

BURN PARISH COUNCIL

Chairmen: Cllr Mr C Phillipson

Clerk & Finance Officer: Mrs FMA Farman Three Greens, The Green, Gateforth, YO8 9LF
burnparishcouncil@outlook.com Tel. 01757 228 325

MINUTES OF BURN PARISH COUNCIL'S MEETING HELD ON 25.04.2019 AT 19:00 IN BURN METHODIST CHAPEL

Present: Cllrs C Phillipson; P Storr; A Phillipson; B Phillipson; E Boldan; J Benaddi; C Pearson (also SDC & NYCC)
Clerk – M Farman; Police & Crime Commissioner representative – S Hutchinson; PCSO 3692 Mainprize;
PC 1485 Townsend.

All present signed the attendance book

041901. Welcome

- i. The Chairman welcomed all present to the meeting
- ii. S H introduced himself; explained his role re collecting and collating information for the PCC; made notes of councillors' concerns; events happening in the village; explored areas of improving communications and answered questions from councillors. SH left the meeting at 20:15.

041902. Public Forum

- i. Comments on agenda items and matters of community interest/concern from residents present at the meeting – no residents present
- ii. Written comments sent or emailed to the clerk prior to the meeting – none received

041903. Apologies

- All councillors present.

041904. Minutes of 21 March meeting

- Council discussed and **resolved** to accept the minutes of 21 March as an accurate record of the meeting.

041905. Signing of minutes

- The Chairman signed the accepted minutes.

041906. Reports

1. Chairman's report – VAS signs
2. NYCC County Councillor's report
3. SDC Ward Councillor's report
4. Police – emails from Community messaging re credit card theft and burglaries forwarded to Cllrs.
The police officers took and answered questions and concerns from councillors. It was agreed that the clerk e-mail minutes and agendas to the police and that the police e-mail monthly reports to the clerk.
5. Any other representatives – Cllr DG thanked all for the card and condolences and reported that the collection at his wife's funeral raised £1,000; divided equally between his wife's charity and the Chapel.

041907. RFO's report on closing balances, payments made and payments received

a) Current balances

- i. £35,149.47 – Community Account Balance as at 11 March statement no. 54 (includes £33,481.03, leaving £1,668.44 of precept; 11 April statement not received at agenda preparation)

b) Payments made since last meeting

- £169.00 – Selby Self Storage. VAT £28.17; actual cost £130.83. Direct Debit 13-04-2019 to 12-05-2019

c) Payment requests received

- | | Cheque no |
|-------------------------------------------------|-----------|
| 1. £201.00 – YLCA Membership | 100174 |
| 2. £ 48.47 – Payroll services: Jan, Feb & March | 100175 |

d) Payments requests received after agenda preparation

- | | |
|------------------------------|--------|
| 1. £352.35 – Clerking; April | 100176 |
|------------------------------|--------|

e) Payments received: none received

041908. Acceptance of report

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

041909. External audit

1. Council discussed and **resolved** to sign the certificate of exemption
2. Council went through and **completed** the Governance form.
3. Council discussed and **resolved** that the clerk contact the internal auditor for possible dates and inform councillors.

041910. Planning

- a) Planning applications received: - none received
- b) Planning decisions received: - none received

041911. Non-contested election

- Council received information re non-contested election; completed expenses forms; discussed and **resolved** to co-opt D Green on to the council.

041912. Big Lunch

- All is in hand; the tea band is booked to entertain for two sessions on 1st June and Paula Marie for the lunch on 2nd June

041913. Waste/dog bins.

- **Resolved** that the chairman send the clerk a plan of where the bins are to be placed and that the clerk contact SDC

041914. Correspondence received since last meeting; (For information only unless stated otherwise)

- a) Community Messaging – emails forwarded to Cllrs
- b) SDC – various emails forwarded to Cllrs
- c) YLCA – various emails forwarded to Cllrs
- d) E-mail re policing needs forwarded to Cllrs
- e) White Rose update circulated

041915. Action taken by the clerk since the last meeting. For information only.

- a) VAT refund of £1,082.10 requested
- b) Nomination papers taken into SDC

- c) Re-contacted SD re Mintex
- d) Planning comments submitted

041916. a) Councillors Forum:

- Concern expressed by resident over Burn in Bloom winner
- Metal grate still cracked and broken
- The grass has been cut but moles are causing problems on the war memorial green
- An article about the Big Lunch has been done fro the Eden Project

c) Items for the next agenda:

- Burn in Bloom
- Election of Chairman
- Acceptances of office and declarations of interest
- Review and adoption of Standing Orders and Financial Regulations

041917. Further comments from public present – none present

041918. Date, time and place of next meeting

- Thursday 16th May – Annual Parish Meeting at 18:30 in Burn Chapel Schoolroom
- Thursday 16th May – Annual meeting of the Parish Council at 19:00 (or earlier if the Parish meeting finishes before 19:00) in Burn Chapel Schoolroom.

041919. Closure of meeting

- The meeting closed at 20:45

Signed *Chris Phillipson* Chairman, Burn Parish Council. Date: 16 May 2019

Action points from the meeting

- Chairman – send plan of dog bin sites to the clerk
- Cllr BP – re-report damaged grating
- SH – e-mail information re Traffic Bureau contact
- PC 1485 – send monthly report to clerk
- Clerk – take expenses forms to SDC
- Clerk – Contact internal auditor re date for internal audit
- Clerk – Scan and send info re Community messaging to Cllrs and website
- Clerk – E-mail info re Bog lunch to SH and Police
- Clerk – contact pest control re mole
- Clerk – prepare Standing Orders and Financial Regulations and email to Cllrs before next meeting