

## KIRKBURTON PARISH COUNCIL

### **Minutes of the Parish Council Meeting held on Thursday 4 April 2024 at 7.30 pm at Burton Village Hall**

The minutes are subject to confirmation of accuracy at the next meeting on 30 May 2024.

Present: Cllr B Smith (in the chair)

Cllrs B Armer, R Barraclough, D Black, R Bray, C Bright, P Brook, R Burton, I Carthy, M Carthy, A Cooper, J Cowan, D Hardcastle, D Knight, P McGleenan, A Munro, J Paxton, W Rowlands, P Taylor, C Voyce, E Voyce, C Walters and M Wheelhouse.

Officers in attendance: Miss E Booth and Mrs A Royle.

#### **Min 192 Apologies**

Apologies were received from Cllr J Taylor.

#### **Min 193 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.

Cllr Bray in Planning Appl 24/98824 as he knows the applicant (CHECK)

Cllr Bright in Planning Appl 24/90558 as she knows the applicant.

Cllr Cowan in Planning Appl 24/90561 as his neighbour has discussed it with him.

Cllr Hardcastle in Planning Appl 24/90824 as he knows the applicant.

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.

#### **Min 194 Public Participation**

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

#### **Min 195 Admission of the Public**

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

#### **Min 196 Civic Appointments**

The Chairman reported he had not attended any engagements since the last meeting.

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**Min 197 Council Minutes**

**Resolved:** To confirm the accuracy of the minutes of the meeting held on 7 March 2024.

**Min 198 Management & Finance Committee Minutes**

The Clerk provided an update on the issues with the Allocated Reserves raised at the meeting.

**Resolved:** To agree and adopt the minutes of the Management & Finance Committee meeting of 18 March 2024 with an amendment to the second recommendation at Min MF22, which should read “. . . the Internal Auditor’s remit for the year 2023-24 and to request that she advises on the procedure followed for the allocated reserves.”

**Min 199 Staffing Committee Minutes**

**Resolved:** To agree and adopt the minutes of the Staffing Committee meeting of 21 March 2024.

**Min 200 Land & Property Committee Minutes**

**Resolved:** To accept and adopt the minutes of the Land & Property Committee meeting of 21 March 2024.

The Clerk was thanked for her efforts at Shepley allotments.

**Min 201 Plans**

Members considered the Kirklees Weekly Plan Lists for weeks commencing 4, 11, 18 and 25 March 2024.

24/90769 *Erection of a detached dwelling adjacent to 27 Riley Park, Kirkburton.*

The Council objected on the grounds that it is visually intrusive to the small properties in Low Town, and will result in overlooking.

There was no comment on the following applications:

24/00551 Kirkburton; 24/90552 Flockton; 24/90558 Shepley; 24/90561 Shepley;  
24/90563 Fenay Bridge (Lepton ward); 24/90590 Kirkburton; 24/90607 Kirkheaton;  
24/90618 Kirkburton; 24/90639 Thurstonland; 24/90659 Emley Moor (Flockton ward);  
24/90690 Fenay Bridge (Lepton ward); 24/90693 Shelley;  
24/90750 Fenay Bridge (Lepton ward); 24/90824 Highburton and 24/90842 Lepton.

**Min 202 Kirkburton History Group**

Members noted the rules and the current finance statement for the general grant scheme 2024-25, and considered the application for £4,000 to contribute towards the cost of holding the Kirkburton Sing.

**Resolved:** To award a general grant of £2,000 to contribute towards the cost of holding the Kirkburton Sing, which will be released when confirmation has been received that the event will go ahead.

**Min 203 Accounts**

**Resolved:** To approve the accounts as presented (£29,270.18 including £9,900 agreed under LGA 1972 s137).

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**Min 204 Salary Scale for the Clerk / Responsible Financial Officer**

Members considered reviewing the scale for the position and noted the information and quote received from the YLCA.

**Resolved:** To appoint the YLCA to carry out a salary evaluation in accordance with a National Joint Council process and to request a recommendation of a set Spinal Column Point is provided.

**Min 205 Interim Measures : Clerk / Responsible Financial Officer**

Members noted that there would be a gap between the Clerk leaving the council and the appointment of her replacement. Members noted the information circulated with the meeting papers and considered the various options.

**Resolved:** To appoint the Kirklees Governor Clerking Services to service the meetings and to appoint Cllr John Cowan as temporary Clerk / Responsible Financial Officer.

**Min 206 Annual Report 2023-24**

Members noted the draft report. The Chairman reported that the Overview had been edited.

**Resolved:** To publish the Annual Report 2023-24 with the addition of the Chairman's comments and to distribute it in the same way as last year's.

**Min 207 Correspondence and Information**

Members noted the written report, which was circulated to members at the meeting.

**Min 208 Agenda Items**

The following item was requested:

- To consider the response from Kirklees Council on the issues at Laneside Quarry when it has been received.

The Council then made a presentation to the Clerk as it was her last meeting. Various members paid tribute to her for her long service at the Council.

The Clerk thanked everyone for their generosity and all the help and support she had received over the last 24 years.

The Chairman thanked everyone for attending and closed the meeting.