

KIRKBURTON PARISH COUNCIL

A MEETING OF THE LAND & PROPERTY COMMITTEE WILL BE HELD ON THURSDAY 19 JUNE 2025, COMMENCING AT 7.30PM, AT BURTON VILLAGE HALL, NORTHFIELD LANE, HIGHBURTON, HD8 0QT

Councillors summoned: Cllrs Armer (Chair), Bray, Burton, Cowan, Hardcastle, McGleenan, Smith, C Voyce, Walters, Wheelhouse.

A G E N D A

1. Apologies and Declarations of Interest

To receive any apologies for absence and declarations of interest. The latter may be declared up to the start of the discussion of the relevant item.

2. Public Participation

Members of the public are invited to address the committee on any issue contained within its terms of reference for up to three minutes.

3. Admission of the Public

To determine any items on the agenda considered to be of a private nature that should be discussed at the exclusion of the Public and Press, under the Public Bodies (Admission to Meetings) Act 1960 1 (2).

4. Hanging baskets

To receive a report on hanging baskets and decide any action.

5. St John the Baptist's Graveyard, Kirkheaton

To receive an update from the clerk on the following matters and decide any subsequent action:

- a. tree replacement planting
- b. mowing
- c. tree pruning correspondence
- d. arboricultural survey
- e. gravestone assessment
- f. railing theft
- g. and archive material on the graveyard.

6. Allotments generally

- a. To receive a report about the transfer of the allotments data into Scribe allotments.
- b. To receive a report about the updating of the allotments waiting list and the issuing of new tenancies, and decide any action.
- c. To a report into the current allocation and pricing of allotment plots, and decide any action.

7. Grange Moor allotments

- a. To decide upon the use of the donated deposit for Plot 1.
- b. To receive an update about the lease for Grange Moor and decide any action.
- c. To receive an update about the Grange Moor allotments and decide any action.

8. Shepley allotments

To receive an update about Plot 6 and the revised cost of clearance.

9. Land and Property Committee Schemes of Delegation

- a. To consider recommending to Council that L&P be designated also to fulfil the role of the Council's Allotment Committee.
- b. To consider recommending to Council that L&P Chair, Parish Chair and the Clerk be empowered to act together to address any urgent matters relating to any issue within the remit of L&P, excepting the appointment of allotment tenancies. The Chair of L&P will have the sole authority to decide if any matter is "urgent". In the interests of expediency, any such deliberations may take place remotely or by email. Should the two Chairs be held by the same individual, or one of the Chairs is Acting Clerk, then the Parish Vice-Chair will also be involved. Any decisions made must conform with SOs and be reported back to the next L&P meeting by the Clerk.
- c. To consider recommending to Council that the Clerk be required to maintain a register ("waiting list") of parishioners desirous of taking on an allotment tenancy, which list may be sub-divided to Grange Moor and Shepley allotments. Only persons furnishing either an email address or a telephone number will be admitted to the register. The list(s) are to be updated at least once in every municipal year. The Clerk shall have discretion to delegate this function but will retain overall responsibility for the register.
- d. To consider recommending to Council that the Clerk be delegated the power to approve, in conjunction with the Chair of L&P, a new tenant having regard to the waiting list. The Clerk will report any such appointment to the next L&P meeting.

10. Date of the Next Meeting

To decide a date for the next meeting.



Alex Greenwood
Parish Clerk
12/06/2025