

KIRKBURTON PARISH COUNCIL

LAND & PROPERTY COMMITTEE

MINUTES OF THE MEETING ON 21 SEPTEMBER 2017 AT BURTON VILLAGE HALL

Present: Cllr B Armer in the Chair
Cllrs P Brook, J Cowan, P Cunnington, R Franks, D Hardcastle and J Roebuck.
Officer in attendance: Mrs A Royle

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| <p>Apologies were received from Cllr R Burton and M Sykes, the reasons for which were accepted.</p> | <p>LP31 Apologies and
Declarations of
Interest</p> |
| <p>Cllr Cowan declared a personal interest in Shepley Conservation Group, as he is a member.</p> | |
| <p>No members of the public wished to address the Committee.</p> | <p>LP32 Public
Participation</p> |
| <p>Resolved: To hold the discussion of the following items in private, as they involved future contracts: Kirkheaton Churchyard trees and strimming / spraying of weeds at Grange Moor allotments</p> | <p>LP33 Admission of the
Public</p> |
| <p>Members noted the finance statement dated 1 September 2017 in respect of the Kirkheaton Churchyard budget.</p> | <p>LP34 Kirkheaton
Budget</p> |
| <p>Resolved: To hold the discussion of the following item in private.</p> | |
| <p>Members noted the quotes received in respect of the work to deal with the ivy and remove the deadwood from the trees as specified in the Arboricultural Report dated March 2016.</p> | <p>LP35 Kirkheaton
Churchyard
Trees</p> |
| <p>Recommendation: To appoint Philip Davies to carry out the work as described above on the notified terms and conditions.</p> | |
| <p>Members noted the finance statement dated 1 September 2017 in respect of the Maintenance budget.</p> | <p>LP36 Maintenance
Budget</p> |
| <p>The Clerk was requested to ask Kirklees Highways to notify the Council if any of the lamp posts currently used for hanging basket brackets were to be replaced.</p> | |
| <p>A verbal report was received from Cllr Cowan who, at the request of the Committee, had approached Shepley Conservation Group to enquire if the members could help with the restoration of the seat in Stones Wood.</p> | <p>LP37 Shepley Public
Seat</p> |
| <p>It was reported that the Group was willing to replace all the timbers, clean the sides and reinstall it on the path at no cost to the Council. It was confirmed that the group was covered by public liability insurance.</p> | |
| <p>The Clerk advised that the work could not be undertaken until the Council had agreed the Committee's recommendation at the October Parish Council meeting.</p> | |
| <p>Recommendation: That the Council accepts the offer from Shepley Conservation Group to restore the seat in Stones Wood, Shepley as described above.</p> | |
| <p>A verbal report was received from Cllr Armer and Cllr Franks following their visit to the allotments on 19 September. The material previously thought to be fly tipping is, in fact, being used by a tenant to address the issues of poor soil quality and drainage. However, it was noted there appeared to be an excessive amount of materials and various other non-horticultural items on the plot. Members also noted that the tenant had undertaken to bring the plot back into a cultivatable condition within a 1-year period.</p> | <p>LP38 Grange Moor
Allotments
a) Fly Tipping</p> |
| <p>Recommendation: To send a polite letter thanking the tenant on Plot 13A for his work on the plot to date, and reminding him of the need to remove the items not needed for horticultural purposes by the end of the 1-year period.</p> | |

Resolved: To hold the discussion of the following item in private, as it would divulge confidential information.

LP39 b) Maintenance Work

Members noted the quotes received in respect of spraying the weeds in the vacant area adjacent to the newly planted fruit trees and strimming those currently growing by the 'fruit tree corridor'. It was reported that the danger signs erected by the trench were currently hidden from view by the weeds.

Recommendation: To appoint Complete Weed Control West Pennine to carry out the work as described above on the terms and conditions notified.

Members noted the inspection report distributed at the meeting, which had been compiled by Cllr Armer and Cllr Franks following their visit to the allotments on 19 September 2017. Members discussed various issues contained within the report.

LP40 Inspection Report

Recommendation: To accept the report as distributed and to send cultivation notices to the tenants of Plots 17A and 17B.

Members noted the annual inspection report produced by Abco Safety Logistics covering the two allotment gardens, Kirkheaton Churchyard and Burton Village Hall.

LP41 Annual Risk Assessment Inspection

Recommendation: To adopt the recommendations contained in the document.

Recommendation: To write to Kirkburton & Highburton Community Association following up the Council's previous letter with regard to the poor ventilation of the office.

Recommendation: That Cllr Cowan and the Clerk make a visit to Shepley allotments to resolve the issue of the broken glass referred to in the report.

An enquiry was made with regard to progress on the Council's lottery application for funding towards the costs of repairing the railings at Kirkheaton Churchyard. The Clerk was requested to include an item on the next Council agenda seeking a Cllr volunteer to undertake the necessary research to enable an application to be lodged.

Members considered budget for 2018/19 and noted that an overspend was projected due to an unexpected spike in water usage.

**LP42 Budgets for 2018/19
a) Allotment Rent & Water**

Recommendation: To recommend that the Management & Finance Committee includes £170 in the budget for 2018/19.

Members noted the expenditure for the current year, including projected costs noting that an overspend was predicted. A discussion took place as to whether or not to cover the overspend from the Allocated Reserves. Discussions about the budget level for next year also took place.

LP43 b) Kirkheaton Churchyard

Recommendation: To recommend that the Management & Finance Committee includes £4,000 in the budget for 2018/19.

Members noted the expenditure for the current year and the projected overspend which would be incurred if the Management & Finance Committee's recommended reduction in the budget was agreed at the October Council meeting.

LP44 c) Maintenance

The Clerk reported that a hanging basket had fallen down, so the bracket may need to be replaced. The cost of replacing the bracket had not been included in the costings, as it had not happened when the report was written.

Recommendation: To recommend that the Management & Finance Committee includes £1,000 in the budget for 2018/19.

Resolved: The Clerk would liaise with the Chairman on the date for the next meeting.

LP45 Next Meeting

The meeting then closed.