**Meeting of Denby Dale Parish Environment Trust**

**Date:** Tuesday 18th July 2023 at 7.00pm

**Location:** Council Offices, Skelmanthorpe

**Present:** Jeremy Patterson (Chair) (JP)

 Phil Slater (Treasurer and Trustee) (PSl)

 David Wilde (Denby Dale Parish Council Countryside Officer) (DW)

 Craig Westwood (via Zoom, Design Services and Trustee) (CW)

 Peter Senior (Trustee) (PS)

 Maxine Senior (Trustee) (MS)

**Apologies:** Graham Coultish (Trustee)

 Steve Child (resigning Trustee)

 Andy Wickham (Kirklees Council)

 Richard Brook (Counciller)

**Administration**

**Mailing List:** JP noted that the mailing list requires updating

**Action:** JP to update the e-mail list

**Acting Secretary Role:** It was agreed that MS would act as temporary secretary.

**Resigning Trustees:** JP advised that Steve Childs is to resign as a Trustee from the group. He thanked him for his time.

**Minutes of Last Meeting (held 23.05.2023)**

Minutes of last meeting were agreed.

Matters Arising: St Augustine Project has started. The group have agreed to send reports and photographic evidence as work progresses.

**Financial Report**

See attached statement.

Current balance: £6409.72 (after payment of £1000 to St Augustine Church)

Parish council clerk has requested a summary report of annual activity

**Action:** PSl to complete and submit report

**Grant Applications**

**Friends of Churchfield**: £138 requested for maintenance of the grounds

Proposed by : JP Seconded by: PS

Approved

**Clayton West Millennium Green :** £ 1000 to contribute towards their fencing and signage project

Proposed by: JP Seconded by: PS

Approved

**Project Reports**

East Hill Woods have submitted photographs and a report

Upper Dearne Woods have submitted a report.

Action: JP to send to CW for website.

**Website**

E-mails of current trustees are not up to date. CW does not have administrator rights to IONOS and therefore not able to update. He can access the website but not the background information i.e emails

JP has been in contact with IONOS customer services to set up a separate DDPET website account. He has been assured by IONOS that CW will be able to access this with one factor authentication. JP advised that they will need to download the content for the original website but IONOS can assist to complete this. CW advised that the database from the original website must also be downloaded and restored.

**Action:**

JP to liaise with CW

JP to work with IONOS re separate account for DDPET website - CW to be set up as an administrator on the account.

**Correspondance**

Entrust survey reminder received by JP and DW , no action required

**Countryside Officers Report**

Available on Denby Dale Parish Council Newsletter Issue 65 Summer 2023 and Parish Council website.

New apprentice has now started and is in their third week.

**Any Other Business**

None

**Future Meeting Dates**

**Tuesday September 19th - Council Offices Skelmanthorpe**

**AGM: Tuesday November 21st - Council Offices Skelmanthorpe**