

KIRKBURTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT BURTON VILLAGE HALL, HIGHBURTON ON THURSDAY, 21 MAY 2015 AT 8.00pm

PRESENT: Cllr C Whittingham in the Chair

Cllrs H Abid, M Ackroyd, B Armer, R Barraclough, S Beresford, A M Boden, R Bray, R Burton, J Cowan, P Cunnington, K Dunn, R Franks, D Hardcastle, L Holroyd, P McGleenan, B McGuin, D Million, J Paxton, P Scott, J Taylor, and C Walker.

In attendance: Mrs L Gardner and Mrs A Royle.

Resolved: To elect Cllr Pamela Brook as Chairman for the year 2015/16.

1 Election of Chairman

Resolved: To elect Cllr Richard Burton as Chairman of the meeting due to the Chairman's absence.

Cllr Burton presented Cllr Whittingham with her past Chairman's medal.

Resolved: That declarations of acceptance of office which have not been received as provided by law, shall be received by 4 June 2015.

2 Declarations of Acceptance of Office

Cllr Burton invited Cllr Whittingham to make her outgoing address, in which she outlined projects completed over the previous year. She thanked the Council members for their support during her year of office. She also thanked Mrs Royle, Mrs Gardner and Mrs Perry for their support and guidance. She congratulated Cllr Brook on her election and wished the Council a productive year.

3 Address by Outgoing Chairman

A vote of thanks was given to Cllr Whittingham for her work and achievements over the past year. Cllr Whittingham then stood down from the Council.

Resolved: To elect Cllr Richard Burton as Vice Chairman for the year 2015-16. Cllr Burton was presented with the Vice Chairman's medal.

4 Election of Vice Chairman

Apologies were received from Cllrs P Brook, C Rowatt, J Sykes, and M Sykes the reasons for which were accepted by the Council.

5 Apologies

The following personal interests were declared: Cllr S Beresford in planning applications 91309, 91094 and 91396 as the applicants were known to him. Cllr A M Boden in planning application 90897 as the applicant is known to her. Cllr R Bray in planning application 91129 as the applicant is known to him, Cllr J Cowen in planning application 91291 as the applicant is known to him, Cllr P Cunnington in planning applications 90851, 91238 and 91239 and as the applicants were known to him, Cllr D Hardcastle in planning applications 91309 and 91297 as the applicants were known to him, Cllr J Paxton in planning applications 91294 and 91296 as the applicants were known to him.

6 Declarations of Interest

Cllr B Armer declared an interest in all the planning applications as he is a member of the Kirklees Heavy Woollen Planning Sub-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.

Cllr R Barraclough declared an interest in planning applications 90998, 90999, 91000, 91284, 91302, 91311 and 91312 as the applicants were known to him. He also declared an interest in all the planning applications as he is a member of the Kirklees Heavy Woollen Planning Sub-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.

Cllr P Scott declared an interest in all the planning applications as he is a substitute member of the Kirklees Planning Sub-Committees 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.

Cllr J Taylor declared an interest in all the planning applications as he is a member of the Kirklees Planning Sub-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.

Declarations of Interest (Cont.)

No members of the public wished to address the meeting.

7 Public Participation

Resolved: To hold all items in the public session.

8 Admission of the Public

Resolved: To elect Cllr Lin Holroyd as Line Manager for the 4-year term of office.

9 Election of Line Manager

Resolved: To elect Cllr Stephen Beresford as Deputy Line Manager for the 4-year term of office.

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

10 Election of Standing Committees and Working Parties

Discipline & Grievance Committee

Chairman, Vice Chairman, Cllrs Armer, Beresford, Cunnington, Dunn, McGuin, Paxton, Scott and Taylor.

Environment Committee

Cllrs Abid, Ackroyd, Armer, Beresford, Boden, Bray, Brook, Burton, Cowan, Cunnington, Dunn, Hardcastle, Holroyd, McGleenan, McGuin, Paxton, J Sykes, M Sykes, Taylor and Walker.

Grants and Community Projects Committee

Chairman, Vice Chairman, Cllrs Abid, Armer, Beresford, Bray, Cowan, Franks, Holroyd, McGleenan and M Sykes.

Kirkheaton Churchyard

Chairman, Vice Chairman, Cllrs Abid, Ackroyd, Armer, Cunnington and Dunn.

Land and Property Committee

Chairman, Vice Chairman, Cllrs Armer, Beresford, Cowan, Cunnington, Franks, McGuin and Million.

Library Committee

Chairman, Vice Chairman, Cllrs Armer, Barraclough, Beresford, Cowan, McGuin M Sykes and Taylor.

Management and Finance Committee

Chairman, Vice Chairman, Cllrs Armer, Barraclough, Beresford, Dunn, Franks, Holroyd, McGuin, Million, M Sykes and Taylor.

Staffing Committee

Chairman, Vice Chairman, Line Manager, Cllrs Beresford and Paxton.

Publicity and Events Working Party

Cllrs Beresford, Burton, McGuin, Paxton, J Sykes, M Sykes and the Clerk,

Resolved: To disband the Service Review Committee

Resolved: To disband the Youth Engagement Committee.

Resolved: To disband the Fruit Trees Working Party.

Resolved: To elect the following representatives to serve as Parish Council representatives on the Voluntary Bodies listed below:

11 Election of Representatives on Voluntary Bodies

Kirkburton & Highburton Comm. Assn.	Cllr Boden. The election of a second representative to be included on the agenda for the 4 June Council meeting.
Burton Environment Group	Cllr Boden. The election of a second representative to be included on the agenda for the 4 June Council meeting.
Denby Dale Centre Management Committee	The election of a representative to be included on the agenda for the 4 June Council meeting
Kirkburton Civic Society	Members to attend by invitation.
Kirkheaton Welfare Charities	Cllrs Abid and Ackroyd
Kirklees Historic Buildings Trust	Cllr Bray elected for a 4-year term from 2015 to 2019.
Kirklees Right of Way Forum	Cllr Franks
Kirklees Rural Transport Partnership	Cllrs Cowan, Cunnington and Paxton
Lepton Charities	Cllrs Cunnington and McGuin elected for a 4-year term from 2015 to 2019.
Ludlum & Horsfall Foundation	Cllr Barraclough
National Coal Mining Museum	Cllr Holroyd
RDPE Local Innovation Group	Cllrs Hardcastle and Taylor
Shelley Educational Trust	Cllrs Bray and Armer
Stockmoor Village Hall	Cllrs Barraclough and McGleenan
Thornhill Charities	Cllrs Holroyd and Paxton
Walker & Greenwood Educational Trust	Cllr Barraclough
Whitley Upper Charities	Cllrs Franks and Walker
Yorkshire Local Councils Associations	The election of two representatives to be included on the agenda for the 4 June Council meeting.

Resolved: To appoint Cllrs Burton, Brook, Holroyd, Paxton, Taylor, Mrs Royle and Mrs Gardner as cheque signatories for the year 2015-16.

12 Cheque Mandate

Resolved: To elect Mrs Gardner and Cllr Holroyd as the Newsletter Editors for 2015-16.

13 Newsletter Editor

Resolved: To adopt the following pattern of meetings:

14 Dates and Times of Meetings 2015-16

- a) Parish Council: On the 1st Thursday of each month with the exception of August and May, scheduled for 30 July 2015 and 19 May 2016 respectively.
- b) Management & Finance: As required, with a minimum of one meeting per quarter.
- c) Environment Committee: Up to four meetings per year, with the first one being held on 16 July 2015.
- d) Grants & Community Projects Committee: Up to four meetings per year.
- 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.

15 Accounts for 2014/15

Resolved: To adopt the Receipts & Payments Statement for the financial year 2014/15.

Members considered the Internal Auditor's Report and considered adopting Parts 1 and 2 of the Annual Return.

16 Annual Return 2014

Resolved: To note the Internal Auditor's Report and adopt Parts 1 and 2 of the Annual Return.

2015/91094 *Variation of conditions 3. (roofing materials) 7. (foul, surface water and land drainage) & 8. (contaminated drainage) on previous permission no.2014/91994 for erection of extension to existing dwelling and re-use and extension to existing out buildings to form 2 dwellings at Dransfield Hill Farm, Liley Lane, Upper Hopton, Mirfield.* The Council had concerns over the variation of roofing materials.

17 Plans

Resolved: To support the application providing that the grade of roofing materials was to be maintained.

2015/91393 *Erection of single storey rear extension to form two classrooms (Within a Conservation Area) at Kirkburton CE VA First School, School Street, Kirkburton*

Resolved: To approve the application.

There was no comment on the following applications:

90615 Shepley; 90763 Kirkburton; 90851 Lepton (Lepton Ward); 90884 Shepley; 90892 Shelley; 90897 Grange Moor; 90976 Thurstonland; 90977 Thurstonland; 90979 Shepley; 90980 Kirkburton; 90993 Shepley; 90998 Farnley Tyas; 90999 Farnley Tyas; 91000 Farnley Tyas; 90866 Fenay Bridge; 91046 Kirkheaton; 91088 Kirkheaton; 91099 Shepley; 91099 Shepley; 91126 Fenay Bridge; 91134 Kirkburton; 91189 Lepton (Lepton Ward); 91202 Shelley; 91204 Shelley; 91212 Lepton (GM Ward); 91213 Kirkburton; 91271 Lepton (Lepton Ward); 91284 Flockton; 91291 Shepley; 91297 Fenay Bridge; 91129 Shepley; 91238 Lepton (GM Ward); 91239 Lepton (GM Ward); 91252 Grange Moor; 91266 Grange Moor; 91296 Flockton; 91302 Farnley Tyas; 91309 Lascelles Hall; 91311 Farnley Tyas; 91312 Farnley Tyas; 90718 Kirkheaton; 91314 Kirkheaton; 91333 Kirkburton; 91358 Kirkburton; 91380 Kirkheaton; 91396 Kirkburton.

There were no planning appeals before the Council.

18 Planning Appeals

Resolved: To approve the accounts as presented (£8,522.81 including £1,259.95 approved under LGA 1972 s137).

19 Accounts

To approve the draft copy of the Annual Report 2015.

20 Annual Report

Resolved: To approve the draft copy of the Annual Report 2015.

A vote of thanks was given to Cllr Whittingham, Mrs Gardner and Mrs Royle for their work on this report.

Members considered nominating delegate/s to attend the Clerk's Induction Day in Wetherby on Friday 5 June 2015.

21 Training Events

Resolved: To nominate the Assistant Clerk to attend the Clerk's Induction Day in Wetherby.

Members considered nominating delegate/s to attend the Developing Your Skills as A Councillor course.

Resolved: To nominate Cllrs H Abid, M Ackroyd, R Bray, J Cowan, R Franks, P McGleenan, J McGuin, D Million and C Walker to attend the Developing Your Skills as a Councillor course.

The members were asked to notify the Clerk as soon as possible which session they would like to attend so that the appropriate arrangements could be made.

Members noted the Chairmanship Skills Course on Monday 13 July in Malton or Thursday 16 July in Wakefield.

Members noted the vacancy for an Employer Representative on the West Yorkshire Pension Fund - Pension Board.

20 WYPF – Pension Board Employer Representative

Members noted the written report, which had been circulated at the meeting and were asked to note the forthcoming staff annual leave arrangements and to note that the Declaration of Interests, as provided by law, was to be submitted by 4 June 2015.

21 Clerk's Report

No agenda items were requested. The Clerk advised that items could also be requested directly and the deadline requesting items for the June PC meeting was 26 May 2015.

22 Agenda Items

The Chairman closed the meeting and invited all members to join him at the White Swan where refreshments had been provided.