

KIRKBURTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT BURTON VILLAGE HALL, HIGHBURTON ON THURSDAY, 15th MAY 2014 AT 7.30 pm

PRESENT: Cllr S Beresford in the Chair

Cllrs B Armer, R Barraclough, D Bradbury, P Brook, R Burton, A Cooper, P Cunnington, S Dunford, K Dunn, D Hardcastle, J Hirst, I Lumb, A Munro, P Pankhurst, J Paxton, M Pitts, C Whittingham and B Wightman.

In attendance: Mrs R Perry and Mrs A Royle.

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| <p>Resolved: To elect Cllr Cass Whittingham as Chairman for the year 2014/15.</p> <p>Cllr Beresford installed Cllr Whittingham as the new Chairman with the Chain of Office. Cllr Whittingham then signed the Declaration of Acceptance of Office.</p> | <p>1 Election of Chairman</p> |
| <p>Cllr Whittingham invited Cllr Beresford to make his outgoing address, in which he outlined many of the projects completed over the previous year. He thanked the Council members for their support and the staff for their support and guidance during his year of office. He congratulated Cllr Whittingham on her election and looked forward to a productive year. He presented the two members of staff and the incoming Chairman with bouquets of flowers.</p> <p>A vote of thanks was given to Cllr Beresford for his work and achievements over the past year.</p> <p>Cllr K Dunn entered the meeting.</p> | <p>2 Address by Outgoing Chairman</p> |
| <p>Resolved: To elect Cllr Pamela Brook as Vice Chairman for the year 2014-15. Cllr Whittingham presented Cllr Brook with the Vice Chairman's medal.</p> | <p>3 Election of Vice Chairman</p> |
| <p>Apologies were received from Cllr L Parsley the reasons for which were accepted by the Council.</p> <p>Cllrs H Barraclough and S Triggs were absent.</p> | <p>4 Apologies</p> |
| <p>The following personal interests were declared: Cllr P Brook in planning application 91179 as she knows the applicant; Cllr R Burton in the Shepley Methodist Church grant in the Accounts as his wife is employed by the Methodist Church; Cllr P Cunnington in planning application 91165 as he knows the applicant; Cllr S Dunford in planning application 91094 as she knows the applicant; Cllr D Hardcastle in planning application 91141 as he knows the applicant; Cllr B Wightman in planning application 91065 as he knows the applicant.</p> <p>Cllr R Barraclough declared an interest in planning application 91094 as he knows the applicant. He also declared an interest in all the planning applications as he is a member of the KMC Heavy Woollen Planning Committee and stated that any views expressed would be of a preliminary nature with the final decision being taken at the Committee meeting when in receipt of full information</p> | <p>5 Declarations of Interest</p> |
| <p>A representative from Kirkburton and Highburton Community Association addressed the Council on the proposed memorial to the late Highburton village postman, Mr David Mortimer.</p> <p>Mr Duggs Carre addressed the Council on the new role in Kirklees he is now undertaking and gave details of who his successor will be with regard to Parish Council related matters at Kirklees.</p> <p>A member of the public congratulated Cllr Whittingham on her appointment as Chairman of the Parish Council.</p> | <p>6 Public Participation</p> |
| <p>Resolved: To hold all items in the public session.</p> <p>Cllr A Munro entered the meeting.</p> | <p>7 Admission of the Public</p> |
| <p>To move the following item to this point in the meeting.</p> | <p>8 Change of Business</p> |

Members considered the request of providing a seat or other appropriate memorial in honour of Mr David Mortimer who served the village for more than 28 years.

9 Memorial to late Highburton Village postman

Resolved: The Parish Council to provide a living Christmas tree to be situated on the grassed area by the Council's noticeboard and opposite the Village Hall.

Resolved: Kirkburton and Highburton Community Association to be invited to provide a commemorative plaque to be situated by the Christmas tree. Appropriate wording to be agreed.

Resolved: To elect the members to the listed committees as detailed below.

10 Election of Standing Committees, Working Parties and Kirklees Standard Committee

Discipline & Grievance Committee	Chairman, Vice Chairman, Beresford, Berry, Burton, Cooper, Cunnington, Dunn, Hirst, Paxton, and Wightman.
Environment Committee	Cllrs Armer, R Barraclough, Beresford, Brook, Burton, Cooper, Cunnington, Hardcastle, Hirst, Lumb, Munro, Pankhurst, Parsley, Paxton, Whittingham and Wightman.
Grants and Community Projects Committee	Chairman, Vice Chairman, Cllrs R Barraclough, Beresford, Berry, Lumb, Pitts and Triggs.
Kirkheaton Churchyard	Chairman, Vice Chairman, Cllrs Armer, Cunnington, Munro and Wightman.
Management and Finance Committee	Chairman, Vice Chairman, Cllrs Hirst, R Barraclough, Dunn, Hardcastle, Lumb, Parsley and Pitts.
Land and Property Committee	Chairman, Vice Chairman, Cllrs R Barraclough, Beresford, Burton, Cunnington, Paxton and Wightman.
Service Review Committee	Chairman, Vice Chairman, Cllrs R Barraclough, Beresford, Burton, Dunford, Hirst and Paxton.
Staffing Committee	Chairman, Vice Chairman, Line Manager, Cllrs Beresford, Burton, Dunford and Paxton.
Youth Engagement Committee	Chairman, Vice Chairman, Cllrs Burton, Bradbury and Lumb.
Fruit Tree Working Party	Cllrs R Barraclough, Beresford, Burton, Cooper, Hirst, Lumb, Pankhurst, Whittingham and Wightman.
Publicity and Events Working Party	Cllrs Beresford, Burton, Cooper, Dunford, Hirst, Munro, Paxton, Whittingham, Wightman and Mrs Royle.

Kirkburton Area Committee or successor bodies	Cllrs Paxton and Wightman	10 Election of Standing Committees, Working Parties and Kirklees Standard Committee (con't)
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Kirklees Standards Committee	It was noted that the system has now changed and the Council is no longer required to provide a representative.
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Resolved: To disband the Grange Moor Allotment Committee .

The Clerk reported that advice had been received indicating it was no longer necessary for finance recommendations to be considered separately under full agenda items at Parish Council meetings. It was noted that in future the Committee's finance recommendations would be considered for adoption when the minutes were presented at the Parish Council meeting.	11 Environment Committee Finance Decisions
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Members noted the Scheme of Delegation as distributed with the meeting papers. The Clerk provided additional verbal information.	12 Delegation Arrangements
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Resolved: To maintain the existing Scheme of Delegation.

Resolved: To elect the following representatives to serve as Parish Council representatives on the Voluntary Bodies listed below:	13 Election of Representatives on Voluntary Bodies
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Kirkburton & Highburton Comm. Assn.	Cllrs Berry and Hardcastle
Burton Environment Group	Members to attend by invitation.
Denby Dale Centre	Cllr Berry
Kirkburton Civic Society	Members to attend by invitation.
Kirkheaton Welfare Charities	Cllrs Dunn and Munro
Kirklees Historic Buildings Trust	Cllr Dunn (already elected for a 4-year term from 2011 to 2015).
Kirklees Right of Way Forum	Cllr Pitts
Kirklees Rural Transport Partnership	Cllrs Cunnington and Paxton
Lepton Charities	Cllrs Cunnington and Hirst (already elected for a 4-year term from 2011 to 2015).
Ludlum & Horsfall Foundation	Cllr Robert Barraclough
National Coal Mining Museum	Cllr Wightman
EPIP Local Innovation Group	Cllr Hardcastle
Shelley Community Association	Cllrs H Barraclough, Parsley and Triggs
Shelley Educational Trust	Cllrs Parsley and Triggs
Stockmoor Village Hall	Cllrs R Barraclough and Cooper
Thornhill Charities	Cllr Pitts
Walker & Greenwood Educational Trust	Cllr Pitts
Whitley Upper Charities	Cllrs Whittingham and Wightman

Yorkshire Local Councils Associations	Cllrs Munro and Pankhurst	13	Voluntary Bodies (Cont'd)
Resolved: To appoint Cllrs Beresford, Burton, Brook, Hirst, Paxton, Whittingham, Mrs Royle and Mrs Perry as cheque signatories for the year 2014-15.		14	Cheque Mandate
Resolved: To elect Mrs Perry and Cllr Hirst as the Newsletter Editors for 2014-15.		15	Newsletter Editor
Resolved: To adopt the following pattern of meetings:		16	Dates and Times of Meetings 2014-15
a) Parish Council: On the 1 st Thursday of each month except for May.			
b) Management & Finance: As required, with a minimum of one meeting per quarter.			
c) Environment Committee: Five meetings per year, with the first one being held on 17 th July 2014.			
d) Grants & Community Projects Committee: Up to three meetings per year dependent on available budget.			
e) Staffing Committee: As required, with a minimum of two meetings per year.			
f) All other Committees and Working Parties to meet as the need arises.			
Members noted the Cheque Register and the Analysis of Budget.		17	Accounts for 2013/14
Resolved: To move the unspent funds in the Civic Functions budget to allocated reserves to fund the alterations to the civic regalia.			
Resolved: To adopt the Receipts & Payments Statement for the financial year 2013/14 with the above amendment.			
Members considered the Internal Auditor's Report and considered adopting Parts 1 and 2 of the Annual Return.		18	Annual Return 2014
Resolved: To refer the Internal Auditor's recommendations to the Management and Finance Committee for consideration.			
Resolved: To adopt Parts 1 and 2 of the Annual Return.			
There was no comment on the following applications:		19	Plans
2014/62/90961/W Lepton; 2014/192/90922/E Lepton; 2014/44/91055/E Shepley; 2014/62/90194/W Lepton; 2014/62/91010/E Kirkburton; 2014/62/91017/E Shepley; 2014/62/91053/E Highburton; 2014/62/91066/E Shepley; 2014/62/91085/W Lepton; 2014/TWACA/91094/E Farnley Tyas; 2014/62/91099/W Lepton; 2014/TNA/91103/E Kirkburton; 2014/62/91104/E Grange Moor; 2014/62/91123/W Lepton; 2014/62/91126/E Shepley; 2014/TWA/91141/E Kirkburton; 2014/62/91165/W Lepton; 2014/192/90818/W Kirkheaton; 2014/62/90978/E Shelley; 2014/62/91065/E Lepton; 2014/62/91179/" Kirkheaton; 2014/TWA/91184/W Lascelles Hall; 2014/70/91187/E Shepley; 2014/62/91197/E Thurstonland; 2014/62/91213/W Lascelles Hall; 2014/192/91214/E Grange Moor; 2014/HHPD/91286/W Lepton; 2014/62/90807/W Fenay Bridge; 2014/62/90907/E Kirkburton; 2014/TWACA/91157/E Kirkburton; 2014/62/901159/E Thurstonland; 29014/TWA/91222/W Lepton; 2014/62/91224/E Kirkburton; 2014/62/91237/E Kirkburton; 2014/62/91300/W Lascelles Hall; 2014/62/91318/W Fenay Bridge; 2014/62/91276/E Thurstonland; 2014/TWA/91448/W Lepton; 2014/53/91467/E Thurstonland; 2014/TND/91486/W Fenay Bridge			
There were no planning appeals before the Council.		20	Planning Appeals
Members noted the consultation and considered submitting a response and / or completing the questionnaire.		21	Kirklees Consultation on the Local Plan
Resolved: To request that a relief road around Flockton and surrounding villages is included in the Strategy to address the highways issues, and to object to any reduction in the Green Belt.			

- Resolved:** To approve the accounts as presented (£8,614.86 including £978.40 approved under LGA 1972 s137). **22 Accounts**
- To approve the draft copy of Volume 5 / Issue 1 of One Voice. **23 Newsletter**
- Resolved:** To approve the draft copy of Volume 5 / Issue 1 of One Voice subject to the notified amendments.
- Members considered nominating delegate/s to attend the 1 day conference in York on Thursday 19th June 2014. **24 SLCC 1-Day Regional Conference**
- Resolved:** The Clerk to attend the SLCC 1 day Regional Conference in York.
- Members formally noted the casual vacancies in Kirkburton and Shepley. **25 Casual Vacancies in Kirkburton and Shepley**
- Members noted the written report which had been circulated at the meeting and were asked to note the forthcoming staff annual leave arrangements. **26 Clerk's Report**
- No agenda items were requested. **27 Agenda Items**
- The Chairman closed the meeting.