



Minutes of the Parish Council Meeting

Held on Thursday 5 December 2024 at 19:30h

At Burton Village Hall, Northfield Lane, Highburton, Huddersfield, HD8 0QT

Present: Cllr D Hardcastle in the Chair.

Cllrs: B Armer, D Black, R Bray, P Brook, I Carthy, M Carthy, A Cooper, J Cowan, D Knight, A Munro, M Sykes, W Rowlands, B Smith, J Taylor, P Taylor, E Voyce, C Walters, M Wheelhouse, D Pearson.

Officers in attendance: Ms P Morrison, Minute Clerk, Kirklees Governor Clerking Service.

MIN 77: Apologies and Declarations of Interest

Apologies for absence received from Cllrs R Barraclough, C Bright, P McGleenan, C Voyce.

The following declarations of interest were made:

Cllr Armer declared an interest in all planning applications as he is a member of the Kirklees Strategic Planning Committee, and a substitute member of the Kirklees District-Wide Planning Committee. 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 Cooper declared an interest in all planning applications as he is a substitute member of the Kirklees District-Wide Planning Committee and Kirklees Strategic Planning Committee. 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 Munro declared an interest in all planning applications as she is a substitute member of the Kirklees District-Wide Planning Committee and member of the Kirklees Strategic Planning Committee. 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.

Cllr J. Taylor declared an interest in all planning applications as he is a substitute member of the Kirklees District-Wide Planning Committee and Kirklees Strategic Planning Committee. 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 J Taylor also declared an interest in planning application 2024/62/93261/E as the applicant is known to him.

Cllr B Armer declared an interest in a planning application 2024/62 92858/E as the applicant is known to him.

Cllr A Munro declared an interest in planning applications 2024/TWA/92887/W, 2024/TND/93333/W and 2024/62/93203/W as the applicants are known to her.

MIN 78: Public Participation

No members of the public addressed the Council.

MIN 79: Admission of the Public

Resolved: to hold the meeting in public session.

MIN 80: Civic Appointments

The Chairman reported that he had attended the Remembrance Day Parade and laid a wreath on behalf of the Councillors and parishioners. He also extended his thanks to members who represented the Council at various churches in the area. The Chairman also reported that he had participated in 'Movember' to raise funds for Yorkshire Air Ambulance.

MIN 81: Minutes/Matters Arising

Resolved: to confirm the accuracy of the Minutes of the Parish Council meeting held on 7 November 2024.

MIN 82: Committee Minutes

Resolved: to agree and adopt the minutes of the Land and Property Committee held on 14 November 2024.

Resolved: to agree and adopt the minutes of the Grants and Community Projects Committee held on 21 November and 2 December 2024.

Cllr J Taylor requested feedback on the reasons why three of the grant applications – MIN GCP 136, 143 and 189 -- were not approved. A discussion was had over the uses of the Stafflex Arena, the clubs and societies using the facilities and KBPC grant rules.

Cllr D Knight suggested the rules be clarified to be more fair and transparent, including reasons why a grant may be refused.

A suggestion was made that Cllr Cowan and Hardcastle visit the Stafflex Arena at Storthes Hall Park to view the facilities and usage prior to the next meeting of the Grants and Community Projects Committee.

Resolved: that the Grants and Community Projects Community reconsider the three small grant applications from Huddersfield Town Women Football Club, Shelley Community Football Ltd and The Leslie Sports Foundation respectively - in MIN GCP 136, 143 and 189 -- at the next meeting.

Resolved: that the Grants and Community Projects Committee set up a subcommittee to review grant rules and incorporate more transparency into the guidance notes.

MIN 83: Plans

Council members considered the Weekly Plans List for weeks commencing 4, 11, 18, 25 November 2024.

- 2024/62/92622/E Shelley, 2024/ 62/93097/E Shepley, 2024/TWA/93110/W Fenay Bridge, 2024/CLD/93150/E Kirkburton, 2024/62/93172/E Kirkburton.
- 2024/62/92858/E Overton, 2024/TWA/92887/W Lepton, 2024/NMA/93211/E Thurstonland, 2024/62/93215/E Shelley, 2024/93220/W Fenay Bridge, 2024/N/93225/E Shelley, 2024/TWACA/93235/E Farnley Tyas, 2024/TWA/93245/E Flockton.
- 2024/62/93170/E Highburton, 2024/62/93171/E Highburton 2024/62/93203/W Kirkheaton, 2024/62/93261/E Kirkburton, 2024/CLD/93265/E Farnley Tyas, 2024/44/93292/E Grange Moor, 2024/TNA/93311/E Shepley, 2024/TNA/93318/E Thurstonland.
- 2024/62/93153/E Kirkburton, 2024/TND/93333/W Fenay Bridge, 2024/44/93355/W Kirkheaton, 2024/TWA/93362/W Lepton, 2024/TWA/93364/E Highburton.

Resolved: to raise an objection in relation to 2024/CLD/93150/E Kirkburton over resident concerns about the amount of times the marquee would be used.

MIN 84: Accounts

Resolved: to approve the accounts for November 2024 and note the November payment schedule.

MIN 85: Suspension of Financial Regulations 4

Resolved: to temporarily suspend Financial Regulation 4 to enable Small Grants and Clock Grants to be paid in December as recommended by the Management and Finance Committee held on 29th of October 2024.

MIN 86: Correspondence and information

The Staff Sub-Committee gave an update on the response to the advert for the vacancy of the Clerk and Responsible Finance Officer. To date, there have been eight requests for appropriate documentation mentioned in the advert, and one confirmed application. The deadline for applications is 19 December 2024.

Notification has been received regarding increase in rates of pay agreed by NALC's National Joint Council. Back pay to the Administrative Assistant will be made when preparing the December payroll. There is also a small amount of back pay due to the former Clerk and this will be dealt with after advice from HMRC and West Yorkshire Pension Fund on the impact of those issues.

The date of the next meeting is scheduled for 2 January 2025. Consideration was given to a one week delay to enable time for papers to be prepared, therefore, the meeting will be held on 9th of January 2025 at 7.30 pm and will be held at Burton

Village Hall. Members were reminded to send apologies to the clerk prior to the meeting. It is particularly important to know of apologies in advance for committee meetings as this could affect the quorum and decision making.

MIN 87: Agenda Items

No additional items were requested. The deadline for agenda items for the next Parish Council meeting is 26 December 2024. The Chairman thanked everyone for attending and closed the meeting.