

**KIRKBURTON PARISH COUNCIL**  
**MANAGEMENT & FINANCE COMMITTEE**  
**MINUTES OF THE MEETING ON 27<sup>th</sup> MARCH 2008 AT 7.30 pm**  
**AT BURTON VILLAGE HALL**

Present: Cllr Holroyd in the Chair

Cllrs A Cooper, P Cunnington and M MacDonald.

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| <p>Apologies were received from Cllrs Cruden, Hickey and Rock, the reasons for which were accepted.</p> <p>There were no declarations of interest.</p>  | <p><b>MF37</b>    <b>Apologies and<br/>Declarations of<br/>Interest</b></p>                |
| <p>Members discussed the proposal of changing the existing Council (Planning/General Purposes) meeting into planning committee meetings with one member representing each ward.</p> <p><b>Resolved:</b> To maintain the existing meeting arrangements for the continued efficiency of the Council, as the proposed changes would increase the demands on the administration and could result in the Council missing the opportunity of submitting comments before the decision is taken by Kirklees Council.</p> <p>It was also felt that this change in the system would result in more planning comments being submitted via the Clerk's delegated authority, thus restricting members' ability to debate planning applications in other wards even though they may be affected. Another concern raised was the inevitable increase in the length of agendas for full Parish Council meetings, leading to the possibility of extra meetings having to be called to deal with single items, which are currently dealt with under General Purposes.</p> | <p><b>MF38</b>    <b>Council (Planning<br/>&amp; General<br/>Purposes)<br/>Meeting</b></p> |
| <p>The Clerk advised members of the additional duty of public bodies, which requires them to proactively promote the equality of disabled people. Members considered this information alongside the proposed alterations to the rear exit at Shelley Village Hall, as well as the question of liability.</p> <p><b>Resolved:</b> To put the contracts for both exits out to tender in accordance with the permissions already obtained, with the request that the contractors submit separate prices for each job.</p>  | <p><b>MF39</b>    <b>Shelley Village<br/>Hall – Disabled<br/>Access</b></p>                |
| <p>Members noted the draft Aims &amp; Objectives circulated and made some amendments.</p> <p><b>Resolved:</b> To put the amended draft to full Council with a view to further amendments being submitted.</p>   | <p><b>MF40</b>    <b>Aims &amp;<br/>Objectives</b></p>                                     |
| <p>The Chairman reported on the need for the Council to have a solicitor, particularly in view of its responsibilities and the property it owned.</p> <p><b>Resolved:</b> To appoint a solicitor to handle the Council's legal affairs, provide advice and act as custodian of all the Council's legal documents, deeds, etc.</p>   | <p><b>MF41</b>    <b>Appointment of<br/>Solicitor</b></p>                                  |
| <p>The Chairman reported that there was a need to take stock of the Council's assets and responsibilities. She volunteered to go through the archives to update documentation.</p> <p><b>Resolved:</b> That Cllr Holroyd would update the Council's documentation.</p>  | <p><b>MF42</b>    <b>Parish Council<br/>Assets</b></p>                                     |

**Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, because of the confidential nature of the business to be transacted, the discussion on the following three items of business was conducted in private:-**

The Clerk reported the situation with regard to the rent of Shelley Village Hall.

**MF43 Shelley Village Hall Rent**

**Resolved:** To write to Shelley Community Association to thank them for accepting the increase in the rent and to request that the standing order is changed accordingly with effect from 1<sup>st</sup> February 2008.

The Clerk opened the returned bids in respect of the grass cutting contract at Kirkheaton Churchyard.

**MF44 Kirkheaton Churchyard Grass Cutting**

**Resolved:** To recommend that Bowker Landscapes are appointed to the 3-year contract on the terms and conditions notified.

The Clerk reported that Kirkburton & Highburton Community Association were very enthusiastic about the installation of solar panels on Burton Village Hall, and had written accepting full responsibility for the roof after the expiry of the guarantee. She also reported that the Community Association had been successful in securing a grant for 50% of the total cost.

**MF45 Installation of Solar Panels on Burton Village Hall**

**Resolved:** To recommend that the Low Carbon Partnership is appointed to install the solar panels at Burton Village Hall on the terms and conditions notified.

Members noted the quotes for printing the annual report in full colour.

**MF46 Annual Report**

**Resolved:** To recommend that Aura Print is appointed to produce 400 copies of the annual report in full colour in A4 format on the terms and conditions notified.

The meeting then closed.