

KIRKBURTON PARISH COUNCIL

MANAGEMENT & FINANCE COMMITTEE

MINUTES OF THE MEETING ON 23rd NOVEMBER 2011 AT 7.30 pm AT BURTON VILLAGE HALL

The following minutes are subject to confirmation of accuracy and adoption by Council on 1st December 2011.

Present: Cllr S Dunford in the Chair

Cllrs R Barraclough, N Berry, R Burton, K Dunn, J Hirst, A Munro, J Paxton and C Whittingham.

Officers in attendance: Mrs R Perry and Mrs A Royle

<p>Apologies were received from Cllrs M Atkinson, A Cooper and M Sykes.</p>	<p>MF23 Apologies and Declarations of Interest</p>
<p>Mrs Perry declared a personal interest in the confirmation of her appointment.</p>	
<p>There were no members of the public present.</p>	<p>MF24 Public Participation</p>
<p>Resolved: To hold the discussion of the meeting in the private session as it is likely to disclose exempt information regarding the Parish Council's tenants, contracts subject to the tendering process and employees.</p>	<p>MF25 Admission of the Public</p>
<p>The Clerk reported that the Staffing Committee had recommended confirmation of the Administrative Support Officer's appointment. She praised Mrs Perry's performance during her probationary period, and various Cllrs also added their support.</p>	<p>MF26 Administrative Support Officer Appointment</p>
<p>Recommended: That Mrs Perry's appointment as Administrative Support Officer is confirmed.</p>	
<p>Members noted the proposal of having one issue per year delivered to each residence in the Parish and considered the associated costs and implications.</p>	<p>MF27 Engagement with the Public</p>
<p>Recommended: That the Council continues with the existing arrangements and does not extend it to cover delivery to each residence.</p>	
<p>Members noted the items identified in the risk assessment inspection and that measures had been put in place to protect the safety of the hall users and reduce liability to the Council. A discussion ensued in which all aspects of the work were considered, including the implications of committing significant expenditure on items, which would shortly no longer be the Council's responsibility.</p>	<p>MF28 Shelley Village Hall</p>
<p>Recommended: That the Council does not commit expenditure to cover these items listed in the risk assessment inspection on the grounds that they will shortly cease to be the Council's responsibility and due care has been taken in respect of health and safety.</p>	
<p>Members noted the summary of accounts covering the period April to September 2011. The Clerk informed members of the likely cost of the sale of Shelley Village Hall, which exceeded its current budget.</p>	<p>MF29 2011-12 Accounts</p>
<p>Recommended: To vire £2,000 from the Sustainable Energy budget to the Shelley Village Hall budget to cover the costs of the sale.</p>	
<p>Members noted the Chairman's/Clerk's revised budget proposals and Cllr Berry's proposals, which he distributed at the meeting.</p>	<p>MF30 Budget / Precept for 2012/13</p>
<p>Recommended: To recommend that Council accepts the revised budget/precept proposals (as attached) when it is considered under a separate agenda item at the Parish Council meeting.</p>	
<p>The Chairman and the Clerk were thanked for all their work on the budget proposals.</p>	<p>MF31 Thanks</p>
<p>The meeting then closed.</p>	