

KIRKBURTON PARISH COUNCIL

LAND & PROPERTY COMMITTEE

Minutes of the Meeting held on 14 November 2024 at 7.30pm at Burton Village Hall

Northfield Lane, Highburton HD8 0QT

Present: Cllr B Armer (Chair)

Cllrs R Bray, R Burton, J Cowan, D Hardcastle (from 8pm), B Smith, C Voyce and M Wheelhouse

Minute Clerk: J Piggott

MIN LP3 Apologies and Declarations of Interest

Apologies were received from Cllrs C Walters and P McGleenan.

No declarations of interest were made.

MIN LP4 Public Participation

No members of the public addressed the Committee before the meeting.

MIN LP5 Admission of the Public

Resolved: To hold the meeting in the public session.

*It was **resolved** to take the agenda out of order at this point.*

MIN LP6 Annual Risk Assessment inspections

Cllr Cowan reported that the assessment was undertaken by a new assessor within the normal company and had undertaken the visits with him.

a) Burton Village Hall

Resolved: To request removing the reference to Highburton Playgroup and Burton Out of School Club from 'Visitors and Users of Village Hall' in future assessments as not being relevant to the Council's obligations under Risk Assessments.

b) Grange Moor Allotments

No issues were reported. Signage had previously been put up to warn of a small trench on the site.

c) Shepley Allotments

It was noted that St Paul's church had made an application to remove a tree that was leaning. The application was turned down. It was noted that the tree was not damaging the wall, that it was the church's responsibility going forward and that no action was required by the Council.

d) St John's churchyard

A resident had commented that poor fencing was resulting in access being available to a private garden. It was noted that the fencing concerned was not the responsibility of the Council.

A tenant of an adjoining property had raised concerns via the church authorities about the risk of trees coming down in high winds and causing damage to a wall. Cllr Cowan reported that there were indeed trees that were leaning but that they were leaning away from the properties and so would not damage the wall if they came down.

There were some trees overhanging other property but this was minimal. Photographs were submitted to the Committee as evidence, together with the Council's policy on the matter.

Resolved: To note the Risk Assessment.

The agenda was taken back in order at this point.

MIN LP7 Biodiversity

Noted: The referral from Council's 3 October 2024 meeting on Biodiversity and request to consider submitting a list of the work being done in various villages so that a review could take place of whether the Council's statutory duty under the Environment Act 2023 had been met.

Cllr Cowan noted that the website set out a list of small grants awarded and this was something that the Council could be rightly proud of. He had already received some information from one councillor.

Resolved: That all councillors be asked to make and submit a list of past and present projects which would then be collated.

MIN LP8 Kirkheaton churchyard

a) General maintenance – Cllr Cowan reported that clarity was needed as to what action had previously been recommended and what had been undertaken. A working party to review the situation would be helpful.

Resolved: That a working party be established to review any outstanding issues at the churchyard and to establish what the Council was currently responsible for. The working party would comprise Cllrs Cowan, Armer, Bray, Burton and Smith.

b) **Noted:** the recommendation from the Management and Finance Committee that the Clerk and Chairman of Land and Property investigate whether there were any specific commissioned projects outstanding which would require a provision of allocated reserves and to bring a report to the next meeting of Management and Finance.

MIN LP9 Allotments generally

Noted: That an update of the waiting list for both allotments was being carried out. Delays in letting vacant allotments were caused by no responses being received by those invited from the waiting list.

It was recommended that the application form for an allotment should require applicants to provide a telephone contact number as well as address.

MIN LP10 Grange Moor Allotments

Noted: That a full inspection of the allotments was overdue. Cllr Armer agreed to support Cllr Cowan in undertaking the necessary inspection.

MIN LP11 Shepley Allotments

a) **Noted:** That a full inspection of the allotments was overdue. Cllr Armer agreed to support Cllr Cowan in undertaking the necessary inspection.

b) **Noted:** That Plot 6 had been divided into two plots A and B. The plot was cleared in early 2024, which included removing the trees along the wall dividing the plot from the garden of the property in Marsh Lane. However the roots still needed removing and the plot was overgrown again as a result. There was a balance of £559 in allocated reserves that was available for any work required.

Action: Cllr Cowan would seek to ascertain whether the previous work included chemical treatment of the tree roots that were left.

Resolved: That the Clerk should have delegated authority to spend reserves (up to £559) on addressing this issue.

Noted: There was a concern about the access arrangements to the new plot 6B

Resolved: Cllrs Cowan and Armer would carry out a site visit to review the access arrangements and the condition of Plot 6.

MIN LP12 **First item dealt with.**

MIN LP13 **Date of the next meeting**

The clerk would confirm the date of the next meeting to Members following discussion with the Chair.

The Members noted thanks to Cllr J Cowan for all the work done for the Committee as temporary clerk.

The Chair closed the meeting.