

# Burghwallis Parish Council

## MINUTES OF THE MEETING HELD ON TUESDAY 19<sup>TH</sup> JANUARY 2016

<b>Present:</b>	<b>In Attendance:</b>	Chairman	K Walters
		Vice Chair	J Laming
		Councillor	B Grimes
		Councillor	D Hudson
		Councillor	D Maxwell
		Clerk	J Halsall

**In attendance:** No one in attendance

**1. Apologies of absence**

None

**2. Chairman welcomed everyone to the meeting.**

**3. New Parish Clerk**

Councillor Walters welcomed the new clerk Joanne Halsall. Training was offered and accepted for the iLCA course.

**4. Chairman's opening remarks and Declarations of interest**

None

**5. Minutes of the meeting held on Tuesday 15<sup>th</sup> December 2015**

**RESOLVED** that the minutes be signed.

**6. Matters arising from the minutes**

Completed councillor's declaration forms for some councillors were missing from the website and needed to be uploaded.

Councillors Grimes and Walters reported she had sent for the wild flowers pack.

Councillor Walters reported on the complaints procedure document that needs to be agreed.

**RESOLVED** to put on the agenda for the next meeting

**7. Financial Matters**

400129 £234.00 Artsign – Plaque & Lectern for the Plague Well

400130 £10.77 K Walters – Stamps & Cartridge

400131 £24.73 DMBC – Grounds Maintenance for the Playing Field

**RESOLVED** that the accounts payable be approved and the cheques signed.

VAT to be looked into to make a claim by the clerk.

Financial documents to be updated by the clerk.

Budgets also to be looked into by clerk.

**RESOLVED** to stay opted into the new Audit procedures.

**8. Parish Precept**

**RESOLVED** to stay the same for the forth coming year.

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## 9. Neighbourhood plan

A meeting is to be held at the Burghwallis pub on 22<sup>nd</sup> January at 3pm for an update. Goals for next year were discussed for Trees, Benches etc.

## 10. Planning

Nothing received

## 11. Plague Well

Councillor Walters reported that the plaque and lectern would be collected from Artsign and delivered to Councillor Maxwell to arrange fitting, Councillor Hudson offered to help.

**RESOLVED** to arrange to be fitted ASAP

**Action: DM/DH**

## 12. Events Committee

A meeting is being held on 21<sup>st</sup> January 2016.

The Parish Council would offer help to organise the Queen's Birthday events proposed.

## 13. Playing Field

Councillor Laming reported on the latch on the gate that is very fragile.

Councillor Grimes reported on the hedge and branches that need cutting back. It was decided that this be raised again in the Spring time for action.

**Action: BG**

## 14. Poor's Field

The Poor's field event was a success. Councillor Laming reported the trustees would make a decision later in the year for the next one. Councillor Laming reported on the finances.

## 15. Doncaster Bus Partnership

Councillor Grimes reported this was completed online.

## 16. Doncaster Local Plan

Update on process stages. Nothing for the Burghwallis area.

## 17. Woodland Trust Grant

Nothing has been received – Waiting mid February

**Action: DH**

## 18. Transparency Code Grant

The Parish Council is not eligible this time.

## 19. Public Rule Book

Laminated and circulated

## 20. Tour de Yorkshire

Stage 2 coming through Hooton Pagnell but not into Burghwallis. Some painted bikes to be shown through the village to commemorate the event.

## 21. Workplace Pensions

Clerk to discuss with Diane Malley

## 22. Clean for the Queen campaign

**Clean for The Queen** is a campaign to clear up Britain in time for Her Majesty **The Queen's** 90th birthday. The Parish Council will be asking for volunteers to carry out a litter picking exercise in

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support of the campaign. A flyer will be distributed around the village asking for parishioners to help clean the 5 approach lanes into the village. This will be followed by complimentary Pie & Peas in the Burghwallis Public House.

**RESOLVED** to meet on 5<sup>th</sup> March at 10am followed by Pie & Peas

## **23. Website**

Councillor Walters asked if someone else would like to be shown how to run and upload the site.

Clerk also to arrange to train. Training arranged for 27 January & 2 February.

538 hits and 1,130 page views reported for December.

**Action: All**

## **24. Correspondence**

All email and correspondence were dealt with and circulated.

## **25. Any Other Business**

None

## **26. Next Meeting**

The next meeting will be held on Tuesday 23<sup>rd</sup> February 2016 at Burghwallis Public house commencing at 7pm

There being no other business the meeting closed at 9pm.