

## BURN PARISH COUNCIL

Chairman: Cllr Mr C Phillipson  
Clerk & Finance Officer: Mrs FMA Farman. MILCM.  
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### MINUTES OF AN ORDINARY MEETING OF BURN PARISH COUNCIL HELD ON **07.09.17** AT 19:00 IN BURN METHODIST CHAPEL SCHOOLROOM

**Present.** Cllrs C Phillipson; P Storr; B Phillipson; E Boldan; D Green; C Pearson (19:35); Clerk – M Farman

#### 091701. Welcome

- The Chairman welcomed all present to the meeting.

#### 091702. Public Forum

- i. Comments on agenda items from electors present – none present; no comments.
- ii. Written comments, hard copy or email, sent to the clerk before the meeting – one email requesting date of Christmas lights switch-on.

#### 091703. Apologies:

- Apologies and reasons for absence received from Cllrs A Phillipson and D Stephenson; Cllr C Pearson sent apologies in case an afternoon meeting finished late. Council to **resolved** to accept the reasons given; Cllr C Pearson arrived at 19:35.

#### 091704. Minutes of 27 July ordinary meeting of the council:

- Council **resolved** to accept the minutes of 27 July ordinary meeting of the council as an accurate record of the meeting

#### 0941705. Signing of minutes:

- The Chairman signed the accepted minutes of 27 July.

#### 0941706. Reports:

- i. Chairman – reported that he had received the speeding data and that he and the vice-chairman are to attend a meeting on 21 September to discuss the findings
  - ii. County Councillor – no report
  - iii. District Councillor – no report
  - iv. Other Officers – no report
  - v. Police – poster re public consultation – ‘Working Together’
  - vi. Any other representatives
- Report on Eggborough meeting – Cllr DG reported that the planning development consent procedures had been explained and that a decision is likely to be made mid 2018. Questions re emission levels were raised. Leaflets are available for Cllrs.
  - The Clerk reported on the recent Regional Training Day which focused on:
    - i. implications for Cllrs re Code of Conduct when using social media;
    - ii. a reminder about the implications of the new regulations re FoI and Publication policy to take effect from 25 May 2018;
    - iii. The clerk also requested financial support for the National Conference in October, to which council **resolved** to agree.
    - iv. The clerk distributed information booklets about the Transparency Code.
  - Report on any other relevant meeting attended – none attended

### 091707. RFO's report on closing balances and payments to be made

#### a) Current balances

- i. £35,448.04 – Community Account balance as at 11 August; statement no. 35.

#### b) Payments made since 27 July meeting:

Cheque no

- i. £204.00 – Grass cutting; VAT £34.00; actual cost £170.00 100099
- ii. £ 28.00 – Garden comp engraving 100100
- iii. £319.43 – Clerking – August 100101

#### c).Payment requests received after agenda distribution:

- i. £140.00 – 10 months' rental for schoolroom 100102
- ii. £120.00 – External Audit fee. VAT £20.00; actual cost £100.00. 100103

#### d) Receipts received – none received at agenda preparation

#### f) Receipts received after agenda distribution – none received

#### g) Council received report from External Auditor; no adverse comments, all in order, no action needed

### 091708. Acceptance of report

- Council **resolved** to accept the report, make the payments as listed above and check viability of current room rental.

### 091709. Planning

- a) Planning applications received: **Cllr Pearson declared an interest and took no part in the ensuing discussion.**
- i) 2017/0729/FUL. Proposed residential development consisting of 8 no. dwellings and formation of new vehicular access; Street record, Main Road, Burn. Council discussed this and **resolved** comments.
- b) Planning decisions received: -
  - 1 2017/0561/HPA; permission granted for single storey side extension following demolition of garage at 2A Park Lane
- c) Planning updates – none received at agenda preparation

### 091709. Eggborough Power Station proposals

- Council to discuss information emailed by the clerk re gas power station meeting at Knottingley and **resolved** to invite a representative(s) to attend the next PC meeting.

### 091710. Grass cutting

- Council to discuss problems remaining re verge from memorial ground to 'bus shelter and **resolved** that the clerk contact SDC again

### 091711. Christmas

- Council **agreed** 25 November as the date for the Christmas celebrations and **resolved** that Cllr EB should arrange Santa's drop-off.

### 091712. Notice boards

- Council received report re progress and **resolve** to ask for quotes for magnetic backing boards and lettering from ARC signs

### 091713. Schoolroom repairs

- No quotes received as yet

### 091714. W heatsheaf car park

- Council **resolved** to put this on the next agenda

### 091715. Policy reviews

- Council reviewed the below policies, **resolved** to accept them with amendments made to the General Risk Assessment only.
- Financial Risk Assessment; Clerk/RFO Working from Home Risk Assessment and Audit Procedures accepted as emailed to Cllrs prior to the meeting.

### 091716. 431 Squadron - Cllrs signed the card.

**091717. Correspondence received since the last council meeting**

- a) External Audit forms
- b) Planning decisions
- c) Planning Inspectorate – Eggborough CCGT Project – emailed to Cllrs
- d) YLCA – training courses; emailed to Cllrs
- e) Clerks and Councils direct – magazine for circulation
- f) AVS – August newsletter – for circulation
- g) YLCA – Neighbourhood Planning Support; Plunkett Foundation; White Rose update; all emailed to Cllrs
- h) Info re Christmas emailed to Cllrs

**071718. Action taken by the clerk since the last meeting.**

- a) Cheques dealt with
- b) Registered with Parish Portal
- c) Rubbish removal requested – CS reported the broken fencing is still there
- d) Notice board works confirmed
- e) Thanks sent to garden judges
- f) Area Committee ballot papers sent

**071719. a) Councillors Forum:**

- Parish Portal now working satisfactorily
- Memorial stone lights – contact made with electrician

**b) Items for next agenda:**

- Remembrance Sunday
- Christmas
- Wheatsheaf car park
- Schoolroom repairs

**071720. Further comments from public.** None present

**071721 Date, time and place of next meeting** - Thursday 28 September; 19:00; Burn Chapel Schoolroom

**071722. Closure of meeting** - The meeting closed at 20:30

Signed  Chairman. DATE: 28 September 2017

**Action points from the meeting**

- Vice-chairman – e-mail suggested policy amendments to clerk
- Chairman – invite Eggborough rep(s) to next meeting
- Cllr BP – continue to ask for quotes
- Cllr EB – organise Santa drop-off
- Clerk – write and submit planning comments
- Clerk – amend and email policy to Cllrs
- Clerk – send card to 431 Squadron
- Clerk – contact joiner re notice boards