

KIRKBURTON PARISH COUNCIL

RISK ASSESSMENT COMMITTEE

MINUTES OF THE MEETING ON THURSDAY, 1st NOVEMBER 2007 AT 7.00 pm AT BURTON VILLAGE HALL

Present: Cllr Holroyd in the Chair

Cllrs R Burton, G Hickey, J Hirst, J Paxton.

There were no apologies as all members were present.

**R1 Apologies and
Declarations of
Interest**

There were no declarations of interest received.

Members noted the risk assessment inspection reports made following the visits to Shelley Village Hall, Shepley and Grange Moor allotments and Kirkheaton Churchyard on 16th July 2007.

R2 Inspection Reports

Concerns were expressed with regard to issues concerning gas at Shelley Village Hall. In particular, members were concerned with breaches to the gas regulations.

R3 Shelley Village Hall

Resolved: That the Clerk uses her delegated authority to confirm the qualifications of the Engineer, who has serviced the boiler at the village hall, and to check the CORGI regulations on the central heating boiler.

It was reported that there was no hot water available in the gentlemen's toilet, which is contrary to regulations.

Resolved: To request that this aspect is addressed by the Shelley Community Association.

Members noted the correspondence from the Community Association in respect of the fire alarm upgrades. The Clerk reported that she had received one quote for upgrading the existing system, but advised that under the Financial Regulations the Council was required to obtain 3 quotes.

Resolved: That the Clerk takes steps to ascertain the level required for Shelley Village Hall, organises the appropriate number of quotes for the work and reports back to the Committee.

Members noted the various problems at both allotment gardens.

R4 Allotments

Resolved: That the Clerk notifies the appropriate tenants in respect of the hazards identified.

The Clerk reported that it had been brought to her attention that someone had requested an allotment from a previous Grange Moor Councillor, but as the information had not been passed onto her, the person did not appear on any of the waiting lists.

Resolved: To offer the person an allotment in advance of others on the waiting list, as they both already had plots at the allotment gardens.

The drainage problems at Grange Moor were also discussed. The Clerk reported that Cllr R Barraclough had offered to donate some topsoil to the allotments in an effort to try and address the problem. Members expressed thanks for this gesture.

The Chairman also reported that the gate at Shepley had been installed and that she had attended a site meeting with the contractor at the Grange Moor allotments where the gate at Grange Moor was due to be installed in the next two weeks.

The Chairman reported that along with the Vice Chairman, Cllr Sykes, she had attended a site meeting with Mr MacDonald (KMC Trees Officer) and representatives from Kirkheaton PCC at Kirkheaton Churchyard. Mr MacDonald had identified various not subject to TPO's trees, which were causing problems and which could be cut down. He had also given verbal permission to remove 2 of the yew trees, which were currently causing light problems for the church. Written confirmation of the permission had been requested. Mr MacDonald agreed to supply the Council with a list of the TPO's on the Churchyard.

R5 Kirkheaton Churchyard

She further reported that the brambles had been cut back and that volunteers from the church had removed much of the undergrowth and shrubs since the above meeting.

The Clerk confirmed that all of the hazards identified by the Committee had been notified to the Kirkheaton PCC in the course of the Kirkheaton Committee meeting on 3rd October 2007.

The Chairman reported that the PCC would be filling in the areas where the graves had sunk with the earth obtained from digging out the new disabled access to the church.

The meeting then closed.