KIRKBURTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT BURTON VILLAGE HALL, HIGHBURTON ON THURSDAY, 17th MAY 2012 AT 7.30 pm

PRESENT: Cllr S Dunford in the Chair

Cllrs B Armer, M Atkinson, H Barraclough, R Barraclough, S G Beresford, P M V Brook, R Burton, A Cooper, P Cunnington, K Dunn, D Hardcastle, J Hirst, I Lumb, A Munro, L Parsley, J Paxton, M Pitts, R Thomas, C Whittingham and B Wightman. In attendance: Mrs R Perry and Mrs A Royle. **Resolved**: To elect Cllr Richard Burton as Chairman for the year 2012/13. **1** Election of Chairman

Cllr Dunford installed Cllr Burton as the new Chairman with the Chain of Office, and Cllr Burton presented Cllr Dunford with a past Chairman's medal. Cllr Burton then signed the Declaration of Acceptance of Office.

Cllr Burton invited Cllr Dunford to make her outgoing address, in which she welcomed the three newly elected Councillors and outlined many of the projects completed over the previous year. She thanked the Council members for their support and the staff, particularly the Clerk, for their support and guidance during her year of office. She congratulated Cllr Burton on his election and looked forward to a productive year.

- **Resolved**: To elect Cllr Beresford as Vice Chairman for the year 2012-13. Cllr Burton **3** presented Cllr Beresford with the Vice Chairman's medal.
- Apologies were received from Cllrs N Berry, P Pankhurst and S Triggs the reasons for which were accepted by the Council. Cllr M Sykes was absent.

The following personal interests were declared: Cllr Alison Munro in Planning Application No. 91130 as the applicant is known to her; Cllr Pamela Brook in Planning Application No 91130 as the applicant is known to her; Cllr Sharon Dunford in the Annual Accounts as she had received Chairman's Allowance; Cllr Lynn Parsley in Item 19 as she is a resident of Shelley and a member of Shelley Community Association; Cllr Helen Barraclough in Item 19 as she is also a resident of Shelley and a member of the Shelley Community Association.

The local Police addressed the Council and gave an update on incidents in the Parish.6Public Participation

A representative of Shelley Community Association addressed the Council on developments relating to Shelley Village Hall.

Resolved: To hold all items in the public session.

Resolved: To bring the following item to the start of the meeting

Members considered applying to the Court with regard to the Section 25 notice served, for a **9** Shelley Village Hall determination of the terms of the tenancy from 1st August 2012.

Resolved: To apply to the Court with regard to the Section 25 notice served.

The Clerk gave members an update on information received from the solicitors within the last few days.

Resolved: The Clerk to meet with the Solicitor to discuss the way forward and to report back to the Management & Finance Committee.

Election of Vice

Declarations of

Admission to Public

Order of Business

Chairman

Apologies

Interest

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

Discipline & Grievance Committee	Chairman, Vice Chairman, Brooke, Cooper, Cunnington, Dunn, Hirst, Paxton, Sykes, White, Whittingham and Wightman.
Environment Committee	Cllrs Armer, R Barraclough, Beresford, Brook, Burton, Cooper, Cunnington, Dunford, Dunn, Hardcastle, Hirst, Lumb, Munro, Pankhurst, Parsley, Paxton, Pitts, Thomas, Whittingham and Wightman.
Grants and Community Projects Committee	Chairman, Vice Chairman, Cllrs Armer, Atkinson, Cooper, Pitts, Thomas, Triggs and Wightman.
Kirkheaton Churchyard	Chairman, Vice Chairman, Cllrs Armer, Brook, Munro, Sykes and Wightman.
Management and Finance Committee	Chairman, Vice Chairman, Cllrs RBarraclough, Berry, Dunn, Hirst, Lumb, Munro, Parsley, Paxton and Whittingham.
Risk Management Committee	Chairman, Vice Chairman, Cllrs Cunnington, Paxton and Whittingham.
Shelley Village Hall Committee	Chairman, Vice Chairman, Cllrs Berry, H Barraclough, R Barraclough, Brook, Cooper, Hirst, Lumb, Parsley, Paxton, Triggs and Whittingham.
Staffing Committee	Chairman, Vice Chairman, Line Manager, Cllrs Dunford, Hirst and Paxton.
Youth Engagement	Chairman, Vice Chairman, Cllrs Atkinson, Lumb, Pankhurst, Triggs and Whittingham
Broadband Working Party	Cllrs Atkinson, H Barraclough, Cooper, Lumb.
K9 Clean Up Team Working Party	Cllrs Beresford, Brook, Munro, Pankhurst, Thomas and Mrs Perry.
Publicity and Events Working Party	Chairman, Vice Chairman, Cllrs Cooper, Dunford, Hirst, Munro, Paxton, Whittingham, Wightman and Mrs Royle.
Kirkburton Area Committee	Cllrs Paxton and Thomas

The Clerk gave a verbal report of changes to the Kirklees Standards Committee following the amendments to legislation and the abolition of the Standards Board for England.

Resolved: To keep the system as it is until the new system is implemented and to elect Cllr Cunnington as Kirkburton's representative on the Kirklees Standards Committee.

10 Election of Standing Committees, Working Parties and Kirklees Standard Committee

Kirklees Standards

Committee

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Members noted the Scheme of Delegation as distributed with the meeting papers. The Clerk provided additional verbal information.

Resolved: To maintain the existing Scheme of Delegation.

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

Kirkburton & Highburton Comm. Assn.	Cllrs Hardcastle and Thomas		voluntur y Doures
Burton Environment Group	Cllrs M Atkinson, B Armer, H Barraclough, R Barraclough, S Beresford, N Berry, P Brook, R Burton, A Cooper, P Cunnington, S Dunford, K Dunn, D Hardcastle, J Hirst, I Lumb, A Munro, P Pankhurst, L Parsley, J Paxton, M Pitts, M Sykes, R Thomas, S Triggs, C Whittingham and B Wightman.		
Denby Dale Centre	Cllr Berry		
Kirkburton Civic Society	Cllrs M Atkinson, B Armer, H Barraclough, R Barraclough, S Beresford, N Berry, P Brook, R Burton, A Cooper, P Cunnington, S Dunford, K Dunn, D Hardcastle, J Hirst, I Lumb, A Munro, P Pankhurst, L Parsley, J Paxton, M Pitts, M Sykes, R Thomas, S Triggs, C Whittingham and B Wightman.		
Kirkheaton Welfare Charities	Cllrs Munro and Dunn		
Kirklees Historic Buildings Trust	Cllr Dunn (elected last year for a 4 year term).		
Kirklees Right of Way Forum	Cllrs Atkinson and Pitts		
Kirklees Rural Transport Partnership	Cllrs Atkinson, Cunnington and Paxton		
Lepton Charities	Cllrs Cunnington and Hirst (elected last year for a 4 year term).		
Ludlum & Horsfall Foundation	Cllr Robert Barraclough		
National Coal Mining Museum	Cllr Whittingham		
EPIP Local Innovation Group	Cllrs Hardcastle and Sykes		
Walkers are Welcome (Kirkburton Sub-Committee)	Cllrs Beresford, Cunnington, Pitts and Whittingham		
Shelley Community Association	Cllrs H Barraclough, Parsley & Triggs		
Shelley Educational Trust	Cllrs Parsley and Triggs		
Stocksmoor Village Hall	Cllrs R Barraclough and Cooper		
Thornhill Charities	Cllr Pitts		
Whitley Upper Charities	Cllrs Whittingham and Wightman		
Yorkshire Local Councils Associations	Cllrs Brook and Munro		
Resolved : To appoint Cllrs Burton, Beresto	ord, R Barraclough, Dunford, Hirst, Paxton and	14	Cheque Signatories

Mrs Royle as cheque signatories for the year 2012-13.

Resolved: To elect Mrs Perry and Cllr Hirst and as the Newsletter Editor for 2012-13. 15 Newsletter Editor

Delegation Arrangements

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13 Election of Representatives on Voluntary Bodies

Members considered the proposal to hold only one Council meeting per month on the first Thursday and to adopt the following policy for planning applications.

Resolved: To hold only one Council meeting per month, and to adopt the following protocol for planning applications: No comment will be made on planning applications whose deadline date falls between Council meetings, unless a Councillor specifically requests an additional Council meeting to submit a comment due to its potential impact on the area, or there is substantial public interest in the application, with the system to be reviewed after 6 months.

Resolved: To adopt the following pattern of meetings:

Parish Council: On the 1st Thursday of each month except for May.

Management & Finance: As required with a minimum of one per quarter.

Environment Committee: Five meetings per year with the first one being held on 21st June.

Grants & Community Projects Committee: Three or four meetings per year, dependant on available budget.

Staffing Committee: As required with a minimum of two per year.

All other Committees and Working Parties to meet as the need arises.

Resolved: To note the Cheque Register and the Analysis of Budget and to adopt the Receipts & Payments Statement for the financial year 2011/12.

90919 33 Turnshaw Road, Kirkburton Formation of new access. The Council requested the sightlines be checked on this application to ensure they are adequate from the exit points.

91074 90 Lane Head Road, Shepley Extension and alternations to form two flats with a single storey extension to Flat 1 and conservatory/garden room to Flat 2 and detached single garage (within a Conservation Area)

The Council objected to this application on Highways grounds.

91110 174 Lane Head Road, Shepley Reserved matters application for erection of two dwellings.

The Council objected to this application on Highways grounds.

90921 33 Turnshaw Road, Kirkburton Outline application for erection of one dwelling The Council commented that this development must be kept inkeeping with other dwellings in the area.

91211 57 Hallas Road, Kirkburton Demolition of existing bungalow and erection of dwelling.

The Council objected to this application as it is out of keeping with other dwellings in the area and it will block natural light to surrounding dwellings.

There was no comment on the following applications:

90927 Kirkburton; 90936 Shelley; 90938 Kirkheaton; 90957 Kirkheaton; 90959 Shepley; 90972 Lepton; 91043 Fenay Bridge; 91086 Lepton; 91120 Shepley; 91130 Kirkheaton; 91145 Fenay Bridge; 91147 Highburton; 91189 Kirkburton; 91280 Thurstonland; 91314 Shepley; 91323 Kirkburton; 91376 Kirkburton; 91416 Fenay Bridge

There were no planning appeals before the Council.

The following delegates were nominated to attend the meeting with Kirklees' All Party Working Group on Neighbourhood Planning and Planning Officers to discuss partnership working on Tuesday 29th May from 6pm – 8pm at the Media Centre.

Resolved: To nominate Mrs Royle, Cllr K Dunn, Cllr A Munro and Cllr A Cooper -1^{st} reserve to go to the Neighbourhood Planning meeting.

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16	Scheduling of
	Council Meetings &
	Protocol for
	Comments on
	Planning
	Applications

17 Times & Dates of Meetings 2012/13

18 Accounts for 2011/12

19 Plans

20 Planning Appeals

21 Neighbourhood Planning

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Resolved : To approve the accounts as presented (£10,254.67 including £750 approved under LGA 1972 s137).	22	Accounts
Resolved : To approve the copy for Volume 3 Issue No 1 of One Voice for publication subject to the inclusion of information and photographs of the new Chairman and Vice Chairman.	23	One Voice
Members considered approval of the draft copy and also considered its distribution and the proposal to provide a copy to each of the groups which have applied for grant assistance over the last year.	24	Annual Report 2012
Resolved: To approve the draft copy subject to the notified amendment.		
Resolved: The Annual Report to be distributed to each group which made a grant application over the last year.		
A vote of thanks was given to the Clerk for the support and advice that she had given in the production of the Annual Report.		
Resolved : To nominate Cllr Wightman to attend the seminar "Sustainable Energy from Minewater – the remaining Lowex Experiences" on 22 nd May.	25	Seminar at the National Coal Mining Museum
Members noted the written report which had been circulated at the meeting.	26	Clerk's Report
• A 6 month review of the scheduling of the Planning Meetings, when appropriate.	27	Agenda Items

The Chairman closed the meeting.