

## BURN PARISH COUNCIL

Chairman: Cllr C Phillipson

Clerk & Finance Officer: Mrs FMA Farman Three Greens, The Green, Gateforth, YO8 9LF  
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### MINUTES OF BURN PARISH COUNCIL ORDINARY MEETING HELD ON 24.04.14 AT 19:00 IN BURN METHODIST CHAPEL ROOM

**Present:** Cllrs C Phillipson; P Storr; E Boldan; S Hearld; W Hearld; B Phillipson. Clerk: M Farman  
County Cllr C Pearson. One member of the public.

#### 041401. Welcome:

- The chairman welcomed all present to the meeting.

#### 041402. Public Forum:

- No comments on any agenda items or matters of community interest. .
- No correspondence received from electors.

#### 041403. Apologies:

- o Council received apologies from Cllrs A Phillipson and D Bellamy and **resolved** to accept their reasons for absence.

#### 041404. Minutes of 27 March meeting:

- o Council **resolved** to accept the minutes of 27 March as an accurate record.

#### 041405. Signing of minutes:

- o The chairman signed the accepted minutes.

#### 041406. Reports:

- Chairman – the Leader and Chief Executive of Selby District Council are to meet with representatives of the parish council, at a date yet to be arranged, to discuss the future of and the vision for Burn airfield. Agreed to inform County Cllr Pearson when a date had been agreed
- County Councillor – reported that there is an extraordinary meeting of Selby District Council on Tuesday, 29<sup>th</sup> April to discuss the possible purchase and future use of Burn airfield
- District Councillor – not present; no report
- Police – not present; no report
- Representatives to outside bodies
  - o Burial board – Cllr B Phillipson gave the clerk copies of the accounts
  - o Area Committee – the clerk reported on the closure of a footpath at S Milford and the likely impact of the proposed closure of the Ferrybridge recycling centre on residents at the western end of the district
  - o Community Engagement Forum – Cllr Pearson explained the function of the community development plan; Cllr Storr is to let the clerk have Burn's suggestions
  - o Any other representatives – Cllr B Phillipson reported that nothing had been heard from Seedlands. She will follow this up and, if necessary, ask elsewhere for a judge for the garden competition

#### **041407. RFO's report on current balances and payments made**

- i. Current account - £10,829.30 as at 31.03.14
- ii. Savings account - £ 4,998.441 as at 31.03.14
- iii. Payments made since last meeting – none made
- iv. Payments made at this meeting:

	Cheque no.
a) £266.76 – Insurance	100811
b) £127.01 – Payroll services; (VAT £21.12; actual cost £105.84)	100812
c) £ 86.89 – Clerking plus £13 for use of home as office	100813
d) £ 19.98 – Expenses; (printer paper £3.99; black XL printer cartridge £15.99)	100814
e) £ 91.00 – Room hire	100815
- v. Money received since last meeting – £555.21; VAT refund
- vi. Council **resolved** to accept, and approved, the report and payments

#### **041408. External Audit**

- Council received the completed section 1 of the external audit form, bank reconciliation and explanation of variances; these were checked for accuracy. Council **resolved** that the forms were accurate and the chairman signed section 1.

#### **041409. Planning:**

- i. Applications – none received.
- ii. Decisions – 2014/0122/FUL; Beech Tree House. Permission granted for proposed conversion/extension to existing garage and workshop: -
  - annexe only to be occupied in connection with and ancillary to Beech Tree House; not at any time to be occupied as an independent dwelling or separated from the ownership or curtilage of the main dwelling
  - materials to match those of existing dwelling in colour and texture
  - no other windows/openings other than on approved plans shall be placed in the east elevation of the annexe without prior written consent of LPA
- iii. Planning updates – no updates on previous applications.

#### **041410. Draft Transparency Code for parish councils with turnover not exceeding £25,000**

- o Council discussed and **resolved** its favourable response to DCLG's proposals

#### **041411. Correspondence received since last meeting**

- i. Highways – Information re footway and verges; application form for licence to plant shrubs etc in the highway. Council to discuss and resolve any appropriate action
- ii. Fly tipping and rubbish dumping – notification of action taken re removal
- iii. YLCA – reply re Ombudsman's findings
- iv. Barclay's Bank – mandate returned and completed for clerk to post
- v. Rural Action Yorkshire – request for volunteers
- vi. Letter re help for employers paying NI contributions
- vii. Parish Services Survey, SDC – Cllr Storr to deal with this

#### **041412. Action taken since last meeting**

- i. Documents emailed to councillors
- ii. Comments sent to SDC re Community Governance
- iii. Mrs H Guest contacted re internal audit – agreed to carry it out.
- iv. Cllr B Phillipson dealt with faulty light

**041413. Minor items.**

- Action taken by the clerk under delegated powers as set out in Standing Orders: - detailed in agenda item 041412
- County Cllr Pearson left at 8.10 pm.

**041414. Councillors Forum.**

- Cllr B Phillipson reported theft of board from outside the chapel
- Cllr C Phillipson reported badly sunken grate on Main Street

**041415. Items for the next agenda.**

- Chairman's report on the council's activities over the past year.

**041416. Comments from public present:**

- The resident present offered to meet with a Highways representative about the footway from the Anchor Inn to Burn village.

**041417. Date, time and place of next meeting:**

- Annual Parish Meeting – Thursday 29<sup>th</sup> May, 6.30 pm Burn school room
- Annual Meeting of the Council – Thursday 29<sup>th</sup> May, 7.00 pm, Burn school room

**041418. Closure of meeting:**

- The meeting closed at 8.15 pm

Signed



Chairman.

Date 29 May 2014

**Action points from the meeting**

- Cllr C Phillipson – Email photo of grate to the clerk
- – Prepare report for Annual Parish Meeting
- Cllr Storr – Deal with parish survey
- – Check ownership of overhanging hedge
- – Email community development wish list to clerk
- Cllr B Phillipson – Source judge for garden competition
- Clerk – Complete forms for internal audit
- – Contact Highways re badly sunken grate
- – Contact Highways re footway