

Holme Valley Parish Council

MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 19 MAY 2008 -

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 T W Dixon, Cllr D M Firth, Cllr J M Greenwood, Cllr R Oldfield, Cllr Mrs J M Osborn, Cllr A R Otterburn, Cllr Mrs J Roberts, Cllr P Robinson, Cllr P D Searby, Cllr B A Smith, Cllr M A Walker

Officers : Mrs S S Barber, Mrs MA Bewick

Cllr C M Kaye was in the Chair for the election of the new Chairman.

Mrs K Bellamy was present.

08 01 Installation of Chairman

It was proposed by Cllr D M Firth and seconded by Cllr B A Smith and

RESOLVED UNANIMOUSLY: That Cllr Trevor Bellamy be and is hereby elected Chairman of the Council for the ensuing year.

The Chairman was invested with the Chain of Office. He then read and signed the Declaration of Acceptance of Office, took the Chair and returned thanks for his election. He was honoured to be elected to this office, and would endeavour to serve the Council at the high standard expected by the Council and the electorate. As yet, he had not chosen charities to support for the year.

Mrs Bellamy was presented with the Chairman's Escort's Jewel and presented with flowers.

He then thanked the retiring Chairman for all his hard work during his year of office and for the many projects with which he had been involved. He presented him with his Past Chairman's Jewel. Flowers were presented to Cllr Kaye for his wife.

Cllr Kaye replied appropriately, that it had been a challenging year, with some difficult issues to contend with, but over £1,000 had been raised for his two nominated charities, the Honley Aid in Sickness Fund and the West Yorkshire Forget-me-not-Trust. He welcomed a smaller but more productive Council, where new councillors had now settled in well, and he wished the Council well in the coming years. Cllr Kaye then presented flowers to the Clerk in gratitude for her support over the year, and to the Administrative Support Officer welcoming her to her post.

To accept apologies for absence

Apologies for absence were accepted from Councillors R P Dixon, Mrs D Hall and Mrs B E Smith. Cllr Mrs Walker apologised for her late arrival at the meeting.

08 02 Installation of Vice Chairman

It was proposed by Cllr G Cropper and seconded by Cllr Mrs J Osborn and

RESOLVED UNANIMOUSLY: That Cllr Mrs J Roberts be and is hereby elected Vice-Chairman of the Council for the ensuing year.

The newly elected Vice-Chairman was presented with the Vice-Chairman's Jewel, took the Vice-Chairman's Chair and gave thanks for her election.

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08 03 Representatives to Outside Bodies

(1) Representatives to outside bodies - Standing Order 3.6:

Existing representation on outside bodies had been circulated with the agenda. Some changes were made as shown by an asterisk.

The following appointments were therefore made to represent the Council on outside bodies -

Age Concern	Cllr Mrs J Roberts - Clerk was asked to check if this organisation continued to meet
Brockholes Village Trust	Cllr L Bailey
Charities for Public Stone Quarries - Austonley	Cllr T Bellamy, Cllr Mrs J M Osborn, Chairman of Management and Clerk
Daniel Broadhead's Charity	Mr J Kilner, Mr P Broadbent, Cllr G Cropper and Clerk - will be closed shortly
Elmwood Patient Participation Panel	Cllr R Bratt
EU Leader Stakeholder Group	Cllr C M Kaye
Hall Education Charity	Chairman and Cllr Mrs J M Osborn
Holme Valley Community Breakfast Forum	Cllr T Bellamy and Clerk
Holme Valley Riverside Way Steering Group	Cllr T Bellamy, Cllr G Cropper and Cllr B A Smith
Holmfirth Crime Prevention Panel	Cllr Mrs D Hall, Cllr Mrs J M Osborn, Cllr P D Searby and Cllr G Christofi
Huddersfield and District Sports Council	Cllr P D Searby and Cllr T Dixon
Kirklees MC Area Committees - Holme Valley North	Cllr L Bailey, Cllr C M Kaye and Cllr P D Searby
* - Holme Valley South	Cllr T Bellamy, Cllr G Christofi, Cllr Mrs J M Osborn, Cllr Mrs J Roberts, Cllr B A Smith and Cllr Mrs M Walker
Kirklees MC CCTV Management Board	Chairman of General Purposes Committee
Kirklees NHS PCT	Cllr Mrs J Roberts
Kirklees Historic Buildings Trust	Cllr T Bellamy
Kirklees Rights of Way Forum	Cllr L Bailey
*	Reserve: Cllr B A Smith
Kirklees MC Standards Committee	Past Chairman of Council
Peak Park Parishes Forum	Cllr T Bellamy
The Valley Theatre Film Association	Cllr T Bellamy, Cllr G Christofi and Cllr A Otterburn
Thurstonland Village Association	Brockholes Ward Councillor
Twinning Association	Chairman of Council, Cllr Mrs R Bratt and Cllr Mrs J M Osborn
West Yorkshire Rural Transport Partnership	Cllr Mrs J Roberts, Cllr B A Smith and Cllr Mrs B E Smith
Yorkshire Local Councils Associations	Cllr C M Kaye and Cllr J Greenwood (2 with voting rights)

RESOLVED: That the existing representation and re-appointment to outside bodies be confirmed with the alterations as noted.

(2) Where vacancies exist, the following appointments were made to represent the Council on outside bodies:

Kirklees MC Area Committees - Holme Valley South Cllr B A Smith

08 04 Standing Orders

In considering the amendments proposed to standing orders, it was queried why the use of substitutes for Staffing Committee had not been included. It was felt that substitutes should be allowed for the four members elected by political groupings.

It was also felt that Vice-Chairmen should be allowed to substitute for Chairmen at meetings of the Strategy and Policy Committee.

RESOLVED: That the Standing Orders as amended to include the points raised above be accepted and

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adopted with immediate effect.

08 05 To appoint Standing Committees

Standing Orders 3.7, 8.1 and 8.3:

RESOLVED: That the structure and remit of Standing Committees be as presented in the Clerk's report to the Council.

RESOLVED: That the following Members be appointed to the Standing Committees, as detailed:

(a) PLANNING COMMITTEE: (20 Members - Quorum 10) That the following Members serve on the Planning Committee until the next Annual Council Meeting:

Councillors Bailey, Bellamy, Mrs Bower, Mrs Bratt, Christofi, Cropper, Dearnley, R P Dixon, T W Dixon, Firth, Greenwood, Mrs Hall, Kaye, Oldfield, Mrs Osborn, Roberts, Searby, B A Smith and Mrs Walker.

It was noted that Councillors Otterburn, Robinson and Mrs B E Smith have indicated they do not wish to serve on Planning Committee. This would also leave one vacancy which could be filled by the new Councillor once elected/co-opted.

(b) GENERAL PURPOSES COMMITTEE: (12 Members - Quorum 6) That the following Members serve on the General Purposes Committee until the next Annual Council Meeting together with the Chairman and Vice-Chairman of the Council ex-officio unless appointed in their own right:

Councillors Bailey, Bellamy, Cropper, T W Dixon, Firth, Mrs Hall, Mrs Osborn, A Otterburn, Searby, B A Smith and Mrs Walker, with 1 vacancy.

(c) FINANCE AND MANAGEMENT COMMITTEE: (11 Members - Quorum 5) That the following Members serve on the Finance and Management Committee until the next Annual Council Meeting together with the Chairman and Vice-Chairman of the Council, as ex-officio unless appointed in their own right.

Councillors Mrs Bower, Bratt, Christofi, Dearnley, R P Dixon, Greenwood, Kaye, Oldfield, Mrs Roberts, Robinson and Mrs B E Smith.

(d) PUBLICATIONS AND COMMUNICATIONS COMMITTEE: (5 Members - Quorum 2) That the following Members serve on the Publications and Communications Committee until the next Annual Council Meeting.

Councillors Mrs Bratt, T W Dixon, Greenwood and B A Smith, with 1 vacancy.

(e) SPECIAL COMMITTEE: (5 Members - Quorum 2) That the following Members serve on the Special Committee until the next Annual General Meeting.

Councillors Bellamy, Firth, Kaye, Otterburn and Mrs Roberts.

(f) STAFFING COMMITTEE: (6 Members - Quorum 3)

It was proposed by Cllr Kaye that Councillors Dearnley and Mrs Roberts serve on the Staffing Committee as Conservative representatives, as the ruling group. It was pointed out that this was politicising the Staffing Committee and would prevent every political grouping being represented on the Committee. After discussion, it was proposed that the 4 Members from political groupings should be 2 Conservatives, 1 Liberal Democrat and 1 Independent. An amendment was proposed and seconded that one representative from each grouping on the Council should be appointed. The amendment on being put to the vote was defeated and the original motion was then passed.

(1) RESOLVED: That the following Members serve on the Staffing Committee until the next Annual Council Meeting:

Chairman of the Council
Past Chairman of the Council
Chairman of Finance and Management Committee
Cllrs Dearnley, Otterburn, Mrs Roberts and Robinson.

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(2) RESOLVED: That the Past Chairman of the Council serves as Chairman of the Staffing Committee until the next Annual Council Meeting.

(f) STRATEGY AND POLICY COMMITTEE: (7 Members - Quorum 3)

RESOLVED: That membership of the Strategy and Policy Committee be as recommended -
Chairman and Vice-Chairman of Council
All Committee Chairmen

08 06 Administrative matters

(1) In accordance with Standing Order 13.1 it was proposed and seconded that the Financial Regulations, as amended, be approved and adopted by the Council with immediate effect.

RESOLVED: That the Financial Regulations, as amended, be approved and adopted by the Council with immediate effect.

(2) Structure and delegation of functions - Standing Order 3.8: Members had been circulated with a report indicating the structure and delegation of functions.

RESOLVED: That the structure and delegation of functions as indicated in the report be approved and adopted.

(3) In accordance with Standing Order 3.9, Members considered the payment of annual subscriptions as per the list circulated.

RESOLVED: That the payment of annual subscriptions to the following organisations be approved:

Yorkshire Local Councils Association
Campaign to Protect Rural England
Friends of Holmfirth Artweek
Peak Park Parishes Forum
Society of Local Council Clerks
Penistone Line Partnership
Yorkshire Rural Community Council
Zurich Insurance - Local Council Advisory Service
NALC (DIS) - Direct Information Service

(4) The Clerk reported that in accordance with Standing Order 3.10, Members could, by appointment, inspect deeds held in the custody of the Council, during normal office opening hours. This was noted.

(5) Members felt that the practice of circulating agendas for every meeting to every member warranted examination, given the cost of postage. Some Members felt that as every agenda was published on the internet, this was sufficient, but Members without computer access needed to be considered.

RESOLVED: That this question be deferred to a Committee for further review.

08 07 Dates and Times of Meetings

(1) A provisional list of meetings for 2008-09 had been circulated with the agenda.

RESOLVED: That the List of Meetings for 2008-09 be approved and the dates upon which the office will be closed during that period, approved as attached.

(2) Provisional arrangements and a provisional list of dates for Members' Surgeries had been circulated with the agenda.

RESOLVED: That the list of provisional arrangements and dates be accepted, the Clerk be authorised to make arrangements for Councillors to attend as appropriate, and for bookings for the venues.

08 08 Authorised Signatories

The Clerk requested Members' approval for the authorised signatories under the Bank Mandate with HSBC Holmfirth Branch. Cheques must be signed by two Councillors from the nominated list, plus the

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Clerk or Administrative Support Officer.

RESOLVED: (1) That the authorised signatories be the Chairman and Vice-Chairman of the Council, the Chairman and Vice-Chairman of Finance and Management Committee, and the Chairmen of Planning and General Purposes Committees, together with the Clerk and Administrative Support Officer.

(2) That the Clerk inserts the appropriate names of the Chairmen and Vice-Chairmen, once appointed.

08 09 Freedom of Information Act 2000 - to agree what information will be made available to the public

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