

KIRKBURTON PARISH COUNCIL

RISK ASSESSMENT COMMITTEE

MINUTES OF THE MEETING ON THURSDAY, 1ST NOVEMBER 2012 AT 9.30 pm AT BURTON VILLAGE HALL

The following minutes are subject to confirmation of accuracy and adoption by Council on 6th December 2012.

Present: Cllr R Burton in the Chair
Cllrs S Beresford, P Cunnington, J Paxton and C Whittingham
Officers in Attendance: Mrs R Perry and Mrs A Royle

- | | |
|--|---|
| <p>No apologies were received as all members were present.</p> | <p>R1 Apologies and
Declarations of
Interest</p> |
| <p>No declarations of interest were made.</p> | |
| <p>There were no members of the public present.</p> | <p>R2 Public
Participation</p> |
| <p>Resolved: That all items would be held in the public session.</p> | <p>R3 Admission of
the Public</p> |
| <p>Members discussed the inspection reports produced by Abco on the Council's office, Grange Moor allotments, Shelley Village Hall, Shepley allotments and Kirkheaton Churchyard and noted the suggested actions.</p> | <p>R4 Risk
Assessment
Report</p> |
| <p>Recommended: To adopt the Abco report and recommendations.</p> | |
| <p>Members noted that there was a problem of lack of ventilation in the office. It was also reported that the Council needed to address the issue of risk assessments when staff members were working from home.</p> | <p>R5 a) Burton
Village Hall</p> |
| <p>Recommended: To refer these items to the Staffing Committee.</p> | |
| <p>Members noted the issues raised with the trench and the standpipe. The Clerk reported that a contractor had been appointed to deal with the standpipe.</p> | <p>R6 b) Grange
Moor
Allotments</p> |
| <p>Recommended: To refer the matter of the trench to the Environment Committee to consider how to address the hazards identified.</p> | |
| <p>Members noted all the comments in this section of the report, and the Clerk reported that the electrical report had just been received.</p> | <p>R7 c) Shelley
Village Hall</p> |
| <p>Recommended: To send the Shelley Village Hall section of the report and the 5-year electrical inspection report to Shelley Community Association.</p> | |
| <p>The Clerk reported on the current situation and informed members that new seats had been installed by Kirklees at Grange Moor, Farnley Tyas and Flockton. She also gave details on the budget currently available for public seats.</p> | <p>R8 Public Seats</p> |
| <p>Members noted the seats identified for repair and refurbishment in Highburton recreation ground, Slant Gate, junction of Lascelles Hall Road / Highfield Lane and Shepley recreation ground.</p> | |
| <p>Recommended: To undertake repairs to seats in Highburton recreation ground, Slant Gate, junction of Lascelles Hall Road / Highfield Lane and Shepley recreation ground.</p> | |
| <p>The Clerk reported that she had received a response from the landowner in Kirkheaton, who had requested a site visit, which she was in the process of organising.</p> | |
| <p>Members noted that members of the public had requested seats on Healey Green Lane in Houses Hill and on Heights Road in Thurstonland.</p> | |
| <p>Recommended: To install new seats in Houses Hill and Thurstonland, as above subject to receiving clarification from Holme Valley Parish Council on the latter.</p> | |
| <p>The meeting then closed.</p> | |