

**KIRKBURTON PARISH COUNCIL**  
**LAND & PROPERTY COMMITTEE**

**Minutes of the Meeting on 30 November 2023 held at Burton Village Hall.**

Present: Cllr B Armer in the Chair

Cllrs R Bray, R Burton, J Cowan, P McGleenan, B Smith and C Walters.

Officer in Attendance: Mrs A Royle.

**Min LP16 Apologies and Declarations of Interest**

Apologies were received from Cllrs M Carthy, D Hardcastle and M Wheelhouse.

Cllr Armer declared a personal interest in Plots 7, 8 and 9 as he knows the tenant's wife.

**Min LP17 Public Participation**

Two members of the public addressed the Council on the subject of biodiversity.

**Min LP18 Admission of the Public**

**Resolved:** To hold the discussions on the items concerning Kirkheaton Churchyard and Grange Moor allotments in private, as they would divulge confidential information concerning future contracts or personal information.

**Min LP19 Biodiversity**

Members discussed the new duty to consider what action the authority can properly take to further the general biodiversity objective and how it affected this Council. A proposal was made to adopt the draft Action Plan and Aims & Objectives circulated with the meeting papers. An amendment was tabled proposing the setting up of a working group to investigate the means of bringing the local environment groups together to work on a biodiversity audit across the parish area. It was reported that external funding may be available for this purpose. The amendment was lost, so a vote was taken on the original proposal.

**Recommendation:** That the Council adopts the draft Action Plan and Aims & Objectives, as attached at Appendix 1.

**Min LP20 Tree Policy**

Members noted Kirklees Council's new policy for trees overhanging private property and considered whether it was also appropriate for this Council.

**Recommendation:** To adopt a similar policy as detailed at Appendix 2 attached.

**Resolved:** To hold discussions of the following items in private as they would divulge confidential concerning future contracts or personal information.

**Min LP21 Kirkheaton Churchyard – Maintenance**

Members noted the report on the work currently required and discussed various approaches.

**Recommendation:** To obtain quotes for the work with an amendment to the specification with regard to waste, requiring it to be chipped and retained on the site wherever possible.

**Min LP22 Kirkheaton Churchyard – Weed Control**

Members noted the assessment of the use of Weed Free Plus over the last season and considered whether to continue with it, or to return to using Glyphosate.

**Recommendation:** That Glyphosate is not to be used unless it is absolutely necessary. In that case the contractor shall consult the Council, which gives delegated authority to the Clerk in consultation with the Committee Chairman to take a decision on its use.

**Min LP23 Kirkheaton Churchyard – Gravestones / Paths**

Members noted the inspection report dated 1 November 2023, which highlighted some of the current health and safety risks, and considered commissioning a survey of all the paths and gravestones within the section of the churchyard, for which the Council has responsibility.

**Recommendation:** To obtain a quote for the work needed to the 2 gravestones on the path at the back of the Church, and give delegated authority to the Clerk in consultation with the Committee Chairman to make the appointment and organise the Faculty.

**Recommendation:** To commission a competent person to carry out a survey of all of the gravestones and paths and submit a report to the Council.

**Min LP24 Kirkheaton Churchyard – Trees**

Members noted that the Council needed to plant four new saplings in the churchyard to comply with the conditions of previous TPO permissions. Cllr Smith offered to donate the saplings. Cllr Walters indicated that Kirkheaton Environment Group may be able to help with the planting.

**Recommendation:** To accept Cllr Smith's kind offer and to contact Kirkheaton Environment Group to request help with the planting, when the positioning has been agreed with the Church.

**Min LP25 Grange Moor Allotments – Plots 7, 8 and 9**

Members noted the correspondence received in connection with Plots 7, 8 and 9 and considered a response.

**Recommendation:** To terminate the lease of the new co-tenant on the grounds that he has broken the terms of the Conditions of Use by felling trees without permission. The lease for the plots will return to the sole name of the original tenant.

**Min LP26 Grange Moor Allotments – Plot 14**

The Clerk reported that a quote to trim the area had been requested, but it had not yet been received.

**Resolved:** To defer the matter pending receipt of a quote.

**Min LP27 Grange Moor Allotments – Plot 19/20**

It was reported that a greenhouse had collapsed partly over the main path and that the tenant had taken some measures to resolve the issue. Due to the weather the Clerk had been unable to make an inspection personally, but had received information to the effect that the glass had been removed but the frame has fallen again over the path.

**Recommendation:** To defer any decision on the matter pending receipt of further information.

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

**Min LP28 Maintenance – Annual Budget 2024-25**

Members noted the finance statement dated 23 November and considered the budget for the next financial year.

**Recommendation:** To ask the Management & Finance Committee to include £3,500 in next year's budget for maintenance.

**Min LP29 Allotment Rent & Water – Annual Budget 2024-25**

Members noted the finance statement dated 30 September and considered the budget for the next financial year.

**Recommendation:** To ask the Management & Finance Committee to include £200 in next year's budget for Allotment Rent & Water.

**Min LP30 Kirkheaton Churchyard – Annual Budget 2024-25**

Members noted the finance statement dated 20 November and considered the budget for the next financial year.

**Recommendation:** To ask the Management & Finance Committee to include £7,000 in next year's budget for Kirkheaton Churchyard.

**Min LP31 Date of Next Meeting**

**Resolved:** That the Chairman and the Clerk will liaise on the date of the next meeting.

The Chairman then closed the meeting.

NB: The items noted as Resolutions are Council decisions taken under delegated authority granted to the Land & Property Committee.