

## KIRKBURTON PARISH COUNCIL

### MANAGEMENT & FINANCE COMMITTEE

#### MINUTES OF THE MEETING ON 28 NOVEMBER 2018 AT SHEPLEY LIBRARY

Present: Cllr J Taylor in the Chair  
Cllrs R Barraclough, S Beresford, R Bray, P Brook, J Cowan, K Dunn, R Franks and M Sykes.  
Officer in attendance: Mrs A Royle

Apologies were received from Cllr Holroyd, the apologies for which were accepted.

**MF16 Apologies and  
Declarations of  
Interest**

No declarations of interest were made.

No-one addressed the Committee in advance of the meeting.

**MF17 Public  
Participation**

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

**MF18 Admission of the  
Public**

Verbal reports were received from various members about the project. It was noted that the number of incidences of the public contacting members to make adverse reports had drastically reduced, which was taken to be an indication that the project was working. Although it was acknowledged that the project may not be the sole reason for the reduction in reported incidences of dog fouling. The Clerk also confirmed that the Council had not been contacted on the subject for a considerable period of time.

**MF19 Monitoring of PC  
Projects – Dog  
Fouling Project**

Members discussed the most recent phase of the project, which was to produce and display posters on lamp posts around the Parish in the areas worst affected, and distribute leaflets outlining the dangers of dog fouling. It was noted that some of the posters in the Highburton area had been removed. Members discussed moving the posters to different locations as a means of maintaining a high level of awareness.

**Recommendation:** That local community associations are consulted on the locations for the posters, and given permission to re-locate them in their villages as they see fit.

**Recommendation:** That the Council continues with the project.

Cllr Armer confirmed that he had received full permission from Kirklees Council for any lamp post to be used for the posters. However, it was unclear whether this permission would extend to telegraph poles.

Members discussed the £47 taken out of the Community Projects Allocated Reserve, which was an underspend of a completed Council project. The decision had been taken to put it towards General Grants, but there was a disagreement on how it should be shown on the Budget Analysis Statement.

**MF20 Grants Budget  
Line in 2018/19  
Accounts**

**Recommendation:** As no agreement could be reached, the amount of £47 would not be included in any of the columns for General Grants on the Budget Analysis Statement, but the Grants & Community Projects Committee would be made aware that it was available, should it be required.

Members noted the draft budget proposals circulated with the meeting papers and discussed various aspects. The Clerk informed members that the previous day she had been made aware of a suspected case of Japanese Knotweed in Kirkheaton Churchyard. She informed members of the Council's legal obligations should the case be confirmed and recommended that additional funding is made available.

**MF21 Annual Budget  
2019/20**

Members noted that it was very unlikely that the Parish Council would receive the Council Tax Replacement Grant this year. A proposal to amend the draft budget proposals was made, aimed at addressing this problem. If agreed, it would reduce the General Reserve by £10,000 and increase the precept 5%. The details are as follows:

<b>Budget Line</b>	<b>Change to Draft Proposals</b>	<b>Proposed Budget for 19/20</b>
Insurance	To show only the net cost	£710
Civic Functions	To reduce by £500	£500
Data Protection Provision	Not to allocate funding	£0
Legal / Professional Fees	To reduce by £500	£2,500
Training	To reduce by £1,000	£1,000
General Grants	To set at £35,000	£35,000
Kirkburton Library	Not to allocate funding	£0
Kirkheaton Churchyard	Not to amend the budget & to cover any costs incurred for treatment of Japanese Knotweed from the existing budget, or from the General Reserve if required.	£3,000
Library Improvement Fund	To set at £3,000	£3,000
Small Libraries: Kirkheaton	To maintain last year's level	£3,500
Small Libraries: Lepton	To set at £500	£500
Small Libraries: Shepley	Not to allocate funding	£0
Precept	To increase by 5%	£115,101

**Recommendation:** That the Council accepts the budget proposals as amended (the full budget proposals are attached) when it is considered under a separate agenda item at the December Parish Council meeting.

It was agreed that there should be a discussion around how long the Council's financial support to community groups hosting libraries within their buildings should continue.

Members noted that the next meeting would be held on 24 January 2019.

**MF22 Next Meeting**

The meeting then closed.