

BURN PARISH COUNCIL

MINUTES

Clerk & Finance Officer: Mrs FMA Farman Three Greens The Green Gateforth YO8 9LF
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MINUTES OF BURN PARISH COUNCIL'S ANNUAL MEETING HELD ON 26.05.16, 19:10 IN BURN METHODIST CHAPEL ROOM

Present: Cllrs A Phillipson; B Phillipson; E Boldan; D Stephenson; D Green; C Phillipson.
Clerk – M Farman. All present signed the attendance book.

Pre-meeting. Members discussed and agreed to start the meeting at 19:10

051601. Election of Chairman and acceptance of office by councillors

- i. Councillors nominated and seconded Cllr C Phillipson as Chairman for the year. Cllr Phillipson was elected unanimously. Voting by show of hands.
- ii. The chairman signed the acceptance of office; this was witnessed and signed by the clerk

051602. Election of Vice-chairman:

- i. Councillors **resolved** to elect a vice-chairman for the year and nominated and seconded Cllr Storr who was elected unanimously. Voting by show of hands
- ii. The acceptance of office form was signed by Cllr Storr; this was witnessed and signed by the clerk

051603. Welcome:

- The chairman welcomed all present to the meeting.

051604. Apologies:

- Apologies and reason for absence received from Cllr Pearson. Members **resolved** to accept the reason given.

051605. Minutes of 28 April meeting:

- Council **resolved** to accept **the** minutes of 28 April as an accurate record.

051606. Signing of minutes:

- The chairman signed the accepted minutes.

051607. Committees:

- Council **decided** not to form any committees

051608. Outside Bodies:

- Council **resolved** to make no new appointments
- No councillors are members of school governing bodies

051609: Reports

- i. Chairman – activities as outlined in the Annual Parish Meeting
- ii. County Councillor – No report
- iv. Other Officers – no reports
- v. Police – no report. Cllr Boldan reported on the Rural Watch meeting; residents are asked to be vigilant and report any unusual activities/possibly suspicious vehicles
- vi. Other representatives – none present.

051610. Internal Audit

- i. Council received the report on the internal audit findings from the clerk. All was in order, no action necessary

051611. RFO's report on closing balances and payments

a) Current balances

£30,990.92 – Community Account balance as at 11 May statement no. 20

b) Payments made

£269.16 – insurance renewal; 5 year agreement to 1st June 2021 Cheque no.
100056

c) Payments to be made at this meeting

£ 115.00 – Clerking; includes £15 for use of home as office 100057

d) Payments received:

- i) £ 60.00 – field rent

051612. Council resolved to accept the report and make the payments as listed above

051613. Planning

- a) Planning applications received: - 2016/0473/HPA. Alterations to Kelburn, Main Road. Council discussed and resolved to make no comments
- b) Planning decisions received: - Permission given for extension at Auwil
- c) Planning updates: - no updates received

051614. Correspondence received since last meeting;

- a) Clerk and Councils Direct - magazine for circulation
- b) Information re EU referendum
- c) YLCA – notice of Selby Branch AGM, 15th June, 19:00, Selby Town Hall
- d) Salary award – 1% back dated to 1st April 2016 – **resolved** to pay
- e) No waiting areas – email to Cllrs and SH
- f) Armed Forces Day – request to buy and fly flag
- g) Poster re 'Caring for carers'

051615. Action taken since last meeting. For information only.

- a) Damaged grates reported to Highways – still not dealt with to council's satisfaction
- b) Internal audit completed
- c) Overhanging tree reported to Highways
- d) Insurance dealt with

051616. Floodlights:

- **Resolved** to obtain cost and purchase 6; Chairman to check cost of lights for war memorial and also cost of installation

051617. Big Lunch:

- All is in hand for 12 June. Flyers and newsletters in preparation. HMQ's 90th birthday
- Tombola prizes requested
- Please bring own chair

051618. Garden Competition:

- All in hand and going to plan

051619. Standing Orders and Financial Regulations.

- **Resolved** not to make any amendments to previously amended SO and to accept revised FR

051620. Flooding

- Linked in with drain problems. Chairman and vice-chairman to organise meeting with Highways

051621. Pedestrian crossing.

- Council **resolved** to leave this until the next meeting

051622. Land at Common Lane

- **Resolved** to leave until the next meeting

051623. a) Councillors Forum: to take and note any points from councillors

- i. Report from Cllr PS on Gloucestershire trail speed camera scheme
- ii. Discussion re Armed Forces day Flag; smaller size preferred
- iii. Cllr BP reported that the bench is to be re-painted
- iv. Cllr AP raised the possibility of purchasing a projector and screen
- v. Question of defibrillator raised

b) Items for the next agenda:

- Pedestrian crossing
- Review of EO: Complaints: FoI/Publication policies
- Land at Common Lane

- Possible increase in clerk's hours

051624. Further comments from public present. *Information only clerk to note comments*
No-One present; no concerns sent by email or letter

051625. Date, time and place of next meeting

- Thursday 30th June; 19:00; Burn Chapel schoolroom.

051522. Closure of meeting

- The meeting closed at 20:35

Signed: **C. Phillipson.** Chairman. Date: 30th June 2016.

Action points from the meeting

- Cllr B Phillipson – contact possible garden competition judge
- Cllr C Phillipson – check set aside regulations
- Clerk – request report from police
- Clerk – check who owns the play area equipment
- Clerk – contact Highways re damaged grates