

KIRKBURTON PARISH COUNCIL

MANAGEMENT & FINANCE COMMITTEE

MINUTES OF THE MEETING ON 19 FEBRUARY 2015 at 7.00 pm AT BURTON VILLAGE HALL

Present: Cllr C Whittingham in the Chair
Cllrs R Barraclough, P Brook, K Dunn, D Hardcastle, J Hirst, L Parsley and J Paxton.
In attendance: Mrs L Gardner and Mrs A Royle.

No apologies were received.
Absent: Cllr I Lumb.

**MF28 Apologies and
Declarations of
Interest**

No personal interests were declared.

There were no members of the public present.

**MF29 Public
Participation**

Resolved: To hold the meeting in the public session.

**MF30 Admission of the
Public**

Members discussed the written report, a verbal update from the Clerk and the draft framework setting out how community groups could work with the Parish Council to develop a Neighbourhood Plan.

**MF31 Neighbourhood
Plans**

Recommendation: That Guidance Notes are also produced setting out the responsibilities and the division of tasks between the Council and the community group and providing information on the relevant Council procedures. Also, that advice is sought on the draft Framework and the Guidance Notes from Kirklees Planning Services with the request that it is provided within 28 days if possible.

Members noted the recommendations from the Service Review report and discussed the current means of distributing the grants across the Parish Council area. It was noted that most members were regular attendees of their local community associations and groups, and they passed on grant information to the groups in need of financial assistance.

**MF32 Parish Council
Grant Schemes**

Recommendation: That the existing system of distributing the grants is maintained, and that new Councillors are made aware of their duty to inform local groups in their wards of the grant schemes available.

Members considered the current grant rules and discussed the specific issue of groups needing to be based in the Parish Council area to be eligible for a small annual grant.

Recommendation: To maintain the existing grant rules for all the grant schemes, and that small annual grant applicants must have their headquarters based in the Parish.

Members noted that no responses had been received from any of the primary schools in the King James Pyramid. It was therefore assumed that they did not wish to take part in a project to commemorate the start of the First World War.

**MF33 Monitoring /
Evaluation of
Parish Council
Projects**

Recommendation: To include the poppy seeds in the Lucky Seed Dip at the 2015 Emley Show.

Members noted the original Order of Service for the Unveiling of the Kirkburton War Memorial, photographs and press cuttings connected with the First World War.

Recommendation: That the Council digitises the items to share on the website and donates the originals to an appropriate body.

The Chairman then closed the meeting.