

## KIRKBURTON PARISH COUNCIL

### KIRKHEATON COMMITTEE

#### MINUTES OF THE MEETING ON THURSDAY 7 APRIL 2016 AT 7.00 pm AT BURTON VILLAGE HALL

Present: Cllr P Brook in the Chair  
Cllrs H Abid, B Armer and K Dunn.  
Officer in Attendance: Mrs A Royle

**Resolved:** To elect Cllr Brook as the Chairman of the meeting.

**K31 Election of  
Chairman**

Apologies were received from Cllr M Ackroyd and Cllr P Cunnington, the reasons for which were accepted by the Committee. Cllr R Burton was absent.

**K32 Apologies and  
Declarations of  
Interest**

No declarations of interest were made.

No members of the public were present.

**K33 Public  
Participation**

**Resolved:** To hold the meeting in the public session.

**K34 Admission of the  
Public**

Members reconsidered the issue of volunteers working within the Churchyard as requested by the Council. Members noted the advice from the Church's insurers regarding the need to provide permission for specific tasks to be performed and to put in place appropriate documentation to confirm that safety measures have been implemented, which will reduce / remove the risk of a claim succeeding in the unfortunate event of an accident occurring.

**K35 Working with  
Volunteers**

**Recommendation:** That the Council gives permission for the volunteers to undertake the following tasks and to delegate the Clerk to organise appropriate risk assessments to cover the activities listed below.

Volunteers' Tasks in the Main Churchyard:

- Removal of grass and earth growing over the path edges
- Spraying of paths with algae killer to stop them being slippery
- Weeding flower beds
- Keeping gravestones and the boundary walls free from ivy
- Cutting of sucker shoots from the base of trees
- Picking up rubbish

Tasks to be undertaken by McDonalds' Volunteers in the Lower Churchyard, which is aimed at making the area at the other side of the public footpath more accessible:

- Removal of ivy and moss from gravestones
- Chopping back overgrown brambles and self seeded trees
- Removal of debris either by moving it to the Parish Centre to burn or hiring a chipper.

**Resolved:** That the Chairman and the Clerk will liaise on the date of the next meeting.

**K36 Date of Next  
Meeting**

The meeting then closed.