

Holme Valley Parish Council

MINUTES OF THE FINANCE AND MANAGEMENT COMMITTEE HELD ON MONDAY 03 DECEMBER 2007 -

Those present :

Chairman : Cllr C M Kaye

Councillors : Cllr M Bower, Cllr T Dearnley, Cllr T W Dixon, Cllr R Oldfield, Cllr A R Otterburn, Cllr P Robinson

Officers : Mrs MA Bewick

Apologies for Absence

Apologies for absence were accepted from Councillors R.P. Dixon, Greenwood and Mrs. B.E. Smith.

In the absence of the Chairman and Vice Chairman, it had been agreed at the last meeting of the Committee that this meeting should be chaired by the Chairman of the Council, Cllr. C.M. Kaye.

07 39 Disclosure of Interests

None were given.

07 40 Admission of the Public

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

07 41 Minutes of the Previous Meeting

RESOLVED: That the Minutes of the Finance and Management Committee held on 5 November 2007 numbered 07 28 - 07 38 inclusive be received and adopted as a true record of the meeting.

07 42 Correspondence arising from the Minutes

(1) The Clerk reported that acknowledgements of grants awarded had been received from Holmfirth Camera Club, Hepworth Village Hall and Community Association, Wooldale Old Folks Treat 2008 and Hade Edge Band.

(2) In connection with Council Minute number 07 53, the Clerk confirmed that the draft lease had now been sent to Hepworth and Scholes Youth Club for approval, and that it would need to be signed by the Council in due course.

RESOLVED: That the Clerk be authorised to arrange for the signing of the lease when appropriate.

07 43 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.

07 44 Financial Statement

RESOLVED: That the Financial Summary, Comparison and Income as at 31 October 2007 be approved.

07 45 Applications for Grant

(1) Holme Valley Business Association - assistance was requested with the purchase of new Christmas Lights. Members commented that the new features installed and the hard work undertaken on behalf of the Holme Valley Business Association were appreciated.

RESOLVED: That a grant of £400 be awarded to Holme Valley Business Association towards the purchase of Christmas lights, but that the Association be asked if the Parish Council's financial support could be acknowledged and given some publicity.

(2) Agbrigg Division Girlguiding - As agreed during the previous year, the Division was seeking financial assistance on behalf of the Guides and Young Leaders from the Holme Valley who would be representing the area at international camps during the next year.

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RESOLVED: That, using the Council's section 137 powers, a grant of £100 be awarded to each person from the Holme Valley involved in such international representation (£300 in total), and that the young people be asked to attend a future Council meeting to talk about their experiences and to supply information for inclusion in the newsletter or on the Council's website.

(3) Holme Valley Piscatorial Association - The Association was seeking assistance towards the cost of rebuilding a wall at the Magdale fishing site; this was an historical wall which supported the tail goit. Members spoke in appreciation of the work which had been undertaken at this site by the Piscatorial Association.

RESOLVED: That a grant of £500 be awarded to Holme Valley Piscatorial Association towards these rebuilding works.

07 46 Administrative Matters

(1) Sharing Best Practice - A further request had been received from NALC to provide information relating to Quality Council status. Members discussed brief points to be included.

RESOLVED: That the Clerk be asked to draw up a brief report on the lines discussed and that this be available, if at all possible, for the Council meeting for approval.

(2) Chairman's Chain of Office - It was reported that it had been necessary to arrange for an emergency repair to the Chairman's Chain of Office, and that although the Chain was generally in good condition, there was some work which should be undertaken to the enamelling. This was specialist work which could not be undertaken by the jeweller normally employed by the Council.

RESOLVED: (1) That the cost of the repair already undertaken be approved

(2) That the Clerks seeks to obtain name(s) of jewellers able to undertake enamelling work, and endeavours to obtains quotations for work by submitting photographs in the first instance.

(3) Maintenance of Public Clocks - The Council had previously considered entering into a longer term agreement than a yearly one. The company had indicated that rather than charging in arrears at the end of the financial year, on an yearly contract charges would be submitted as each service was undertaken at a church. This meant that the budget provision for the current year would be overspent, as it would effectively cover two periods.

RESOLVED: (1) That, before making a final decision for next year's budget and service provision, the Clerk be asked to obtain two further quotations in this respect

(2) That the information relating to the current year's provision be noted and approved.

07 47 Conferences and Seminars

(1) SLCC National Conference - Coventry:

RESOLVED: That the Clerk be thanked for her report of her attendance at the above event.

(2) Information was available about forthcoming SLCC Conferences in 2008 and the Clerk asked the Committee to consider approving attendance at certain of these events. The Chairman sought details of other Conferences which were appropriate for Member attendance.

RESOLVED: That the Clerk be asked to prepare a report giving details of available Conferences and recommendations as to Council representation at such events for consideration at the next meeting.

07 48 Budget Preparations

- Initial proposals for budget provision 2008-09 - Members considered the Clerk's report relating to various budget headings for Council and Finance and Management expenditure. This highlighted previous decisions which had legal and contractual implications for the budget and sought views on headings where the Committee could make changes, if it so wished.

RESOLVED: That the figures for budget headings as discussed and agreed be included in the provisional budget provision for 2008-09 and that the Clerk be asked to proceed with formulating a provisional budget report for Committee and Council consideration.

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07 49 Awarded Quarries

(1) Charity Commission - The Committee was circulated with a letter received that day from the Charity Commission agreeing to a meeting with the Council, but indicating that this could not take place until a formal answer had been received from the Council to earlier correspondence from the Charity Commission. Given the queries raised in this letter, it would take some time to draft a letter in response, but it was accepted that no other progress could be made until this had been carried out.

RESOLVED: (1) That the Clerk be asked to draft an answer to this letter
 (2) That the small group of Councillors appointed to represent the Council at meetings with the Charity Commission meet with the Clerk to consider this draft reply in detail
 (3) That this group of Councillors be authorised to approve and send this response to the Charity Commission.

(2) Knoll Lane, Netherthong - A request for a litter bin at this site and for the area to be strimmed regularly had been received from a local resident (see also Minute 07 16(8)). The Clerk had already arranged for the Council's contractor to clear the debris which had been dumped on the site.

RESOLVED: (1) That the action taken to clear the site be authorised and payment of the costs involved approved
 (2) That the Council's contractor be asked to strim a wider area around the seat at the site than he would normally
 (3) That the Clerk investigate the costs of providing a litter bin at this site and the feasibility of this bin being emptied regularly.

07 50 Freedom of Information Act 2000

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

At the Editor's request, Members were asked to supply her with any photographs taken of the Christmas trees provided by the Council round the Valley, preferably lit, together with a note of the location, for publication in the newsletter or on the website.

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Chairman