

BURN PARISH COUNCIL

Chairman: Cllr Mr C Phillipson

Clerk & Finance Officer: Mrs FMA Farman. FILCM. PSLCC.

Three Greens, The Green, Gateforth, YO8 9LF.

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MINUTES OF AN ORDINARY MEETING OF BURN PARISH COUNCIL HELD ON 19th APRIL 2018 AT 19:00 IN BURN METHODIST CHAPEL SCHOOLROOM

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

041801. Welcome

- The Chairman welcomed all present to the meeting.

041802. Public Forum

- i. Comments on agenda items and any matters of community interest or concern from electors present – no electors present.
 - ii. Written comments, hard copy or email, sent to the clerk before the meeting
- Email re current shabby appearance of Neighbourhood Watch signs.

041803. Apologies:

- Apologies and reasons for absence received by email from Cllr DS.

041804. Minutes of 22 March ordinary meeting of the council:

- Council **resolved** to accept the minutes of 22 March meeting as an accurate record

041805. Signing of minutes:

- The Chairman signed the accepted minutes of 22 March.

041806. Reports:

- i. Chairman – no report
- ii. County Councillor – NYCC is proposing to stop the current free transport to and from college for disabled students
- iii. District Councillor
 - SDC has circulated its proposed tree policy
 - SDC is reviewing and making new bye-laws for the use of its public parks
- iv. Other Officers – no reports

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- v. Police – emails from Community\Messaging re scams/frauds forwarded to Cllrs;
- Cllr EB shared response from police re speeding at West Lane; this has been recorded and is to be investigated
- vi. Any other representatives not covered on the agenda – no reports

041807. RFO's report on closing balances and payments to be made

a) Current balances

1. £34,681.03 – balance as at 11 April statement no. 43. (Balance @ 31st March £33,679.03)

b) Payments made since 22 March meeting – none made

c). Payments made at this meeting as per agenda:

	Cheque no
1. £ 275.28 – Insurance for 2018-19 – last of 5 year agreement	100125
2. Cheque cancelled	100126
3. £ 45.00 – YLCA – Clerk's GDPR training	100127
4. £ 342.54 – Clerking, April; includes pay increase and £18 for use of home as office	100128
5. Cheque cancelled	100129
6. £1,599.00 – Projector etc; community equipment. VAT £266.50; actual cost £1,332.50.	100130

d) Payment requests received after agenda distribution – none received

e) Receipts received: -

1. £1,200.00 – NYCC Locality Budget grant (received 04.04.18; will go in 2018-19 budget)

f) Receipts received after agenda distribution – none received

041808. Acceptance of report

- Council **resolved** to accept the report and make the payments as listed above

041809. Planning

- a) Planning applications received: - Proposed extension at Barff View for disabled accommodation e-mailed o Cllrs. Council **resolved** to make no objections.
- b) Planning decisions received: - None received

041810. Eggborough Power Station proposals

- No further information; de-commissioning is continuing

041811. Big Lunch

- Currently in the process of sourcing musical entertainment; **resolved** that the clerk send Cllr AP details of singer/entertainer from Barlow

041812. Data Protection Information

- Council received further information re new proposals; **resolved** to adopt proposed Privacy Notice with the option to make any amendments after the clerk's training session and resolved that the clerk emails members with the other prepared proposals – i.e. consent form and audit information etc

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041813. External Audit

- Council discussed and completed the Governance section. This was **signed** by the chairman and clerk. Council **resolved** that the clerk emails the other sections on completion for scrutiny and checking prior to the internal audit.

041814. Correspondence received since the last council meeting

- a) SDC – CIL information; Rural Housing Enabler; Tree Policy forwarded to Cllrs
- b) Clerks and Councils Direct – for circulation
- c) YLCA – Various emails to do with GDPR; forwarded to Cllrs
- d) Park run information – forwarded to Cllrs
- e) Insurance – last year of 5 year agreement – forwarded to Cllrs
- f) Police – Community Messaging information – emailed to Cllrs
- g) GDPR information re changes to Autela’s procedures and practice
- h) HSBC – information re GDPR changes

041815. Action taken by the clerk since the last meeting. *For information only.*

- a) Planning comments written and submitted
- b) Internal auditor contacted – agreed to carry out internal audit this year
- c) Registered for GDPR training
- d) Draft Privacy policy and Consent Form drawn up and emailed to Cllrs
- e) Downloaded External Audit Forms and information

041816. a) Councillors Forum: to raise any points of community interest:

- Concern raised about 4x4 vehicle driving round the airfield with a gun pointing out through a window
 - Concern re new fishing proposals – residents have reported seeing otters in the canal.
 - Reminder that ‘Burn in Bloom’ is to be held on 4th July. The judge is the owner of Lumby Nursery
 - Brambles overgrowing onto the footway have been reported and dealt with
 - Query re slow down stickers on wheelie bins – discussed last year and council decided not to purchase any.
- b) **Items for next agenda:**
- Purchase of trailer

041817. To receive any further comments from public

- None present; no comments

041818. Date, time and place of Annual Parish Meeting and Annual Meeting of the Parish Council

- Annual Parish Meeting: Thursday 25th May 2018; 18:30; in Burn Chapel Schoolroom
- Annual Meeting of the Parish Council: Thursday 25th May 2018; 19:00; in Burn Chapel Schoolroom

041819. Closure of meeting

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- The meeting closed at 20:15

Signed Chairman. Date

Action points from the meeting

- Cllrs – inform clerk of number of Neighbourhood watch signs required
- Cllrs – obtain dates and times of vehicle with gun on airfield and inform the clerk
- Clerk – complete request for new Neighbourhood signs
- Clerk – send singer/entertainer details to Cllr AP
- Clerk – complete and emails remaining sections of external audit form to Cllrs
- Clerk – contact SDC re vehicle with gun on airfield when information received
- Clerk – contact Canal and Rivers trust re possibility of otters in the canal