

BURGHWALLIS PARISH COUNCIL

MINUTES OF THE MEETING OF BURGHWALLIS PARISH COUNCIL MEETING HELD AT 19:00 HOURS ON MONDAY 11 AUGUST 2014 AT ALEXANDER HOUSE, HIGH STREET, ASKERN

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 (15 July 2014)

It was proposed by BG, seconded by KW and agreed by all that the minutes of 15 July 2014 be accepted as a true and correct record.

5 Matters arising (if not on the agenda)

Item 16 – BG had contacted Andrew Towleron, the Local Councils Officer at the YLCA and he had told her that the Crime and Community Safety initiative was merely an idea at the moment and that nothing had yet been set up. BG had given him her contact details saying she may be interested in being involved should anything develop further. Mr Towleron said he would be back in touch with her should things develop further.

Item 17 – BG had contacted Charles Wagstaff of Cardinal Gardens on Scorcher Hills Lane to relay to him the comments from the last Council meeting. She had not heard anything more from him since.

War Memorial – KW had been in touch with English Heritage. They will be visiting the site in two weeks' time with a view to registering it as a Listed building. KW suggested that the Council should also look into getting the Poor's Land 'Listed' too. All agreed that this was a good idea and that it should be looked into once the War Memorial was registered. **Action: All**

6 Financial Matters

- 6.1 It was proposed by KW, seconded by BG and agreed by all that the bank reconciliation to 6 August 2014 be accepted as a true and accurate record.

WN to prepare a draft budget for the next meeting.

Action: WN

- 6.2 It was proposed by BG, seconded by GL and agreed by all that the invoice from DMBC for Grounds Maintenance charges for period 1-3 (31.03.14 – 22.06.14) be paid.

- 6.3 It was proposed by KW, seconded by BG and agreed by all that the Clerk's expenses for her mileage and the purchase of an additional 'no dogs allowed' sign approved for payment.

- 6.4 It was proposed by KW, seconded by GL and agreed by all that the invoice from Philip Dunwell for the supply of 6 x bird boxes be approved for payment. It was agreed by all that DH should erect all 6 boxes in the Old Orchard section of the Playing Field. BG and KW offered to assist if required.

Action: DH

7 Neighbourhood Plan

- 7.1 Minutes of the Neighbourhood Plan meetings held on 22 July and 7 August 2014 - it was proposed by KW, seconded by BG and agreed by all that these be accepted as true and accurate records.

- 7.2 Actions from the Village Meeting (19 November 2013) – On-Going Matters these were all discussed and the updates noted - See Appendix 1 attached.

KW informed the meeting that, during the next Village Meeting scheduled for 12 August 2014, she had introduced a slide at the end asking the villagers what events they would like to see take place in the village in future. She would also be asking if anyone would like to volunteer to help with these events. Volunteers were needed to assist in the litter picking exercises, tree and hedge planting, bulb planting, seed planting and in particular, the village fete.

KW informed the meeting that she did not think that the new land lady at the Burghwallis would not be charging the Council for the use of the room at this meeting but would be charging for the supply of tea, coffee and biscuits. All agreed that this was acceptable.

8 Events Committee

KW to ask at the Village meeting scheduled for 12 August 2014 for new volunteers for this Committee as two of the members, Andrew and Elaine Oxley, had resigned.

Action: KW

- 9 Poor's Field - Questionnaire on how the revenue from the Poor's Field rent should be utilised.** BG to copy the draft Notice prepared by WN so that KW could ask the villagers at the next Village meeting (12 August 2014) for their suggestions. Further discussion on this would then take place at the next Council meeting.

Action: BG/KW

- 10 St Anne's Nursing Home –** KW informed that Steve Barrett at DMBC had now confirmed that the Diocese would need to obtain a Planning Permission 'change of use' in order to install Property Guardians into St. Anne's. She also informed the meeting that Ad Hoc had recently taken St Anne's off their website (the advert requesting Guardians for the property).

- 11 Website –** KW informed the meeting that there had been 693 hits during the month of July. KW had also received the invoice for the annual hosting from Paragon Internet Group t/a Tsohost in the amount of £49.99 which she had paid on the Council's Debit Card. WN to account for this in due course.

Action: WN

- 12 To finalise the Annual Risk Assessment**

WN had made the agreed changes to the Risk Assessment (meeting of 15 July 2014) and KW signed off the document.

- 13 Council's Complaints Procedure**

Following discussion it was proposed by KW, seconded by GL and agreed by all to keep the NALC's recommended Master Council's Complaints Procedure on file to use should the need ever arise.

Action: WN

- 14 Planning Applications –** WN had viewed the DMBC planning website and only found an application for the pruning of a Cherry Tree at Tall Trees on Grange Lane that "wasn't receiving any comments". KW to check her emails as she thought she had received something from DMBC in relation to a bungalow on Scorcher's Hill Lane. Both KW and WN to double check DMBC's planning website and revert in due course.

Action: KW and WN

- 15 Correspondence -** Email correspondence already circulated – all agreed that no further action was required.

- 16 Any Other Business**

BG stated that Westlands, following their kind donation of three bags of seeds, had requested a photograph of the park area when all the seeds are in full bloom next year. All agreed that this was acceptable.

Action: BG

WN to look at KW's laptop and report back at the next meeting.

Action: WN

17 Time, date, and venue of the next meeting

7.00 pm on Monday 8 September 2014 at The Burghwallis Public House, Burghwallis.

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

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

*Attached: Appendix 1 – Categorised Neighbourhood Plan Items – On-going items only
(updated at meeting of 11 August 2014).*