

## **BURGHWALLIS PARISH COUNCIL**

### **MINUTES OF THE MEETING HELD AT 19:00 ON TUESDAY 24 APRIL 2012 AT THE OLD COTTAGE, OLD VILLAGE STREET, BURGHWALLIS**

**Present:** Chairman: L M Coupland  
Councillors: E Bell  
M Dobinson  
G Laming  
K Walters  
Clerk: W Nicholls

<b><u>No.</u></b>	<b><u>Detail</u></b>	<b><u>Action</u></b>
1	<b>Apologies</b>	None
2	<b>Minutes of Last Meeting</b>	Approved
3	<b>Matters Arising</b>  Pinfold – The stones were moved by LMC and KW as no volunteers had been forthcoming.  The Portaloo had arrived on time and had been used – currently awaiting collection.  Queen Elizabeth II Fields Challenge – LMC, KW and WN had all looked into this but, as the Playing Field is a charity and we are not allowed to change it's name, we are, therefore, unable to take part in this initiative.  LMC had responded to Helen McCluskie, Planning Officer at the DMBC re. LDF Allocations and it has now been confirmed that the green corridor (near the school on the left hand side towards Skellow) is now a 'protected area'.  MD had not attended the Public Rights of Way Forum. Having spoken with his contact in relation to the same, it was decided that the agenda for this meeting was not relevant for our purposes.  Bus Service – The new bus service was to take effect from 29 April 2012. The main changes were that the 430 service had been cancelled altogether and the 420 service would now only operate every two hours. As this new timetable had already been put in place, there was nothing that the Parish Council could do about it. MD to obtain new timetables and distribute them to the villagers who used the buses.	MD
4	<b>Year End Accounts</b>  WN handed out copies of the 2011/2012 accounts sheet. (WN to obtain quotes	WN

for insurance and find out when the subscription to YLCA is next due).

Mark Higham of Numero Accountants was proposed as Internal Auditor by MD, seconded by GL. WN to take this accounts sheet and all the accounting books to Numero be audited on Thursday 26 April 2012. The Annual Return will then be completed following the AGM and sent to the BDO for approval.

WN  
WN

## **5 Neighbourhood Plan**

LMC informed the meeting that he had written to Jane Stimpson at the Planning Office at the DMBC informing her that we had approved a formal motion to produce a Neighbourhood Plan at our meeting on 6 March 2012 and that we had also informed attendees at our Village meetings that it was our intention to do so with no objections being received. In this letter, LMC had outlined that our plan would be to ensure that the conservation area of the village is sympathetically developed to reflect its historic nature; that we wished to maintain the present size of the village allowing for development within its boundaries to meet the needs of the community and that we would like to be able to take an active lead should there be residential and/or commercial developments in the outlying areas, in particular, the Askern Road (A19) area. LMC had also requested advice as to what financial and logistical assistance they, the DMBC, could offer us.

LMC then gave a comprehensive presentation on Neighbourhood Planning.

LMC advised the meeting that following our initial application for approval to produce a Neighbourhood Plan (his letter of 7 April 2012), the Council now had 28 days in order to make their decision as to whether or not they will allow us to do so. Should we receive approval, we will then need to formally prepare the plan consulting statutory bodies as necessary. We will need to publicise it and it will have to be 'independently checked' before going before a community referendum where a simple majority vote will decide its acceptance. This being the case, our Neighbourhood Plan would then be a legal force allowing us greater control. LMC informed the meeting that the Government is currently looking at the funding of such plans as it is anxious for them to succeed although, as yet, no decisions have been made.

LMC had received a Neighbourhood Planning Questionnaire to be completed and returned by 14 May 2012. The meeting looked at each question in turn agreeing on how each question should be answered. LMC to now complete the questionnaire. WN to copy it to all Council members returning it before the 14<sup>th</sup>.

LMC

WN

It was agreed that LMC's Neighbourhood Plan presentation should be given to the villagers at the next Village meeting and that an information sheet/newsletter should also be prepared. LMC to ask Brian to draft an initial Survey Sheet.

All

## **6 Pinfold**

WN handed out copies of the Pinfold and War Memorial Expenditure. £500 had been allowed in the budget for spending on the Pinfold although nothing had been allowed for expenditure on the War Memorial, hence the over-spend.

KW informed the meeting that the stone troughs that were going to be put

around the War Memorial had been stolen. GL suggested therefore that the stone troughs currently opposite the Convent at the end of Grange Lane should be moved to the War Memorial. MD to look at getting them moved.

MD

Although the Community Pay back team had been working on the Pinfold it was not yet complete. There is still a wall to be built and some pointing to do. The Team will be coming back in early June to complete the work and once a firm date is set, the toilet will have to be re-hired (this needs one weeks' notice). All agreed that this had been a worthwhile project and once complete sign-posts should be made directing people to it. It was also agreed that a plaque should be made for it explaining its history. WN to contact English Heritage to see if there would be any funding available in this regard.

The Expenditure Report was agreed by all.

## 7 Website

This was not yet up and running. LMC proposed that this project be placed with a professional website company at a cost of £250. This cost to include all costs associated with set-up, actual set-up and three hours training for three people on how to manage the site once it is live. It was put to a vote and all agreed to go ahead. LMC to write to the previous website designer to thank him for the work he had carried out in the past.

LMC

## 8 Planning Applications

112/00010/REF – Caravans at Oakdene, Doncaster Road, Askern was now at the “appeal against refusal” stage.

2/00804/FUL – Betwyns Cottage, Old Village Street – after discussion it was decided that the Council had no objections.

LMC to look at applications 12/00910/CPE - Deer Handling Unit, Grange Lane, 12/00903/CPE - Deer Park Lodge, Grange Lane and 12/00899/CPE - Land on Grange Lane and circulate details to all Council members before the next meeting for full discussion then.

LMC

## 9 Correspondence

**Armed Forces Day** – Saturday 30 June 2012 – It was agreed not to buy a special Armed Forces Day flag but to fly the Union Jack instead on 30 June 2012 only. MD to sort.

MD

**Letter from Civic Office Manager at DMBC** – No one to attend the Inaugural Banquet and Ball on Friday 1 June 2012 at a price of £30 per ticket. All agreed that the notices re. the Celebratory Service to mark the Diamond Jubilee on Saturday 2 June 2012, the Civic Service and Parade on Saturday 16 June 2012 and the Doncaster Armed Forces Day Celebration on Saturday 30 June 2012 should to be placed on the notice board at The Burghwallis. MD to sort.

MD

**Invite from SLCC to South Yorkshire Branch Conference on Thursday 17 May 2012** – No one to attend.

**White Rose Update** – It had already been agreed that we would not be taking part in the Beacon Lighting celebrations scheduled for 4 June 2012.

**Spring magazine from Came and Company Parish Council Insurance** – No action.

**South Yorkshire Fire and Rescue Authority – Member Briefing for April 2012** – LMC to circulate.

LMC

**Changes to bus services** – Already dealt with earlier in meeting.

**Exercise for Less** – No action.

**Special offer for councils – lights** – No action

**Community entertainment** – This had already been circulated – no further action.

**cape + CD with brochure** – No action.

**Letter from DMBC re. Adoption of the Barnsley, Doncaster and Rotherham Joint Waste Plan** – for information only, no action required.

## 10 Training

It was agreed that WN should attend the 2 day 'Working with your Council' course on 24 October and 6 November 2012 at Grantham. The cost of this will be £175.00 although 50% of this is available to be claimed back through The Bursary Scheme of the SLCC. WN to apply for funding and reserve her place on the course. This is first stage of WN obtaining the Certificate in Local Council Administration (CiLCA).

WN

## 11 Any other business

LMC

**Playing Field** - The Service Level Agreement for the Playing Field showed that it had been strimmed and raked last year. It was thought that this had not, in fact, been done. WN to query this with Rob Thompson at the DMBC and report back at the next meeting.

WN

**Clerk's Contract of Employment** – Amendments had been made and would be re-issued to WN for signing.

LMC

**Election Costs** – As yet the formal demand for payment of £900 had not been received. LMC to chase.

LMC

KW

**Commemorative mugs for Parishioners** – after discussion it was decided not to go ahead. It was, however, agreed to purchase a gift for all the members of

All

the Jubilee Committee as a thank you for their efforts. This to be decided at the next meeting.

**Jubilee Celebrations** – It was requested by the Jubilee Committee that a gap be made in the fence for the day of the Street Party and the Village Fête (3 June 2012 and 1 July 2012 respectively) between the Playing Field and The Burghwallis for ease of access to the toilet facilities there. After discussion it was decided that a full panel should be removed for that day only. KW to let the Committee know that, in principle, the Council had no objection to this. MD to look into the practicability of it and report back at the next meeting.

KW  
MD

The Jubilee Committee also requested that the grass be cut just before the Street Party in the Park (3 June 2012). WN to contact Rob Thompson (DMBC) to arrange.

WN  
KW

**Playing Field** – The bolt on the swing still needs repairing. KW to chase the quote for its repair. There is currently £103.20 in the Playing Field bank account and it was agreed that, if the repair was over this amount, the Council would pay the difference up to a total of £150.00. All agreed that this repair should be carried out correctly.

**WN**

**Postage** - WN suggested that 50 stamps be bought in advance of the price-rise scheduled for 30 April 2012. All agreed.

WN

## **12 Date and time of next Parish Council Meeting and the AGM**

19:00 hours – Tuesday 1 May 2012  
The Burghwallis (MD to book The Burghwallis)

The meeting following this meeting is scheduled for Tuesday 19 June 2012 at The Burghwallis.

Signed as approved: ..... Date:  
**Cllr. L M Coupland OBE**  
**Chairman**

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