

BURN PARISH COUNCIL

Chairman: Cllr Mr C Phillipson

Clerk & Finance Officer: Mrs FMA Farman Three Greens, The Green, Gateforth, YO8 9LF
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MINUTES OF BURN PARISH COUNCIL'S MEETING HELD ON 27.04.2023 STARTING AT 19:00 IN BURN METHODIST CHAPEL SCHOOLROOM

Present: Cllrs. C Phillipson; C Pearson; A Houlden; A Phillipson; E Boldan; D Green; A Ransome. Clerk – M Farman
NYC Cllr. C Lunn. PCSO – L Simpson.

042301. Welcome

- i. The chairman welcomed all present to the meeting and reminded Cllrs of protocol re declaration of interests in any agenda item.

042302. Comments from residents

- i. Comments sent to the clerk in writing or by email.
- a) Email received from resident re proposed play/amenity area at land by junction of West Lane and A19. Council discussed and **resolved** reply. Clerk to action.
- ii. Comments on agenda items from electors present – no electors present.

042303. Apologies

- No apologies, all members present except Cllr JB who has leave of absence.

042304. Minutes of 30th March meeting

- Council **resolved** to accept the minutes of 30th March as an accurate record. Signed by chairman.

042305. Reports: Council to receive reports from:

- i. Chairman – nothing to report
- ii. County Councillor – advised Hambleton PC of Burn's action re ANPR system; NYC still in the process of sorting out options and timings re previous district councils now being subsumed into one unitary authority
- iii. Other Officers – no reports
- iv. Police – Neighbourhood Alert messages forwarded to Cllrs
 - PCSO L Simpson reported that a resident had expressed concern about behaviour on the airfield – investigated by the police; involved 5 people from the Manchester area; nothing of concern found. PCSO Simpson asked for any instances of quad bikes on the airfield to be reported with a description such as helmet colour, type of clothing etc.
 - The same applies to poaching incidents. Report date, time, type & colour of car/s, number plates etc. whenever possible. Suggested also contacting Rural watch (unauthorised vehicles on private land)
 - PCSO Simpson is to attend a training course for implementing Community Speedwatch and would also like to set up quarterly drop-in sessions for residents. **Clerk to liaise** with Chapel trustees and PCSO re dates.
 - PCSO Simpson left the meeting at 18:45.

- v. Any other representatives not covered on the agenda – no reports

042306. RFO's report on closing balances, payments made and payments received

a) Current balances:

- i. £18,058.11– Community Account balance as at 11/04/2023 statement no. 103

b) Payments made since 30th March:

Cheque No.

- | | |
|--|--------|
| 1a. £ 12.00 – HSBC usage charges | DR |
| 1. £5,197.52 – Notice boards x 3. VAT - £866.26; actual cost - £4,331.26 | 100363 |
| 2. £ 69.31 – Autela Payroll Services. VAT – 11.55; actual cost -57.76 | 100364 |
| 3. £526.68 – Selby Self Storage. VAT - £82.00; actual cost - £444.68 | DD |

b) Payments to be made:

- | | |
|---|--------|
| 1. £216.00 – YLCA membership – council discussed and resolved to re-join | 100367 |
|---|--------|

c) Payments requests received after agenda preparation

- | | |
|--|--------|
| 1. £394.93 – Clerking plus home/office allowance | 100365 |
| 2. £435,21 – Zurich; parish council insurance | 100366 |

d) Payments received

1. £7,500.00 – NYC precept; 1st half

042307. Acceptance of report

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

042308. Planning:

- a) Planning applications received: - none received
- b) Planning decisions received: - Permission granted for loft conversion at Chatsworth, Park Lane
- c) Planning updates: - None received

042309. Correspondence received since last meeting; (For information only unless stated otherwise)

- a) Email from resident – forwarded to Cllrs and discussed at start of meeting
- b) NYCC – various emails; forwarded to Cllrs
- c) SDC – various emails; forwarded to Cllrs
- d) Community messaging; forwarded to Cllrs
- e) Selby Self Storage – payment, DD, to be taken on 13 April for storage units– Forwarded to Cllrs
- f) Greenbarnes –Notice boards delivered & payment receipt received
- g) Government alarm practice notice – 23rd April @ 15:00 – forwarded to Cllrs & website
- h) NYCC – Street closure application granted for Coronation/Big Lunch
- i) Roberts Co. – email giving details of developer for A19/West Lane site – forwarded to Cllrs
- j) Internal auditor – to contact when EoY accounts are ready for auditing.
- k) Message from Timpson's re engraving – discussed & **resolved** - chairman to deal with cups; vice-chairman & clerk to liaise re wording for plaque.

042310. Action taken since last meeting. For information only unless otherwise stated.

- a) Internal auditor contacted – 10% price increase accepted by Cllrs.
- b) Replied to various emails
- c) Highways contacted re overhanging hedges.
- d) Council offices contacted re missing road sign
- e) Spoke with car wash operator re unsightly litter.
- f) Dealt with proposed website upgrading information.

042311. Events:

- 1) Burn in Bloom – **Resolved** to put on next agenda.

042312. ANPR: - Discussed; **Resolved** chairman to continue liaising re installation

042313. Policy/Procedure reviews

- Circulated procedures – Standing Orders & Financial Regulations – discussed. **Resolved** acceptance.

042314. Council Insurance

- Offer from Zurich Insurance discussed. Council **resolved** to accept offer

042315. A19/West Lane site.

- Discussed and **resolved** the clerk contact developers re liaising to achieve positive outcome for the village.

042316. Grass cutting.

- Discussed and **resolved** whether to increase the grass cutting area. Chairman to send exact location to clerk, clerk to contact CS.

042317. Councillors Forum: nothing raised.

042318. Items for the next agenda: Burn in Bloom. Play/amenity area.

042319. Further comments from public present.

- No public present

042320. Date, time and place of next meeting:

- i. **Annual Parish Meeting – Thursday 25th May @ 18:45.** Burn Chapel Schoolroom.
- ii. **Parish Council Annual Meeting Thurs. 25 May @ 19:00.** Burn Chapel Schoolroom

042321: Closure of meeting

- The meeting closed at 20:05

Signed *C Phillipson*. Chairman, Burn Parish Council. Date: 25/05/2023

Action points from the meeting

- Chairman – continue liaising re setting up of ANPR system
- Chairman – send position of areas to be cut to clerk
- Chairman – deal with cups etc for engraving
- Vice-chairman & Clerk – liaise re wording of plaque for bench
- Clerk – reply to resident’s email re field at junction of West Lane & A10
- Clerk – contact developers re site at junction of West Lane & A19
- Clerk – contact CS re increase of grass cutting area