

BURGHWALLIS PARISH COUNCIL

MINUTES OF THE MEETING OF BURGHWALLIS PARISH COUNCIL MEETING HELD AT 19:00 HOURS ON TUESDAY 15 JULY 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 (10 June 2014)

It was proposed by BG, seconded by KW and agreed by all that the minutes of 10 June 2014 be accepted as a true and correct record.

5 Matters arising (if not on the agenda)

There were no matters arising that would not be covered on the agenda of this meeting.

6 Financial Matters

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

6.2 It was proposed by BG, seconded by DH and agreed by all that the invoice from Diane Malley for Payroll Services be paid.

6.3 It was proposed by BG, seconded by DH and agreed by all that the Clerk's hours for the first quarter be approved for payment.

6.4 It was proposed by KW, seconded by DH and agreed by all that the Clerk's expenses be approved for payment.

- 6.5 New lap top for Clerk's use. Following discussion it was agreed by all that KW should wipe her old laptop clean and pass it to WN to try to see if this would be acceptable to use before going to the expense of purchasing a new one. **Action: KW/WN**

7 Neighbourhood Plan

- 7.1 Minutes of the Neighbourhood Plan meetings held on 26 June and 10 July 2014 - it was proposed by BG, seconded by KW and agreed by all that these be accepted as true and accurate records.
- 7.2 Actions from the Village Meeting (19 November 2013). Each Category B item (On-Going Matters) were all discussed and updates noted - See Appendix 1 attached.

8 Events Committee

- 8.1 Notes of the meetings held on 11 and 30 June 2014 - It was proposed by KW, seconded by GL and agreed by all that these be accepted as true and accurate records.
- 8.2 KW requested WN to add Owston View Care Home and Sara Brautigam of H2O Kayakers, The Master Cutlers Challenge to the list of stall-holders who do not possess their own Public Liability Insurance. All agreed that this was acceptable. **Action: WN**
- 8.3 KW proposed that the Council pay half of the cost of advertising the Village Fete in the Doncaster Free Press – this amounted to £96.00. This was seconded by GL and agreed by all. WN requested a copy of the invoice so that she could raise the cheque. **Action: WN**
- 8.4 Following discussion it was agreed by all to purchase a Gazebo and sides for use at the fete (for the Neighbourhood Plan stand). **Action: BG**

9 Playing Field - This item was covered within 7.2 above – see Appendix 1 attached.

10 Poor's Field - Discussion re. questionnaire on revenue from the Poor's Field rent. All agreed that this item could be carried forward to the next meeting.

11 St Anne's Nursing Home – This item was covered within 7.2 above – see Appendix 1 attached.

12 New Village Signs – This item was covered within 7.2 above – see Appendix 1 attached.

13 Website – KW informed the meeting that there had been 420 hits during the month of June.

14 To complete the Annual Risk Assessment

Following discussion it was agreed by all that a change should be made to item 1 - Precept - in that the Risk Level should be reduced to "Low" due to the fact that the Clerk produces a monthly bank reconciliation for approval at every meeting. KW also requested that WN produce a budget for the rest of the year. WN to amend the Annual Risk Assessment to be signed off by KW at the next meeting.

Action: WN

15 Electoral Review of DMBC

Following discussion, it was proposed by KW, seconded by GL and agreed by all that the Council would not respond collectively to this. KW suggested that if anyone wanted to respond, they should do so as an individual.

16 To discuss the possible appointment of a Crime and Community Safety Lead Member.

BG volunteered to contact Andrew Towleron, the Local Councils Officer at the YLCA, to see exactly what this position would entail. Following this she would decide whether or not she would volunteer to be the lead member on crime and community issues within Burghwallis.

Action: BG

17 To discuss the problems with The Cardinal Gardens on Scorcher Hills Lane

Following discussion, it was proposed by KW, seconded by GL and agreed by all that BG respond to Charles Wagstaff informing him that this problem is not part of the Parish Council's remit and that he should contact DMBC Planning Department for their intervention.

18 Planning Applications – No planning applications had been received.**19 Correspondence - Email correspondence already circulated – all agreed that no further action was required.****20 Any other business – BG informed the meeting that, following receiving a quote of £80.00 to replace the latch on the park gate, her husband had volunteered to put one on. This had cost £2.99. KW thanked BG and her husband for doing this.****21 Time, date, and venue of the next meeting**

7.00 pm on Monday 11 August 2014 at Alexander House, High Street, Askern.

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

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

Attached: Appendix 1 – Categorized Neighbourhood Plan Items – On-going items only (updated at meeting of 15 July 2014).