

**Annual Town Council Meeting
20 May 2021**

Present: Councillors Bugge, Dodson, G Eccles, J Eccles, Hardacre, Hird, Hirst, Kenyon, Middleton, Mitchell, Pringle, A Westmorland, G Westmorland, Wilson, Womersley and the town clerk.

11 members of the public were in attendance

001 ELECTION OF CHAIRMAN

Resolved that Cllr James Kenyon be elected chairman for the ensuing year.

002 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The chairman's declaration of acceptance of office was signed and received.

003 APOLOGIES FOR ABSENCE

All members were in attendance.

004 DECLARATIONS OF INTEREST

Cllr Kenyon declared respectively a pecuniary interest in agenda item 8 – Chairman's allowance and a non-pecuniary interest in agenda item 16 – Asset register and a non-pecuniary interest in agenda item 21 – Legal advisors/solicitors.

Cllr G Eccles declared a non-pecuniary interest in agenda item 21 – Legal advisors/solicitors.

Cllr J Eccles declared a non-pecuniary interest in agenda item 21 – Legal advisors/solicitors.

Cllr Womersley declared a non-pecuniary interest in agenda item 16 – Asset register.

005 ELECTION OF VICE-CHAIRMAN

Resolved that Cllr Stanley Wilson be elected vice-chairman for the ensuing year.

006 VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The vice-chairman's declaration of acceptance of office was signed and received.

007 PUBLIC QUESTION TIME

Points were raised by members of the public on the following matters:

- The car park at Cemetery Road.
- Parking at/around Cemetery Road.
- The recently elected councillors.
- Christmas lights.
- The former sports complex site at Kirkby Road.

008 CHAIRMAN'S ALLOWANCE

Due to his pecuniary interest Cllr Kenyon took no part in the discussion or decision regarding this item and as such Cllr Wilson assumed the chair.

Resolved that the chairman's allowance remain at £2,000 for the ensuing year.

At this juncture Cllr Kenyon resumed the chairmanship of the meeting.

009 COMMITTEE STRUCTURE AND TERMS OF REFERENCE

Cllr Hird requested a recorded vote on this item.

The votes were cast as follows:

For:

Cllrs Bugge, Dodson, Hardacre, Hird, Hirst, Middleton, A Westmorland, G Westmorland and Womersley.

Against:

Cllrs G Eccles, J Eccles, Kenyon, Pringle and Wilson.

Abstentions:

Cllr Mitchell.

Resolved that:

- The Staffing Committee be abolished with its function/remit reverting back to the council.
- The other standing committees to remain, i.e. Leisure & Recreation, Finance and Policy & Planning, with the same respective terms of reference.

010 COMMITTEE MEMBERSHIP

Resolved that the membership of the standing committees be as follows:

Leisure and Recreation Committee

Steve Bugge
Alan Dodson
Gordon Eccles
Jean Eccles
Maxine Hird
Graham Hirst
Pete Hardacre
James Kenyon
Shaun Middleton
Linda Pringle
Ann Westmorland
Geoff Westmorland
Stanley Wilson
Ian Womersley

Finance Committee

Steve Bugge
Alan Dodson
Gordon Eccles
Jean Eccles
Maxine Hird
Graham Hirst

Pete Hardacre
James Kenyon
Shaun Middleton
Linda Pringle
Ann Westmorland
Geoff Westmorland
Stanley Wilson
Ian Womersley

Policy and Planning Committee

Steve Bugge
Alan Dodson
Gordon Eccles
Jean Eccles
Maxine Hird
Graham Hirst
Pete Hardacre
James Kenyon
Shaun Middleton
Linda Pringle
Ann Westmorland
Geoff Westmorland
Stanley Wilson
Ian Womersley

011 CALENDAR OF MEETINGS

Resolved that unless otherwise stated, all meetings are to commence at 7pm and will be held in the main hall in Hemsworth Community Centre on the following dates:

Leisure and Recreation Committee

Thursday 17 June 2021
Thursday 22 July 2021
Thursday 9 September 2021
Thursday 4 November 2021
Thursday 6 January 2022
Thursday 3 March 2022
Thursday 7 April 2022

Finance Committee

Thursday 1 July 2021
Thursday 5 August 2021
Thursday 16 September 2021
Thursday 11 November 2021
Thursday 13 January 2022
Thursday 10 March 2022
Thursday 14 April 2022

Policy and Planning Committee

Thursday 8 July 2021
Thursday 12 August 2021
Thursday 23 September 2021
Thursday 18 November 2021

Thursday 20 January 2022
Thursday 17 March 2022
Thursday 21 April 2022

Town Council

Thursday 17 June 2021
Thursday 15 July 2021
Thursday 19 August 2021
Thursday 14 October 2021
Thursday 2 December 2021
Thursday 3 February 2022
Thursday 24 March 2022

012 FINANCIAL REGULATIONS

Resolved that the council's financial regulations be reviewed, approved and adopted.

013 STANDING ORDERS AND CODE OF CONDUCT

Resolved that:

- The council's standing orders be reviewed, approved and adopted.
- The revised (NALC) code of conduct be approved and adopted.

014 REPRESENTATIVES ON OUTSIDE BODIES

Resolved that Cllrs Bugge and A Westmorland be the council's appointed voting representatives to the Yorkshire Local Councils Association.

015 INSURANCE

The town clerk confirmed the council's insurance arrangements and that sufficient cover is held for all known risks.

Resolved that:

- The report of the town clerk be approved
- Having reviewed all known risks the level of insurance cover is appropriate.

016 ASSET REGISTER

Resolved that having been reviewed the council's inventory of assets was approved.

Resolved that Mr Shaun Hodson be asked to review (gratis) the health and safety aspects of the council's assets.

017 TOWN COUNCIL MEETING

Resolved that the minutes of the council meeting held on 1 April 2021 be approved.

018 COMMITTEE AND SUB-COMMITTEE MEETINGS

Resolved that the minutes of the following meetings be adopted:

Leisure and Recreation	8 April 2021
Finance	22 April 2021
Policy and Planning	22 April 2021

019 ACCOUNTS FOR PAYMENT

Resolved that the payment of accounts as approved at the Finance Committee meeting held on 22 April 2021 be approved.

020 GENERAL POWER OF COMPETENCE

Resolved that having met the conditions of eligibility as defined in the Localism Act 2011 and statutory instrument 965 Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, the General Power of Competence be adopted.

021 LEGAL ADVISORS/SOLICITORS

a) Planning

Resolved that Richard Buxton Solicitors be appointed for planning matters.

b) Conveyancing

Resolved that Lofthouse Solicitors be appointed for conveyancing.

c) General legal matters

Resolved that Richard Buxton Solicitors be appointed for general legal matters.

d) Human resources

Resolved that this item be deferred pending receipt of quotes from human resources advisory bodies.

022 DATA PROTECTION / GENERAL DATA PROTECTION REGULATIONS

Resolved that:

- Having been reviewed the council's data protection policies be approved and adopted.
- Data protection training be procured for councillors and staff.

023 STAFF HANDBOOK

Resolved that this item be deferred.

024 POLICIES

Resolved that having been reviewed, the council's suite of policies be approved and adopted.

025 COVID – GENERAL REVIEW OF COUNCIL OPERATIONS

The town clerk reported on the government's latest COVID restrictions.

Resolved that:

- The town clerk's report be noted and approved.
- Having conducted a review, the COVID secure measures in place are sufficient.
- A further general review to be held in due course and/or when circumstances change.

026 CLIMATE EMERGENCY

Resolved that:

- A climate emergency be declared.
- The council will work with WMDC to progress the matter jointly.

027 LAND AT NEWSTEAD VIEW, FITZWILLIAM

Resolved that the proposed disposal of the land at Newstead View will not be progressed and as such the land will not be sold.

028 LAND AT CLUB TERRACE, FITZWILLIAM

Resolved that this item be deferred.

029 HEMSWORTH CEMETERY

Resolved that the planning application to extend the cemetery be noted.

030 YOUTH CLUB

Resolved that:

- The youth club be re-started at Hemsworth Community Centre when the COVID situation allows.
- A possible session also to be held in Fitzwilliam Community Centre.

031 HEMSWORTH WATER PARK

a) WMDC fun day in Playworld

Resolved that WMDC be given free, exclusive use of Playworld on 27 and 28 July for a fun day for under privileged children.

b) Drainage work by Yorkshire Water

Resolved that:

- Yorkshire Water be allowed access to conduct drainage work for six weeks commencing in September after the school holidays have ended.
- The compensation arrangements for the disruption be clarified.

c) Entertainment acts in the Lakeside Café Bar

Resolved that there be no acts at the café bar for the time being with the matter to be reviewed again in due course.

032 CORRESPONDENCE

The town clerk reported on correspondence from Hemsworth West End Terriers FC thanking the council for the free/reduced cost use of football pitches.

033 SCARECROW FESTIVAL

Resolved that this item be deferred.

034 POST BOXES, KINSLEY

Cllr Womersley confirmed that he has reported this issue to WMDC.

Resolved that:

- Cllr Womersley's report be noted and approved.
- The town clerk write to Royal Mail.

035 FREEDOM OF INFORMATION REQUESTS

The town clerk reported on the (anonymized) freedom of information requests received.

Resolved that the town clerk be authorized to respond accordingly to the freedom of information requests.

036 EXCLUSION OF PRESS & PUBLIC

Resolved that in view of the confidential nature of business to be transacted, it is advisable, in the public interest, that the public and press be excluded and they are instructed to withdraw.

037 LAND AT CLUB TERRACE, FITZWILLIAM – CONTRACTUAL MATTER

The town clerk reported on correspondence received regarding a contractual matter.

Resolved that:

- The valuation figure be divulged to the party concerned.
- If/when necessary, in due course a clause be included in any resultant contract regarding access.

038 KIRKBY ROAD SPORTS COMPLEX

The town clerk provided an update on the sports complex.

Resolved that the advice of Richard Buxton and Matthew Hutchings continue to be accepted and approved, and that they continue to be instructed accordingly.

The meeting closed at 21:15.