

BURGHWALLIS PARISH COUNCIL**MINUTES OF THE MEETING OF BURGHWALLIS PARISH COUNCIL MEETING HELD AT 19:00 HOURS ON TUESDAY 9 DECEMBER 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** - There were no members of the public 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 (11 November 2014)** – KW pointed out that under point 18.3 the minutes should have read “Trees at the Old Rectory”. The words “and The Dower House” were deleted and signed off by KW. It was then proposed by BG, seconded by KW and agreed by all that the minutes of 11 November 2014 be accepted as a true and correct record.
- 5 **Matters arising (if not on the agenda)**

Stone wall at the end of Abbe’s Walk – GL to visit the occupants of the cottage and revert at the next meeting. **Action: GL**

Plague Well – EB had met with Beverly Harrison of Horizon (the funding organisation based at Hull) but it had been established that they were unable to assist with the project as it stood on its own. They had mentioned that “if the project was in conjunction with a history project encompassing the wider community/parish council/school, it would be a different consideration”. Horizon had written to EB informing him that The Heritage Lottery attended the Central Library on set dates to provide bidding advice; next dates being 20 January 2015 and 10 March 2015. This item to be carried forward to the next meeting. **Action: All**

Planning Applications – 14/02718/FUL and email correspondence received from L Coupland in relation to the same. Following discussion it was agreed by all that KW should seek the advice of the YLCA before responding fully to Mr Coupland. **Action: KW**

Poors’ Land - GL requested electronic ‘word’ copies of the last three Poors’ Land minutes from WN so that she could send them to Mr Coupland as per his request. Following discussion it was agreed by all that an extra-ordinary meeting of the

trustees of the Poors' Land charity be held on 16 December to formalise the agreement already reached at the Parish Council Meeting held on 7 October 2014 in that the monies raised from the rent of the Poor's Field should be spent on a Senior Citizens' Christmas Lunch (for the over 60's). GL to produce accounts to 1 December 2014 for submission at this meeting.

Action: GL

WN to check with Numero Accountancy whether the Poor's Land accounts should be kept in a fixed leaf analysis book rather than a loose-leaf book. **Action: WN/GL**

6 Financial Matters

6.1 It was proposed by GL, seconded by KW and agreed by all that the bank reconciliation to 5 December 2014 be accepted as a true and accurate record.

6.2 It was proposed by BG, seconded by KW and agreed by all that the invoice from Johnson Press for the advertisement for the new clerk be approved for payment.

6.3 It was proposed by KW, seconded by BG and agreed by all that the invoice from YLCA for the advertisement for the new clerk be approved for payment.

6.4 It was proposed by GL, seconded by BG and agreed by all that the expenditure for the Christmas Tree event be reimbursed to KW.

6.5 It was proposed by KW, seconded by BG and agreed by all that the invoice from D Malley for payroll services be paid.

6.6 It was proposed by KW, seconded by GL and agreed by all that the Clerk's expenses be paid.

7. New Clerk

16 applications had been received for the position of Clerk. Following discussion it was agreed by all to interview Stuart Lindsay, Gemma Bean, Anne Holmes-Carr, Laura Taylor and Stephen Rudd. Interviews to be held every half an hour commencing at 10 am on Saturday 20 December 2014. WN to contact each one of the applicants to arrange. WN also to inform the other applicants that they had been unsuccessful. KW to book Alexander House. **Action: WN**

8 Neighbourhood Plan

8.1 Minutes of the Neighbourhood Plan meeting held on 24 November 2014 and 8 December 2014 – KW to send copy of the minutes to WN. KW informed the meeting that it was anticipated that the first draft plan would be sent to DMBC on 23 January 2015 as the start of a 6 week consultation process (closing 26 March 2015). This will be confirmed once the draft has actually been submitted to DMBC. **Action: KW**

9 Village Signs

WN had made enquiries to DMBC in relation to the Village signs. Dave Worthington (the person dealing with this) is away on sick leave. WN to chase again.

Action: WN

10 Events Committee

The meeting that was due to be held on 4 December 2014 was postponed. KW to let the Council know as soon as another date is fixed.

Action: KW

11 St Anne's Nursing Home

WN had emailed Mary Tillman at DMBC to see if an application for 'change of use' had been granted. She had responded on 8 December 2014 saying "that the Council were aware that the residents had left and that it had been determined that occupation by property guardians does not constitute a material change so permission is not required". It was agreed that no further action is required by the Parish Council on this matter for the time being although KW to inform Gail Robson-Bayley.

Action: KW

12 Free Trees

DH informed the meeting that he had ordered a 420 hedging/wild life mix. These would be delivered in March and all agreed that they should be planted along Scorcher Hills Lane, along Grange Lane and used to fill in the gaps in the park. Before planting, the Council will have to obtain the permission of the land owners.

Action: DH

13 Poor's Field Senior Citizens' Christmas Lunch – 12 noon Thursday 18 Dec. 14

GL informed the meeting that there were 42 people attending so far. Mrs Howells had paid her cheque, the menu had been agreed and the tickets had been made. Following discussion it was agreed by all that Ken Jackson could be paid £50 for entertaining the guests (he had said that he didn't want his lunch). EB volunteered to compile a quiz of 25 questions. WN volunteered to create the answer sheets for the same and send them to GL. Raffle prizes were still needed. All to try and provide something.

Action: GL/EB/WN/All

14 Website

KW had requested the report but it had not come through in time for this meeting. This would be carried forward to the next meeting.

Action: KW

15 Draft Revised Rights of Way Improvement Plan

BG had attended the meeting on 27 November 2014 but reported that there was nothing of any significance in relation to Burghwallis discussed.

16 Planning Applications

These had been discussed under Matters Arising and would be carried forward to the next meeting following the response from the YLCA.

17 Correspondence

17.1 Email correspondence already circulated – no further action required.

18 Any Other Business

Deer signs - BG to contact DMBC to request the same although following discussion it was thought that these signs may encourage poachers. **Action: BG**

Standing Orders – KW informed the meeting that our Standing Orders needed to be amended in relation to the Right to Record. WN to amend these on page 6. **Action: WN**

Asset Register – WN had added the newly purchased Gazebo onto the Asset Register. Following discussion it was agreed to depreciate the play equipment by 30 per cent and the printer by 75 per cent. WN to alter this in readiness for the next Annual Return submission. **Action: WN**

Conservation Area – KW pointed out that the deadline for responses was 15 December 2014. Following discussion it was agreed that KW submit the list of “Archaeological Finds in the Burghwallis Area” as part of the Neighbourhood Plan process in relation to the protection of green spaces. All agreed that it would be a good idea to display this on the website too. **Action: KW**

Electorial Review of DMBC – Final Recommendations – WN handed everyone a colour copy of the Summary Report showing an overview of the final recommendations for DMBC for their files.

Archive Files – WN to pass these to KW for filing in the Archive File at Balby. **Action: KW**

19 Time, date, and venue of the next meeting - 7.00 pm on Tuesday 6 January 2015 at The Burghwallis Public House, Burghwallis.

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

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