

**Minutes of the Meeting of the Burghwallis Parish Council, 7pm, Tuesday 11 August 2015 at the Burghwallis Public House**

**In Attendance:**

<b>Chairman</b>	K Walters
<b>Vice Chair:</b>	J Laming
	B Grimes
	D Hudson
	D Maxwell
<b>Clerk:</b>	G Bean

1. **Apologies:** No apologies received.
2. **Members of the Public:** None in attendance.
3. **Disclosures or declarations of interest:** None received.
4. **Minutes of Previous meetings (14 July 2015):** KW noted that reference to Dave Chadwick should be Dave Chadbourne. No other issues noted. KW proposed that minutes, as amended were accepted as a true and accurate record, JL seconded, vote held and all agreed. Minutes signed by chair and vice-chair.
5. **Matters arising**
  - a. **No to Norton Origin Wind Farm** – KW handed to Councillors a leaflet that had been passed through her door and noted that details as to how to object to this proposed wind farm, if Councillors wished to do so, were on it. No action required by the Parish Council.
6. **Financial matters:**
  - a. **Bank reconciliation to 02.08.15:** All considered, KW proposed, DM seconded that this was approved, vote held and all agreed.
  - b. **Invoices received:** GB noting invoices received in this month. These include garden maintenance, reimbursement to KW for the Artsign payment and the stakes for the playing field, the cost of GB's SLCC training and a donation to D Ward for the projector screen provided. KW proposed that all be paid, BG seconded, vote held and all agreed.
7. **Transparency Code:** KW noted there was no further update on this matter. We were fully compliant as far as we were able to be and we were awaiting BDO's response in relation to this year's audit. GB noting that last time she spoke to Louise Naplin at BDO, she was informed that the audit was awaiting sign off, GB to chase up BDO further.

**Action: GB**
8. **Standing Orders:** All had received and reviewed a copy. KW proposed amendments in relation to section 18 and the insertion of the crest and today's date on the front of the documents. GB noted her concern in relation to including significant but not full information as to the Council's requirements under the transparency code as this may infer to those reading that they do not need to read the code. GB confirmed her consideration that there was no replacement for the full code itself and in paraphrasing that, you are encouraging future

readers to only consider the paraphrase but not the full code. GB noted that she felt a reference to the full code should be included only, to allow and encourage any future readers to consider the whole code and exact requirements, this was not accepted. KW proposed that subject to amendments the Standing Orders be approved, BG seconded, vote held and all agreed. GB to amend and distribute an updated copy.

**Action: GB**

- 9. Training:** DH had been unable to find any suitable courses, perhaps due to the summer break, but would continue looking with a view to attending in the Autumn. GB confirmed that she had commenced the SLCC course which consisted of 5 modules and would make her way through those.

**Action: GB + DH**

- 10. Neighbourhood plan:** KW noted that all was as previously, they are awaiting the basic conditions statement which is due any day.

- 11. Plague Well:** JL had spoken to Mr Ted Bell who stated that the stone was unable to be placed until there were appropriate weather conditions. It was agreed that this matter will carry over to the next meeting with a view to a final decision being made.

- 12. Village signs:** KW noted that the signs were now in place!!! Thanks go to Craig McNeill, for providing the fastenings and Kev Dyson, for installing the signs.

**13. Planning:**

- a. **Planning 14/02582/FUL** – KW noted that no planning application had yet been received. This would be monitored.
- b. **Boscodon Boundary** – KW noted email received from DMBC. It was suggested that the Land Owner was made aware of the concerns of the Parish Council. DH proposed that GB send a letter to the land owner, JL seconded, vote held and all agreed. GB to draft and send a letter, noting the concerns of the public, church goers and the Parish Council.

**Action: GB**

- 14. Burghwallis Room Rental:** KW had spoken to Ms Shenton who had requested an annual payment of £100 for the use of the room for all Parish Council Meetings. KW proposed this was agreed, BG seconded, vote held and all agreed. Payment to be made today.

**Action: GB**

- 15. War Memorial Flag Pole:** It was noted that the flagpole was looking tired. KW had spoken to a painter who confirmed that boat paint should be used to paint the fibreglass pole and Hammerite should be used for the base. KW proposed that the paint was obtained and at the next meeting arrangements would be made to paint the pole, unless this could be done in the interim, DM seconded, vote held and all agreed. DM to source the paint.

**Action: DM**

- 16. Events Committee:** KW noted that all was ready for the VJ day Picnic in the Park celebrations, leaflets have been produced and distributed. KW noted that all are welcome at the event on Sunday 16 August, between 12-4pm.

- 17. Poor's Field:** JL confirmed there was nothing to note and this matter no longer needed to remain on the agenda permanently.

**18. Playing Field:** In general, all was ok. There had been one act of vandalism, with the removal of the stakes which had been put in place to protect the wild flower bed. These are to be replaced for the Picnic in the Park event.

- a. **Dog Fouling:** Nothing to note on this month's inspections, to be removed from agenda as no longer required unless an issue raised.
- b. KW expressed her thanks to the several volunteers who carried out work to tidy up the playing field in advance of the Picnic in the Park. Trees were cut back, hedgehog houses were constructed and all in all, it was a very productive day.
- c. GB provided an update in relation to the parent legislation. GB noted that Jamie Leeson from FIT confirmed that they will inspect annually and will provide us with a copy of that report. David Chadbourne from DMBC had confirmed that they inspect quarterly and report to us if there are any issues. There does not appear to be any need for the PC to report to DMBC with the findings of their inspections. JL proposed that the Playing Field was inspected fortnightly as a minimum with more frequent inspections if time allowed or if necessary, BG suggested that was no hardship to carry on the inspections on a weekly basis and this was seconded by DH and KW, vote held and all agreed. GB to write to DMBC to notify them that whilst the PC will continue to inspect, they will not provide inspection documents to DMBC.

**Action: GB**

- d. **Soft Play Area:** KW confirmed that she had today chased up an itemised quote from DMBC. KW proposed that 3 quotes should be obtained and the PC should consider how to proceed, JL seconded, vote held and all agreed. KW to obtain one further quote and JL to obtain one further quote to accompany the DMBC quote to follow.

**Action: JL + KW**

**19. Websites:** KW had not received a report this month, this has now been reinstated but all appeared well. Subscriptions due shortly. DH noted that he had commented on the website about suspicious activity near his home, to advise all residents to be aware of potential sneak thieves.

**20. Email correspondence:** KW noted the correspondence from HMRC appeared to be a hoax, all confirmed they believed the same.

**21. Gates at St Annes:** KW stated that she had sent a picture of the gates that she had found on the internet to Peter Lamb, Conservation Officer at DMBC who had assured KW that this matter was still "on their radar". It was agreed to carry this matter over to the next agenda.

**22. Good Neighbours Scheme:** Details of this scheme had been passed to all who discussed the same. It was agreed that this was a good idea but there were some concerns over the practicality of it. It was suggested by KW that a flyer be prepared and handed out to attempt to garner support from volunteers before deciding to take this matter further. KW proposed flyer to be drafted and distributed, DM seconded, vote held and all agreed. DM agreed to draft the flyer.

**Action: DM**

**23. Any other Business:**

- a. **Abbes Walk Wall:** JL confirmed that there had been some progress in that she had managed to speak to the owner of the property. He had confirmed that in due course, he intended to remove a couple of the layers of brick before replacing the top stone. He had hoped that this would increase visibility. It was suggested that this matter carried over for review on the next agenda.
- b. **Lines of Sight from the Burghwallis Pub Car Park Exit:** BG noted that she was concerned about the lines of sight in relation to the exit of the car park. Whilst this was noted by others, it was felt to be an issue more befitting for the Highways Dept. to consider.
- c. **Emails:** BG requested that JL take over emails for September on 31 August due to holiday commitments. This was accepted.
- d. **Aerial near Barn Conversions:** KW noted that there had been an aerial put up on the grass verge near the barn conversions on Grange Lane. KW had mentioned this to Peter Lamb, Conservation Officer who did not have any knowledge of this. He would look into this and report back to the PC. To carry over to the next email.
- e. **Local Plan:** KW noted the Local Plan information that had been received. She felt that it was important that the PC were involved in this matter and suggested we accept the invitation from Jane Stimpson to address the PC and explain the importance of the consultation particularly the Issues and Options as per her email, and to allow the PC to respond ahead of the deadline date of 7 September 2015. GB to email Jane Stimpson for dates of availability.

**Action: GB**

**24.** Next meeting to be held on Tuesday 15 September 2015 at 7pm at the Burghwallis Public House.

Signed: .....  
**Chair**

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**Vice-Chair**