

KIRKBURTON PARISH COUNCIL

MANAGEMENT & FINANCE COMMITTEE

MINUTES OF THE MEETING ON 22nd NOVEMBER 2012 at 7.30 pm AT BURTON VILLAGE HALL

The following recommendations are subject to confirmation of accuracy and adoption by the Council on 6th December.

Present: Cllr R Burton in the Chair

Cllrs R Barraclough, S Beresford, N Berry, K Dunn, J Hirst, A Munro, L Parsley, J Paxton and C Whittingham.

Officers in attendance: Mrs R Perry and Mrs A Royle

<p>Apologies were received from I Lumb.</p>	<p>MF20 Apologies and Declarations of Interest</p>
<p>Cllr Parsley declared a personal interest in Shelley Village Hall, as she is a resident of Shelley and therefore a member of Shelley Community Association.</p>	
<p>There were no members of the public present.</p>	<p>MF21 Public Participation</p>
<p>Resolved: To hold the meeting in the public session.</p>	<p>MF22 Admission of the Public</p>
<p>Members noted the monitoring reports and considered the following Parish Council projects:</p>	<p>MF23 Projects:</p>
<p>Members considered the report from the K9 Working Party and were generally in favour of continuing with the project and extending the number of dispensers provided across the Parish. Some specific issues with the project were raised, which were referred back to the K9 Working Party to consider.</p>	<p>a) Dog Fouling Project</p>
<p>Recommendation: That the Council continues with the project, and monitors it on at least an annual basis. Also that the K9 Working Party gives consideration to using an alternative design of dispensers and monitors the usage of the bags.</p>	
<p>Members noted the written report on the allotment competition. Members felt that it had been particularly useful at Grange Moor allotments, but there were reservations about including Shepley allotments.</p>	<p>MF24 b) Allotment Competition</p>
<p>Recommendation: That the competition is repeated next year and that tenants will be given the opportunity of opting out if they do not wish to take part.</p>	
<p>Members noted the written reports on the Honley and Emley Shows. Most members felt that it was beneficial for the Council to be represented at the local Shows as they provided a good opportunity to engage with the public, and to demonstrate the full extent of the Council's work across the Parish. It was noted that the 2012 booking at Honley Show had been transferred to 2013 due to the cancellation.</p>	<p>MF25 c) Honley Show & d) Emley Shows</p>
<p>Recommendation: To continue the policy of attending local Shows; only to attend Honley Show in 2013 and not to purchase a tent.</p>	
<p>Members noted the written report and responses from the allotment tenants, who had enjoyed taking part in the workshops and who were in favour of the Council providing another series of workshops.</p>	<p>MF26 e) Fruit & Vegetable Growing Workshops</p>
<p>Recommendation: To hold another series of workshops at Grange Moor allotments.</p>	
<p>Members noted the email correspondence dated 12th November 2012 received from the President of Shelley Community Association confirming the Association's legal/professional costs incurred to date for the purchase of Shelley Village Hall.</p>	<p>MF27 Shelley Community Association</p>
<p>Recommendation: To recommend to Council that consideration of contributing towards the Association's legal/professional costs is deferred until the contract has been signed and at that point, it is referred to the Management & Finance Committee to consider and make recommendations to Council.</p>	

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In the interests of clarity, the Committee wished it recording that if the Council adopts this recommendation, no commitment to a contribution of the costs should be inferred from this decision.

**MF27 Shelley
Community
Association
(Cont'd)**

Members noted the information on the proposal to provide a new noticeboard in Kirkheaton as well as the responses received as a result of the public consultation.

**MF28 Kirkheaton
Noticeboard**

Recommendation: That Council agrees to provide an aluminium wall-mounted noticeboard in Kirkheaton, to be purchased from Computermark on the terms and conditions notified.

Recommendation: That Highways is requested to consider the following locations and report on which one best meets their criteria for a noticeboard site:

- On the wall of the pharmacy on Shop Lane
- On the wall by the parade of shops on Moorside Road
- On the wall of the Costcutter supermarket

Members noted the 2012-13 Accounts covering the period 1st April to 30th September 2012.

MF29 2012-13 Accounts

Members discussed the forthcoming Staffing Review and considered how it would be carried out. Members considered the proposal of employing an outside consultant to review the Council's current operations and make recommendations on any improvements, which could be made. It was agreed that a Service Review (not a Staffing Review) was required to ensure that the Council was operating as efficiently and cost-effectively as possible.

MF30 Staffing Review

Recommendation: That the Council undertakes a Service Review of the Council's operating procedures. If it is agreed, the current Line Manager and the two previous Line Managers (Cllrs J Hirst, R Barraclough and R Burton) will draw up the terms and conditions, to be considered initially by the Management & Finance Committee, who will make recommendations to Council. Also, that £1,000 is included in the 2013/14 budget proposals for this purpose.

Members considered the budget proposals distributed to the Committee, and discussed various aspects. The Clerk advised that the regulations stipulated the General Reserve had to be a minimum of 3 months' budgetted expenditure.

**MF31 Budget / Precept
2013/14**

Recommendation: That the Committee has a short meeting to consider the budget for Shelley Village Hall, when the structural report on the boundary wall was available.

Recommendation: To recommend that Council accepts the revised budget/precept proposals (as attached) when it is considered under a separate agenda item at the Parish Council meeting, subject to inclusion of the budget line for Shelley Village Hall, as above.

The meeting then closed.