

**Minutes of the Annual Council Meeting of Denby Dale Parish Council held on Tuesday 19 May 2015
in the Civic Chamber, Council Offices, Skelmanthorpe**

Members Present: **Chairman before election** - **Cllr K Waites**
 Chairman after election - **Cllr J Cook**

Cllrs: Cllrs K Waites, J Cook, J Depledge, C Naylor, W Jewitt, L Hardy, J Summers, R Gott, R Brook, P Flinders, P Cassidy, P Kemp, M Blanshard

15/009 Election of Chairman

RESOLVED that **Cllr Cook** be appointed Chairman of the Parish Council until the next Annual Council Meeting.

(Proposed: Cllr Hardy Second: Cllr Summers)

15/010 The declaration of acceptance was duly signed.

15/011 Agreement of date to receive outstanding Councillor Declarations of Interest

RESOLVED that declarations must be received by the Clerk by the Full Council meeting to be held 2 June, or if not in attendance, the next meeting thereafter.

15/012 Presentation to Retiring Chairman

Cllr Cook thanked the outgoing Chairman for his conduct of the meetings during the past civic year. Cllr Waites wished it noted that he declined to accept a presentation from the Council budget and that the thanks given were sufficient. **RESOLVED** that Cllr Waites be thanked for his commitment to carrying out his duties as Chairman.

15/013 Election of Vice Chairman

RESOLVED that **Cllr Jewitt** be appointed Vice-Chairman of the Council until the next Annual Council Meeting.

(Proposed: Cllr Summers Second: Cllr Naylor)

15/014 Apologies for Absence

Reasons for absence from the meeting were submitted from Cllrs Turner, Shaw, Hellewell and Slater

RESOLVED that reasons for absence submitted be accepted as valid.

15/015 Open Session

No members of the public were present.

15/016 Minutes of the last meeting

RESOLVED that the following minutes be approved:

Full Council - 1 April

Plans Scrutiny Committee – 29 April

15/017 Appointment of Plans Scrutiny Committee and Election of Chair and Vice-Chair

RESOLVED that the Plans Scrutiny Committee shall meet on such occasions as the Chair deems appropriate to discuss matters appertaining to the future development of the district with plenary powers to act in an emergency and that the Committee shall comprise the following members to hold office until the next Annual Council Meeting:

Cllr E Shaw (Chair)	Cllr P Kemp
Cllr C Naylor	Cllr S Slater (Vice Chair)
Cllr W Jewitt (ex officio)	Cllr J Cook (ex officio)
Cllr L Hardy	Cllr K Waites
Cllr J Summers	Cllr J Depledge
(Vacancy)	

RESOLVED that Cllr E Shaw and Cllr S Slater be appointed Chair and Vice-Chair respectively of the Plans Scrutiny Committee until the next Annual Council Meeting.

Appointment of Finance & General Purposes Committee and Election of Chair and Vice-Chair

RESOLVED that the Finance and General Purposes Committee shall meet on such occasions as the Chair deems appropriate to discuss matters involving expenditure and such matters as the Council shall from time to time determine and that the Committee shall comprise the following members to hold office until the next Annual Council Meeting:

Cllr R Gott	Cllr P Flinders
Cllr P Cassidy	Cllr M Blanshard
Cllr J Cook (ex officio)	Cllr B Jewitt (ex officio)
Cllr G Turner	Cllr S Hellewell
Cllr R Brook (Chair)	
(2 Vacancies)	

RESOLVED that Cllr Brook be appointed Chair of the Finance and General Purposes Committee until the next Annual Council Meeting. It was **RESOLVED** that the Vice Chair be appointed at the first meeting of the Finance and General Purposes Committee.

15/018 Appointment of Staffing Committee

RESOLVED that the Staffing Committee should meet on such occasions as the Chair deems appropriate to discuss employment matters and that the Committee shall comprise the Chairs and Vice Chairs of the Council and the Finance and General Purposes Committee. Cllr J Cook, Cllr B Jewitt and Cllr R Brook and the appointed Vice Chair of F&GP will therefore serve on the Staffing Committee until the next Annual Council Meeting:

Appointment of Appeals Committee

RESOLVED that the Appeals Committee should meet on such occasions as required. All members of the Finance & General Purposes Committee who are not members of the Staffing Committee will serve on the Appeals Committee until the next Annual Council meeting.

15/019 Sub Groups/Working Parties of the Council

Appointment of the Working Party on Public Transport

RESOLVED that Cllrs K Waites, E Shaw, J Depledge and R Brook be appointed to the Working Party on Public Transport.

Appointment of Business Plan Sub Group

RESOLVED that there would not be a Business Plan Sub Group this civic year.

Appointment of Heritage Working Group

RESOLVED that Cllrs K Waites, R Brook, S Slater, J Cook and E Shaw be appointed to the Heritage Working Group.

Appointment of Library Building Working Group

RESOLVED that Cllrs R Brook, G Turner, P Flinders, J Cook, B Jewitt and K Waites be appointed to the Library Building Working Group.

Appointment of the Churchfields Working Group

RESOLVED that Cllrs R Brook, J Cook, K Waites, G Turner, C Naylor and M Blanshard be appointed to the Churchfields Working Group.

15/020 Appointment of Representatives to the Denby Dale Parish Environment Trust

RESOLVED that Cllr G Turner and J Cook be appointed to serve as the Parish Council's representatives on the Executive Committee of the Environment Trust and that Cllr J Cook be appointed as the Parish Council's ordinary representative on the Environment Trust.

15/021 Appointment of Representatives to the Steering Group of the Denby Dale Parish Countryside Project

RESOLVED that Cllrs G Turner, J Summers and P Flinders be appointed to serve as the Parish Council's representatives on the Steering Group of the Denby Dale Parish Countryside Project.

15/022 Appointment of Voting Representatives to the Yorkshire Local Councils Associations

RESOLVED that Cllrs E Shaw and B Jewitt be appointed as representatives to the Yorkshire Local Councils Associations.

15/023 Appointment of Representatives to Local Organisations Rural District Committee

RESOLVED that Cllrs R Brook and M Blanshard be appointed as representatives to the Rural District Committee.

Public Rights of Way Forum

RESOLVED that Cllr R Brook be appointed as representative to the Public Rights of Way Forum.

Historic Buildings Trust

RESOLVED that Cllrs P Kemp, J Summers and J Cook be appointed as representatives to the Historic Buildings Trust.

Clayton West Millennium Green Trust

RESOLVED that Cllrs W Jewitt and L Hardy be appointed as representatives to the Clayton West Millennium Green Trust.

Appointment of Representatives to the Denby Dale/Kirkburton LIG

RESOLVED that the Council did not have a statutory duty to represent. This is open for anyone to attend as individuals.

Rural Transport Partnership

RESOLVED that Cllrs K Waites and J Depledge be appointed as representatives to the Rural Transport Partnership.

School Governors

RESOLVED that Cllr K Waites remained as the Council School Governor at Scissett First School.

15/024 Annual Subscriptions

RESOLVED that the following subscriptions be renewed as they fall due:

- Society of Local Council Clerks
- Penistone Line Partnership
- Yorkshire Local Council Association

15/025 General Power of Competence

RESOLVED that the council meets the legal criteria set out in the Localism Act 2011 and is therefore eligible to use the General Power of Competence with immediate effect.

15/026 Skelmanthorpe Library Building

RESOLVED that the Heads of Terms submitted by Kirklees Council be agreed and be submitted to the Council's solicitor for the completion of the asset transfer to be undertaken. However, it was further **RESOLVED** that the Clerk seek clarification and/or amendment on two issues: The clause stating that the tenant could underlet the Premises without consent being required of the Landlord, and secondly, who would receive the income from such a sublet.

15/027 Orders for Payment

RESOLVED that orders for payment no.630 be approved for payment, totalling £1,142.27.

15/028 To Receive the Annual Accounts 2014-2015

Internal Audit Report – **RESOLVED** that the report submitted by the internal auditor, Michael Fox of Torevell Dent, be approved

Annual Return – **RESOLVED** that (Parts 1 and 2) the Annual Return be approved and adopted by the council and signed by the Chairman and sent to the auditors

Review of Effectiveness of Internal Audit

(the clerk submitted a review of the effectiveness of the council's internal audit)

RESOLVED that the internal audit be approved at the next Finance & General Purposes Committee meeting.

Signed..... (CHAIRMAN)