

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 ANNUAL MEETING HELD ON 25.05.2023 STARTING AT 19:15 IN BURN METHODIST CHAPEL ROOM

Present: Cllrs C Phillipson; C F Pearson; A Houlden; A Phillipson; E Boldan; A Ransome (19:35) Clerk.

052301. Election of Chairman and acceptance of office

- i. Councillors unanimously elected C Phillipson as Chairman for the year.
- ii. C Phillipson accepted the office of chairman.

052302. Election of Vice-chairman and acceptance of office:

- i. Councillors **resolved** to elect CF Pearson as vice-chairman for the year
- ii. C F Pearson accepted the office of vice-chairman.

052303. Welcome:

- The chairman welcomed Cllrs to the meeting.

052304. Comments from residents

- i. Email re development at junction of west Lane and A19 discussed and dealt with at APM.
- ii. Comments on agenda items from electors present – no electors present.

052305. Apologies:

- Apologies and reasons for late entry to meeting from Cllr AR received and accepted; Cllr JB on leave of absence; apologies received from NY Cllr C Lunn and PCSO L Simpson.

052306. Minutes of 27 April meeting:

- Council discussed and **resolved** to accept **the** minutes of 27 April as an accurate record.

052307. Signing of minutes:

- The chairman **signed** the accepted minutes.

052308. Committees:

- Council **decided** not to form any committees

052309. Outside Bodies:

1. Council discussed and **resolved** to appoint Cllr A Houlden and Cllr D Green as its representatives to Brayton Joint Burial Authority. Cllr J Benaddi to remain as representative to Yorkshire Local Councils Association.
2. Council **confirmed** that no councillors are members of school governing bodies

052310: Reports – Council to receive reports from:

- i. Chairman – as per APM
- ii. County Councillor – no report
- iii. Other Officers – no reports
- iv. Police – Community messages forwarded to Cllrs. Message from PCSO L Simpson re motor bikes being driven on private property and footpaths
- vi. Any other representatives not covered on the agenda – no report

052311. Internal & External Audit

- i. Council received the internal auditor’s report, **agreed** and completed Annual Governance Statement.
- ii. Council checked accuracy of Accounting Statement and **resolved** acceptance
- iii. Chairman and clerk **signed** the accepted forms. Clerk to **send** signed forms to the external auditor

052312. RFO to report on closing balances and payments to be made

- a) Current balances
 - i. £23,905.98 – Community Account balance as at 11 May 2023: Statement no. 104
- b) Payments made Cheque no.
 - £10.00 - HSBC usage charge DR
 - £526.68– Selby Self Storage. VAT £82.00 actual cost £444.68 DD
 - £400.00 – big lunch 100368
- c) Payments to be made
 - i. £394.93 – Clerking, May. (Includes £26 for use of home as office) 100369
- d) Payments requests received after agenda preparation
 - i] £100.00 – Website management 100370
 - ii] £ 42.43 – Cartridges for notice board printing etc 100371
 - iii] £ 81.40 – Internal audit 100372
- e) Payments received:
 - i. £7,500.00 – Precept, 1st half, on 28/04/2023

052313. Council **resolved** to accept the report and make the payments as listed above

052314. Planning

- a) Planning applications received: - Council discussed application for site at A19/West Lane and **resolved** to send comments to the clerk for submission
- b) Planning decisions received – none received
- c) Planning updates: - none received

052315. Correspondence received since last meeting; (For information only unless stated otherwise)

- a) Clerk and Councils Direct - magazine for circulation
- b) NYC – various emails and election info; forwarded to Cllrs
- c) Community messaging; forwarded to Cllrs
- d) Correspondence re damaged sign at West Hall Crescent

052316. Action taken since last meeting. For information only.

- a) Date and time agreed for internal audit – Cllrs informed & invited to attend
- b) Luke Richert invited to attend meeting on 25th May re land at A19/West Lane
- c) Dealt with damaged sign ay Burn Hall Crescent
- d) Information completed for internal audit

052317. Play/Amenity area:

- Council discussed information from the developer, re possible change of access; provision of 2 benches; low level environmentally friendly play equipment; inspection of trees, all currently under TPOs, to ensure safety re overhanging branches; and **resolved** to put the developer's proposals on the website for public comments

052318. Perceived speeding on A19:

- Council **resolved** that the chairman continue liaising re ANPR installation and reiterated need for public to report instances of perceived speeding to the police

052319. Burn in Bloom:

- Council discussed possible dates and **resolved** that Cllrs AH and AR meet and feed back to the council/clerk.

052320. Agenda items for June meeting:

- ANPR; Burn in Bloom.

052221. a) Councillors Forum:

- Concern re speeding at West Lane

052322. Further comments from public present.

- Comments from public present – none present

052323. Confirmation of dates, times and place of meetings for 2023-2024

- Meetings to be held on the last Thursday of each month, except for August and January, starting at 19:00 in Burn Chapel Schoolroom.

052324. Closure of meeting

- The meeting closed at 20:15

Signed *C Phillipson*. Chairman; Burn Parish Council. Date: 27/07/23

Action points from the meeting

- Chairman – continue liaising re installation of ANPR system
- Cllrs AH and AR – liaise re Burn in Bloom
- Clerk – send completed audit forms to external auditor
- Clerk – email audit forms for publishing on website and in notice boards
- Clerk – compile and send observations re A19/West Lane site to planning dept.
- Clerk – liaise with developers re A19/West Lane site