**Meeting of Denby Dale Parish Environment Trust**

**Date:** Tuesday 19th September 2023 at 7.00pm

**Location:** Council Offices, Skelmanthorpe

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

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

Graham Coultish (Trustee) (GC)

Richard Brook (Parish Counciller) (RB)

Polly Ann Flinders (Parish Counciller) (PF)

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

Peter Senior (Trustee) (PS)

Maxine Senior (Trustee – acting secretary) (MS)

Sue Sheridan (Volunteer – community allotments)

Julia Earle (Volunteer – community allotments)

**Apologies:** Phil Slater (Treasurer and Trustee) (PSl)

Andy Wickham (Kirklees Council)

**Apologies and Introduction**

PSl – sent apologies but has reviewed the grant applications set for the meeting and has expressed his support of these.

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

Minutes of last meeting were agreed.

Matters Arising: JP shared the updated email list

**Financial Report**

Current balance: £5271.72. ( After payment of £1000 Clayton West Millennium Green and £138 Churchfield Allotments)

PSl has submitted a summary report of annual activity to the Parish Council Clerk. RB and PF requested a fuller statement giving brief detail of the projects supported and any other works that DDPET have completed( i.e. facilitating the Parkgate Project) to assist with future funding .

RB advised that the £6000 annual grant has been authorised.

**Action**

**JP** – advised a more detailed report would be worked on in the next few months

**MS** – to create a table of applications with summary of applications to assist with future reports.

**Grant Applications**

**Denby Dale Walkers are Welcome**: £400 for ongoing running costs

Proposed by : JP Seconded by: PSl (email)

Approved

**Upper Dearne Wood** : £410 construction of bird and bat boxes

Proposed by: JP Seconded by: PS

Approved

**10 Villages ( Skelmanthorpe Community Orchard)** £550

Orchard planted by 10 villages group in conjunction with Kirklees. Area will be maintained by 10 villages group. Trees require mulching and training required re maintenance of the trees

Proposed by:JP Seconded by: GC

Approved

**Project Reports**

JE for Churchfield allotments attended the meeting and provided a brief progress report, the group have also submitted a written report

Churchfield allotment group is part of the 10 villages group. They had been requested to take on the orchard at Churchfield. They have received training from Wortley Hall Community Garden on feeding, disease management and training of the trees. Following training they have undertaken this work and the trees have done well and borne fruit. They have increased the stock of trees, including two heritage varieties.

The allotment have shared produce with Skelmanthorpe Pantry, they have a table on site for surplus vegetables which local residents are able to access.

The allotment is a caring and pleasant place where people are able to share produce promoting community spirit. They are very grateful for the assistance provided from DDPET

They have supported events such as the volunteer day and Picnic in the park

Future Projects: the group are hoping to take over a further plot currently waterlogged and not used, to create a wellbeing plot.

**Correspondence**

None

**Countryside Officers Report**

Denby Dale Parish Council newsletter currently being prepared.

Adam Johnson, apprentice has now been in role for a couple of months and is doing very well. He has begun the college part of the apprenticeship which will lead to a country side worker qualification.

They continue to support various voluntary local groups such as 10 Villages, Friends of the Dearne, East Hill, Upper Dearne Woods and Friends of Parkgate.

They have been supporting local schools: Birdsedge Junior; Scissett Middle; Scissett Junior; Kayes, St Aidans and Upper Denby to achieve the Eco School Award.

**Any Other Business**

**Helping Parkgate**

DW has been in contact with AW from Kirklees.  The Park Gate project has been given a large grant, monies currently held by Kirklees via DDPET from Cummins for accessible pathways on Park Gate site.  AW is managing this.

A previous small grant from Cummins was given to DDPET of £3767, of which £328.61 has been spent on fencing, from the 10 Village account, where the money was transferred from DDPET as Friends of Parkgate (FoPG) had not set up a bank account up at that point. The balance of £3438.39 is therefore still held by 10 villages.  This money currently is not able to be transferred to FoPG due to issues accessing the 10 villages account to transfer large amounts of money.  10 Villages are working with HSBC to get this resolved.

AW has advised there is a shortfall of £3332.42 from the large grant held by Kirklees for works to be completed and there is a spend deadline for the large Cummins grant, therefore this needs to be resolved quickly.

**Proposal**

For DDPET to fund the £3332.42 to allow the work to be completed within spend deadline on the condition that 10 villages refund the remaining monies of £3438.39 as soon as it is able to do this. The remaining £105.97 can then be transferred to FoPG from DDPET

It was agreed that this was acceptable.

**Website**

JP advised that the original website was set up on his personal account; CW had difficulty accessing this account. A new account has been set up and they are in process of transferring data from original account to the new website. CW has just received e-mails regarding this. CW advised he needs to be able to access both accounts to be able to migrate information.

CW asked if anyone could access the website, DW attempted to do this and not able to access the website

CW advised that there needs to be a backup of database and files to do this he needs access to the server JP is using. JP suggested IONOS customer services may be able to assist. If this is not the case CW advised JP would need to complete this with CW assisting remotely

CW would prefer a complete site back up prior to migration. Important to back up the database and source files ( wordpress these include all images and word files for archives)

E-mails of current trustees are not up to date. Need to ensure trustees get information re grant applications until resolved.

**Action:**

JP to contact IONOS customer services -

JP and CW to work together re new website

**Future Meeting Dates**

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