

KIRKBURTON PARISH COUNCIL

RISK ASSESSMENT COMMITTEE

MINUTES OF THE MEETING ON THURSDAY, 4th MARCH 2010 AT 7.00 pm AT BURTON VILLAGE HALL

Present: Cllr R Barraclough in the Chair
Cllrs R Burton, J Hirst and J Paxton.

No apologies were received.

**R15 Apologies and
Declarations of
Interest**

No declarations of interest were made.

Resolved: That all items would be held in public with the exception of the discussion on the contractor for risk assessments.

R16 Public Admission

Members compared the quotes received for carrying out risk assessment inspections at Grange Moor & Shepley allotment gardens, Shelley Village Hall, Kirkheaton Churchyard and the Council's office and to make reports to Council

**R17 External
Contractor**

Resolved: To recommend that Council appoints an external contractor and that Abco is considered for the position at the next Parish Council meeting.

Members made the annual review of the Risk Assessment Schedule. The Clerk advised that the Council needed to review its health & safety procedure for removing the tables from the storeroom prior to meetings at the village hall. The Clerk also reported advice received on managing Section 12(2) of the Code of Conduct when members with prejudicial interests may speak prior to the issue being discussed by Council.

**R18 Risk Assessment
Schedule**

Resolved: To recommend the adoption of the Schedule as presented and to take advice on any additional procedures required regarding the tables.

Resolved: To review the Council procedures for Section 12(2) of the Code of Conduct, when the new model Standing Orders are considered.

The Clerk reported that the Kirkheaton members had been asked about the possible locations for the new seats and that a request for suggestions from members of the public had been inserted in the newsletter. Cllr Burton and Cllr Paxton agreed to supply the Clerk with information about the seats needing repair in Lepton and Flockton respectively.

**R19 Public Seats
a) Replacement
Programme**

Resolved: To allow adequate time for members of the public to respond before making a decision on the locations for the Kirkheaton seats, and to put the next two seats from the 2010/11 budget in Grange Moor.

It was agreed that the committee would consider providing any additional seats from the budget at the next meeting.

Members noted the information supplied regarding the broken seat on Shelley Whinns. The Clerk reported that she had investigated the situation and had discovered that the seat belonged to Kirklees.

R20 b) Seat in Shelley

Resolved: To notify Kirklees that the seat had been vandalised and request it is repaired.

Members discussed the issue regarding the tarmac rising due to the trees on the adjoining property. It was noted that Mr Hoyle had agreed to approach the owner when the inspection was carried out.

R21 Shelley Village Hall

Resolved: That the Clerk checks the situation with Mr Hoyle. If he has not been able to resolve the situation, the Clerk writes to the property owner, and if no satisfactory conclusion is reached, she requests the Solicitor to act.

The meeting then closed.