

Holme Valley Parish Council

MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 09 JULY 2007 -

Those present :

Chairman : Cllr C M Kaye

Vice-Chairman : Cllr T Bellamy

Councillors : Cllr L Bailey, Cllr M Bower, Cllr Mrs R Bratt, Cllr G Christofi, Cllr J G Cropper, Cllr T Dearnley, Cllr R P Dixon, Cllr T W Dixon, Cllr D M Firth, Cllr J M Greenwood, Cllr Mrs D Hall, Cllr R Oldfield, Cllr Mrs J M Osborn, Cllr A R Otterburn, Cllr Mrs J Roberts, Cllr P Robinson, Cllr P D Searby, Cllr Mrs B E Smith, Cllr K L Smith, Cllr B A Smith

Officers : Mrs MA Bewick, Mrs E Hirst

Public Question Time

One member of the public was present and wished to put a question to the Council.

He asked for the Council's support in that no further information had been received from Kirklees MC relating to the infringement of planning conditions applying to a site at Concorde Street/Marsh Gardens, Honley. Councillors were aware of this issue, and the Chairman indicated that the Parish Council would follow this matter up again, and endeavour to seek a response to his concerns.

Apologies for Absence

An apology for absence was accepted from Cllr. Mrs. M. Walker.

07 11 Disclosure of Interests

None were given.

07 12 Admission of the Public

It was agreed that no items required to be taken in private session.

07 13 Chairman's Opening Remarks

In opening the meeting, the Chairman reminded Members of the following points:

- public sessions of a meeting indicate that all discussions are open to being reported or broadcast in any way
- apologies should be given to the Clerk or Deputy Clerk prior to any meeting
- Members were asked to be aware of other users of the car park, who would require access and egress whilst meetings were taking place.

The Chairman and Vice Chairman then commented briefly on events attended on behalf of the Council. Further details would be given on the Council's website.

07 14 To confirm the Minutes of the Council Meeting

RESOLVED: That the Minutes of the Council held on 30 April 2007 numbered 06 130 - 06 146 inclusive be confirmed.

07 15 To confirm the Minutes of the Annual Council Meeting

RESOLVED: That the Minutes of the Annual Council Meeting held on 17 May 2007 numbered 07 01 - 07 10 inclusive be confirmed.

07 16 To confirm the Minutes of the Publications and Communications Committee

RESOLVED: That the Minutes of the Publications and Communications Committee held on 17 May 2007 numbered 07 01 - 07 02 inclusive, on 21 May 2007 numbered 07 03 - 07 10 inclusive, and on 20

Holme Valley Parish Council

June 2007 numbered 07 11 - 07 16 inclusive be confirmed.

In answer to some concerns expressed about the proposal to change the frequency and format of the newsletter (Minute number 07 14), the Chairman assured Councillors that the Committee was looking at alternatives and that the comments would be taken on board.

07 17 To confirm the Minutes of the Planning Committee

RESOLVED: That the Minutes of the Planning Committee held on 17 May 2007 numbered 07 01 - 07 02 inclusive, on 21 May 2007 numbered 07 03 - 07 17 inclusive, and on 11 June 2007 numbered 07 18 - 07 30 inclusive be confirmed.

07 18 To receive the Minutes of the General Purposes Committee

In connection with Minute number 07 06, the offer by the University of Huddersfield to undertake some research on behalf of the Council had been discussed further by the Strategy and Policy Committee. It was felt by that Committee that such an opportunity should be explored and widened to assist the Parish Council in its aim to develop longer term planning. The Chairman of the Council would report further on this in his report of the first meeting of the Strategy and Policy Committee. This information was noted.

In connection with Minute number 07 13(1) disappointment was expressed at the restriction which Metro had imposed on its offer in respect of the bus shelters, in that the black and cream colour scheme would be provided only for shelters in the immediate Holmfirth area. Members were asked to refer this back to the General Purposes Committee for further discussion with a request to push for the original proposal that all the cantilever shelters be painted in black and cream, not red and cream, and that further discussion should take place on this point to seek a middle path before accepting any offer.

RESOLVED: That the Minutes of the General Purposes Committee held on 17 May 2007 numbered 07 01 - 07 02 inclusive and on 18 June 2007 numbered 07 03 - 07 19 inclusive be received and adopted with the exception of minute number 07 13(1) which was referred back for further consideration as indicated above.

07 19 To receive the Minutes of the Finance and Management Committee

RESOLVED: That the Minutes of the Finance and Management Committee held on 17 May 2007 numbered 07 01 - 07 02 inclusive and on 2 July 2007 numbered 07 03 - 07 16(8) inclusive be received and adopted.

Members were then asked to consider the note re the final items on the Finance and Management Committee held on 2 July 2007 (inquire section). Cllrs. R.P. and T. Dixon declared prejudicial interests in this item and withdrew from the meeting.

Following an explanation of the issue, as presented by the Vice Chairman of the Finance and Management Committee,

RESOLVED: (1) That the Estate Agent concerned be asked to withdraw the information which had appeared on the sale particulars regarding the area held in trust by the Council
(2) That the Finance and Management Committee be asked to establish formal rental positions with the adjoining properties
(3) That the Finance and Management Committee give further consideration to this item.

07 20 To receive the Minutes of the Strategy and Policy Committee

As the first meeting of the Strategy and Policy Committee had been held just prior to the Council meeting, the Chairman gave a verbal report of the meeting. It had been a productive meeting which had determined the format of future meetings. Its first resolution to the Council was to recommend renewed adoption of the Council's Mission Statement, Aims and Objectives.

A discussion had then been held on a proposal to develop a Parish Appraisal and Forward Plan, as had been discussed previously. The meeting had felt that the Council should take up the offer from the University of Huddersfield to undertake some research on behalf of the Council, but that the scope of such a study could be designed to assist the Council in the above aim, if agreed. Committee minutes, once recorded, would recommend that the Council be asked to approve discussions with the University

Holme Valley Parish Council

to agree the scope and terms of such a study, as a first stage in the development of forward planning, and that three Councillors be authorised to discuss this further, before holding an initial meeting with the University, prior to reporting back to the Council. It was hoped that such research could start in September with feedback some six months later, if the negotiations proved fruitful.

RESOLVED: (1) That the report of the Chairman of the first meeting of the Strategy and Policy Committee be received and noted

(2) That the Minutes of the Strategy and Policy Committee be considered at the next Council meeting

(3) That the offer from the University of Huddersfield to undertake some research be explored with an expanded remit

(4) That the Chairman of the Council, together with Cllr. Otterburn and Cllr. K. Smith be authorised to meet with representatives of the University and report back to the Council, having met together initially to discuss this opportunity further, and agree terms to be discussed.

07 21 Accounts for Payment

RESOLVED: That the payment of accounts for May 2007 totalling £8,839.68 and June 2007 totalling £8,255.54 be approved.

07 22 Audit of Accounts

Members considered the information relating to Section 2 (Annual Governance Statement) of the Annual Return for the year ended 31 March 2007 and the recommendations of the Finance and Management Committee relating to question 6 following proposals put before the Committee by the Responsible Financial Officer for future procedures relating to reviewing the effectiveness of its internal audit system.

RESOLVED: (1) That the proposals relating to reviewing the effectiveness of the internal audit system be approved, and that the Annual Governance Statement be completed as recommended.

(2) That the Annual Return for the year ended 31 March 2007 for Holme Valley Parish Council be approved for signature and submission to the External Auditors.

(3) That the Chairman be authorised to sign the Annual Return, once completed as recommended by the Finance and Management Committee.

07 23 Ethical Framework

RESOLVED: (1) That the Council adopts the Standards Board's Model Code of Conduct for Parish and Town Councils 2007 including paragraph 12 in its entirety and that the ten general principles be included as an appendix as these are the principles under which the Code was compiled

(2) That the Clerk makes the necessary arrangements for advertising the adoption of the Code and for official notification to the Standards Board

(3) That the Clerk arranges for transcription of information to the amended Register of Interests form and that she be authorised to take the necessary actions to ensure compliance with the regulations

(4) That all Members arrange to sign the amended Register of Interests forms within the specified 28 day period.

07 24 Local Area Committees

Holme Valley North and South Area Committee Meetings - There were no reports from Parish Council representatives, as meetings were due to be held shortly. This information was noted.

07 25 Representation

(1) Members considered attendance at the following events:

- Lupton Fawcett - Strategic Planning Seminar - 18 July 2007 - Leeds - let Clerk know if interested
- NALC National Conference - 5 - 7 October 2007 - Bournemouth - Chairman to attend if possible
- NALC Northern Regional Conference - 23 - 24 November 2007 - Skipton - Cllrs. B. Smith and Cllr. Mrs. B. Smith registered their interest in attending this event.

RESOLVED: (1) That the Council be represented at the NALC National Conference by the Chairman of the Council, if possible; all delegate, travel and accommodation costs to be paid by the Council

(2) That the Council registers its interest in attending the NALC Regional Conference to be held in November in Skipton, and that further representation be agreed nearer the date.

Holme Valley Parish Council

(2) Reports were received of attendance at the following events:

- Action for Market Towns - Towns4Towns - Exchanging experience - Cllr. Kath Smith
- YLCA - South Pennine Branch Meeting - Cllrs. Kaye and Greenwood
- Peak Park Parishes' Forum - Bakewell - Cllr. Bellamy - unable to attend
- Parish and Town Clerks' meeting with Audit Commission re Kirklees CPA Corporate Assessment - Clerk.

RESOLVED: (1) That an item be placed on a future agenda for the General Purposes Committee to discuss the issue of quad motor bikes and any related problems (as requested at the YLCA South Pennine Branch Meeting)

(2) That following the Clerk's report of the meeting with the Audit Commission, two items be requested for the Liaison meeting with Kirklees MC; Localities Management proposals which are being discussed at Kirklees MC, as these might impact on the work of Parish and Town Councils, and the need for a Parish representative to be included in the forthcoming Parish Review to be carried out by Kirklees MC.

RESOLVED: That the above reports be received and noted and the Councillors thanked for their attendance at the events.

07 26 Administrative matters

(1) RESOLVED: That the Council approves the adoption of amended Standing Orders as agreed at the Annual Council, and as now before the Council, with immediate effect.

(2) RESOLVED: That the amended Financial Regulations as agreed at Annual Council and as now before the Council be approved and adopted with immediate effect.

(3) RESOLVED: That information relating to a review of polling districts and polling stations being undertaken by Kirklees MC be noted.

07 27 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 after approval of the minutes.

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Chairman