

KIRKBURTON PARISH COUNCIL

RISK ASSESSMENT COMMITTEE

**MINUTES OF THE MEETING ON THURSDAY, 19th NOVEMBER 2009
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.

**R8 Apologies and
Declarations of
Interest**

No declarations of interest were made.

Resolved: That all items would be held in public.

R9 Public Admission

Members noted the report and photographs of the inspection.

R10 Shelley Village Hall

Resolved: To agree the accuracy of the report and to send a copy to Shelley Community Association.

Members noted the report and discussed the possible need to cut the grass on the driveway, preferably after the daffodils had flowered.

R11 Shepley Allotments

Resolved: To agree the accuracy of the report and make the next inspection in the Spring.

Members looked at the office and noted that the CCTV box had now been relocated in the cellar, the ventilation was still an issue and the shelves over the desk were slightly bowing due to the weight of the files upon them. Members noted that the latter problem may be solved when the documents had been digitized.

R12 Office

Resolved: That Cllr Burton would speak to the KHCA about the ventilation and two supports are put under the shelves as a short-term solution.

Members noted the budget available for repairing/replacing public seats.

R13 Public Seats

Resolved: To repair 2 seats and provide a new one in Flockton; provide 2 new seats in Kirkheaton and repair a seat in Lepton.

Members noted the photographs of a vandalised seat on Shelley Whinns in Shelley, but were of the opinion that this was not a Parish Council seat.

Members discussed the possibility of contracting out the risk assessments next year.

**R14 External
Contractor for
Future Inspections**

Resolved: To obtain quotes and if the prices are reasonable, request a representative attends the next Committee meeting to discuss the issue further with the Committee members.

The meeting then closed.