

**KIRKBURTON PARISH COUNCIL  
ENVIRONMENT COMMITTEE**

**MINUTES OF THE MEETING ON THURSDAY, 17<sup>th</sup> JANUARY 2013 AT 7.30 pm  
AT BURTON VILLAGE HALL**

*All finance decisions are subject to consideration at the Parish Council meeting. Please see Council minutes dated 11<sup>th</sup> April for the final decision on all applications.*

Present: Cllr Munro in the Chair

Cllrs B Armer, R Barraclough, P Brook, P Cunnington, D Hardcastle, J Hirst, C Whittingham and B Wightman  
In attendance: Mrs R Perry

<p>Apologies were received from Mr T Scott (KHCA), Mr N Windett (Kirklees Countryside Manager), Cllrs S Beresford, R Burton, A Cooper, S Dunford, R K Edmunds, I Lumb, L Parsley, J Paxton, M Pitts, R Thomas, the reasons for which were accepted.</p>	<p><b>E50 Apologies</b></p>
<p>Absent: Cllr D Bradbury, K Dunn, P Pankhurst,</p>	
<p>The following personal interests were declared: Cllrs B Armer, P Brook and A Munro in the Yetton Together grant application as they know the applicants.</p>	<p><b>E51 Declarations of Interest</b></p>
<p>No issues were raised by the public.</p>	<p><b>E52 Public Participation</b></p>
<p><b>Resolved:</b> To hold all the items in the public session.</p>	<p><b>E53 Public Admission</b></p>
<p><b>Resolved:</b> To note the minutes of the Environment Committee meeting on 18<sup>th</sup> October 2012.</p>	<p><b>E54 Minutes</b></p>
<p>Members considered the outcome of the consultation and discussed if any further consultation is required. The Committee discussed extending the consultation period and after some discussion it was decided to consider the initial responses received at the March Environment meeting.</p>	<p><b>E55 Environment Plan</b></p>
<p><b>Recommendation:</b></p> <ul style="list-style-type: none"> <li>• To extend the consultation period.</li> <li>• To e-mail community groups who applied for a Small Annual Grant with the outcome of their grant application and to include a questionnaire at the same time.</li> <li>• To send a paper copy of the questionnaire to community groups when the cheques are distributed for the Small Annual Grants in April.</li> <li>• To send a questionnaire to community groups who request an environment grant application form.</li> <li>• Councillors who sit on community groups to take questionnaires along to meetings with them.</li> <li>• A notice to be placed on the walls of Health Centres, Libraries and other public places informing them of the Environment Plan</li> <li>• All responses to be considered at the next Environment meeting in March.</li> </ul>	
<p>Members noted the year's budget and latest financial statement dated 7<sup>th</sup> January 2013.</p>	<p><b>E56 Budget 2012-13</b></p>
<p>Members considered the application for £385 from Burton Environment Group (KHCA) to cover the insurance premium for all volunteers in the Parish area.</p>	<p><b>E57 Funding Proposals</b></p>
<p><b>Recommendation:</b> That the Council is recommended to consider granting £385 to Burton Environment Group (KHCA) to cover the insurance premium for all volunteers in the Parish area but to explore the possibility of the Parish Council taking out insurance.</p>	<p><b>a) Burton Environment Group (KHCA)</b></p>
<p><b>Recommendation:</b> To request more information from KHCA regarding their organisation.</p>	
<p>Cllr B Wightman entered the meeting.</p>	

<p>Members considered the application for £350 to cover the cost of coach hire to a biodiversity demonstration garden.</p>	<p><b>E58 b) Shepley Women's Institute</b></p>
<p><b>Recommendation:</b> That the Council is recommended to consider granting £175 (50%) to Shepley Women's Institute and to request Shepley Women's Institute consider inviting a local expert to come to give a talk about biodiversity.</p>	
<p>Members considered the application for £825.60 from Yetton Together to purchase 20 extra hanging baskets in three locations. It was noted that there was a technical error on the application form and the full cost of the project is £1,575.60.</p>	<p><b>E59 c) Yetton Together</b></p>
<p><b>Recommendation:</b> That the Council is recommended to consider granting £825.60 to Yetton Together to purchase 20 extra hanging baskets in three locations. It was noted that this is a one off payment for this year only.</p>	
<p><b>Recommendation:</b> To confirm the accuracy of the notes of the Working Party meeting held on 3red January 2013.</p>	<p><b>E60 Fruit Trees Project</b></p>
<p><b>Recommendation:</b> To accept the new timetable for the planting (attached).</p>	
<p><b>Recommendation:</b> Councillors to supply copies of all correspondence held to the Clerk for the Council files.</p>	
<p><b>Recommendation:</b> To carry out written risk assessments in advance of each planting session and to supply a copy to the ASO.</p>	
<p>Members considered the possibility of running a subsidised water butt scheme and had a lengthy discussion. Cllr Cass Whittingham volunteered to supply a pay-as-you-go mobile telephone and was thanked for her kind offer.</p>	<p><b>E61 Water Butt Scheme</b></p>
<p><b>Recommendation:</b> A Parish Project Form to be completed which provides full details of how the scheme would run in principle including costings.</p>	
<p>Members considered creating a wetland area to address the health and safety problems of the standing water and also considered working with the Shelley College Enrichment Students.</p>	<p><b>E62 Grange Moor Allotments</b></p>
<p><b>Recommendation:</b> A Parish Project Form to be completed which provides full details of how this scheme would run in principle including costings and then the project to be considered again when members have detailed information.</p>	
<p><b>Recommendation:</b> A Risk Assessment urgently needs undertaking for this proposed project.</p>	
<p>Members noted the information provided and considered how best to run the competition next year.</p>	<p><b>E63 Allotment Competition</b></p>
<p><b>Recommendation:</b></p> <ul style="list-style-type: none"> <li>• The competition is not to be open to Council members or their relatives if they tend an allotment.</li> <li>• Allotment tenants to have written notification in the early part of the year that the competition is going to take place.</li> <li>• Allotment tenants to indicate directly to officers of the Council if they do not wish to participate in the competition.</li> <li>• The ASO to approach the Examiner gardening expert to invite him to assist in the judging of the competition.</li> <li>• To have both a first prize and a runner up prize.</li> <li>• If the majority of the Shepley tenants opt out of the competition as was the case this year, any remaining tenants who wish to participate in the competition will be included in the Grange Moor competition.</li> </ul>	

Members noted the information provided and considered how best to run the workshop.

**E64 Fruit & Vegetable Growing Workshop**

**Recommendation:** To refer this item to the next full Council meeting to request volunteers to participate in this Workshop and also to provide specific information in terms of numbers of people on the course and course content.

**Recommendation:** To notify Shepley Women's Institute that the course will be running in the light of their grant application.

Members considered submitting recommendations to Management and Finance Committee on the detail of the new grant scheme. Members noted that this is not a separate grant scheme and awaits the outcome of the Management & Finance's Committee recommendations on the Environment Grant scheme.

**E65 Ways of Reducing Energy Bills in Community Buildings**

**Recommendation:** To await the outcome of the Management & Finance's Committee recommendations on the Environment Grant scheme.

Members considered how to take part in Climate Week and discussed the various options.

**E66 Climate Week**

**Recommendation:** To discuss this further at the next full Council meeting but in the meanwhile to grant delegated authority to the officers to put together a competition entry in consultation with the Parish Council and Environment Chairman.

Members were asked to supply the Clerk with full details and information of all items required on the next agenda by 8<sup>th</sup> March 2013.

**E67 Items for the Next Agenda**

There was no correspondence to report.

**E68 Correspondence / Information**

The meeting then closed.