

## BURN PARISH COUNCIL

Chairman: Cllr Mr C Phillipson

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

### MINUTES OF BURN PARISH COUNCIL MEETING HELD ON 29.02.2024 STARTING AT 19:00 IN BURN METHODIST CHAPEL SCHOOLROOM

**Present:** Cllrs C Phillipson; A Houlden; A Phillipson; E Boldan; A Ransome; Clerk – M Farman

#### 022401. Welcome START HERE

- i. The chairman welcomed all present to the meeting.

#### 022402. Comments from residents

- i. Comments sent to the clerk in writing or by email – none received.
- ii. Comments on agenda items from electors present – none present.

#### 022403. Apologies

- Council received apologies and reasons for absence from Cllrs C Pearson and J Benaddi. Council **resolved** to accept the reasons given. Council also received apologies from PCSO L Simpson.

#### 022404. Minutes of 25<sup>th</sup> January meeting

- Council **resolved** to accept the minutes of 25<sup>th</sup> January as an accurate record.
- The chairman signed the accepted minutes.

#### 022405. Reports: Council to receive reports from:

- i. Chairman – need to discuss possible Easter event, newsletter and Big Lunch with SH
- ii. NY Councillor – no report
- iii. Other Officers – no report
- iv. Police – Neighbourhood Alert messages and monthly report forwarded to Cllrs
- v. Any other representatives not covered on the agenda – no reports

#### 022406. RFO to report on closing balances, payments made and to be made and payments received

a) Current balances:

- i. £18,355.49– Community Account balance as at 11<sup>th</sup> February statement no. 113

b) Payments made from 12<sup>th</sup> January 2024 to 11<sup>th</sup> February 2024

	Cheque No.
1. £552.68 – Storage team. VAT £86.34; actual cost £468.34	DD
2. £179.99 – Gear4music – PA system. VAT £30.00; actual cost £149.99	100502
3. £301.79 – Machine Mart generator. VAT £50.30; actual cost £251.45	100503
4. £394.93 – Clerking; January plus home/office allowance	100504
5. £ 27.00 – HSBC usage charges	DR

Note – items b) 2 & 3 not cashed by 11<sup>th</sup> February; will show on next statement.

c) Payments to be made from 12 February

1. £ 54.58 – Payroll Services. 100506

- |   |        |
|---|--------|
| 2. £552.68 – Storage units x 2. VAT £86.34; actual cost £468.34 | DD     |
| 3. £394.68 – Clerking; February; plus home/office allowance     | 100507 |
| 2. £394.93 – Clerking; February plus home/office allowance      |        |
- d) Payments requests received for payment at PC meeting – none received  
e) Payments received - £2,253.18 – HMRC; VAT refund  
f) Payments received after agenda distribution – none received

**022407. Acceptance of report**

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

**022408. Internal Auditor**

- Council discussed and **resolved** that the clerk invites Mr T Wray to undertake Burn PC's internal audit for 2023-2024.

**022409. Planning**

- a) Planning applications received: -
- i] ZG/2024/0009/HPA; application for side extension to bungalow at Auwil, 2 Burn Lane.  
Council discussed and **resolved** to make no observations
  - ii] ZG/2024/0148/HPA; application for construction of detached garage at Birch Tree House, Park Lane.  
Council discussed and **resolved** to make no observations.
- b) Planning decisions received: - None received  
c) Planning updates: - None received

**022410. Correspondence received since last meeting; (For information only unless stated otherwise)**

- a) NYC – various emails – all forwarded to Cllrs.
- b) Community messaging; forwarded to Cllrs
- c) Selby Self Storage – info re payment increase and invoices.
- d) Dementia Action week – forwarded to Cllrs
- e) Monk Fryston P.O. robbery – forwarded to Cllrs
- f) H25 School/Home Transport consultation – forwarded to Cllrs

**022411. Action taken since last meeting. For information only unless otherwise stated.**

- a) Replied to various emails
- b) Reported 9 phishing scams to report.phishing@gov.uk
- c) Dealt with 111 emails up to 22/02/2024 – is council still happy for me to filter emails before forwarding/deleting? I keep notes of all received! Yes.
- d) Chased up street light no.13
- e) Drafted letter re non-attendance

**022412. Cllrs attendance**

- Council discussed current non-attendance of Cllr DG and **resolved** to issue letter re non-eligibility to act as councillor. Clerk to inform Democratic services of vacancy.

**022413. Christmas Lights.**

- Cllrs AH, AR and AP gave reports on different options – refurbishing, buying new, renting. Council discussed and **resolved** that they obtain costs and report back to the next meeting. Council also resolved that Cllr AR invites the supplier of Christmas tree lights to the next meeting.

**022414. Councillors Forum:**

1. The new sign for Burn Hall Crescent is in place
2. ANPR system is continuing to record speeds and shows repeat offenders.

**022415. Items for the next agenda:**

- i. Christmas lights
- ii. Forthcoming events & PC contribution

**022316. Further comments from public present.**

- No public present.

**022417. Date, time and place of next meeting**

- The next council meeting is on Thursday 28<sup>th</sup> March starting at 19:00 in Burn Chapel Schoolroom

**022418: Closure of meeting**

- The meeting closed at 20:00

Signed: *C Phillipson*. Chairman; Burn Parish Council.      Date: 28/03/2024

**Action points from meeting**

- Chairman – liaise with SH re Easter event, newsletter and Big Lunch
- Cllrs AH, AR & AP – obtain costs for different Christmas lights options and report back to next meeting
- Cllr AR – invite supplier of Christmas tree lights to next meeting
- Clerk – contact T Wray re internal audit
- Clerk – deal with delivery of letter to DG
- Clerk – inform democratic services of councillor vacancy
- Clerk – thank Highways for sign replacement