

BURN PARISH COUNCIL

Clerk & Finance Officer: Mrs FMA Farman Three Greens, The Green, Gateforth, YO8 9LF
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SUMMONS

Parish Councillors: You are hereby summoned to attend a meeting of Burn Parish Council on Thursday 28th March 2024 starting at 19:00 in Burn Chapel Schoolroom. If you cannot attend please let the clerk know at least three clear days in advance giving reasons for your absence.

OFFICIAL NOTICE OF BURN PARISH COUNCIL MEETING TO BE HELD ON 28.03.2024 STARTING AT 19:00 IN BURN METHODIST CHAPEL SCHOOLROOM

Meetings are open to the press and public except for any item labelled as Part 2 under the Public Bodies (Admission to Meetings) Act 1960, section 1; amended by the Local Government Act 1972, section 100.

Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making.

- Any parishioner (listener) is entitled to attend this meeting and raise any concerns or questions they may have with the Parish Council. These concerns and questions **must be written and received by the clerk 5 clear days before the meeting**
- Listeners' comments will be taken at agenda item **032402** before the council meeting begins
- **Comments relating to the agenda will be taken first;** the time for this will be restricted to **15 minutes**.
- Listeners may also speak at **agenda item 032419** at the end of the meeting, for information only
- Decisions cannot be made at this meeting on items not on the agenda
- **Cllrs to declare any interest they may have in any items on the agenda**
- Councillors, clerk, public, press and other visitors to sign the attendance book

Agenda items

032401. Welcome

- i. Chairman to welcome all present to the meeting, to remind members of the public present about when they may and may not speak and to remind Cllrs of protocol re declaration of interests in any agenda item.

032402. Comments from residents

- i. Council to receive any comments sent to the clerk in writing or by email.
- ii. Council to receive **comments on agenda items** from electors present. **(For information only. Cllrs must not join in any discussion or answer any questions raised by residents. Clerk to make note of comments)**

032403. Apologies

1. Council to receive any apologies and reasons for absence from Cllrs. To consider and **resolve** whether to accept the reasons given.

032404. Minutes of 29th February meeting

- Council to discuss and **resolve** whether to accept the minutes of 29th February as an accurate record.
- Chairman to sign the minutes if accepted.

032405. Reports: Council to receive reports from:

- i. Chairman
- ii. NY Councillor
- iii. Other Officers
- iv. Police – Neighbourhood Alert messages and monthly report forwarded to Cllrs
- v. Any other representatives not covered on the agenda

032406. RFO to report on closing balances, payments made and to be made and payments received

a) Current balances:

- i. £16,853.59– Community Account balance as at 11th March statement no. 114

b) Payments made from 12th March 2024 to 20th March 2024

1. £552.68 – Storage team. VAT £86.34; actual cost £468.34
2. £ 22.50 – Gear4music – PA system warranty.

Cheque No.
DD
100508

c) Payments expected to be made from 20 March to 28 March

1. £ 394.93 – Clerking; March plus home/office allowance

d) Payment requests received for payment at PC meeting

e) Payments received: - none at agenda distribution

f). Payments received after agenda distribution

032407. Acceptance of report

- Council to **resolve** whether to accept the report, payments made and any payment requests received after agenda distribution.

032408. Procedure review

- Council to discuss and **resolve** whether to make any amendments to the current agreed procedure for the Public Forum.

032409. Planning

a) Planning applications received: - none applicable to Burn

b) Planning decisions received:

- ZG2023/1253/HPA. Extensions at Oak tree Cottage – permission granted

c) Planning updates: - None received at agenda distribution

d) Planning applications of interest:

- ZG2024.0159/OUTM. Outline application from Campey's for storage/distribution use (Class B8) with HGV parking and ancillary uses including vehicle servicing workshop at land adjacent to A19 roundabout, Selby Bypass, Selby.
- Councillors, this does not fall within the parish boundary of Burn but it needs to be discussed and **any action resolved** because of the likely increase of HGV traffic along the A19 through Burn.

032410. Correspondence received since last meeting; (For information only unless stated otherwise)

- a) NYC – various emails – all forwarded to Cllrs.
- b) Community messaging; forwarded to Cllrs
- c) Clerks and Councils Direct – magazine for circulation.
- d) Internal audit – AW agreed to undertake the internal audit for Burn PC
- e) NY Police – results of Constabulary and Fire Rescue Services inspection – forwarded to Cllrs; 1 copy printed
- f) Definition of anti-social behaviour – forwarded; 1 copy printed
- g) Notice of Vacancy in Office of Councillor – forwarded to Cllrs; 1 copy printed

032411. Action taken since last meeting. *For information only unless otherwise stated.*

- a) Replied to various emails
- b) Reported 11 phishing scams to report.phishing@gov.uk
- c) Dealt with 141 emails up to 20/03/2024 – 66 of which were ‘other’ - adverts
- d) Chased up lack of decision for Burn Grange Cottage
- e) Letter re non-attendance delivered – no response
- f) Contacted democratic services re vacancy
- g) Thanked Highways for sign replacement at Burn Hall Crescent

030412. Easter event

- To discuss village Easter happenings and **resolve** any action deemed necessary

032413. Christmas Lights

- Council to receive reports and cost re buying or hiring new lights and **resolve** action.

032414. Councillors Forum: to take and note any points from councillors - no decisions/actions can be taken on any points raised here unless proposed by chairman and agreed by Cllrs.

032415. Items for the next agenda: to note urgent items of interest for discussion at the next meeting

032316. To receive any further comments from public present.

- Council to receive comments from public present on **decisions made on agenda items.** *For information only. Cllrs must not join in. Clerk to make note of any points raised.*

032417. Date, time and place of next meeting – To confirm the date, time and place of the next council meeting

032418: Closure of meeting

Signed ...*FMA Farman*... Clerk to Burn Parish Council. Date: 20/03/2024.

On-going issues and matters of concern – decisions may be taken on any these if requested and council agrees

- Traffic – speed & volume on A19 & safety of pedestrians crossing the A19
- State of pavements
- Traffic ignoring 30mph limit at West Lane
- Local Plan
- Play/amenity area at West Lane/A19