

Minutes of the Meeting of the Burghwallis Parish Council, 7pm, Tuesday 15 December 2015 at the Burghwallis Public House

In Attendance:

Chairman	K Walters
Vice Chair	J Laming
	D Maxwell
	D Hudson - Minutes
	B Grimes

- 1. Apologies:** Apologies received G Bean
- 2. Members of the Public:** In attendance were 3 members of the public. KW welcomed the members of the public and invited them to raise any points at this juncture noting that each member would be allowed a maximum of 5 minutes to raise their issues stating their full names prior to raising their questions.

There were no issues raised

- 3. Disclosures or declarations of interest:** None received.
- 4. Minutes of Previous meetings (10 November 2015):** KW proposed these were agreed, JL seconded, vote held and all agreed. Minutes signed by Chair and Vice Chair.
- 5. Matters arising:**

To formally accept the resignation of the Clerk Mrs Gemma Bean and actively seek a replacement.

6. Financial matters:

6.1 Bank reconciliation to 1 December 2015: All considered, KW proposed, DM seconded that this was approved, vote held and all agreed.

6.2 Invoices received: 1) From DMBC re parish elections £81.52 2) Diane Malley pay roll £24.00 3) Christmas Tree event £43.41. 4) Purchase of Christmas Tree £195 5) Website domain renewal £6.70 6) DH re purchase of spring bulbs £60. All approved by KW and seconded by DM

6.3 KW to verify cash in bank and petty cash statements with GB **Action: KW**

7. Neighbourhood Plan:

7.1 a) KW reported that the Neighbourhood Plan had been advertised for 6 weeks and that comments had been received from Historic England, The Coal Authority both generally acknowledging the plan, Dave Kerfoot, Land Agent for Tony Lund had reaffirmed his intention to proceed with planning applications and Alison Briggs had expressed dissatisfaction with the Burghwallis Pub being listed as an asset.

b) A report has been submitted to the external examiner for completion by the end of December 2015. There will be a meeting at the Burghwallis pub 3pm 7 January 2016.

7.2 Spring bulbs had been planted on 28 November 2015. This item will be carried over to the next meeting.

8. Plague Well:

Comments were asked regarding the proposed wording and picture. All agreed the wording should include circa 1349.

JL expressed her concerns regarding the shading in the picture.

DM suggested 'The Abbe's Walk'

JL suggested 'Probably was'

DH/DM suggested 'may have been built'

Amendments agreed by all. JL to produce an amended picture for circulation. **Action JL**
KW to amend artwork as suggestions above and forward to Artsign. **Action KW**

9. Planning:

9.1 Planning application 15/02382/FUL – Belmont. The retrospective planning application had been approved by DMBC

9.2 Planning application 15/02682/FUL – Holly Cottage – no objections raised

10. Events Committee- General Update:

KW stated that £50 had been donated to the church in response to an appeal for Christmas decorations. No date for next meeting agreed yet.

11. Playing Field

BG said that the repairs completed by DMBC looked good. KW said that David Chadbourne from DMBC had given a verbal guarantee regarding the work but not in writing. KW noted the grass had been cut on 30 November 2015 at the Parish Council's request. KW said that the FATCA documents had been completed and posted to HSBC.

12. Poor's Field:

JL said that the senior citizens lunch for 37 had been arranged and all had now received their tickets. The Burghwallis Pub were aware and entertainment had been arranged.

13. Doncaster Bus Partnership Consultation:

DM questioned the age profile which should be used on the questionnaire. It was agreed that it should be completed to maintain bus services in the village. BG agreed to complete the form. **Action: BG**

14. Doncaster Local Plan – Site Selection Methodologies Engagement – email:

DM agreed to complete.

Action: DM

15. The Woodland Trust Grant:

DH said that no response has yet been received from the Woodland Trust but it was expected in the New Year. **Action: DH**

16. Transparency Code Grant:

Application to be submitted for a new laptop, printer and scanner. JL agreed to complete the form. **Action: JL**

17. Register of Electors – email received:

BG had applied for one in own name and agreed to send to all councillors. **Action: BG**

18. Christmas Tree Event: All councillors agreed that the event was successful and that it should continue. KW suggested that new lights should be purchased in the New Year. This was voted and agreed. **Action: KW**

19. Public Rule Book:

The issue regarding the recording of parish council meetings was discussed. KW suggested the following wording ‘if members of the public wish to record the meeting then this must be declared before the start’. The wording was agreed as an addition to the Public Rule Book and would be brought to each meeting.

20. Training- Feedback from YLCA Course 14.11.15 and update on Clerk’s course:

BG, DM and DH thought that the course was beneficial and well presented. KW said that she will make enquiries to see if the Clerk’s course can be transferred. **Action: KW**

21. Workplace Pensions:

KW said that the email had originated from NALC and that GB had opted out of the scheme. The matter will be revisited when a new Clerk is appointed.

22. Queens Clean 4th to 6th March 2016

This is a national scheme to commemorate the Queens 90th birthday in June 2016. KW suggested calling on individuals/groups to help with a litter pick during that weekend. This could be followed by pie and peas at the Burghwallis pub funded by the parish council. This was agreed by all councillors. **Action: KW**

23. Recording Names – attendance of the general public at PC meetings

YLCA had been asked for advice regarding the correct policy for taking of names of members of the public when attending meetings. Their advice was that names should not be taken. The PC’s voted on the matter and it was agreed that names would not be taken in compliance with YLCA advice.

24. Website

KW noted that there had been 648 hits and 798 pages read in November 2015.

25. Email correspondence

1/12/15 Register of electors BG to follow up and collect documentation
4/12/15 Tour de Yorkshire BG to establish date of meeting for PC's
4/12/15 and 7/12/15 from Mrs Alison Briggs. Acknowledgement to be sent by the Clerk.

26. Any other business:

None

27. Next meeting to be held on Tuesday 19th January 2016 at 7pm in the Burghwallis Public House.

Signed:
Chair

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Vice-Chair