

Holme Valley Parish Council

MINUTES OF THE FINANCE AND MANAGEMENT COMMITTEE HELD ON MONDAY 27 JUNE 2005 -

Those present :

Vice-Chairman : Cllr Mrs H P Smith

Councillors : Cllr M Bower, Cllr Mrs M Bower, Cllr J R Chilton, Cllr C E Collins, Cllr R P Dixon, 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

Apologies for Absence

Apologies for absence were received from Councillors Dalton, Firth, Garrod, Oldham, and Robinson.

Cllr. Chilton was present in his ex-officio capacity as Chairman of the Council.

In the absence of the Chairman, the Vice Chairman took the Chair.

05 03 Disclosure of Interests

None were given.

05 04 Admission of the Public

RESOLVED: That items 16 and 17 of the agenda be considered in private session, owing to the confidential nature of the information to be discussed.

Cllr. Dixon asked if agenda item 17 could be taken at the beginning of the meeting as he had another appointment for the evening. This was so resolved.

RESOLVED: That the business of this Committee to be now transacted be not open to the public and press on the grounds that the matters to be considered are of a confidential nature (agenda item 17).

05 05 Awarded Quarries

(1) The Clerk reported that she had had a very useful meeting with the Council's Legal Advisers regarding the voluntary registration of the Awarded Quarry sites. A Service Level Agreement had been entered into with the Land Registry to start this process. A large file had now been received which required checking and clarification on a number of points prior to lodging with the Land Registry; forms for First Registration were also enclosed. The Clerk asked for Members' assistance in undertaking this task.

RESOLVED: (1) That the report of the Clerk be noted, and the Service Level Agreement with the Land Registry approved
(2) That an Awarded Quarries Working Party be formed to assist the Clerk in the next stages of voluntary registration, such Working Party to comprise Councillors Chilton, Dixon, and Cllr. Bellamy (if he so wishes); to report back as soon as possible to the Finance and Management Committee.

(2) Jordan - a request had been received from one of the tenants of this site for permission to erect a fence abounding the public footpath to protect her livestock. She had been advised to check whether such a fence required planning permission.

RESOLVED: That the tenant be given permission to erect a fence on the boundary with the public footpath; the fence not to be above one metre, to be erected and maintained at tenant's cost.

(3) Whitewells - Youth Club site - the Clerk reported that she had met with Cllr. Dixon on site to agree the details of the map to accompany the new lease. This visit had highlighted a number of boundary issues where encroachment on to the land vested in the Council had occurred. In some cases, the encroachment had taken place a considerable number of years previously, and it was unlikely that the Council could challenge the use of

this part of the site, but there were two areas where the encroachment was recent, and it was felt that the Council must challenge the occupant on his use of the Council's land, as it would prevent the tenants

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occupying land which came within the Council's lease.

RESOLVED: (1) That Cllr. Dixon supplies the Clerk with contact details of the people encroaching on to the Council's land

(2) That the Council's Legal Advisers be instructed to write to the two people occupying the Council's land without the Council's permission or knowledge

(3) That the Council also writes to these people challenging their occupation of the land

(4) That it be accepted that some areas previously shown on the map accompanying the lease

have

been occupied for a number of years without challenge and that these areas should, therefore be removed

from

the map.

05 06 Admission of the Public

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

05 07 Minutes of the Previous Meeting

RESOLVED: That the Minutes of the Meetings held on 25 April 2005 numbered 04 99 - 04 111 inclusive

and

on 16 May 2005 numbered 05 01 - 05 02 inclusive be received and adopted as true records of these

meetings.

05 08 Correspondence arising from the Minutes

There was none to report.

05 09 Appointment of Sub Committees

(1) Members considered the appointment of sub committees. It was agreed that it was necessary to retain the

following sub committees, and after reviewing the previous membership, it was

RESOLVED: That membership of the following sub committees be as follows:

Accommodation: Chairman of the Council
Vice Chairman of the Council
Chairman of Finance and Management Committee
Cllr. Michael Bower
Cllr. R. P. Dixon

Graveship of Holme: Cllr. P. Robinson (Chairman of Finance and Management Committee)
Cllr. J. R. Chilton
Cllr. R. P. Dixon
Cllr. W. H. H. Oldham
Cllr. Mrs. J. M. Osborn.

It was further

RESOLVED: That the Finance and Management (Policy and Quality) Sub Committee should be altered to the

Finance and Management (Policy and Quality Council) Sub Committee, and that its membership should remain

as last year, but with the addition of the Chairman of the Council (ex-officio).

(2) Given the change in the work of the above sub committee it was necessary to redefine its remit and to review powers previously delegated to this sub committee, principally to deal with progressing the Council's Quality Council application.

The Sub Committee had been asked to look at formulation of a vision statement for the Council, a four year strategy, and the practice and operation of the Council's planning procedures. It would still be required to check and agree the Council's Quality Council application prior to approval by the Council. It was, therefore, agreed that the Sub Committee's core remit would be to develop and maintain the Council's strategic planning, and to oversee the Council's position in relation to its Quality Council application and future status.

RESOLVED: That the remit of this Sub Committee to be as indicated above, but without any delegated powers in this respect.

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05 10 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 noted.

05 11 Financial Statement

RESOLVED: That the Financial Summary, Comparison and Income as at 31 May 2005 be approved.

The Clerk alerted Members to the fact that budget would have to be vired towards the payment of repairs to the bus shelter outside the Market Hall, Holmfirth. The General Purposes Committee was recommending to the Council that repairs to reinstate this shelter should be carried out as soon as possible, but this cost had obviously not been included in the budget estimates.

05 12 Applications for Grant

Members considered a request for financial support from the Upper Holme Valley Team Ministry for a contribution or sponsorship from the Council towards the continuing life of the Valley Churches. Members did not feel that this came with the Council's grant criteria, and could not support such a request.

Grant applications from individual Churches for capital projects or works would continue to be considered on merit when received by the Council.

RESOLVED: That the Council cannot support this request for financial support from the Upper Holme Valley Team Ministry.

The Clerk also informed Members that Penistone Line Partnership wished to approach the Council for some financial support in starting up a Car Club in the Holme Valley. This would be placed on the next agenda for consideration.

05 13 Administrative Matters

advice (1) Insurance Review (Annual) - At the last meeting of the Committee, the Clerk was asked to seek the of the Council's Insurers as to the adequacy of the level of cover for Libel and Slander. The Insurers had indicated that the present level of cover was the minimum recommended. After discussion, it was

RESOLVED: That the level of cover for this heading remain at the present level.

(2) Zurich Municipal - Local Council Advisory Service - Members considered subscribing to this additional Advisory Service, but felt that such advice was available from other sources.

RESOLVED: That the Council does not subscribe to this service for the time being.

Members (3) Method of delivery of agendas and papers for meetings - At the Annual Meeting of the Council (Minute number 05 08) the Clerk was asked to investigate whether agendas and papers could be delivered to by e-mail only. She reported that although Councils were looking as this idea, legislation, as yet, had not been amended to allow electronic postings. She, therefore, recommended that until there had been legislative changes regarding signatures on agendas, and confirmation of receipt of agendas, etc., that the Council should continue to post agendas and papers to Members. There were also practical difficulties, in that some Members did not have such electronic facilities, documents which did not originate with the Council would have to be scanned to allow electronic access, and Members would incur the cost of printing off all the documents.

RESOLVED: That the above information be noted, and that there be no change in the method of delivery of agendas and papers for meetings for the time being.

(4) Street Naming - Members were asked to consider suggestions for naming the development off Oakes Lane, Brockholes. Suggestions had to be submitted to Kirklees MC by 29 June 2005.

RESOLVED: That the suggestion "The Cutting" be submitted for this development.

05 14 Justices' Licences

RESOLVED: That no objection be made to the transfer of the Justices Licence and Interim Order for the Huntsman, Greenfield Road, Holmfirth from Anthony Cartwright to Paul Kenneth Kempster.

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05 15 Holme Valley Minibus Service

(1) It was reported that some adverse comments had recently been received from a few members of the public regarding the level and standard of the bus service. The Clerk reported that she had taken up one complaint with the operator and that it had been investigated, but no further action was being taken. As regards the levels of service, there had been one occasion on which the operator had been unable to provide a full service due to a shortage of drivers. It was agreed by Members that, whilst this was understandable, it was unfortunate that the service which had been withdrawn had been the Market Day service, the service which was only offered one day a week. It was felt that it would have been preferable to withdraw one of the daily services.

It was also noted that services would be reviewed again in the autumn, following the recent changes and that it had been previously agreed that Metro be invited to a meeting of the Committee prior to that review to monitor the affect of the changes.

RESOLVED: That the above information be noted, and the Clerk pass on Members' comments to the operator.

(2) It was reported that in November 2005, the Holme Valley Minibus Services would have been running for 25 years, and Members were asked whether they wished to celebrate this fact.

RESOLVED: That the Clerk investigates the cost of providing a free Minibus service for one day, prior to further consideration of any celebration of this anniversary.

05 16 Holme Valley Bus Services

(1) The Council had been asked to consider providing a letter of support for Kirklees Kickstart bid to the Department of Transport for funding to improve bus services from the Holme Valley by extending these routes beyond Huddersfield Bus Station to the Rail Station.

RESOLVED: That the Committee was delighted to give its support to this bid for extra funding, and that the Clerk be asked to provide such a letter of support in the timescale.

(2) The Clerk reported that the draft West Yorkshire Local Transport Plan was available. Cllr. Mrs. Bower agreed to provide the Clerk and Cllr. Mrs. Court with a copy of the full report.

RESOLVED: That this information be noted.

05 17 Representation

(1) Members considered representation at the following meetings/conferences:

- (1) Equal Ability - "Duty to Promote Disability Equality" - Wakefield - July 2005 - no representation
- (2) YLCA - Annual General Meeting 2005 - Leeds - 16 July 2005 - refer to full Council
- (3) YLCA and YHRTP - Joint Training Conference - Scarborough - 30 September - 2 October 2005 - refer to full Council
- (4) SLCC - Annual Conference - Stratford Upon Avon - 8 - 10 October 2005 - Clerk to attend

RESOLVED: That the above action be taken, and the Clerk's attendance at the Annual Conference of the Society of Local Council Clerks approved; all delegate fees and associated costs to be paid by the Council.

(2) The Clerk reported on her attendance at two events - an inaugural conference organised by the Society of Local Councils Clerks for Larger Local Councils, and an annual health and safety seminar hosted by Zurich Municipal. Both events had proved interesting and useful, and the Clerk thanked the Council for giving her the opportunity to attend, and hoped that she would be allowed to attend future such conferences for Larger Local Councils.

RESOLVED: That the Clerk's written report be received with thanks.

05 18 Consultations

R. (1) ODPM - Vibrant Local Leadership - Local Vision in partnership with local government - Foreword - Cllr.
the Rogers was still unable to report back on this document. The Clerk was asked to obtain a further copy of
the consultation, if at all possible.

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RESOLVED: That consideration of any response be deferred to the next meeting.

(2) Front Line Service Points for the Holme Valley - Members had been circulated with notes of meetings previously held in this connection. Further meetings were awaited.

05 19 Exclusion of Public and Press

RESOLVED: That the business of this Committee to be now transacted be not open to the public and press on the grounds that the matters to be considered are of a confidential nature (agenda item 16).

05 20 Miscellaneous Rentals

Hollowgate shelter - the Clerk reported that this converted shelter was now being used by the tenant, but that it had been reported to her that it was not being used in accordance with licensing or planning conditions. Complaints had been received by Kirklees MC in this respect.

RESOLVED: (1) That the Clerk proceeds with issuing and collecting the rental due on this property, now that the lease has been signed and is in operation
and (2) That the Clerk makes further inquiries about the licensing and operational requirements, ensures that the information is passed to the tenant to ensure compliance with these regulations.

05 21 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.

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Chairman

