAFF EXPENSES | Batteries for Cemetery Camera | **201** | 15.96 |
| 05-Jun-25 | STAFF EXPENSES | Office Coffee | **169** | 14.50 |
| 06-Jun-25 | OMBC | Premises / Alcohol Licence 10/7/25 - 9/7/26 | **324** | 180.00 |
| 09-Jun-25 | TV LICENCE  | TV Licence | **324** | 15.00 |
| 10-Jun-25 | WATER PLUS  | Water - 5/25 | **321** | 544.85 |
| 11-Jun-25 | STAPLES | Stationery | **105** | 19.19 |
| 11-Jun-25 | CENTRE GLASS  | Cleaning Consumables | **306** | 168.17 |
| 11-Jun-25 | GREENFIELD PUBLISHING | Monthly Advert - 5/25 | **441** | 98.40 |
| 11-Jun-25 | STAFF EXPENSES | Anti Mould Paint - Balcony Walls | **307** | 109.99 |
| 11-Jun-25 | MBHARRINGTON  | Skip for Civic Hall | **307** | 300.00 |
| 11-Jun-25 | MEMORIES MEMORIALS | Ashes Slipper  | **206** | 360.00 |
| 11-Jun-25 | STAFF EXPENSES | Estate Mileage - 15/4/25 | **102** | 9.90 |
| 12-Jun-25 | SALARIES  | Admin - 6/25 | **103** | 4,449.37 |
| 12-Jun-25 | SALARIES  | Civic - 6/25 | **301** | 4,704.38 |
| 16-Jun-25 | OMBC | Rates - Cemetery | **211** | 48.00 |
| 16-Jun-25 | OMBC | General Rates - Civic Hall | **304** | 1,160.00 |
| 16-Jun-25 | OMBC | Refuse collection | **308** | 274.20 |
| 17-Jun-25 | OMBC | Pest Control | **308** | 30.00 |
| 17-Jun-25 | ZURICH INSURANCE  | Insurance 25-26 - Qtr to 31/8/25 | **108** | 1,378.13 |
| 19-Jun-25 | BUCKLE J SON  | Dawsons Field & Red Row grass cuts x2 5/25 | **433** | 220.00 |
| 19-Jun-25 | KEYSTAFF AGENCY | Casual Staff (Sick Leave cover) | **301** | 604.97 |
| 19-Jun-25 | LANES GROUP PLC | Car Park Drains (Insurance Claim) | **311** | 2,628.00 |
| 19-Jun-25 | MBHARRINGTON  | Ashes Interment M 16/6/25 | **206** | 65.00 |
| 20-Jun-25 | COMMERCE BUSINESS | Copier/Printer Usage  | **105** | 140.82 |
| 20-Jun-25 | EDF ENERGY | Gas - 5/25 | **303** | 295.11 |
| 20-Jun-25 | HMRC  | Tax & NI - Admin - 5/25 | **103** | 2,261.33 |
| 20-Jun-25 | HMRC  | Tax & NI - Civic - 5/25 | **301** | 2,037.69 |
| 20-Jun-25 | JWS ELECTRICAL  | Test and repair Sound System / Speakers | **307** | 300.00 |
| 23-Jun-25 | BNP PARIBAS LEASING  | Copier Lease (Quarterly) | **105** | 230.46 |
| 23-Jun-25 | INFINITY IT | Office 365 Back Up x5 31/5/24 - 30/6/24 | **110** | 216.00 |
| 24-Jun-25 | ELCONS HR/LAW  | HR/Legal Consultancy (32) - 6/25 | **120** | 121.20 |
| 24-Jun-25 | KEIGHLEY TC | Civic Dinner - HB / AM | **101** | 96.00 |
| 25-Jun-25 | FIRST RESCUE | Defib Batteries / Pads | **307** | 174.00 |
| 26-Jun-25 | AMAZON | Additional Batteries for Cemetery Camera | **201** | 11.93 |
| 26-Jun-25 | STAFF EXPENSES | Pan scourers x 3 | **306** | 4.80 |
| 26-Jun-25 | SHORROCK TRICHEM | Hygiene SLA | **316** | 149.26 |
| 27-Jun-25 | CHAIRMAN'S CHARITY | Reimbursement for CC Lunch drinks M 12/5/25 | **325** | (10.50) |
| 27-Jun-25 | STAFF EXPENSES | Reimbursement for Postage Stamps | **107** | (17.50) |
| 27-Jun-25 | STAFF EXPENSES | Estate Mileage - 25/6/25 | **102** | 6.30 |
| 27-Jun-25 | STAFF EXPENSES | Estate Mileage - 27/6/25 | **102** | 8.10 |
| 27-Jun-25 | PURE-TECH UK | Leak repair in Ladies Toilet | **307** | 108.00 |
| 27-Jun-25 | PURE-TECH UK | Water Monitoring 4/25 | **307** | 237.00 |
| 27-Jun-25 | UNIVERSAL LAUNDRY | Chairman's Charity Lunch Linen - 12/5/25 | **101** | 62.77 |
| 27-Jun-25 | UPPERMILL DIY  | Repair Consumables | **307** | 106.39 |
| 30-Jun-25 | NAT WEST | Bank Charges -1/3/25 - 30/5/25 | **168** | 41.60 |
| 30-Jun-25 | GMPF  | Pensions - Admin - 6/25 | **103** | 1,085.44 |
| 30-Jun-25 | GMPF  | Pensions - Civic - 6/25 | **301** | 1,202.42 |
| 30-Jun-25 | EASY WEB SITES  | Website Management Fee - 7/25 x 2 | **440** | 60.72 |
| 30-Jun-25 | STAFF EXPENSES | Estate Mileage - 27/6/25 | **102** | 7.20 |
| 30-Jun-25 | KEYSTAFF AGENCY | Casual Staff (Sick Leave cover) | **301** | 97.62 |
| 30-Jun-25 | ONE WINDOW CLEANING | Civic Hall Window Clean 28/6/25 | **306** | 132.50 |
| 30-Jun-25 | SEFTONS  | Payroll - 4/25 | **161** | 48.00 |
| 66 |  |  |  |  **31,113.65**  |