

# Holme Valley Parish Council

## MINUTES OF THE FINANCE AND MANAGEMENT COMMITTEE HELD ON MONDAY 06 AUGUST 2007 -

Those present :

Chairman : Cllr R P Dixon

Vice-Chairman : Cllr Mrs B E Smith

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

Officers : Mrs MA Bewick

### **Apologies for Absence**

Apologies were accepted from Councillors Dearnley, Greenwood and K. Smith.

### **07 18 Disclosure of Interests**

Cllr. R. P. Dixon and Cllr. T. Dixon declared prejudicial interests in agenda item 10 (4) Awarded Quarries.

### **07 19 Admission of the Public**

It was agreed that, if necessary, item 10 (Awarded Quarries) may be taken in private session.

### **07 20 Minutes of the Previous Meeting**

RESOLVED: That the Minutes of the meeting of the Finance and Management Committee held on 2 July 2007 numbered 07 03 - 07 17 inclusive be received and adopted as a true record of the meeting.

### **07 21 Correspondence arising from the Minutes**

Minute number 06 89 - Members noted thanks for a grant awarded to Hade Edge Band on behalf of a member.

Minute number 07 12(2) - the Clerk informed Members of the cost of the joint advertisement regarding the revised Code of Conduct. This was noted and approved.

Minute number 07 16(6) - Member noted correspondence from the Council's insurers in respect of a possible claim and approved the action taken by the Clerk in reply to the claimant's solicitors.

### **07 22 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 23 Financial Statement**

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

### **07 24 Audit of Accounts**

(1) RESOLVED: (1) That the proposed procedures for reviewing Internal Audit process as before the Committee be approved

(2) That it be agreed that this procedure could be amended in future readily to allow different checks as appropriate

(3) That the Clerk's action in encouraging joint action in this matter with the other Parish and Town Councils which use the services of the same Internal Auditor be approved.

(2) Advice from YLCA had been supplied regarding accounting for charities and possible implications for the Council's Annual Return. The Clerk informed Members that separate accounts were already prepared for any charitable accounts and this practice would be continued in the future, following the establishment of a charitable scheme for the Awarded Quarries. Members needed to note this information for the moment.

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RESOLVED: That this advice be noted, and the Clerk's comments approved; it was also asked that this point be made clear to all Councillors at the next Council meeting on approval of this minute.

### 07 25 Representation

Members considered attendance at the following events/seminars:

- Joint Training Conference - YLCA, ERNLLCA and Yorkshire and the Humber RTP - 28 - 30 September 2007 - Scarborough - in view of the approaching deadline for bookings, the Clerk was asked to circulate details of this Conference to all those Members not on the Finance and Management Committee. It was felt that it would be of particular interest to some Members. Cllr. Otterburn indicated that he was participating in the Conference as a speaker for one of the sessions.

The Clerk declared an interest in that she represented West Yorkshire on the Regional Training Partnership and would be attending the Conference to assist as a Regional Training Partner.

RESOLVED: (1) That the Clerk circulates details of the Conference to all Members not on the Finance and Management Committee

(2) That the Clerk be authorised to book 3 places if Members indicate their interest; if more than three Members wish to attend, the Clerk is asked to speak with the Chairman of the Committee in this respect.

Members were also asked to consider an invitation just received to attend a seminar to be held in Saltaire on 15 August 2007 regarding the next round of EU Leader funding. It was agreed that it would be useful to hear about this possible opportunity. No Member was able to attend and the Clerk, therefore, was asked to attend, if at all possible.

A comment was made that the Committee should be aware of the time implications such decisions had on the Clerk's workload, and the extra time worked by officers. It was felt that the Council should look at recompensing the officers for extra time worked, if this is necessary because of instructions given by the Council.

RESOLVED: That the Clerk be authorised to attend this event if at all possible.

### 07 26 Awarded Quarries

(1) The Clerk reported further information relating to the removal and lopping of trees at Sude Hill, New Mill. As branches from these trees were impeding overhead electricity lines, YEDL had a statutory duty to clear such obstructions, and as such, offered this as a free service. The Clerk had been notified via Kirklees MC that the company which undertakes this work had been notified and would carry out the work when their contractors were working in the area.

RESOLVED: That the above information be welcomed, and borne in mind for any future such obstruction of overhead power lines in the future.

(2) Formation of access to property - Sude Hill, New Mill - the Clerk reported that having undertaken further investigations into this issue, she did not believe that the land identified in the resident's correspondence was in the trusteeship of the Council. It was certainly not shown on the land registered to the Council by Land Registry. Members studied copies of original maps and of the Land Registry entry and agreed with the Clerk's view. The Clerk had suggested to the resident that he make further investigations with Land Registry regarding ownership of this area.

RESOLVED: (1) That the Clerk's view as indicated above be confirmed, and the advice offered by her to the resident approved

(2) That the Clerk confirms to the resident raising the inquiry that the land which is the subject of the planning application and of concern to him is not pertinent to the Council's property, and that the issue would have to be resolved with his neighbour, pointing out the planning conditions which had been imposed by Kirklees MC.

Where this issue did concern the Council was the question of accessing properties over the land which is registered to the Council. It was felt that it would be useful to point out again to all residents in the area that if they access their property by vehicle over the Council's land, then they would be advised to seek the Council's permission to continue to do so.

RESOLVED: That the Clerk contacts all the householders where there was a likelihood that vehicles

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would be driven over the Council's land, in order to access properties, and advises them that the Council's permission should be sought to cross the land, and to park vehicles on it.

(3) White Wells, Chippings Dump, Scholes - Cllr. Christofi requested further discussion of this item but no further information had been received in this respect.

Further correspondence had also been received from a resident's representative also interested in this site. The Clerk indicated that she would reply as instructed previously by the Council. This was noted and approved.

RESOLVED: That the item continues to be placed on the agenda to await a response from the local school.

(4) Tenancies for use of hanging ground - Jackson Bridge - Cllrs. R.P. and T. Dixon had both declared prejudicial interests and withdrew from the meeting.

The Clerk reported that she had requested that the erroneous details be removed from sale particulars for a house adjacent to the Council's site, but that she had not heard anything further about the matter.

She also sought Members' approval in that she had contacted the two householders where there was knowledge that they used this site. She had requested details of any further users of the site and a map showing current, and any proposed, use. She had informed the householders that the Council would wish to safeguard its position, and their position as users of the site, and that formal tenancy agreements ought to be drawn up which would necessitate, potentially, a small rental charge. This action was welcomed by Members and it was agreed that any rental so charged would be nominal to safeguard the Council's position and the tenants' position in that it would be an acknowledgement that the land vested in the Council.

RESOLVED: (1) That the Clerk's actions as indicated above be approved, and the responses from the users awaited

(2) That action be taken to check that any sale particulars have been corrected as requested.

### **07 27 Freedom of Information Act 2000**

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

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**Chairman**