

## KIRKBURTON PARISH COUNCIL

### MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT BURTON VILLAGE HALL, Highburton on Thursday, 18 May 2017 at 8.00pm

PRESENT: Cllr R Franks in the Chair

Cllrs H Abid, M Ackroyd, B Armer, S Beresford, A Boden, R Bray, P Brook, J Cowan, P Cunnington, K Dunn, D Hardcastle, L Holroyd, P McGleenan, B McGuin, A Munro, J Paxton, J Roebuck, C Rowatt, J Sykes, M Sykes and J Taylor.

Officer in attendance: Mrs A Royle.

**Resolved:** To elect Cllr Franks as Chairman for the year 2017/18. Cllr Franks was then invested with the chain of office. He signed the Declaration of Acceptance of Office and took over the Chair. He was congratulated by the Council on his election.

**1 Election of Chairman**

Cllr Armer and Cllr Hardcastle were both nominated as Vice Chairman.

**2 Election of Vice Chairman**

**Resolved:** To elect Cllr Armer as Vice Chairman for the year 2017/18. The Chairman presented Cllr Armer with the Vice Chairman's medal.

Apologies were received from Cllrs R Burton and R Barraclough, the reasons for which were accepted by the Council. Cllr C Walker was absent.

**3 Apologies**

The following personal interests were declared:

**4 Declarations of Interest**

Cllr Bray in Planning Appls 17/91000 and 17/91385 as he knows the applicants; Cllr Cowan in Shepley Bowling Club as he is Vice Chairman and captain of the veteran's team; Cllr Hardcastle in Planning Appls 17/91488 and 17/91638 as he knows the applicants; Cllr Paxton in Planning Appl 17/90925 as he is a Trustee of Flockton Cricket Club; Cllr Taylor in Shepley Bowling Club as he knows many of the members.

Cllr B Armer declared an interest in all the 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. He also declared a personal interest in Planning Appl 17/91616 as he had offered advice to members.

Cllrs J Sykes and M Sykes both declared an interest in in Planning Appl 17/91616 as they know the applicant and on the grounds of pre-determination. They left the meeting whilst the Council considered the application and agreed the comment.

There were no members of the public present at the meeting.

**6 Public Participation**

**Resolved:** To hold all items in the public session.

**7 Admission of the Public**

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

**8 Standing Committees**

Discipline & Grievance Committee

Chairman, Vice Chairman, Cllrs  
S Beresford, P Cunnington, K Dunn,  
B McGuin, J Paxton and J Taylor.

Grants and Community Projects Committee

Chairman, Vice Chairman, Cllrs P Brook,  
J Cowan, P McGleenan, A Munro, J Paxton,  
C Rowatt and M Sykes.

Land and Property Committee

Chairman, Vice Chairman, Cllrs P Brook,  
R Burton, J Cowan, P Cunnington,  
D Hardcastle, J Roebuck and M Sykes.

Library Committee	Chairman, Vice Chairman, Cllrs M Ackroyd, R Barraclough, A Boden, P Brook, J Cowan, B McGuin, M Sykes and J Taylor.	<b>8 Standing Committees (Cont'd)</b>
Management and Finance Committee	Chairman, Vice Chairman, Cllrs R Barraclough, S Beresford, P Brook, J Cowan, K Dunn, M Sykes and J Taylor.	
Staffing Committee	Chairman, Vice Chairman, Line Manager, Cllrs S Beresford, P Brook, M Sykes and J Taylor.	
<b>Resolved:</b> To elect Cllr Bray and Cllr Franks as the Parish Council representatives on the Kirklees Rural District Committee.		<b>9 Kirklees Rural District Committee</b>
<b>Resolved:</b> To elect Cllr McGuin to provide an informal liaison between the Huddersfield District Committee and the Council, as he already attends the meetings in his capacity as a Kirklees member.		<b>10 Kirklees Huddersfield District Committee</b>
<b>Resolved:</b> To elect the following representatives to serve as Parish Council representatives on the Voluntary Bodies listed below:		<b>11 Election of Representatives on Voluntary Bodies</b>
Kirkburton & Highburton Community Association	Cllr A Boden and Cllr M Sykes.	
Burton Environment Group	Cllr A Boden and Cllr J Taylor.	
Denby Dale Centre Management Committee	Cllr M Sykes	
Kirkburton Civic Society	Members to attend by invitation.	
Kirklees Historic Buildings Trust	It was noted that Cllr Bray had been elected for a 4-year term to 2019.	
Kirklees Right of Way Forum	Cllr R Franks	
Kirklees Rural Transport Partnership	Cllrs J Cowan, P Cunnington and J Paxton	
Ludlum & Horsfall Foundation	Cllr R Barraclough	
National Coal Mining Museum	Cllr L Holroyd	
RDPE Local Innovation Group	Cllrs D Hardcastle and J Taylor	
Shelley Educational Trust	Cllrs R Bray and B Armer	
Stockmoor Village Hall	Cllrs R Barraclough and P McGleenan	
Thornhill Charities	Cllrs L Holroyd and J Paxton	
Walker & Greenwood Educational Trust	Cllr R Barraclough	
Whitley Upper Charities	Cllrs R Franks and C Walker	
Yorkshire Local Councils Associations	Cllr S Beresford	
<b>Resolved:</b> To remove Mrs Gardner from the bank signatories and to keep the other signatories unchanged.		<b>12 Bank Signatories</b>
<b>Resolved:</b> To add Cllr Franks to the signatories if an additional one was needed.		

**Resolved:** To leave the post vacant.

**13 Newsletter Editor**

**Resolved:** To adopt the following pattern of meetings:

**14 Dates and Times of Meetings 2017/18**

- a) Parish Council: On the 1<sup>st</sup> Thursday of each month with the exception of May when the meeting would be held on 17 May 2018.
- b) Management & Finance: As required, with a minimum of one meeting per quarter.
- c) Grants & Community Projects Committee: Up to four meetings per year.
- d) Staffing Committee: As required, with a minimum of two meetings per year.
- e) All other Committees to meet as the need arises.

Members noted the Receipts & Payments Statement, the Cheque Register and the Analysis of Budget.

**15 Accounts for 2016/17**

**Resolved:** To adopt the Receipts & Payments Statement for the financial year 2016/17.

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

**16 Annual Return 2017**

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

2017/91091 *Application at 2 Mountain Way, Kirkheaton.*

**17 Plans**

**Resolved:** To defer comment on the application pending receipt of full details, and to delegate the Clerk to submit comments after consultation with the Kirkheaton members.

2017/91218 *Erection of one dwelling and demolition of existing commercial stables at 121 Barnsley Road, Flockton.* The Council objected on the grounds that no special circumstances had been demonstrated to justify development in the Green Belt, and it was larger than the original footprint.

2017/91443 *Demolition of existing garage and erection of detached dwelling with integral garage and driveway at 6 Stafford Hill, Kirkheaton.* The Council objected strongly on highways' grounds.

2017/91491 *Certificate of lawfulness for existing use of land for siting of mobile home for residential purposes on land adj Gardeners Cottage, Denby Grange Lane, Grange Moor.* The Council objected on the grounds of detrimental impact on the residential amenity.

No comment was made on the following applications:

17/90437 Farnley Tyas; 17/90925 Flockton; 17/91000 Kirkburton; 17/91074 Shelley; 17/91075 Lepton; 17/91087 Kirkburton; 17/91108 Shepley; 17/91118 Highburton; 17/91133 Highburton; 17/91149 Shepley; 17/91154 Kirkheaton; 17/91201 Thurstonland; 17/91217 Highburton; 17/91252 Highburton; 17/91254 Highburton; 17/91268 Stocksmoor; 17/91340 Farnley Tyas; 17/91341 Kirkburton; 17/91364 Kirkburton; 17/91376 Lepton; 17/91385 Farnley Tyas; 17/91386 Fenay Bridge; 17/91400 Flockton; 17/91407 Thurstonland; 17/91408 Thurstonland; 17/91415 Flockton; 17/91442 Shepley; 17/91447 Thurstonland; 17/91465 Shepley; 17/91469 Lepton (GM ward); 17/91477 Kirkburton; 17/91488 Thurstonland; 17/91491 Grange Moor; 17/91616 Kirkburton; 17/91617 Lepton and 17/91638 Fenay Bridge.

There were no planning appeals before the Council.

**18 Planning Appeals**

**Resolved:** To bring the following two items forward on the agenda, as they will have a bearing on the accounts schedule.

**19 Order of Business**

Cllr Cowan left the meeting.

Members considered approving a small annual grant for £250 as recommended by the Grants & Community Projects Committee.

**20 Shepley Bowling Club**

**Resolved:** To approve a small annual grant of £250 to Shepley Bowling Club, as recommended by the Grants & Community Projects Committee on 10 November 2016.

Cllr Cowan returned to the meeting.

Members noted the anomaly in the Grants & Community Project Committee minutes of 10 November 2016 and considered approving an additional £150 small annual grant, as originally recommended.

**21 Kirkheaton Knitting Group**

**Resolved:** To approve an additional £150 small annual grant to Kirkheaton Knitting Group, as originally agreed by the Council on 5 January 2017.

**Resolved:** To approve the accounts as presented (£4,281.88 including £283.97 agreed under LGA 1972 s137).

**22 Accounts**

Cllr Armer reported that as Chairman of the Grant Schemes Working Party he had worked with the Clerk to ensure that the amendments agreed at the Council meeting on 6 April 2017 had been incorporated into the document circulated to Council members with the April Parish Council meeting papers.

**23 Grants Rules**

**Resolved:** To note the new rules and criteria for the Grant Schemes.

Members noted the written report, which had been circulated at the meeting and were asked to note the forthcoming staff annual leave arrangements.

**24 Clerk's Report**

- Traffic signals on Barnsley Road in Flockton – to query the reasons the actions promised in previous correspondence have not been undertaken.

**25 Agenda Items**

The Chairman then closed the meeting.