

BURGHWALLIS PARISH COUNCIL

MINUTES OF THE MEETING HELD AT 19:00 ON TUESDAY 10 JANUARY 2012 AT THE BURGHWALLIS PUBLIC HOUSE

Present: Chairman: L M Coupland
Councillors: E Bell
M Dobinson
G Laming
K Walters
Clerk: W Nicholls
In attendance: G Burton of Counter Context (*Items 1-4 only*)

<u>No.</u>	<u>Detail</u>	<u>Action</u>
1	Apologies	None
2	Minutes of Last Meeting	Approved
3	Matters Arising LMC had spoken with the Yorkshire Local Council Association (YLCA) who had confirmed that the Council, under Section 137 could now spend £6.44 per person in the parish for the benefit of the same. The Council could also spend unlimited funds on the Playing Fields Charity as the Council are now Corporate Trustees.	LMC
4	Briefing by Gillian Burton of Counter Context Counter Context had been invited to attend the meeting to give a short briefing as to how they may assist the Council in putting together a Parish Plan in light of the new Localism Bill (to be brought in in April 2012). GB explained how they could assist the Council in its consultation process ensuring that all members of the community are engaged. She explained that their methods could also be used to support funding bids as well as encouraging greater public ownership of the decisions that the Parish Council take. All agreed that, at the moment, the Council wasn't in a position to engage their services as the Parish Plan needed to be formally established and agreed upon. To this end, all agreed that LMC and KW should attend Rural Action Yorkshire's Community-led Planning training event at South Kirkby on Monday 16 January 2012. LMC to make the booking.	LMC KW

5	<p>Pinfold</p> <p>LMC informed the meeting that the Community Payback Team Leader had provided a copy of the Professional Indemnity insurance certificate which confirmed adequate cover. The exact date of commencement was still to be confirmed although LMC had been informed that it would be either late March or early April. Work would take place over a 4 day period, it would be free of charge and it would also include the provision of all required/necessary equipment.</p> <p>With reference to the portable toilet to be installed on the site throughout this period of work, EB had sourced one at a cost of £10 per day. EB to check what this figure included and revert back at the next meeting. MD to also look into and revert. (LMC had sourced one at £107 per week to include delivery and emptying). The decision on where to source the toilet from will be made at the next meeting.</p> <p>LMC had sourced some free stone and would ask for volunteers at the Public Meeting to move it (approx. 300 yards). LMC also had enough coping for approx. 18 feet of the wall.</p> <p>LMC also to ask at the Public Meeting if anyone had any paving stones they could donate. MD to measure the site to establish the exact amount required before the Public Meeting. KW informed the meeting that she also had some York Stone and would measure how much she'd got before the Public Meeting. All agreed donations should only be accepted of York stone in order to keep everything as uniform as possible.</p> <p>LMC had sourced a mower, free of charge, for use at the top end of Pinfold.</p> <p>It was decided to use troughs instead of borders around the War Memorial.</p>	<p>EB</p> <p>MD</p> <p>LMC</p> <p>LMC KW</p>
6	<p>Village Website</p> <p>It was agreed to use GL's contact (Ian Buss) for the creation of the Burghwallis Parish Council Website. The Clerk to send a cheque to GL for the purchase of the base kit. Ian Buss to then set up the website and display an announcement to say "New website under construction and available shortly" until the Council was happy with the content/layout of the website and it was ready to go live.</p> <p>KW to type up the content of the website as agreed so far. LMC to find out the total population of Burghwallis. LMC to provide blurb re. Pinfold. LMC to provide blurb re. the Village Pump MD to provide blurb re. The War Memorial. MD to provide blurb re. the Burghwallis Public House. Photos of all Counsellors and the Clerk to be taken by GL.</p> <p>It was agreed to show only the Clerk's contact details on the website.</p> <p>It was agreed that 2/3 people should take instruction on how to maintain/update the website although it would primarily be the Clerk's duty to do so.</p>	<p>WN GL/IB</p> <p>KW LMC LMC LMC MD MD GL</p>

7	Planning Applications None received.	None
8	Correspondence LMC had received a letter from the PCJCC asking if the Council wanted to become a Quality Council. Although the Council does meet most of the criteria, there were some areas that need addressing, mainly the Clerk's lack of Parish Council Clerk qualifications. LMC to look into gaining funding for the same as the Clerk is happy to study to achieve any required qualification.	LMC WN
9	Village Meeting Agenda GL thought the Precept should have been included but it was decided to leave the Agenda as it stood. KW informed the meeting that no-one is now available to give the presentation on the Jubilee celebrations. LMC offered to do so. KW to brief LMC beforehand. Also to be promoted at the Public Meeting is the Village Fete event to be held at The Burghwallis on Saturday 4 February 2012. LMC to also request donations for items to be used as raffle prizes at this event. KW requested that, for reasons of safety, the Street Party due to be held on Sunday 3 June, be held on the Playing Field rather than on the street. All agreed.	LMC KW LMC
10	Any Other Business It was requested that when the Community Payback Team come to work at the Pinfold, they be asked to look at the crack in the wall at the War Memorial on the village street side and rectify if possible. Poor Field Charity – A meeting to be arranged as there are now only three on the committee. Professional Indemnity insurance cover was discussed in relation to the Poor Field Charity and the hosting of their events at The Burghwallis. The Clerk to seek clarification of responsibilities and revert back at the next meeting. Bank Accounts – It was requested by the Chairman that the Clerk (Wendy Nicholls) amended the contact details at the bank so that all correspondence/bank statements are sent to her in future rather than to Mrs June Jordan. Also, the Chairman requested that the Clerk arrange to amend the signatures on the existing bank account as follows: Burghwallis Parish Council (The Cooperative Bank account number 61020029) – Any two signatures from the following five Councillors to sign each cheque – L M Coupland, G Laming, E Bell, M Dobinson and K Walters.	LMC GL WN WN

	<p>Burghwallis Playing Field Charity Number 523531 (The HSBC Bank plc account number 82738821). The Chairman requested that the Clerk (Wendy Nicholls) amended the contact details at the bank so that all correspondence/bank statements are sent to her in future rather than to Mrs June Jordan. Also, the Chairman requested that the Clerk arrange to amend the signatures on the existing bank account as follows:</p> <p>Any two signatures from the following three Councillors to sign each cheque – L M Coupland, G Laming, and K Walters.</p>	WN
	<p>Date, Time and Venue of Next Meeting</p> <p>Tuesday 6 March 18:00 hours – AGM 19:00 hours - Council meeting The Burghwallis</p>	All

Signed as approved:

Date: 6 March 2012

Cllr. L M Coupland OBE
Chairman

Signed as approved:

Date: 6 March 2012

Cllr. G Laming
Vice Chairman