

## KIRKBURTON PARISH COUNCIL

### MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT BURTON VILLAGE HALL, Highburton on Thursday, 19<sup>th</sup> May 2011 at 7.30 pm

PRESENT: Cllr J Hirst in the Chair

Cllrs B Armer, H Barraclough, R Barraclough, R D Beaumont, S G Beresford, N F Berry, P M V Brook, R Burton, A Cooper, P Cunnington, S Dunford, K Dunn, D Hardcastle, A Munro, L Parsley, J Paxton, M Pitts, M A Sykes, S Triggs, C Whittingham and B Wightman.

In attendance: Miss S Harling and Mrs A Royle.

- |  |   |   |   |
|--|---|---|---|
| <p><b>Resolved:</b> To elect Cllr Sharon Dunford as Chairman for the year 2011/12.</p> <p>Cllr Hirst installed Cllr Dunford as the new Chairman with the Chain of Office, and Cllr Dunford presented Cllr Hirst with a past Chairman's medal. Cllr Dunford then signed the Declaration of Acceptance of Office.</p>  | <p><b>1 Election of Chairman</b></p>  |   |   |
| <p>Cllr Dunford invited Cllr Hirst to make his outgoing address, in which he welcomed the newly elected Councillors and outlined many of the projects completed over the previous year. He thanked the Council members from the last term of office, and the staff for their support during his year of office. He congratulated Cllr Dunford on his election and looked forward to working with the new members over the coming year.</p> <p>A vote of thanks was given to Cllr Hirst for his work and achievements during the last year.</p>               | <p><b>2 Address by Outgoing Chairman</b></p>  |   |   |
| <p>The Clerk reported that all the members present had signed their Declarations of Acceptance of Office, but there were declarations still outstanding from 2 of the members not in attendance.</p> <p><b>Resolved:</b> To receive the two outstanding declarations by 2<sup>nd</sup> June, the date of the following Parish Council meeting.</p>   | <p><b>3 Declarations of Acceptance of Office</b></p>  |   |   |
| <p><b>Resolved:</b> To elect Cllr Burton as Vice Chairman for the year 2011-12. Cllr Dunford presented Cllr Burton with the Vice Chairman's medal. Cllr Burton was thanked for his service as Line Manager over the previous 4 years.</p>  | <p><b>4 Election of Vice Chairman</b></p>   |   |   |
| <p><b>Resolved:</b> To elect Cllr R Barraclough as the Councillor with responsibility for the staff (Line Manager) for the next four years.</p>  | <p><b>5 Election of Line Manager</b></p>  |   |   |
| <p>Apologies were received from Cllrs M Atkinson, A Shaw and V White, the reasons for which were accepted by the Council.</p>  | <p><b>6 Apologies</b></p>   |   |   |
| <p>The following personal interests were declared: Cllr H Barraclough in Planning Application Nos 91097 and 91140; Cllr Cunnington in Planning Application No 91158 as the applicant is known to him; Cllr Hardcastle in the Standards Committee as he is a member at Kirklees; Cllr Hirst in Cartridge World, as it is his employer; Cllr Sykes in Planning Application Nos 90999, 91097 and 91098 as the applicants are known to him. Cllrs R Barraclough, Paxton and Whittingham in Planning Application No 91113, as the applicant is known to them.</p> | <p><b>7 Declarations of Interest</b></p>  |   |   |
| <p>None of the members of the public present wished to address the Council at this point.</p>  | <p><b>8 Public Participation</b></p>  |   |   |
| <p><b>Resolved:</b> To hold all items in the public session.</p>   | <p><b>9 Admission to Public</b></p>   |   |   |
| <p><b>Resolved:</b> To elect the members to the listed committees as detailed below, and to disband the Shelley Committee and the Shelley Lease Committee.</p>   | <p><b>10 Election of Standing Committees, Working Parties and Kirklees Standard Committee</b></p>                                     |   |   |
| <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Discipline &amp; Grievance Committee</td> <td>Chairman, Vice Chairman, Beaumont, Beresford, Brook, Cooper, Cunnington, Dunn, Hirst, Paxton, Sykes, White, Whittingham and Wightman.</td> </tr> </table>   | Discipline & Grievance Committee  | Chairman, Vice Chairman, Beaumont, Beresford, Brook, Cooper, Cunnington, Dunn, Hirst, Paxton, Sykes, White, Whittingham and Wightman. |   |
| Discipline & Grievance Committee   | Chairman, Vice Chairman, Beaumont, Beresford, Brook, Cooper, Cunnington, Dunn, Hirst, Paxton, Sykes, White, Whittingham and Wightman. |   |   |
| <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Environment Committee</td> <td>Cllrs Armer, R Barraclough, Beresford, Brook, Burton, Cooper, Cunnington,</td> </tr> </table>  | Environment Committee   | Cllrs Armer, R Barraclough, Beresford, Brook, Burton, Cooper, Cunnington,   | <p><b>10 Election of Standing Committees,</b></p> |
| Environment Committee  | Cllrs Armer, R Barraclough, Beresford, Brook, Burton, Cooper, Cunnington,   |   |   |

**Working Parties  
and Kirklees  
Standard  
Committee (Cont'd)**

	Dunford, Dunn, Hardcastle, Hirst, Munro, Paxton, Pitts, Sykes, White, Whittingham and Wightman.
Grants and Community Projects Committee	Chairman, Vice Chairman, Cllrs Armer, Beresford, Cooper, Pitts, Shaw, Triggs, White and Wightman.
Management and Finance Committee	Chairman, Vice Chairman, Line Manager, Cllrs Atkinson, Berry, Cooper, Dunn, Hirst, Munro, Paxton, Sykes and Whittingham.
Kirkheaton Committee	Chairman, Vice Chairman, Cllrs Armer, Brook, Munro, R Barraclough, Sykes and Wightman.
Risk Management Committee	Chairman, Vice Chairman, Cllrs Paxton and Whittingham.
Shelley Village Hall Committee	Chairman, Vice Chairman, Line Manager, Cllrs Atkinson, Berry, H Barraclough, R Barraclough, Hirst, Munro, Parsley, Paxton, Triggs and Whittingham.
Staffing Committee	Chairman, Vice Chairman, Line Manager, Cllrs Beaumont, Burton, Hirst and Paxton.
Shows & Events Working Party	Chairman, Cllrs Atkinson, Brook, Cooper, Hirst, Munro, Paxton, Pitts, Whittingham, Wightman and the Clerk.
Kirklees Standards Committee	Cllr Cunnington.
The Chairman reported that the election of representatives to the Kirklees area committees would take place when the system for the next municipal year had been notified to the Clerk.	<b>11 Area Committees</b>
Members noted the Scheme of Delegation as distributed with the meeting papers. The Clerk provided additional verbal information.	<b>12 Scheme of Delegation</b>
<b>Resolved:</b> To maintain the existing Scheme of Delegation.	
<b>Resolved:</b> To elect the following representatives to serve as Parish Council representatives on the Voluntary Bodies listed below:	<b>13 Election of Representatives on Voluntary Bodies</b>
Kirkburton & Highburton Comm. Assn.	Cllrs Beaumont and White
Burton Environment Group	Cllrs M Atkinson, B Armer, H Barraclough, R Barraclough, R D Beaumont, S Beresford, N Berry, P Brook, R Burton, A Cooper, P Cunnington, S Dunford, K Dunn, D Hardcastle, J Hirst, A Munro, L Parsley, J Paxton, M Pitts, A Shaw, M Sykes, S Triggs, V White, C Whittingham and B Wightman.
Denby Dale Centre	Cllr Berry

Kirkburton Civic Society	Cllrs M Atkinson, B Armer, H Barraclough, R Barraclough, R D Beaumont, S Beresford, N Berry, P Brook, R Burton, A Cooper, P Cunnington, S Dunford, K Dunn, D Hardcastle, J Hirst, A Munro, L Parsley, J Paxton, M Pitts, A Shaw, M Sykes, S Triggs, V White, C Whittingham and B Wightman.	<b>13 Election of Representatives on Voluntary Bodies (Cont'd)</b>
Kirkheaton Welfare Charities	Cllrs Munro and Dunn	
Kirklees Historic Buildings Trust	Cllr Dunn	
Kirklees Right of Way Forum	Cllrs Atkinson and Pitt.	
Kirklees Rural Transport Partnership	Cllrs Atkinson, Cunnington and Paxton	
Lepton Charities	Cllrs Hirst and Cunnington	
Ludlum & Horsfall Foundation	Cllr Robert Barraclough	
National Coal Mining Museum	Cllr Whittingham	
Rural Development Programme for England – Local Initiative Group	<b>Resolved:</b> To defer the election of the representatives to the next meeting.	
RDPE/LIG Walkers are Welcome (Kirkburton Sub-Committee)	Cllrs Beaumont, Beresford, Cunnington, Pitt and Whittingham.	
Shelley Community Association	Cllrs H Barraclough, Parsley & Triggs	
Shelley Educational Trust	Cllrs Parsley and Triggs	
Stockmoor Village Hall	Cllrs R Barraclough and Cooper	
Thornhill Charities	Cllr Pitts	
Whitley Upper Charities	Cllrs Wightman and Whittingham	
Yorkshire Local Councils Associations	Cllrs Munro and Shaw, subject to the latter's agreement.	
<b>Resolved:</b> To appoint Cllrs Dunford, Burton, Berry, Hirst, Paxton and Mrs Royle as cheque signatories for the year 2011-12.		<b>14 Cheque Signatories</b>
<b>Resolved:</b> To elect Cllr Atkinson as the Newsletter Editor for 2011-12		<b>15 Newsletter Editor</b>
<b>Resolved:</b> To adopt the following pattern of meetings:		<b>16 Times &amp; Dates of Meetings 2009/10</b>
<b>Parish Council:</b> On the 1st Thursday of each month except for May, and there will be an additional one on the third Thursday of June 2011.		
<b>Parish Council (Planning/GP):</b> On the 3 <sup>rd</sup> Thursday of each month (except for May, June and August).		
<b>Management &amp; Finance:</b> As required with a minimum of one per quarter.		
<b>Environment Committee:</b> On the 3 <sup>rd</sup> Thursday of July, September, November, January and March.		
<b>Staffing Committee:</b> As required with a minimum of two per year.		
All other Committees and Working Parties will meet as the need arises.		
<b>Resolved:</b> To note the Cheque Register and to adopt the Receipts & Payments Statement for the financial year 2010/11		<b>17 Accounts for 2010/11</b>

There was no comment on the following applications:  
 90967 Fenay Bridge; 90999 Shepley; 91013 Kirkburton; 91038 Stocksmoor;  
 91064 Kirkheaton; 91068 Kirkheaton; 91097 Shepley; 91098 Kirkheaton; 91113 Grange  
 Moor; 91140 Thurstonland, 91158 Lepton and 91215 Kirkburton.

**18 Plans**

There were no planning appeals before the Council.

**19 Planning Appeals**

**Resolved:** To approve the accounts as presented (£10,668.46).

**20 Accounts**

**Resolved:** To approve the copy for Volume 2 Issue No 1 of One Voice for publication subject to the inclusion of information and photographs of the new Chairman and Vice Chairman.

**21 One Voice**

**Resolved:** To give a vote of thanks to Cllr Holroyd for her hard work on the newsletter over the previous four years, which has been much appreciated by the Council.

Members considered the request for permission to use some of the community project grant to fund outdoor activities in the summer instead of evenings at the Youth Club.

**22 Grant for Kirklees Children & Young People**

**Resolved:** To give permission to Kirklees Children & Young People to amend the way the grant could be spent to allow the Club to organise and fund outdoor activities during the summer.

Members noted the written report which had been circulated at the meeting. The Clerk asked members to ensure that their contact details were passed to her as soon as possible, so that they could all appear in the new edition of One Voice.

**23 Clerk's Report**

No agenda items were requested.

**24 Agenda Items**

The Chairman closed the meeting.