

KIRKBURTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Thursday 18 May 2023 at 8.00 pm at Shepley Methodist Church

Present: Cllr J Cowan (in the chair)

Cllrs B Armer, R Barraclough, D Black, R Bray, C Bright, P Brook, I Carthy, M Carthy, A Cooper, D Hardcastle, D Knight, P McGleenan, A Munro, J Paxton, W Rowlands, B Smith, J Taylor, P Taylor, C Voyce, E Voyce, C Walters and C Wheelhouse.
Officer in attendance: Mrs A Royle.

Min 1 Election of the Chairman of the Council for the Year 2023-24

Resolved: To elect Cllr B Smith as Chairman for the year 2023-24. Cllr Smith was invested with the chain of office.

Min 2 Declarations of Acceptance of Office

The Chairman signed the Declaration of Acceptance of Office, and presented Cllr Cowan with a past Chairman's medal. Cllr Cowan received a vote of thanks for his year of office. He responded by thanking everyone for their help over the past year.

The Chairman thanked members for electing him to the position, which he felt was a great honour.

Resolved: To receive the outstanding declarations by the next meeting.

Min 3 Election of Vice Chairman of the Council for the year 2023-24

Resolved: To elect Cllr Hardcastle as Vice Chairman for the year 2023-24. The Chairman presented Cllr Hardcastle with the Vice Chairman's medallion.

Min 4 Apologies

Apologies were received from Cllrs R Burton and R Smith.

Min 5 Declarations of Interest

The following declarations of interest were made:

Cllr Armer declared an interest in all planning applications as he is a member of Kirklees' Strategic Planning Committee and a reserve member of the Heavy Woollen and Huddersfield Planning Committees. He 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 an interest in the pre-application consultation on the proposed base station installation in Kirkheaton, as it may be referred to the Kirklees Planning Committee.

Cllr Bray declared interests in Planning Appls 23/90721, 23/90763, 23/91064 and 23/91272, as he knows the applicants.

Min 5 Declarations of Interest (Cont'd)

Cllr Munro declared an interest in all planning applications as she is a reserve member of all the Kirklees Planning Committees. She 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. She also declared interests in Planning Appls 23/91032 and 23/90721, as she knows the applicants.

Cllr B Smith declared interests in Planning Appls 23/91032 and 23/91072, as he knows the applicants.

Cllr J Taylor declared an interest in all planning applications as he is a reserve member of the Kirklees' Planning Committees. He 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 interests in Planning Appls 23/91159, 23/91246 and 23/91090 as he knows the applicants.

Min 6 Public Participation

No members of the public addressed the Council before the meeting.

Min 7 Admission of the Public

Resolved: To hold the meeting in the public session.

Min 8 Election of Standing Committees and Working Parties

Resolved: To disband the Environment and Climate Change Committee and to re-allocate any outstanding work to the Grants and Community Projects Committee, or other relevant Committee.

Resolved: To confirm the other committees and not to appoint any new ones.

Resolved: To maintain the existing Terms of Reference for all committees with the exception of the Neighbourhood Plans Committee, whose Terms of Reference shall be amended to omit Lepton, unless the Plan is re-started or a new plan is introduced.

Resolved: That the number of members for all committees is equal to the number of nominations accepted by the Council at this meeting, and should any committee member stand down or cease to be a councillor, the Council will consider an agenda item to elect a replacement.

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

Grants & Community Projects Committee

Chairman, Vice Chairman, Cllrs B Armer, R Barraclough, R Bray, P Brook, M Carthy, J Cowan, D Knight, C Walters.

Land & Property Committee

Chairman, Vice Chairman, Cllrs B Armer, R Bray, R Burton, M Carthy, J Cowan, P McGleenan, M Wheelhouse and C Walters.

Management & Finance Committee

Chairman, Vice Chairman, Cllrs B Armer, R Bray, P Brook, M Carthy, J Cowan, D Knight, J Taylor and P Taylor.

Neighbourhood Plans Committee

Chairman, Vice Chairman, Cllrs D Black, P Brook, P McGleenan and C Walters.

Staffing Committee

Chairman, Vice Chairman, Line Manager, Cllrs R Barraclough, P Brook, J Cowan, J Taylor and M Wheelhouse,

Min 9 Elections of Line Manager and Deputy Line Manager

Resolved: To elect Cllr Armer to act as the Council Member with responsibility for the staff (Line Manager) for a period of four years.

Resolved: To elect Cllr Cowan to act as the Deputy to the above position for a period of four years.

Election of Representatives of Voluntary Bodies 2023-24

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

Kirkburton & Highburton Community Association: Cllrs D Knight and P Taylor.

Burton Environment Group: Cllrs D Knight and J Taylor.

Denby Dale Centre Management Committee: Cllr J Cowan.

Laneside Landfill Community Trust: Cllr D Knight.

Kirklees Historic Buildings Trust: Cllr Bray has been elected until 2027.

Kirklees Right of Way Forum: Cllr C Walters.

Kirklees Rural Transport Partnership: Cllrs J Cowan, P Taylor and C Walters.

Ludlum & Horsfall Foundation: Cllr R Barraclough.

National Coal Mining Museum: Cllr E Voyce.

Shelley Educational Trust: Cllrs B Armer and R Bray.

Stocksmoor Village Hall: Cllrs R Barraclough and A Cooper.

Thornhill Charities: Cllr J Paxton.

Walker & Greenwood Educational Trust: Cllr J Paxton.

Yorkshire Local Councils Associations: Cllr R Barraclough and D Hardcastle.

Min 10 Cheque Mandate

Resolved: To elect Cllrs P Brook, R Burton, J Paxton, J Taylor and Mrs Royle as cheque signatories on the HSBC account.

Resolved: To elect Cllrs J Paxton, J Taylor and Mrs Royle as cheque signatories on the Public Sector Deposit Fund.

Min 11 Election of Newsletter Editor 2023-24

Resolved: To leave the position vacant until it is required.

Min 12 Times and Dates of Meetings 2023-24:

Resolved: To adopt the following pattern of meetings:

- a) Parish Council: On the 1st Thursday of each month with the exception of May.
- 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 and Working Parties to meet as the need arises.

Min 14 Council Minutes

Resolved: To confirm the accuracy of the minutes of the meeting held on 6 April 2023.

Min 15 Plans

Members considered the Kirklees Weekly Plan Lists for weeks commencing 3, 10, 17 and 24 April, 1 and 8 May 2023.

23/90721 Lepton; 23/90763 Highburton; 23/90994 Grange Moor; 23/91009 Thurstonland; 23/91032 Lepton; 23/91049 Kirkburton; 23/91053 Kirkburton; 23/91060 Stocksmoor; 23/91061 Fenay Bridge (Lepton ward); 23/91064 Lepton; 23/91090 Shepley; 23/91104 Shepley; 23/91155 Lascelles Hall (Lepton ward); 23/91159 Shelley (Shepley ward); 23/91168 Shepley; 23/91185 Flockton (GM ward); 23/91193 Thurstonland; 23/91213 Kirkburton; 23/91246 Kirkburton; 23/91249 Kirkheaton; 23/91272 Shelley; 23/91292 Kirkburton; 23/91295 Kirkburton; 23/91304 Shepley; 23/91316 Shelley and 23/91353 Lepton.

Min 16 Planning Pre-Application Consultation: Proposed base station installation at Kirkheaton Cricket Club, Bankfield Lane, Kirkheaton

Members noted the pre-application consultation.

Min 17 Accounts

Resolved: To approve the accounts as presented (£5,227.88 including £394.00 agreed under LGA 1972 s137).

Min 18 YLCA Training Programme

Members noted the training sessions available.

Min 19 NALC Training Event – Demystifying the Role of Local Councillors

Members noted the information.

Min 20 Correspondence and Information

Members noted the written report distributed at the meeting. The Clerk drew particular attention to the deadline for members to submit their Declaration of Pecuniary Interests.

Min 21 Agenda Items

No items were requested.

The Chairman thanked everyone for attending and closed the meeting.