

Minutes of the Annual Council Meeting of Denby Dale Parish Council held on Tuesday 3 May 2022 in the Civic Chamber, Council Offices, Skelmanthorpe

Members Present: Chairman before election - Cllr Polly Flinders
Chairman after election - Cllr Kevin Carr

Cllrs: Cllrs R Brook, P Flinders, M Blanshard, C Naylor, K Waites, M Wood, J Patterson, S Hellewell, S Merry, A Baskeyfield, N Denby, E Shaw, S Slater. K Carr, H McKerchar

22/001 Election of Chairman

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

(Proposed: Cllr Brook Second: Cllr Hellewell)

22/002 RESOLVED that the declaration of acceptance would be signed as soon as possible following the meeting

22/003 Presentation to Retiring Chairman & Vote of Thanks

Cllr Carr thanked Cllr Flinders on behalf of the Council for all the hard work she had done over the last year, Cllr Flinders would be in touch with the Clerk once she had decided on what to do with the allowance.

22/004 Election of Vice Chairman

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

(Proposed: Cllr Flinders Second: Cllr McKerchar)

22/005 Apologies for Absence

Apologies for absence were received from: Cllrs Turner, Simpson, Cook, Pearson & Depledge.

22/006 Open Session

No members of the public were present.

22/007 Minutes of the last meeting

RESOLVED that the following minutes be approved:

Full Council – 5 April

Plans Scrutiny Committee – 26 April

22/008 To Receive the Annual Accounts 2021//22 The statutory requirement for all councils/parish meetings to approve Section 1 (the Annual Governance Statement) before Section 2 (The Accounts)

A: Internal Audit Report and Review of Effectiveness of Internal Audit– **RESOLVED** that the report submitted by the internal auditor of Torevell Dent, be approved.

B: Annual Return – **RESOLVED** that the Annual Governance Statement (Section 1) of the Annual Return be i) considered by the members, ii) approved and adopted by resolution of the council and iii) signed by the Chairman and sent to the auditors

C: Annual Return – **RESOLVED** that the Accounting Statements (Section 2: The Accounts) of the Annual Return be i) considered by the members, ii) approved and adopted by resolution of the council and iii) signed by the Chairman and sent to the auditors

Both Sections were considered as directed by law.

D: Publication of Documents; **RESOLVED** that the documents required by Accounts and Audit Regulations 2015 be published.

E: Annual Accounts 2021-22 - **RESOLVED** that the annual accounts for 2020-2021 for the parish council be approved.

F: Review of Internal Controls/Risk Assessment 2021/22 – **RESOLVED** that the Review of Internal Controls and Risk Assessment be approved.

22/009 Finance Matters

- **Orders for Payment: RESOLVED** that orders for payment no 806 be approved for payment, totalling £10558.86

- **Payment of Salary: RESOLVED** to authorise the payment of the Clerk's and Countryside Officer's May Salaries, HMRC and WYPF
- **Bank Signatories: RESOLVED** to add Cllrs Carr & McKerchar to the list of bank signatories and ask anyone who wished to be removed.
- **Community Grant: RESOLVED** to award the Skelmanthorpe & District U3A a grant of £1500 towards tables, trolleys, tools...using the General Power of Competence provided by the Localism Act 2011
- Council Building: **RESOLVED** that the Clerk request Alex McNeil of Bramleys to provide a revaluation of the Council Building at a cost of £500 + VAT
- **Schools Grants for Jubilee events: RESOLVED** that the schools (listed and any further to be considered) with low grant applications be allowed to submit a second 'top-up' schools application this financial year only.
- **Schools Grant: RESOLVED** to award Denby First School a grant of £500 towards a jubilee event using the General Power of Competence provided by the Localism Act 2011

22/010 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 M Wood
Cllr S Slater	Cllr D Pearson
Cllr J Cook	Cllr C Naylor (Vice Chair)
Cllr K Waites	Cllr K Carr (ex officio)
Cllr S Merry	Cllr J Depledge
Cllr N Denby (ex officio)	

RESOLVED that Cllr E Shaw be appointed Chair of the Plans Scrutiny Committee until the next Annual Council Meeting and that Cllr C Naylor be appointed as Vice-Chair.

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 P Flinders	Cllr K Carr (ex officio)
Cllr M Blanshard	Cllr G Turner
Cllr R Brook (Chair)	Cllr W Simpson
Cllr H McKerchar (Vice Chair)	Cllr N Denby (ex officio)
Cllr A Baskeyfield	Cllr S Hellewell
Cllr J Patterson	

RESOLVED that Cllr Brook be appointed Chair of the Finance and General Purposes Committee until the next Annual Council Meeting and that Cllr McKerchar be appointed as Vice Chair.

22/011 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 Denby, Cllr Carr, Cllr R Brook and Cllr McKerchar 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.

22/012 Sub Groups/Working Parties of the Council

Appointment of the Working Party on Public Transport

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

Appointment of Business Plan Working Group

RESOLVED that Cllrs R Brook, A Baskeyfield, K Carr, Mike Wood and J Depledge would be appointed to the Business Plan Working Group.

Appointment of Heritage Working Group

RESOLVED that Cllrs K Waites, R Brook, S Slater, J Cook, H McKerchar & S Hellewell be appointed to the Heritage Working Group.

Appointment to the Climate Emergency Working Group

RESOLVED that Cllrs Simpson, Turner, Flinders, McKerchar, Carr and Denby be appointed to the Climate Emergency 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.

Appointment of Council Building Working Group

RESOLVED that Cllrs R Brook, G Turner, P Flinders, K Carr, J Cook, N Denby and K Waites be appointed to the Building Working Group.

22/013 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.

22/014 Appointment of Representatives to the Steering Group of the Denby Dale Parish Countryside Project

RESOLVED that Cllrs G Turner, J Cook & J Patterson be appointed to serve as the Parish Council's representatives on the Steering Group of the Denby Dale Parish Countryside Project.

22/015 Appointment of Voting Representatives to the Yorkshire Local Councils Associations

RESOLVED that Cllrs E Shaw and K Waites be appointed as representatives to the Yorkshire Local Councils Associations. Cllr Shaw reminded councillors that other, non-voting councillors could attend meetings.

22/016 Appointment of Representatives to Local Organisations

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 C Naylor and J Cook be appointed as representatives to the Historic Buildings Trust.

Clayton West Millennium Green Trust

RESOLVED that Cllrs S Hellewell and Janet Depledge be appointed as representatives to the Clayton West Millennium Green Trust.

Rural Transport Partnership

RESOLVED that Cllrs K Waites, M Wood, K Carr and A Baskeyfield be appointed as representatives to the Rural Transport Partnership.

School Governors

RESOLVED that this was now not applicable.

RESOLVED that any absent councillors could submit any requests for committee membership to the Clerk.

22/017 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

22/018 Climate Emergency Working Group

Dave Wilde stated that St Aidan's First School had agreed to host a schools event on the 24 June. this would be a two hour event with all schools in the parish invited to attend and support Eco Schools applications. As St Aidan's already had Green Flag status they were in a good position to mentor other

schools. One student from each school would be invited, and links were established with Kirklees Council Climate Commission. A representative from the Young Persons Panel would also attend. Cllr McKerchar would attend as a school governor and to represent the council. This event would be at no cost to the council. **RESOLVED** that this event go ahead with Dave and Cllr McKerchar in attendance. A further event was planned to be held at the Whistlestop Railway, probably in January, which would involve costs such as venue and refreshments. **RESOLVED** that this event be progressed in principle

22/019 Matters Raised by Councillors – no matters had been raised

Signed..... (CHAIRMAN)