

# HOLME VALLEY PARISH COUNCIL (GRAVESHIP OF HOLME) LAND CHARITY

## MINUTES OF THE CHARITY COMMITTEE HELD ON TUESDAY, 3 MARCH 2009

Those present:

Chairman: Cllr C M Kaye  
Councillors: Bellamy, Mrs Bratt, Cropper, Robinson and B A Smith  
Officers: Mrs S S Barber, Mrs M A Bewick

### **To accept Apologies for Absence**

No apologies for absence were received.

### **08 11 To consider whether items on the agenda should be discussed in private session**

**RESOLVED:** That items 5 (Action Plan), 6 (To consider action in relation to specific sites) and 10 (To consider details of historic costs incurred on the setting up of the Scheme) be discussed in private session, on the grounds that the matters to be considered are of a confidential nature.

### **08 12 To receive Members' declarations of interest in items on the agenda**

None were given.

### **08 13 To confirm the Minutes of the Previous Meeting**

**RESOLVED:** That the Minutes of the meeting held on 21 January 2009, numbered 08 01 – 08 10 inclusive, be confirmed.

### **08 14 Exclusion of Public and Press**

**RESOLVED:** That the business of this Committee now to be transacted be not open to the public or press on the grounds that the matters to be considered are of a confidential nature.

### **08 15 Action Plan**

Members of the Committee had completed a tour of all the sites listed in the Scheme document on 30 January 2009, and possible options for the future use of assets were considered. Time only allowed for consideration of sites 1-13 and it was agreed to defer consideration of the rest to the next meeting.

**RESOLVED:** (1) That the Officer be asked to make the necessary arrangements for an additional meeting to be held on Wednesday 11 March 2009 at 4pm.

(2) That the Officer be authorised to contact advisers or take other actions as specified in the Action Plan.

(3) That the Action Plan be considered by full Council on completion.

### **08 16 To consider action in relation to specific sites**

(1) Gate Foot: Members noted the receipt of a letter from the current tenant, expressing his continued interest in purchasing the site.

**RESOLVED:** (i) That the Officer be asked to acknowledge the letter from the current tenant and to reiterate that the Charity Committee is considering the future of all sites included in the Charitable Scheme.

(ii) That the Officer should seek legal advice on the way forward, to the benefit of the Holme Valley, in accordance with the Scheme's objectives.

(2) Bradshaw Moor: Members noted correspondence from Yorkshire Water Services Ltd (YWS) regarding an Agricultural Holdings Act Tenancy.

RESOLVED: (i) That the Clerk's actions to acknowledge the letter be approved.  
(ii) That the Clerk be asked to write to YWS again, to pursue the matter further.

(3) White Gate, Cartworth Moor: Members noted that the land was being used without permission.

RESOLVED: That the Clerk be asked to pursue the unauthorised use of the site.

#### **08 17 Re-admittance of Public and Press**

RESOLVED: That the Public and press be re-admitted to the Meeting.

#### **08 18 To consider publicity relating to the Charitable Scheme**

Existing tenants had been informed that their tenancy agreements would be transferred to the new Charity, and about the Charity's initial intentions relating to such tenancies. A press release had also been produced, for future publication in the local press.

It was agreed that a web page be set up on the Parish Council's website for Charity matters, to include agendas and minutes of the Charity Committee.

**RESOLVED:** (1) That the above arrangements regarding publicity be noted.  
(2) That the Officer be asked to contact the Webmaster to arrange a web page specifically for Charity Committee publicity on the Parish Council's website.

#### **08 19 Administrative Matters**

(1) Banking facilities: Various types of bank account were considered by Members, and it was agreed that a separate account be opened in the name of the Charitable Trust, with the Parish Council's current bank.

**RESOLVED:** (a) That the Clerk be authorised to make the necessary arrangements to open a separate bank account in the name of the Charitable Trust.  
(b) That the Parish Council be requested to assist the Charity by transferring budget headings held for the purpose as an interest-free loan from 1 April 2009, pending receipt of future income.

(2) Recharging of Officer time: Members agreed that officers' time spent on Charity matters should be recharged to the Charitable Trust with effect from 23 February 2009.

**RESOLVED:** (a) That the Officers should record time spent on Charity matters, to be recharged to the Charitable Trust with effect from 23 February 2009.  
(b) That time spent by the Administrative Support Officer on Charity matters be paid as additional hours to normal Parish Council contracted hours, for the period from 23 February 2009 to 31 March 2009.

Cllr Basil Smith left the meeting.

(3) Appointment of Vice Chairman – Minute number 08 0 (1) refers:

**RESOLVED:** That Cllr Philip Robinson be appointed as Vice Chairman.

(4) Storage of original documents: Members agreed that the original documents should be retained at Lupton Fawcett for the foreseeable future.

**08 20 Exclusion of Public and Press**

**RESOLVED:** That the business of this Committee now to be transacted be not open to the public or press on the grounds that the matters to be considered are of a confidential nature.

**08 21 To consider details of historic costs incurred on the setting up of the Scheme**

The Clerk reported on legal and other administrative costs, including an estimate of Officer time, expended to date on setting up of the Scheme.

**RESOLVED:** That a report be created based on the information discussed, to act as an estimate of costs which may be submitted for refund by the Council.

**08 22 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, after approval of the Minutes by the full Council.

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Chairman