

BURGHWALLIS PARISH COUNCIL**MINUTES OF THE BURGHWALLIS PARISH COUNCIL MEETING HELD AT 19:00 HRS
ON TUESDAY 16 OCTOBER 2012 AT THE BURGHWALLIS PUBLIC HOUSE,
BURGHWALLIS**

Present: Chairman: L M Coupland
 Vice Chairman: G Laming
 Councillor: K Walters
 Clerk: W Nicholls
 + Three members of the public

<u>No.</u>	<u>Detail</u>	<u>Action</u>
1	Apologies	
	EB – Received and accepted.	
	MD – Received but not accepted.	
2	Minutes of the last meeting (11 September 2012)	
	It was RESOLVED that the minutes of the meeting held on 11 September 2012 be approved as a true and correct record. These were then signed by the Chairman and the Vice Chairman.	
3	Matters Arising	
3.1	Website – KW reported that no comments had been added to the website although there had been 379 visits to the site with 848 pages having been read over the last month. This brought the total so far since its inception to 2,154 visits to the site with 7,601 pages having being read. It was requested that the Clerk add the minutes of the meetings to the website on a timelier basis in future. The Clerk agreed to do so.	WN
3.2	Pinfold, War Memorial and Village Notice Board - The Clerk had obtained information/costings for a new village notice board and signage to the Pinfold. This was passed to the Councillors for their perusal. Once it was decided exactly what was required, exact quotes could be obtained which would then enable the funding applications to be completed and submitted by the Clerk.	All WN
	LMC agreed to trim the Pinfold area in the forthcoming year.	LMC
	KW had 'dead headed' the flowers and tidied around the War Memorial.	
3.3	Gates at St Anne's – The Clerk and GL had received a response from Stuart Hanlon of the Diocese of Hallam following the meeting of the Trustees on 12 September 2012. This basically said that they couldn't	

	afford to re-install the gates as to do so would involve major works, the expense of which their insurance company was not prepared to meet. Mr Hanlon had requested the Council's ideas with regard to possible funding. The Clerk pointed out that to apply for funding of any sort, exact quotes for the work to be carried out would need to be obtained. It was RESOLVED that LMC and GL arrange a meeting with Mr Hanlon to discuss a way forward. LMC/GL to report back at the next meeting.	LMC GL
3.4	Footpaths – LMC informed the meeting that although the work had been carried out between Abbe's Walk and the Notice Board, it had not been carried out between Skellow and Burghwallis. LMC to get in touch with Jane Rowland-Johnson of the DMBC again about this. It was noted that the Playing Field's hedge had been trimmed.	LMC
3.5	Neighbourhood Watch – MD had not been in touch with Brenda Grimes. After discussion it was RESOLVED that this matter be re-visited once the Council had more members and would therefore be able to devote more time to it. BG pointed out that, unfortunately, the majority of the village were not interested in this matter. LMC proposed that this matter be brought up at the next Public Meeting. This was seconded by KW. BG requested that she be given at least 6 weeks' notice so that she could arrange for a Neighbourhood Watch specialist and the Police to attend to each give a short presentation. KW suggested that BG put a comment on the Burghwallis website to try and generate interest on this subject.	LMC
3.6	It was RESOLVED that the Clerk contact the Electoral Registration Officer at DMBC to find out how the 'interests' of Councillors' partners be displayed or, indeed, if it was necessary, and then proceed accordingly.	WN
4	Burghwallis Parish Council Standing Orders	
	This document had been legally approved and then circulated to the Clerk, GL and KW via email by LMC. LMC to send a hard copy to EB. LMC proposed that these be accepted as the official Burghwallis Parish Council Standing Orders and that all Council business be conducted in accordance with this document. This was seconded by KW. The matter was therefore RESOLVED.	LMC
5	Neighbourhood Plan	
	Two members of the public had attended the meeting as they were interested in the Neighbourhood Plan. LMC explained that, unfortunately, the Council were no further forward with the matter as the planned initial meeting had not taken place. LMC stated that once an outline Plan had been devised a Public Meeting would be called to inform everyone of it and allowing feedback on the same. LMC informed that this would now be in the New Year. The members of the public said that they had experience of the process of Neighbourhood Plans and they would be happy to help if they could. They left the meeting at this point.	
	In the continued absence of MD, it was RESOLVED that a new	

Neighbourhood Plan Committee be formed. It was RESOLVED that this would now be LMC, GL and KW. It was RESOLVED that the first meeting of this Committee would take place at The Old Cottage at 3 pm on Wednesday 7 November 2012.

LMC
GL
KW

6 Planning Applications

12/00010/REF – Oakdene, Doncaster Road. This had now been passed so there was nothing that the Council could do in this regard.

7 Financial Matters

7.1 Bank reconciliation to 16 October 2012 – This was agreed and accepted. It was RESOLVED that, in future, the Clerk show only the Year to Date figures, the previous month's figures and the current month's figures on her spread sheet submitted to the Councillors.

WN

7.2 It was RESOLVED to pay the Clerk the second half of her annual salary (excluding the extra hours as previously agreed for the training aspect). Cheque written for £320 in this regard. LMC to submit the HMRC paperwork re. the tax (£80). This to be paid in due course.

LMC

7.3 It was RESOLVED that the Petty Cash be replenished by £20.

8 Christmas Tree Event

The date for this had had to change and would now be taking place on Saturday 8 December 2012.

A notice had been prepared by KW and this had been agreed and placed on the website. It was RESOLVED that this notice be made into a flyer for the Councillors to circulate to all the villagers.

All

The Clerk, LMC and KW had made enquiries into the cost of buying a Christmas tree and having it delivered and installed at the site of the War Memorial. After discussion it was RESOLVED to buy this from a local firm. KW was waiting for one more quote before the final decision be made. It was RESOLVED that the tree be decorated by lights only (no other decorations). It was RESOLVED that the Council buy these and they then be added to the Asset Register as it was envisaged that this would become an annual event.

LMC
KW

WN

Father Walton had accepted the invitation to make a small opening speech before turning the lights on. Mulled Wine or a soft drink and mince pies would be served. LMC to provide a BBQ and a space heater to facilitate this. KW to ask villagers to bake/provide mince pies. LMC informed the meeting that he and Brian Hudson were having a meeting with Pat Stanley (the organist) to establish the 'running order' of the carols to be sung following which LMC would prepare the song sheets to be handed out on the night. EB to provide a small generator for the organ. Father Walton to conclude the evening by making a small closing speech

LMC
KW

EB

and wishing everyone a Merry Christmas. It was RESOLVED that final arrangements be made at the next meeting.	All
9 Remembrance Day Celebrations	GL
It was RESOLVED that the Council buy a wreath from the British Legion in the amount of approximately £25. It was RESOLVED that GL lay this during the service on 11 November 2012. It was RESOLVED that everyone attending should be in the yard of The Burghwallis at 12:40 for the service to commence at 13:00 at the War Memorial on Sunday 11 November 2012.	All
It was RESOLVED that LMC, GL and KW clean the War Memorial area on Saturday 10 November in readiness for this – time to be agreed in due course.	LMC GL KW
10 Correspondence	
10.1 Letter from the Diocese of Hallam – already dealt with earlier in the meeting.	
10.2 Askern Safer Neighbourhood Team – No action required.	
10.3 DMBC's Environment Strategy Consultation – LMC to circulate to all Councillors before the consultation date of 23 October 2012.	All
10.4 Enquiry from New Zealand re. Burghwallis Parochial School – GL to respond directing Mr Fuller to the historical archives in Balby.	GL
11 Any Other Business	
11.1 KW requested that LMC provide a better photograph of The Burghwallis for use on the website.	LMC
11.2 All agreed that the village signs needed the grass cutting around them. It was RESOLVED that GL would trim around the signs on Abbe's Walk and LMC would attend to the ones on Burghwallis Lane. It was also RESOLVED that LMC contact Jane Rowland-Johnson at DMBC to get this task added to the Contract for next year.	GL LMC LMC
11.3 It was RESOLVED that LMC produce letters of resignation for MD to sign for both the Poor's Field and the Council following the telephone message he had left on the Clerk's ansaphone saying that, effective immediately, he was resigning. Once these signed letters of resignation are received by the Clerk, she can officially inform the DMBC of the vacancy and the Council can then look towards co-opting another member.	LMC WN

- 12 Date and time of the next meeting** – It was RESOLVED that the next meeting will take place at 7.00 pm on Tuesday 27 November 2012 in The Burghwallis Public House.

Signed as approved:

Cllr. L M Coupland OBE
Chairman

Date:

Signed as approved:

Cllr. G Laming
Vice Chairman

Date: