

Holme Valley Parish Council

MINUTES OF THE FINANCE AND MANAGEMENT COMMITTEE HELD ON MONDAY 25 JULY 2005 -

Those present :

Chairman : Cllr P Robinson

Councillors : Cllr M Bower, Cllr Mrs M Bower, Cllr C E Collins, Cllr R P Dixon, Cllr D M Firth, Cllr R N Haynes, Cllr C M Kaye, Cllr G Macpherson, Cllr R Oldfield, Cllr A R Otterburn, Cllr R Rogers

Officers : Mrs MA Bewick

Mr. Alan Bishop, West Yorkshire Passenger Transport Executive, was in attendance for item 12 of the agenda, Holme Valley Minibus Services.

Apologies for Absence

Apologies for absence were received from Councillors Chilton, Dalton, Garrood, Oldham and Mrs. Smith.

05 22 Disclosure of Interests

Cllr. Mrs. Bower declared a personal interest in item 12 of the agenda, Holme Valley Minibus Services, in that she served on West Yorkshire Passenger Transport Authority, but had been advised that she need not declare a prejudicial interest in this respect.

05 23 Admission of the Public

The Clerk advised that, due to confidential information which would be discussed as part of the tendering process for the minibus services, item 12 of the agenda (Holme Valley Minibus Service) should be taken in private session.

It would also be necessary, due to confidential business to be discussed, to take items 14 (Miscellaneous Rentals) and 15 (Awarded Quarries) in private session.

RESOLVED: That the above items be considered in private session, due to the confidential nature of the business to be discussed.

The Chairman then asked the Committee's agreement for item 12 to be taken at the beginning of the agenda, to allow Mr. Bishop to give information to the Committee. This was so agreed.

05 24 Exclusion of Public and Press

RESOLVED: That the business of this Committee now to be transacted be not open to the public or press on the grounds that the matters to be considered are of a confidential nature (agenda item 12).

05 25 Holme Valley Minibus Service

The Chairman invited Mr. Bishop to address the meeting about the current tendering process which was under way in relation to the Holme Valley Minibus services. As this process was still in progress, it was emphasised to Members that all information given to them must be regarded as strictly confidential, and that commercial confidence must be observed at all times.

Tenders which had been submitted indicated significant increases in prices; a trend which was being repeated in various tender exercises. Members discussed the reasons for this, and the results of recent publicity to increase passenger usage on some of the services. Several options had been offered in the tender results, and Members were advised of the implications of these options for the Parish Council's contributions.

Although it would be preferable for this matter to be delayed to allow further consideration, Metro was obliged to submit any changes in services and operator to the Traffic Commissioners 56 days before the end of the present contract. In view of this, Members agreed that a Special Council meeting should be held to allow the full Council to consider all the options and any recommendation from the Finance and

Holme Valley Parish Council

Management Committee within the tendering requirements and legal timescales.

RESOLVED: That a Special Meeting of the Council be held prior to the Planning meeting on 1 August 2005 to consider this item, and to agree the Council's response to Metro.

The Committee would consider the matter again later in the agenda to agree its recommendations to the full Council. Brief mention was made of some other matters relating to the Minibus services, in respect of changes requested to routes H1, H2 and H5. It was agreed that these be left on hold until the results of the tendering process is known. Mr. Bishop was thanked for attending the meeting, and then left.

05 26 Admission of the Public

RESOLVED: That the public and press be re-admitted to the meeting.

05 27 Minutes of the Previous Meeting

RESOLVED: That the Minutes of the meeting held on 27 June 2005 numbered 05 03 - 05 21 inclusive be received and adopted as a true record of the meeting.

05 28 Correspondence arising from the Minutes

The Clerk reported that an acknowledgement had been received from the Young Leader to whom the Council had awarded a grant, thanking them for their support. She had been asked to attend a meeting of the Council on her return.

05 29 Investment of Income

RESOLVED: That the Clerk's action in the investment and withdrawal of the Council's funds be approved and the current rates of interest applying to the Council's accounts be noted.

05 30 Annual Accounts

(1) Members had been circulated with the Annual Return for the year ended 31 March 2005 which had to be submitted to the External Auditor, completed as far as possible, together with the report of the Internal Auditor. The Clerk reminded Members that the Council must give certain assurances in statements about the Council's accounts and the Council's internal controls. Members were happy that the Council could reply affirmatively to all the questions in Section 2 of the Annual Return. This would require approval by the Council before signing by the Chairman of the Council and the Clerk. Members also noted the correction of a typographical error in the Supporting Statements to the Accounts.

RESOLVED: That the Annual Return be recommended for approval by the Council, and for submission to the External Auditor together with the additional information, as specified, and as collated by the Clerk.

(2) The report of the Internal Auditor was noted, as was the fact that he had no recommendations to make to the Council for actioning.

RESOLVED: That the report of the Internal Auditor be received, and payment of his invoice, once received, approved.

05 31 Financial Statement

RESOLVED: That the Financial Summary, Comparison and Income as at 30 June 2005 be approved.

05 32 Applications for Grant

(1) Vocal Expressions - the choir was seeking assistance with the costs of a visit by the Choir to Ukraine. Members discussed whether such a request met the Council's grant criteria, or whether it would meet section 137 requirements. Grants had been given to such organisations previously but more commonly for the purchase of new uniforms, instruments or music. It was suggested that the Clerk contacts the Choir and explains to the Secretary Members' concerns about the present application in respect of the Council's criteria. The Committee would be happy to consider an amended application.

RESOLVED: That the Clerk contacts the Choir and explains the Council's position in respect of this application.

Holme Valley Parish Council

(2) Penistone Line Partnership - support for establishment of Our Car Your Car in the Holme Valley - Although a grant application had been supplied to the Partnership, this form had not yet been returned to the Council, and the Clerk advised that further consideration of this request should await receipt of a completed form with full financial information.

RESOLVED: That further consideration of this request for financial assistance awaits the receipt of a grant application form.

05 33 Administrative Matters

- Apologies for non-attendance at meetings - The Clerk reported that Cllr. Oldham had requested that the Council should excuse him from attending all meetings of the Council and its Committees from early July 2005 for an extended period due to his wife's recuperation from a major stroke.

RESOLVED: That Cllr. Oldham be excused from attendance at all meetings of the Council and its Committees from the date of his request for six months in view of his wife's illness, and that this position will be reviewed towards the end of that period.

05 34 Justices' Licences

Members considered applications for Justices Licences for the following:

- (1) The Sculpture Lounge, 11 Upper Bridge, Holmfirth - to Brendon Patrick Hesmondhalgh, Onita Harrison and Steven Harrison from Jamie Robinson and Brendon Patrick Hesmondhalgh
- (2) Occasional Off-licences - Farmers' Markets, Holmfirth Market Hall, and the new Sunday Market - Holmfirth - to Bernard Poulter for various dates.

RESOLVED: That no objection be made to these applications.

One Member abstained.

05 35 Holme Valley Minibus Service

(1) Members considered the information which had been supplied earlier by Mr. Bishop in relation to the Minibus services. It was felt that the Minibus service was an important and valued service which Members would wish to continue to support. The numbers for the Market Day services had not improved as had been hoped, and it was, therefore,

RESOLVED: (1) That, with regret, the Finance and Management Committee would recommend to the Council that the Market Day Services be discontinued from the end of the current contract, as it cannot justify the increase in tender price for the number of passengers using these particular services

(2) That the Committee would further recommend to the Council that the lowest tender for the core services be accepted, for the suggested term of five years

(3) That, prior to the Special Council meeting, the Clerk discusses with Mr. Bishop an apparent anomaly between figures in the Council's accounts and the advice offered by Metro.

Cllr. Mrs. Bower abstained from voting in view of her personal interest, being a member of West Yorkshire Passenger Transport Authority.

(2) Requests had been received by Cllr. Mrs. Roberts and Mrs. Kemp asking for the alteration to service H5, which had been agreed earlier in the year to be discontinued and that the service reverts to the old route. Members discussed this briefly, but felt that a decision in this respect should be left on hold until the tender process had been completed.

RESOLVED: That no action be taken to alter this route at the present time, but that further consideration be given to this matter at a later date.

The Clerk had also received a request for a minor re-routing of service H1/H2 to give residents on Cliffe, Holmfirth an hourly service.

RESOLVED: That the Clerk supplies Mr. Bishop with full details of the suggested route alterations, and that this request be considered further.

(3) 25 years of the Holme Valley Minibus Service - In view of the tender process, it was impossible to

Holme Valley Parish Council

put a cost on supplying a free service in November 2005 to celebrate 25 years of the service.

RESOLVED: That further consideration of such a celebration be delayed until the completion of the tender process.

05 36 Consultations

ODPM - Vibrant Local Leadership - Local Vision in partnership with local government - Foreword - Cllr. R. Rogers regretted that he had still been unable to locate the document. The Clerk had now requested another copy of the consultation.

RESOLVED: That the item again be deferred.

05 37 Exclusion of Public and Press

RESOLVED: That the business of this Committee now to be transacted be not open to the public or press on the grounds that the matters to be considered are of a confidential nature (agenda items 14 and 15).

05 38 Miscellaneous Rentals

Members had received further advice from the Planning Enforcement Officer at Kirklees MC about action which the Council should take in respect of the breach of planning permission and in contravention of the lease agreed between the Parish Council and the taxi operator occupying the ex-shelter on Hollowgate, Holmfirth.

In view of the fact that the planning permission was in the Council's name, it was important to safeguard the Council's position.

RESOLVED: That the Clerk requests the Council's Legal Advisers to contact the taxi operator and its solicitor instructing them to seek the necessary permission for this taxi office, and instructing them to comply with conditions within the timescales specified and advised by Kirklees MC Planning and Licensing Services.

It was also agreed that copies of such correspondence be forwarded to the Enforcement Officer, to ensure that she is aware that the Council is taking action in this respect.

05 39 Awarded Quarries

(1) Clerk to update Members on general progress - Members received a report from the Council's Solicitor plus an amended Service Level Agreement with Land Registry for approval and signature. This included further information about the level of charges to be incurred.

The Clerk would hope to call a meeting of the Working Party to progress the Council's voluntary land registration application within the next few weeks.

RESOLVED: That the above information be noted, and the amended Service Level Agreement approved for signature by the Council; the Clerk to make the necessary arrangements.

(2) Wellhouses, Cartworth Moor - a request had been received from one of the Council's tenants to purchase the land currently rented from the Council. Any possible sale of this plot would be covered by the same conditions and sanctions as had been discussed with other possible sales (minute 04 80 refers).

RESOLVED: That the Clerk communicates the Council's position to this tenant.

05 40 Freedom of Information Act 2000

RESOLVED: That, under the Council's Publication Scheme, supporting papers for any item within the public session of the meeting be made available, if requested.

.....

Chairman