

KIRKBURTON PARISH COUNCIL

MANAGEMENT & FINANCE COMMITTEE

MINUTES OF THE MEETING ON 12th MARCH 2009 AT 8.30 pm AT BURTON VILLAGE HALL

Present: Cllr R Barraclough in the Chair

Cllrs H Barraclough, R Burton, L Holroyd, P Rock and M Sykes.

Apologies were received from Cllr Rock and Cllr Cruden.

**MF32 Apologies and
Declarations of
Interest**

Cllr R Barraclough declared personal interests in Mr Dyson and Mr Turner (potential contractors at Shelley Village Hall), as he was acquainted with both.

Members noted the comments contained within the report with reference to the level of administration costs in relation to the precept. The Clerk advised that the costs of several items were set independently of the Council, eg audit and insurance, and that although the costs of VAT and rent were included in the administration category, both were reclaimed in full.

**MF33 Community
Governance
Review**

Resolved: To include the comment that the Parish Council continues to address these concerns and will attempt to reduce all costs wherever possible.

Members discussed various aspects of administration costs.

Resolved: To hold a meeting of the Management & Finance Committee early in May and consider the April accounts ledger.

It was acknowledged that any member of Council has the right to request a copy of the accounts ledger covering any reasonable period of time.

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 Vice Chairman reported on meetings he had attended at the village hall with various contractors and representatives from Shelley Community Association. Members noted the suggestion of installing a wooden fence along the wall bordering the rear of the property and overlooking Far Bank from the far corner to the corner formed by the start of the car park and the front of the building, and to install a gate at that point to prevent access all around the building.

**MF34 Shelley Village
Hall
a) Schedule of
Works**

It was also reported that the alterations to the rear ramp needed to be carried out before the fencing to the other side of the rear garden.

Resolved: a) To accept the plan for fencing the rear wall of the property and installation of a gate as described above; b) To complete the fencing in (a) and alterations to the rear ramp before fencing the second side of the rear garden; c) To obtain designs and costings for metal fencing.

It was agreed the designs and all costings would be brought to the next Management & Finance Committee meeting for comparison/decision.

A discussion took place concerning the other tasks required at the Hall. It was questioned whether either party still required the work to take place.

Resolved: To put the alterations to the front ramp to the bottom of the list and to request the Clerk to obtain the building regulations certificate in respect of the rear ramp.

The possibility of installing fans in the loft was mentioned.

The Clerk reported that the Risk Assessment Committee had recommended that the Community Association is asked to carry out a risk assessment on any additional risks presented when the post office was in operation and provide the Council with a copy of the report.

MF35 b) Post Office

The Clerk reported that she had used delegated authority to issue permission to the Post Office to install the computer and telephone lines.

The Vice Chairman reported that he had met on site with the contractor and a representative of the Community Association to look into the issues raised on the existing fire alarm. It seemed that the building required two additional sensors to be wired into the existing box. An estimate of the cost was given.

MF36 c) Fire Alarm

Resolved: To delegate the Clerk to organise the work with the contractor in accordance with the Financial Regulations.

The meeting then closed.