



# KIRKBURTON PARISH COUNCIL

## ANNUAL REPORT 2019 – 2020

### Features:

- A round-up of the year's activities
- A full list of grants awarded and photographs of some of the projects supported
- A breakdown of the Council's accounts
- A list of the Parish Councillors



# KIRKBURTON PARISH COUNCIL

## Contact Details:

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**Angela Royle**  
**Clerk to the Council**

\* At the time of publication, the Council office is closed due to the Coronavirus. The Clerk is working from home and can be contacted by email. Telephone messages are being collected periodically.

## Meetings:

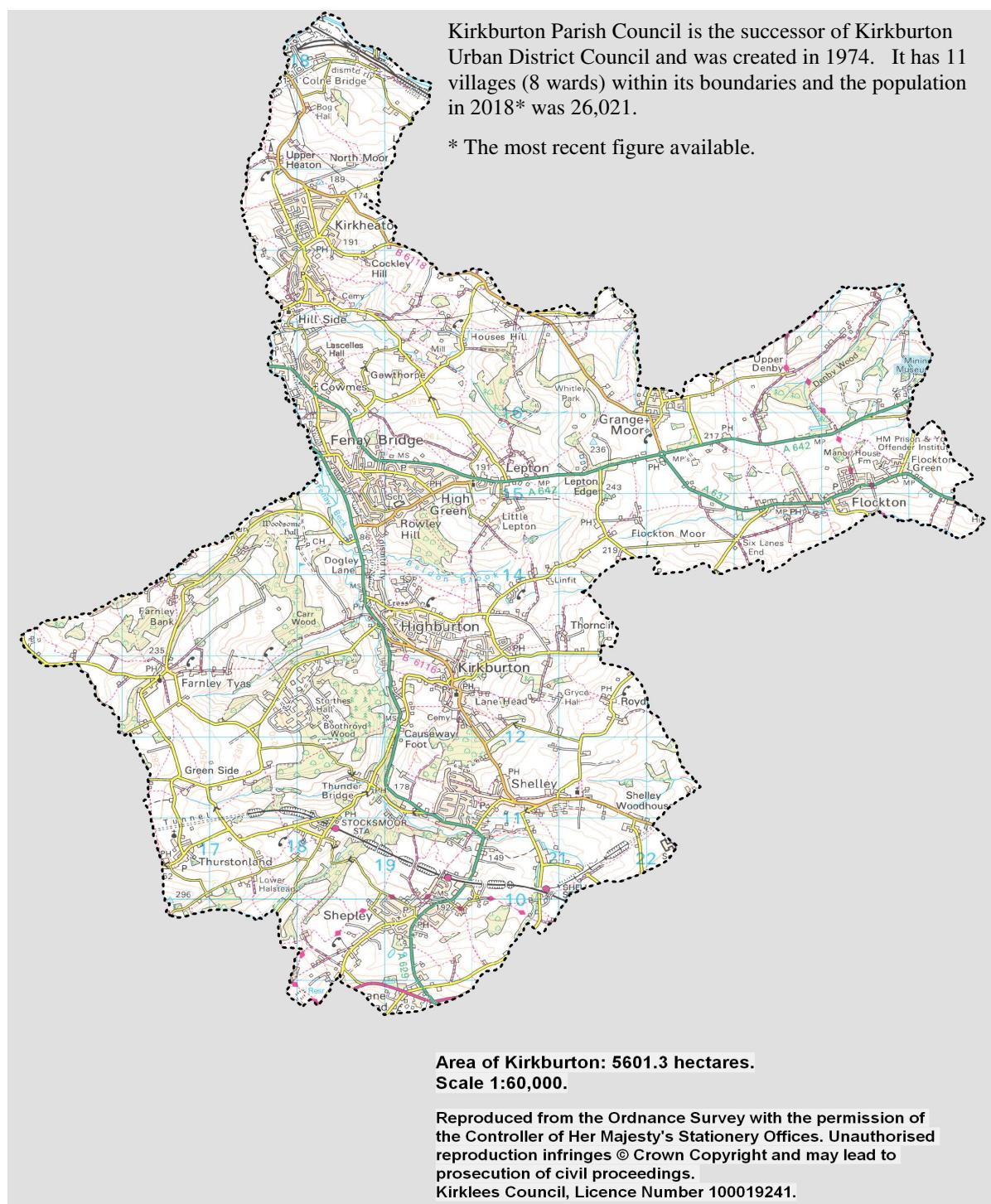
Parish Council meetings are normally held on the first Thursday of each month, except for May. Committee meetings are called as and when required. A meeting timetable is posted on the website.

Meetings are usually held at Burton Village Hall at 7.30 pm, with a public participation session at the beginning when members of the public are invited to address the Council. These arrangements are subject to confirmation at the Annual Meeting each year. However, for the duration of the pandemic meetings will be held virtually. Details of the link are uploaded to the website before each meeting. It is also possible to dial in.

Members of the public are welcome to attend any of the Council and Committee meetings, except where it is notified that a particular item of business is exempt under the Public Bodies (Admission to Meetings) Act 1960.



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## Chairman's Overview of the Year

After an absence of 4 years the Council has re-introduced the Annual Report for 2020. The Annual Report is not only an important document in giving information on the Council, but is also a key document in providing transparent accountability of the operation of the Council to the residents we serve.

It gives me great pleasure therefore in providing the Chairman's overview of the Council's activities over the past 12 months.

I am now in my 10<sup>th</sup> year as a Parish Councillor and it was a great honour to be elected, for the second time, as Chairman at the Annual Meeting in May 2019. My year as Chair has been significantly assisted by the support provided to me by the Vice Chair Cllr Derek Hardcastle, the Chair of Management and Finance Cllr Robert Barraclough, and the Clerk Angela Royle.

The Council has continued to assist in brightening life in our villages through the provision of hanging baskets in the summer and Christmas trees. I was particularly impressed this year by the Christmas trees. They were certainly the most impressive trees that I have experienced in my own village of Lepton in the last 10 years.

I am pleased that we have been able to continue the financial support to many community groups through the Council's grant system. Over 50 groups were awarded a small grant to help with their day to day expenses. We were also able, through our project grant scheme, to provide funding assistance to around 20 schemes put forward by community groups. The following pages give further details of these schemes.

This year for the first time the Council introduced the "Village Improvement Fund". This funding stream provides a budget for each Councillor, £1,500 this year, to spend within their village on making improvements. There has been a myriad of projects approved including the provision of defibrillators, planters and litter bins, purchase and installation of Christmas lights, improved road markings, and the purchase of marquees for village events. The input of Councillors and their village groups to this scheme is much appreciated.

The year has not been without its challenges. The maintenance of Kirkheaton Churchyard continues to provide a particular challenge. This year, in addition to arranging the repair of a long length of "bulging" wall, the Council has had to deal with the emergency removal of a large tree that had blown over and a further, thankfully shorter, length of wall which had collapsed.

Towards the end of the year, Covid-19 severely affected the work of the Council. In March three Committee meetings were postponed, as was the April meeting of Full Council. However, the Council reacted quickly to these events and when the law was changed to allow "virtual" meetings the business of the Council was restarted. This allowed the Council, in April and May,

to approve 8 grants for community group projects, 13 Village Improvement Fund schemes and provide 4 donations to not-for-profit organizations, which are supporting the residents of the Kirkburton Parish Council area. The Council will continue to hold virtual meetings until it is safe for the meetings to be held face-to-face.



I would like to thank the organisations that made me welcome at their events. I will have enduring memories of them all. In particular, I will remember the afternoon at Thurstonland to celebrate the opening of the impressive petanque court and the Christmas celebration I attended as a guest of Holme Valley Parish Council.

Finally, a couple of thanks. First, to all members of the Parish Council who have worked hard, often without recognition, for their villages. Secondly, a huge thank you to my wife, Sue for her forbearance and unstinting support during the year.

Cllr Steve Beresford  
Chair 2019-20



# Summary of the Council's Activities and Decisions

## **Public Involvement**

The Council continued to encourage the local its residents to become involved in the work and decisions of the Council. This year saw the re-introduction of the newsletter and annual report to help with this.

Throughout the year a session is set aside at the start of every meeting for people to come and express their views on anything which comes within the remit of the Council / Committee. It does not have to be on the agenda that evening. If questions are raised, which have not previously been addressed by the Council, it will be added to the next appropriate agenda. We have had a number of people attend and speak during those sessions, particularly about planning applications. Some people have also sent in statements to be read out at that point of the meeting, if they are not able to come to the meeting themselves.

Towards the end of the year, we had to introduce 'virtual' meetings which were held remotely with everyone taking part at home. One unforeseen advantage is that the general public can also take part from their own homes too, and contribute in the public session as outlined above. This has previously not been permitted but an exception has been made whilst the Covid-19 persists and people need to social distance.

## **Noticeboards / Website**

Another means of encouraging communication is with the noticeboards and websites. There are a number of noticeboards around, which are regularly updated with information both about the Council and from local community groups, who can use them free of charge as a means of advertising their events and getting their messages out.



There are 4 websites sponsored by the Council. The main [www.kbpc.co.uk](http://www.kbpc.co.uk) is the official site, which is updated regularly with news of recent decisions and projects taking place. You can also find your local Parish Councillor and check which ward you are living in. There are two sites, which are maintained in conjunction with Denby Dale Parish Council: one is an archive of old documents and materials, the other is dedicated to tourism. The fourth website is for the Parish Council walks – the routes can be downloaded into an easy format to be carried around on one of the ten walks in the Parish: [www.kirkburtonparishwalks.co.uk](http://www.kirkburtonparishwalks.co.uk) Paper copies of the walks are still available on request to the Clerk.

## **Representation**

The Council takes its role of ensuring that the local voice is heard, and puts forward the majority view to Kirklees Council, national Government and other bodies on a range of issues, which affect the public. Over the last year we have supported the people of Flockton and their call for a bypass around the village. We have also made representations to the Highways Service to request improvements which would help the local residents.

The Council sees details of most of the planning applications proposed for the area. Most are small alterations to people's properties, but there are other larger developments, which have a greater impact on the area and the people who live here. We try to find a balance between progress whilst at the same time not spoiling the essence of the countryside, which we all value.

With this in mind the Council is working with local community groups in Kirkheaton and Lepton on developing Neighbourhood Plans.



We work with the Police on a regular basis, officers often attend the Parish Council meetings, which helps with communication between the two organisations. Individual Councillors are also frequently in contact with them about specific issues within their villages.

The Neighbourhoodwatch Co-ordinator attended a meeting recently to explain more fully how it works in this area, and how people can become involved.

Representatives from Stonewater and ENGIE, attended a meeting to give more details on a planning proposal they are working on with Farnley Estates. The proposed development is adjacent to Penistone Road in Fenay Bridge. Members took the opportunity to express their hopes for any development on this site, and their views were taken note of.

If there is an issue you think the Parish Council could help you with, please let us know and we will support you if we can.

### **Poppy Wreaths**

The Council continued with the tradition of laying a poppy wreath on each war memorial within the Parish on Remembrance Sunday in memory of all who have served and died for their country.



### **Hanging Baskets / Christmas Trees**



It was nice to see the villages being brightened up in the summer with the hanging baskets. We find they are always popular. We were fortunate in being supported by Kirklees grants for some of the baskets within the Kirkburton ward and in Lepton.

Shelley Over 60's and Yetton Together also supported the venture by putting up additional baskets of their own to add to the overall effects in Shelley and Kirkheaton respectively.

Christmas trees brought a festive atmosphere to the villages too. We supplied 9 trees with one of them being provided free of charge by Kirklees Council. It was not possible to put one up in Flockton this year, due to the tree on which we normally hang festive lights, having been taken down and no other tree in the vicinity was suitable. But residents can be assured that there will be a tree next time.

In Grange Moor the site of the tree unfortunately had to be moved to the lawn outside of St Bartholomew's Church with very little notice, due to a health & safety issue being identified at the normal location. It soon became apparent that the local residents were not in favour of the new spot, but there was no time to find an alternative. The local Parish Councillors are already working with local residents to find a more acceptable location in time for next Christmas. We are, however, grateful to the Rev Ian Jones and the local Diocese, for allowing the tree to be installed by the Church. If this had not been possible, Grange Moor would not have had a tree at all.

### **Dog Wastebag Dispensers**

We continue to try and encourage people to take a pride in their surroundings and provide a number of dog wastebag dispensers around the area to help with the clearing up, especially when dog walkers have an emergency and do not have enough bags on them to clean up. Sadly, a minority of people do take advantage of the service, and appear to use the bags as their personal supplies, with some dispensers being emptied almost as soon as they have been refilled. We would appeal to people only to use the bags as an emergency, as we cannot and indeed should not, be the sole supplier of wastebags.



### **Allotments**

The Council has refurbished some old plots at Grange Moor and managed to create a few extra ones to meet the demand. It is pleasing to see how well the new tenants have settled in. At Shepley there have been a few problems of late mainly caused by the bad weather over the winter. Hopefully, these issues can be addressed shortly to bring the allotment garden back up to its normal high standard.

## Environment & Climate Change Committee

The Council recognises that one of the greatest threats to the planet at the moment is climate change and global warming. To this end it has established a new committee to look at how we could contribute to reducing its impact and encourage others to do the same. Councillors are currently researching a number of projects, which will be announced when further details are available. The Council has also decided to introduce a Climate Action Day, the details of which are at an early stage, but we are hoping to work with many community organisations within the Parish to make it an exciting public event. Further details will be unveiled when plans have been finalised.

## Kirkheaton Churchyard



The Council continues to maintain the Churchyard in accordance with its legal obligations. It is used by many local people and acts as an important green space for people in this semi-urban area. As well as cutting the grass on a regular basis, we are also responsible for the trees, and monitor them periodically. Sadly, one of them actually fell down. Concerns for its safety had been logged and the Clerk was in the process of obtaining quotes to have it taken down, but nature took its course. Every 4 years, the Council undertakes a comprehensive survey of the trees and then takes a planned approach to address all of the issues raised, with the more urgent work taking priority. The next one is due in the Summer.

Another ongoing issue in the lower part of the Churchyard is the treatment of the Japanese Knotweed, which is a particular problem. It is not possible to remove it, to do so would be very costly and involve working in accordance with strict regulations set down by the Environment Agency. The more normal approach, which we have adopted, is to have it treated 3 times per year for a minimum of 3 years. We are now in the second year of treatment, so hopefully we will be able to see some results soon.

There are plans to rebuild part of the boundary wall at the Church Lane entrance, which is bowing towards the road. The Diocese has agreed the specification of work, and we are currently in discussion with potential contractors.

## Commemoration of the 75<sup>th</sup> Anniversary of VE-Day

The Council also set aside funding to help with the costs of holding events to mark the 75<sup>th</sup> Anniversary. Two awards were made to Rowley Hill Club in Lepton for providing a high tea and entertainment for the senior citizens in Lepton, and to Thurstonland Village Association to contribute to the cost of refurbishing the 1995 plaque and garden, and an inauguration ceremony (*photo below*). A further grant to Shepley Village Association to contribute towards a village celebration was agreed and paid out after the year-end.



## Finance

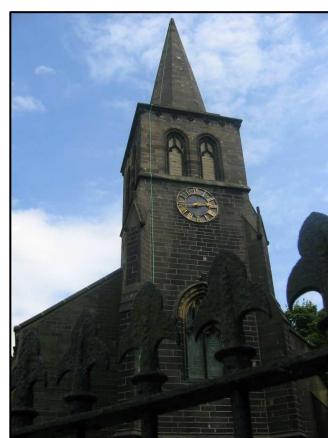
<b>Summary of Accounts 2019-20</b>	<b>£</b>
Precept	127,008
Community Tax Reduction Grant	1,652
Refund of VAT	4,818.65
Allotment Rent & Deposits	1,464
Shelley Village Hall – Ground rent and insurance costs	1,720
Hanging Baskets – Grants received from Kirklees Council	1,740
Bank Interest, Community Group's contribution to hanging baskets and collection taken in memory of the late Cllr Lin Holroyd	3,169
<b>Total Income</b>	<b>139,486</b>
<b>General Running Costs:</b>	<b>42,669</b>
Administration including employment costs, insurance, meetings, office equipment, photocopying, postage, rent, stationery, telephone/internet.	
<b>VAT (to be reclaimed in full)</b>	<b>5,547</b>
<b>Civic Governance:</b>	<b>24,728</b>
Audit, chains of office, civic functions, elections, legal/professional advice and fees, poppy wreaths, subscriptions, training.	
<b>Public Information:</b>	<b>946</b>
Advertisements, newsletter, noticeboards and websites.	
<b>Grants:</b>	<b>41,203</b>
Small annual grants to 54 non-profit organisations within the Parish; Clock Grants, General Grants and Village Improvement Funding.	
<b>Miscellaneous:</b>	<b>27,710</b>
Allotments, Christmas trees, dog wastebags and dispensers, hanging baskets, Kirkheaton Churchyard, Shelley Village Hall and support to community libraries, repayment of Neighbourhood Plan grant. Also funeral flowers & a donation to the RSPB in memory of Cllr Lin Holroyd.	
<b>Total Expenditure:</b>	<b>142.804</b>
<b>Allocated Reserves</b> (To cover costs of projects in progress, but not yet completed):	<b>88,741</b>
<b>General Reserve:</b>	<b>54,138</b>

The general reserve is legally required to be maintained to cover unexpected emergencies which may arise during the year. The full Receipts & Payments Statement can be viewed on the website and copies are available on request.

### Small Grants Awarded 2019-20

In total, £12,994 was awarded as annual small grants, individual grants are listed below. Community organisations are invited to apply in the autumn each year. Forms become available in September and must be returned with the financial information by the last Friday in October. Cheques are issued the following April at the beginning of the financial year. Churches are awarded a grant to contribute towards the maintenance of the church clock (subject to receipt of a written request). Next year the maximum grants have been increased to £300 for community groups and £250 towards the cost of maintaining public clocks.

<b>Kirkburton</b>	<b>£</b>
All Hallows Church	200
Burton Environment Group	250
Burton Out of School Club	250
Highburton Baby & Toddler Group	150
Highburton Playgroup	250
6th Pennine East Kirkburton Brownies	250
Highly Strung Guitar & Ukulele Ensemble	250
Kirkburton & Highburton Community Assn	250
Kirkburton History Group	250
Kirkburton Pre-School	250
Kirkburton Senior Citizens	250



<b>Kirkheaton</b>	
44th Huddersfield (Kirkheaton) Beavers	250
44th Huddersfield (Kirkheaton) Cubs	250
119th Huddersfield (Kirkheaton) Rainbows	250
Kirkheaton Creative Craft	250
Kirkheaton Knitting Group	250
Kirkheaton Lunch Club	250
Kirkheaton PCC	200
Kirkheaton Rovers AFC	200
Kirkheaton Senior Citizens Club	250
Yetton Hub	250
Yetton Together	250
<b>Lepton</b>	
Lascelles Hall Cricket Club	250
Lepton Community Link	250
Lepton Luncheon Club	250
Lepton PCC	200
<b>Shelley</b>	
Emmanuel Church Shelley	200
Friends of Musica Shelley	250
Pierrot Players	250
Scissett Youth Band (2015)	250
Shelley Conservation Group	250
Shelley Over 60's Club	250
<b>Shepley</b>	
Shepley Band	250
Shepley Beaver Scouts	250
Shepley Bird & Wildlife Group	250
Shepley Bowling Club	250
Shepley Cricket Club	250
Shepley Croquet Club	250
Shepley Cub Scouts	250
Shepley Football Club	250
Shepley Hub	250
Shepley Spring Festival	250
Shepley's Magazine	250
Shepley & District Naturalists Society	250
Shepley Scouts	250
Shepley Spring Festival	250
Shepley Village Association	250
Shepley Women's Institute	250
WH Senior MBE Yorkshire Studies Group	250
<b>Thurstonland/Farnley Tyas</b>	
Farnley Tyas Community Group	250
Farnley Tyas Women's Institute	250
St Lucius' Church	200
Stocksmoor Toddler Group	250
Stocksmoor Village Association	244
Stocksmoor Women's Institute	250
Thurstonland Village Association	250



Rainbows



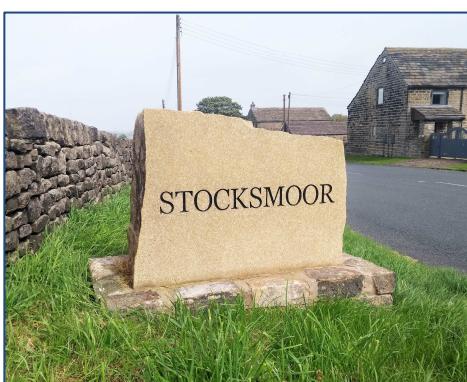
*The photos to the right show some of the projects and groups, which have been helped by grants. The cakes were iced by the Highburton Playgroup children and the fruit was grown in the garden by children at Burton Out of School Club. The wall was repaired by Yetton Together. Hade Edge Band are pictured on the front cover leading the parade to Kirkheaton Gala.*

<b>General Grants</b>	<b>£</b>
Flockton Forward towards the costs of purchasing and installing a defibrillator.	804
Grange Moor Youth Training Band to purchase of new instruments, equipment and a gazebo.	1,957
Kirkburton Cricket Club for new security doors.	2,392
Kirkburton Pre-School for artificial grass and a canopy in the outdoor play area.	400
Kirkheaton Cricket & Bowling Club (cricket section) towards a new kitchen.	2,500
Kirkheaton Youth Football Club towards the costs of building a purpose-built clubhouse.	4,000
Yetton Together - match-funding for a large project repairing drystone walls & stiles.	5,000
Lepton Highlanders Sports & Social Club for new security gates.	2,613
Pierrot Players for a new lighting control desk, additional LED lighting & new seats.	1,650
Shelley Brownies to provide new program resources for the Leaders.	500
Farnley Tyas Community Group to contribute towards the cost of new appliances in the community kitchen.	3,000
Stocksmoor Village Association to purchase litter picking equipment.	728
Thurstonland Community Choir for the purchase of new furniture.	2,000
There were a number of other smaller grants made, which should have come within the scope of the Small Annual Grants.	2,460
* Kirkheaton Cricket and Bowling Club (bowling section) towards the costs of new benches & shelters for spectators and to replace the sleepers around the green.	1,536
* Lepton Futsal Club to assist with costs of new equipment and volunteer training.	400
* Shepley Bowling Club to install CCTV.	700
* Thurstonland Endowed (VC) First School to purchase planters and design technology equipment for gardening and arts projects.	742
<b>Total Spent</b>	<b>£33,382</b>

\* Indicates the grant was paid out after the end of the financial year, and the funding is included in the Allocated Reserves.

## Village Improvement Funding

This is a new fund which was proposed in the previous Council year for implementation this year. The aim is to enable Councillors to work closely with communities to identify and develop improvements within their villages, encouraging more village choice. Members were asked to consult with residents and community groups to identify projects, which would be of benefit to their villages. There was a budget of up to £1,500 per Councillor. £1,000 was paid out to Stocksmoor Village Association for a new village sign (*pictured below*), replacement planters on Station Road, and a new plaque for the ceremonial tree on Cross Lane. Further projects were agreed after the year-end, with a total value of £25,179, the funding for which is included in the Allocated Reserves.



## Parish Councillors' Contact Details

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