

## **BURGHWALLIS PARISH COUNCIL**

### **MINUTES OF THE MEETING OF BURGHWALLIS PARISH COUNCIL MEETING HELD AT 19:00 HOURS ON TUESDAY 10 JUNE 2014 AT THE BURGHWALLIS PUBLIC HOUSE**

**Present:** Chairman: K Walters  
Councillors: G Laming  
E Bell  
B Grimes  
D Hudson  
Clerk: W Nicholls

#### **1 Apologies**

No apologies were received.

#### **2 To welcome any members of the public**

No members of the public were in attendance.

#### **3 To receive any disclosures or declarations of interest**

There were no disclosures or declarations of interest made from any attending Councillors on any item due to be discussed.

#### **4 Minutes of the last meeting (6 May 2014)**

It was proposed by KW, seconded by BG and agreed by all that the minutes of 6 May 2014 be accepted as a true and correct record.

#### **5 Matters arising (if not on the agenda)**

Pinfold - KW informed the meeting that Brian Bennett had agreed to assist in the building of the well. KW to buy the sand and cement in readiness of the same.

**Action: KW**

#### **6 Financial Matters**

6.1 It was proposed by KW, seconded by BG and agreed by all that the bank reconciliation to 9 June 2014 be accepted as a true and accurate record.

6.2 It was proposed by KW, seconded by GL and agreed by all that the invoice from Numero Accountancy for the annual audit be paid and split proportionately between the Council and the Poor's Field.

6.3 It was proposed by KW, seconded by GL and agreed by all that the invoice from Adwick Community Enterprise for the provision of the village Christmas Tree be paid.

## 7 Neighbourhood Plan

7.1 Minutes of the Neighbourhood Plan meetings held on 8 and 29 May 2014 – it was proposed by BG, seconded by KW and agreed by all that these be accepted as true and accurate records. KW requested that WN only send copies of these minutes to DH and EB in future as KW, GL and BG receive copies direct as they are attendees of these meetings. **Action: WN**

7.2 Actions from the Village Meeting (19 November 2013). Each item on the document headed “Proposed Actions for discussion at the Parish Council Meeting on 11 February 2014” was discussed. WN to change the format of this document by numbering the items and splitting them into either:

Category ‘A’ – Nothing can be done;  
 Category ‘B’ – On-Going Matters; or  
 Category ‘C’ – Actioned.

**Action: WN**

See Appendix 1 attached.

The next Village Meeting is scheduled to take place at 7.00 pm on Tuesday 12 August 2014. KW to ask Alistair Owens if he would take the minutes of this meeting as WN will be on holiday. **Action: KW**

## 8 Events Committee

8.1 Notes of the meeting held on 27 May 2014 - It was proposed by KW, seconded by GL and agreed by all that these be accepted as a true and accurate record. KW requested that WN only send copies of these minutes to BG, DH and EB in future as KW, and GL receive copies direct as they are attendees of these meetings. **Action: WN**

8.2 To approve stall-holders not in possession of Public Liability Insurance - There are three stall-holders who do not possess their own Public Liability Insurance, namely: Sue England (Costume Jewellery), Julie Rowett (Handmade Gift Cards) and Fern Fabrics (Needlecrafts). KW had rung Came and Co (our insurers) to establish if these stall-holders would be covered under the Council’s policy whilst exhibiting at the Fete. Came and Co had confirmed that they would be.

8.3 To approve the Events Committee hosting a BBQ at the Fete – Following discussion it was agreed that, before a final decision could be made, KW should contact Came and Co requesting a comprehensive list of all the health and safety measures that would need to be adhered to. A final decision would be made as to its feasibility following receipt of this list. **Action: KW**

## 9 Anne Family Crest

KW to forward BG the new logo to see if she could make it ‘sharper/of higher resolution’ so that it can be used on all Council correspondence. **Action: KW/BG**

## 10 Playing Field

- 10.1 DH had carried out May's inspections. KW to carry out inspections for June and BG to carry out inspections for July.
- 10.2 Following discussion, it was agreed that 'No Dogs Allowed' signs be bought for display in the Park. WN to source and buy 1 x A5 size sign for display on the small gate and a further 2 x A4 size signs for display on the large gate and inside the Park. It was agreed by all that the maximum spend should be £10 each sign. **Action: WN**
- 10.3 Pins were still missing from the gate in-between the Pub Car Park and the Park. KW to speak to Craig who had promised to look at it and fix it. **Action: KW**
- 10.4 'Love your Park Day' is due to take place at 10 am on Saturday 12 July. Jobs to be carried out on said day to include: painting of the gates (BG to buy 1 litre of green Amorite paint), infilling the edges/tripping hazards (as identified by DMBC), clearing the side areas, strimming the meadow area (GL to bring her strimmer), putting up the new bird boxes and the 'no dogs allowed' signs and to give it a general all over tidy. KW to put a notice on the website asking for volunteers and also to ring round/call on existing volunteers personally. **Action: KW/All**

## 11 New Village Signs

This was still a work in progress. EB still awaiting written permission from Kirsty Harte of DMBC. This item to be carried forward to the next meeting.

**Action: EB**

## 12 Website

KW informed the meeting that there had been 414 hits during the month of May.

## 13 Training for Councillors

KW proposed that BG and DH attend a 'What Councillors Need to Know' course but, following discussion, GL, EB and DH voted against the proposal. This item to be brought up again later in the year.

## 14 Planning Applications

- 14.1 14/01265/CPE – Land off Burghwallis Lane (Mr A Lund). Following discussion it was proposed by KW, seconded by BG and agreed by all that WN raise an objection via email to DMBC re. this application. **Action: KW/WN**
- 14.2 14/01105/TCON – Installation of lantern window to existing flat-roofed extension (Mr A Owens). KW proposed, GL seconded and all agreed that no objection should be made in relation to this application.

**15 Public rights of way around Burghwallis**

All agreed that these rights of way should be walked at least once a year. Both KW and BG said they would be willing to do this. BG had obtained the relevant forms. This item to be carried forward to later on in the year. **Action: KW/BG**

**16 Correspondence**

16.1 Email correspondence already circulated – all agreed that no further action was required.

16.2 Electoral Review of DMBC – Draft recommendations. As the closing date for comments on this was 11 August 2014, it was agreed that this item be carried forward to the next meeting. **Action: All**

**17 Date, time and venue of the next meeting**

**7.00 pm on Tuesday 15 July 2014** in The Burghwallis Public House.

Signed as approved: ..... Date: .....  
**Cllr. K Walters, Chairman**

Signed as approved: ..... Date: .....  
**Cllr. G Laming, Vice Chairman**

Attached: Appendix 1 – Categorised Neighbourhood Plan Items  
(updated at meeting of 10 June 2014).