

**Minutes of the Meeting of the Burghwallis Parish Council, 7pm, Tuesday 15 September 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:** In attendance were Alison Briggs (AB) and Ian Benn (IB). KW welcomed the members of the public and invited them to raise any points at this juncture. The members of the public in attendance noted that they wished to observe the meeting only.
3. **Disclosures or declarations of interest:** None received.
4. **Minutes of Previous meetings (11 August 2015):** BG noted the omission of the reference to Cardinal Gardens within the planning section. BG suggested the minutes be amended, KW seconded, vote held and all agreed. Minutes amended by GB and signed by chair and vice-chair.
5. **Matters arising**
  - a. **Painting of the flagpole** – DM noted that he had obtained the paint and it had been scheduled for the works to take place this morning however, unfortunately the rain had beaten them. The work was rescheduled for Thursday (17.09.15) at 9.30am weather permitting.
6. **Financial matters:**
  - a. **Bank reconciliation to 06.09.15:** All considered, DH proposed, BG seconded that this was approved, vote held and all agreed.
  - b. **Invoices received:** GB noting invoices received in this month. These include reimbursement to DM for payment to paint company of £24.92 for the paint for the flagpole, purchase agreed in last month's meeting and the annual cost for the upkeep of the website paid by KW to TSO Hosting in the sum of £49.99. DH proposed that all be paid, KW seconded, vote held and all agreed.
7. **Transparency Code:** KW noted we are fully compliant in this respect except for a copy of the audit which had not yet been received. GB noted that the audit reviewer had requested more information in relation to the clerk's salary for the previous 2 tax years and GB had supplied that. GB had then been informed by telephone that all was in order and so we would receive the completed audit in due course. This is to be put on the website when it is received.
  - a. **Grants:** DM noted that YLCA had said that grants were available for certain matters pertaining to the transparency code. KW expressed concern that we would not be

eligible as we already have some of the provisions in place. GB to look into the possibility of claiming any grants that may be appropriate.

**Action: GB**

- 8. Standing Orders:** All had received a copy but none were brought to the meeting. It was agreed that GB would resend an up to date copy to all for final consideration and voting at the next meeting whereupon the new standing orders can be put on to the website.

**Action: GB**

- 9. Training:** A further training schedule had been released by YLCA and DH, BG + DM all noted that they were available to attend the November Course in Wakefield at a cost of £45 each. KW proposed that they were booked on immediately, JL seconded, vote held and all agreed. Form was completed and cheque raised, GB to send off to YLCA and DH, BG & DM to note in their diaries.

**Action: GB, BG, DH & DM**

- 10. Neighbourhood plan:** KW noted that all was well, an examiner had been chosen and hoped to have their part complete by the end of September.

- 11. Plague Well:** The stone is in place!!! All were very pleased to note that the stone had been sited and extended their thanks and gratitude to all those who have assisted, including Mr S Hall, for making great efforts to site the stone, Mr A Lund, for donating the stone, Mr G Klaiber for allowing the stone to be erected on his land and Mr I Cordery for the excellent stonework surrounding the main stone. JL proposed a donation of £20 to Mr S Hall and letters of thanks to go to those mentioned above, KW seconded, vote held and all agreed, cheque raised. It was suggested that KW return to the wording for the plaque and distribute a final draft amongst the Councillors with a view to having a finalised version for the next meeting and all to look into the types of plaque that may be purchased for agreement at the next meeting.

**Action: GB, KW & All**

**12. Planning:**

- a. **Planning 14/02582/FUL** – KW noted that no planning application had yet been received but an email from DMBC had confirmed that this was expected shortly. This would be monitored.
- b. **The Cardinals** – BG noted that this was omitted from the agenda and requested that GB chase up a response and that it was reviewed at the next meeting. All in agreement.

**Action: GB**

- 13. Events Committee:** KW noted that the picnic in the park event was a great success, and spoke on behalf of the PC to extend her thanks to the committee for their hard work and efforts in making the event such a success. KW confirmed that the events committee have approx. £800 in their funds and would be meeting to discuss how to put those funds to good use however, it was noted that enthusiasm to volunteer and assist the committee was waning. To consider revisiting the lengthy questionnaires to the villagers in relation to potential uses for the funds and consider at the next meeting.

- 14. Playing Field:** In general all was ok. BG noted that the flowers which were being caught by the rain were blooming and she had noted a hedgehog on the playing field when she was there a few days prior. All agreed it was positive to see wildlife in its natural habitat.

- a. **Repairs to the soft play area:** Quotes from DMBC and Streetscape discussed, it was agreed that the streetscape quote, even with its reduction was out of the reach of the PC. KW confirmed that she was in the process of arranging a meeting with David Chadbourne at DMBC to discuss in detail his quote. It was agreed that this should be revisited at the next meeting.
- b. **Fields in Trust Membership:** DM noted that the cost of membership was £50 annually and this included various discounts on inspection and maintenance of the playing field. It was noted by KW that we are entitled to a free annual safety inspection by FIT in any event and proposed that we did not pay the membership fee, BG seconded, vote held and all agreed.
- c. **First Annual FIT Safety Inspection:** KW noted this had been received and all noted that there was no mention of safety issues with the play area. JL asked if we should rely upon this and GB noted that it was an official inspection which she believed ought to satisfy the requirements of our insurers. It was noted that the PC's inspections will carry on and GB suggested that if there were any issues noted then, these ought to be referred on to FIT accordingly. DM noted that there may be grants available in relation to maintenance and in relation to item a. KW confirmed that previous attempts to obtain grants had failed and GB suggested that unless/until FIT's inspection showed an issue, the likelihood would be that we would be ineligible but, to continue to consider this avenue.
- d. **Meeting with D Chadbourne:** Discussed in item a. KW to continue to chase Mr Chadbourne to arrange the meeting.

**Action: KW**

- 15. Poor's Field:** JL confirmed that all was in order. JL noted that the rent increased this year and was due for payment in early November. JL to provide GB with details of the previous and new rent and the details of the tenant to allow GB to draft a chaser letter to be sent in Mid-October.

**Action: JL & GB**

- a. **Use of Funds:** The trustees of the Poor's Field were asked to consider options for the use of the funds to be agreed and then submitted to the PC. JL suggested that the senior citizens lunch continues as all had been in order for many years and BG suggested that the senior citizens were afforded the opportunity to consider any other options at the lunch. JL proposed a senior citizens lunch on 15.12.15 at the Burghwallis Public House, subject to availability, BG seconded, vote held amongst trustees and then the PC as a whole and all in agreement. JL to make the necessary arrangements including publishing this in the parish magazine.

**Action: JL**

- 16. Websites:** KW noted that there had been 759 hits and 1126 page views in August 2015. It was noted that there had been a maintenance cost for the website (dealt with in item 6 ) and that there was expected a further minimal cost for the domain name (IRO £6 approx) to follow shortly.

- a. **Burglaries reported by Neighbourhood Watch:** BG noted that she had been informed by neighbouring NW groups that there had been a spate of burglaries in the area and wanted to publish that on the website. KW suggested that BG commented on the information already on the website but that only the contents of the public NW report was entered as the PC must be careful not to publish anything that might be seen as speculation. IB confirmed that he was pleased to receive this information

and was happy to hear the PC were noting this matter and he for one would be happy to assist in any schemes or initiatives which may assist in relation to NW matters.  
Raised under AOB not at this juncture

**Action: BG**

**17. Email correspondence:** Nothing to note.

**18. Gates at St Annes:** KW confirmed that she had spoken again to Peter Lamb who confirmed that there were lots of meetings taking place at the moment but he was unable to provide any information/take any action in relation to the gates until a final decision had been made. Assurances had been given that once decisions had been made that the gates would be re-installed. All agreed that this item did not need to carry over but it would be added to the agenda as and when required.

**19. Good Neighbours Scheme:** The poster had been agreed by all as formatted by GB. GB to insert her details and provide copies to BG for splitting and distribution by the Councillors. It was agreed that this was to be carried over to the next agenda.

**Action: GB**

**20. Any other Business:**

- a. **Aerial near Barn Conversions:** KW noted that she had spoken to Peter Lamb in this respect and he had agreed to look into this. KW had done some research but had drawn a blank. To carry over to the next meeting.
- b. **Broadband:** There was a brief discussion, instigated by BG in relation to internet in the village and her poor download speed with broadband. KW confirmed that she understood that there was fibre to the village junction box but the cost of installing that to individual homes was very expensive. BG was of the understanding that the telephone lines themselves needed upgrading also. IB confirmed that he too was passionate about this subject and felt dismayed that fibre was not readily available. IB suggested that a concerted effort was made for residents to write to DMBC to request that this was considered. KW noted the same and confirmed that whilst it would be noted in the minutes for members of the village to view, she did not feel that it was a matter for which the PC could act on behalf of the community.
- c. IB raised a personal issue in relation to the landlady of the Burghwallis being aware that they were on holiday. Suggestions were made that information was provided by the PC at the public meeting. KW noted that this was not discussed in the meeting and it was suggested that was a private matter which ought not to be raised in a public meeting.
- d. IB raised his concerns about speeding in the village and asked if anything could be done by way of raising the matter with South Yorkshire Police (SYP). KW noted the previous initiatives that have taken place and BG referred to the regular speed checks by SYP in the village. It was noted that the PC had attempted to obtain speed bumps, matrix signs and to be involved in a speed awareness initiative but unfortunately, Burghwallis was not deemed to be a high risk area eligible for those items due to the villages lack of serious incidents. KW noted however that the PC do continue to look into this on a regular basis.

**21. Members of the Public:** At the conclusion of the meeting IB noted that he had some matters he wished to raise. KW noted that the time for issues to be raised by members of the public was at the introduction and welcome or, at the appropriate point in the meeting (see item 2 of

the minutes) IB was not aware of this and in light of that, KW as chair allowed IB's points to be raised. They are contained in these minutes in the relevant sections and are underlined accordingly.

- 22. Next meeting to be held on Tuesday 13 October 2015 at 7pm at the Burghwallis Public House.

Signed: .....  
Chair

.....  
Vice-Chair