

**BURGHWALLIS PARISH COUNCIL**

**Minutes of the meeting of the Burghwallis Parish Council held at 19:00 hours on Monday, 2 February 2015 at the Burghwallis Public House.**

Present: Chairman: K Walters  
 Vice Chair: G Laming  
 Councillors: E Bell  
 B Grimes  
 D Hudson

Clerk: G Bean

**Apologies:** None received

**Members of the Public:** None in attendance

**Disclosures or declarations of interest:** None received

**Minutes of the last meeting (6 January 2015):** GL noted amendment at paragraph 6 and BG noted amendment at paragraph 10. Amendments considered by all. BG proposed minutes were then accepted as a true and accurate record. KW seconded. Vote held and all agreed that the minutes represent a true and accurate record. Minutes signed by chair and vice-chair.

**Matters arising:**

- a. GL noted the wall at the end of Abbes Walk. She had discussed this many weeks ago with the residents of the property. GL had attended again and the residents had suggested that they have further work to do. GL has contacted the DMBC who had got their wires crossed. It was noted that ownership of the wall appeared to be in issue. DMBC had agreed to look into this and to return to GL in due course. For discussion at next meeting.

**Financial matters:**

- a. Bank reconciliation: GB explaining bank reconciliation. BG proposed that the reconciliation was agreed, seconded by KW. Vote held and all agreed and reconciliation was approved
- b. Grounds maintenance invoice: GB noted the maintenance that had been carried out and total cost for this. BG suggested that GB contact company offering private maintenance service (received by email) to consider whether they would provide a better price. GB agreed to look into this. BG proposed that the garden maintenance invoice was approved, KW seconded, vote held and all agreed grounds maintenance invoice to be paid.  

**Action: GB**
- c. Playing fields bank statements. GB noting that the playing field bank statement showed no income and no expenditure and a balance of £271.20. KW noted this was as per previous accounts and proposed that it was agreed, BG seconded, vote held and all agreed this was accurate.

**Training:** GB noted that YLCA have provided details of training however, this is during a weekday which causes GB an issue. GB to check with YLCA whether there will be any weekend courses or, if there is an option to purchase the course materials. GB also to enquire as to Councillor training for BG and DH.  

**Action GB**

**Neighbourhood plan:** KW showed all councillors poster that has been prepared, all agreed it was a positive poster. KW confirmed she has submitted projected expenditure of £1,548.32 and therefore she was expecting the sum of £1,550.00 into the neighbourhood plan account shortly. GB noted accordingly.

KW confirmed that the flyer, letters, website, posters and draft plan were complete. KW to post letters to stakeholders and flyers to be placed on notice boards, websites, in the libraries and the pub and to be delivered throughout the village. BG also confirmed the entry into the Parish Magazine. Village area to be split between members of the Neighbourhood Plan Working Group to deliver flyers.

KW explained that all councillors and GB to have a draft plan which was expected to be with us by 4 February 2015. The consultation period is 9 February to 23 March and therefore flyers must be delivered by 9 February.

**Action: KW/BG**

Drop-in sessions to take place on 23 February between 3pm and 7pm. KW suggested that to 2 people were in attendance for two hours at a time requiring 4 volunteers altogether. It was agreed that Alistair Owens and GL would do the 3pm to 5pm session and KW and BG would do the 5pm to 7pm session.

**Action: GL/KW/BG**

#### **Plague Well:**

- a. GB explained that her grandmother had little information about the Plague Well but suggested that Margaret Burns would have further information. KW confirmed that Margaret has provided a lengthy write-up and some excellent pictures of example drawings of some previous work. KW to condense the wording and distributed to all for consideration at the next meeting.

**Action: KW**

- b. Dosh for Donny: GL confirmed that she had applied previously and had been informed that her agencies were not suitable for the grant. GL explained her understanding was that this was for umbrella organisations in the community. Further, EB suggested that he had also requested lottery funding previously and had been informed that the project for which he had requested the funding had not been of benefit to the majority of parishioners and therefore he had been rejected also. KW proposed that she should send the write up to Dosh for Donny and see if anything comes of it, BG seconded, vote held and all agreed.

**Action: KW**

- c. Quote from Doncaster Memorials: All agree that this quote was extremely expensive. GB noted that the quote was for a granite "lectern" upon which the wording was engraved. GB suggested as opposed to granite, some sort of stone which would weather and be in keeping with the village. It was noted that a plaque could be secured to the top of the stone. BG suggested that Mrs Frith who lives in the Dower House in the village own Warmsworth Stone and may be willing to assist. EB agreed to speak to Sally Firth to enquire if they would be willing to assist.

**Action: EB**

**Village Signage:** All considered correspondence prepared by GB and KW. GL proposed agreement to the correspondence, DH seconded, vote held and all agreed correspondence to be sent. GB agreed to prepare prepaid envelopes and post out correspondence.

EB confirmed that he had not pressed the matter any further with his contact at Doncaster Council as he was awaiting written permissions. Once permissions were received, EB agreed to contact further.

EB noted that a donation was mentioned and BG proposed £50, KW seconded and vote held all agreed £50 would be suitable however, if this was not acceptable by the college, it would be subject to reconsideration at a further meeting.

**Action: GB**

**NALC Awards Scheme:** KW noted that NALC were bringing an award scheme with various levels of attainment. It was noted that no information was available as to the cost and the criteria. KW proposed obtain further information criteria, BG seconded, vote held and all agreed that further investigation was warranted.

**Action: KW**

**Community Speed Watch:** KW explaining this further, KW noted that police are willing to provide training and equipment and felt this may be beneficial to the village. GL notes that speed is something which is always a concern in the village and is something which villagers often mentioned to her. GL noted that she had previously been asked about a speed matrix however, it was noted at the time that this was extremely expensive and certainly something which the parish council precepts could not cover. KW proposed that further information was obtained with a view to pursuing this opportunity, GL seconded, vote held and all agreed that this should be pursued on behalf of the village. BG agreed to take steps to look into this matter.

**Action: BG**

**Events Committee:** KW confirmed that a meeting was due to be held in the next two weeks.

**Poor's Field:** GL had spoken to Mrs Howell who had said that the field was in order. Mrs Howell had taken the horses off the field for the winter as they churn up the ground but they were to return in due course and she currently has 18 sheep and a tup on the field. GL noted that the next meeting is due in March.

**Website:** KW noted 356 hits last month, which is in keeping with usual. KW noted that the neighbourhood plan draft is now on the website for all to see.

**Correspondence:** It was noted by all that the majority of correspondence had already been dealt with in other parts of the meeting. No-one had any further items from the list of correspondence to raise.

**Standing Orders:** GB noting that new legislation was in place to allow the summons, agenda, previous minutes etc to be forwarded to councillors by e-mail. GB noted that before any preferences could be taken the standing orders will have to be amended to incorporate this method of service of the papers. KW proposed that the standing orders were amended to incorporate this new legislation, GL seconded, vote held and all agreed GB to amend standing orders and consider at the next meeting.

**Action: GB**

**P JCC Meeting 17 March 2015:** KW and BG to attend. Any questions for the Mayor to be forwarded to GB by 20 February, to be lodged by 25 February, in line with e-mail.

**Action: KW/BG/All**

**Any Other Business:**

- a. BG has been told that there had been another spate of dog poisoning in the village. BG noted that food which had been consumed by the dogs in question and appears to have been specifically laid out for them was now with the police for testing. BG noted that the

dogs in question have survived but had been extremely ill. BG noted that she felt the village ought to be aware.

- b. GL noted that there was still dog fouling on the playing field. GL noted that she understood there was a little to be done about this from a legal point of view however, it was understood that the culprit may have been identified. GB noted that a strongly worded letter would be the only option if the culprit was identified. This issue is to be monitored and raised at the next meeting.
- c. GL noted that a former clerk, June had delivered a letter which she had received, purporting to be from a charity regulator and, for which the return address was Germany. This letter appears to be requesting information about the Parish Council and requesting a payment of over £700. All felt this was a hoax. KW proposed that this correspondence be ignored as it appeared to be a hoax, GL seconded, all voted and agreed not to respond to this correspondence.
- d. EB noted that he wished to resign. He explained that he is not in the best of health and did not feel he had much to offer to the Council. All expressed sadness and that this was unexpected and KW noted that she did not agree with EB and felt that he has valuable experience to offer the Parish Council. All agreed KW's comments. EB agreed to await the elections before considering further his resignation.
- e. DH noted that 420 young trees were due to arrive in our pack. Planting was not to be booked in until after 10 March and therefore, trees could be expected the week before. It was noted that the trees will provide approximately 100 feet of coverage altogether and potentially, this may be appropriate for Scorcher Hills Lane. DH also suggested that some of the trees should be used to fill in the gaps around the playing field area where damage has been caused.

GL noted concerns that trees would hinder line of sight for traffic and this is to be noted within the minutes.

KW noted that the scouts were to assist with planting and she would approach them in this regard. KW noted that the land on Scorcher Hills Lane which was suggested by DH was owned by Mr Turnbull and his permission would need to be obtained.

DH proposed planting of trees on Scorcher Hills Lane subject to permission of Mr Turnbull, with assistance from Scouts and, some of the trees to be used to fill in gaps in the-playing field KW seconded, vote held and all agreed.

KW to provide the address to GB to draft a letter to Mr Turnbull.

**Action: KW/GB**

- f. BG requested an update on laptop. GB noted that she had had no problems with the laptop. GB confirmed that it was fit for purpose and had not encountered any issues with it. GB noted that as per the last meeting, a 64GB memory stick had been purchased to back up the contents of the laptop. KW agreed to gift the laptop to the Parish Council and this is to be put onto the asset register.

**Action: GB**

- g. KW noted that the previous clerk, Wendy Nicholls had asked KW to collect some large boxes of archive papers. Given the size of those KW had taken them straight the archives and provided GB with the receipt. GB to store receipt within parish council papers.

**Action: GB**

**Next Meeting:** to be held at 7pm on 3 March 2015 at the Burghwallis Public House