

## 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 MEETING HELD ON 28.06.2018 AT 19:00 IN BURN METHODIST CHAPEL SCHOOLROOM

**Present:** Cllrs C Phillipson; P Storr; A Phillipson; B Phillipson; E Boldan; D Green. Clerk – M Farman.  
All present signed the attendance book.

#### 061801. Welcome

- i. The Chairman welcomed all present to the meeting

#### 061802. Public Forum

- i. Comments on agenda items and matters of community interest/concern from residents present at the meeting – none present.
- ii. Written comments sent or emailed to the clerk prior to the meeting – none received

#### 061803. Apologies

- Council received apologies and reasons for absence from Cllrs D Stephenson and C Pearson and **resolved** to accept the reasons given.

#### 061804. Minutes of 24 May meeting

- Council discussed and **resolved** to accept the minutes of 24 May as an accurate record of the meeting.

#### 061805. Signing of minutes

- The Chairman signed the accepted minutes.

#### 061806. Reports received:

- i. The Chairman raised the issue of the need for road repairs and white lining to be carried out.
- ii. County Cllr – no report
- iii. District Cllr – no report
- iv. Other Officers – no reports
- v. Police – no report other than Community Messaging information re lawnmower and vehicle thefts
- vi. Other representatives – no reports

#### 061807. Audit

- i. No problems found at the internal audit
- ii. Clerk informed council of audit publishing requirements

#### 061808. RFO's report on closing balances, payments to be made and payments received

a) Current balances

- i. £37,556.90 – Community Account Balance as at 11 June statement no. 45

b) Payments made	Cheque no,
i. £1,000.00 – Donation for village events	100133
c) Payments to be made	
i. £342.54 – Clerking; June,	100134
ii. £243.20 – HMRC; Clerk’s PAYE	100135
d) Payments requests received after agenda preparation	
i. £48.26 – Payroll services; April, May & June. VAT £8.04; actual cost £40.22	100136
e) Payments received:	
i) £60.00 – Field rent	
ii) £1,099.00 – Burn Events Group – contribution to parish council	

**061809** Council **resolved** to accept the report and make the payments as listed above

**061810 Planning**

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

**061811 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, including social isolation lottery bid – no action **resolved**
- c) SDC Chairman – letter asking for donation from PCs to Chairman’s charities; Save the Children and Peter Pan Nursery, Sherburn – discussed and **resolved** to make no contribution from PC funds
- d) YLCA – various emails re GDPR and training; forwarded to Cllrs
- e) YLCA – Annual review and notice of AGM on 14 July
- f) SDC Chairman – Charity concert; posters distributed

**061812 Action taken since last meeting.** *For information only.*

- a) Current policies checked for GDPR compliance
- b) New Standing Orders emailed to Cllrs
- c) External audit forms completed, signed and posted
- d) SDC contacted re assets of community value – chairman to complete form
- e) Planning application comments submitted
- f) CS contacted re ivy on trees – has done several, but will need to leave others until autumn and cut back branches
- g) 578 memorial – clerk to contact 578 group and ask if this could be renovated before 11 November
- h) Seat at West Lane junction with A19 – Chairman to ask for repair quote
- i) Milestone – Cllr PS reported on problems re moving the milestone; could be repaired but moving it could cause damage to the limestone

**061813 General Data Protection Regulations**

- Council discussed the Records Management Policy and **resolved** to accept it.

**061814 Garden Competition**

- Cllr BP reported that this went well and that there will be a walk round the entered gardens on Friday 29 June starting at 18:00

**061815 Big Lunch**

- Cllr AP reported that attendance was high, some 140 attendees, and everyone seemed to enjoy the bands on Saturday evening and the singer on Sunday.
- The fire chief enjoyed Sunday and was very impressed by the community spirit.
- Council discussed various options re costs and **resolved** that the events committee liaise with the landlord and landlady

**061816 a) Councillors Forum:**

- 1) Hedge at junction of A19 and West Lane is over hanging the footway
- 2) Concern expressed re recent fire and state of fire hydrants
- 3) Query re field currently rented out

**b) Items for the next agenda:**

- Village fire hydrants

**061817 Further comments from public present** – none present

**061818 Date, time and place of next meeting** – Thursday 26 July; 19:00; Burn Chapel Schoolroom

**061819 Closure of meeting** – the meeting closed at 19:35

**Signed:** *C Phillipson*. Chairman to Burn Parish Council.      **Date:** 26<sup>th</sup> July 2018

**Action points from the meeting**

- Cllr PS – deal with Highways re road repairs and white lining
- Cllr PS – draft letter re fire hydrants
- Cllr CPh – complete and submit Community Asset form
- Cllr CPh – to request quote for seat repair
- Clerk – contact 578 group re renovation of memorial stone
- Clerk – deal with overhanging hedge
- Clerk – check old accounts re field rent
- Clerk – email proposed FoI/Publication, Equality of Opportunity and Complaints/Grievance policies/procedures to councillors