

# Burford Parish Council

Minutes of the Parish Council Meeting held on 30 September 2021

**Attendance:** Cllrs Sheila Kitchen (Chair); Ashley Morris; Elaine Beaumont; Jane Yardley; Bridget Thomas; Ashlee Yarnold. Cllr Richard Huffer (Shropshire Council); Lesley Jenkins (Clerk/RFO).

No members of the public were in attendance

1. **Apologies for Absence:** None
2. **Declaration of Interest and Dispensations:** None
3. **Public Involvement Session:** No members of the public were present
4. **The Minutes of the meeting of the 19 August 2021 were approved** and signed with an amendment of B456 to A456 in Point 7(b), Prop: Cllr. Beaumont 2nd: Cllr. Morris
5. **Finance**
  - (a) Unanimously agreed to sign amended AGAR document.  
Prop: Cllr. Yardley. 2nd: Cllr. Thomas.
  - (b) TSB has responded with their part form for completion and to be returned with original documents
  - (c) **Resolved** to pay  
H Coonick Salary, Travel and Expenses £901.82; H Coonick Expenses £319.17;  
L Jenkins £307.20; DM Payroll Services £100, RPS Maintenance £700  
via SALC. Prop: Cllr. Yarnold 2nd: Cllr. Beaumont  
Once access has been gained to Bank Account SALC will be reimbursed.  
**Action** Clerk to check with RPS areas currently being mowed/strimmed
  - (d) 2 x Laptops these currently show on the Asset Register,  
The minutes of the 21 Sept 2020 Point 8 indicate what occurred to the laptop. The second laptop was handed over by the previous Clerk, subsequently this has passed through various hands and is unaccounted for at this time. It was unanimously agreed to remove both from the asset register and notify Shropshire Council of the loss of the second item. Prop: Cllr. Yarnold. 2nd: Cllr. Beaumont
6. **Planning Applications:**

Broomfield, Boraston Lane, Burford, WR15 8RB. Ref: 21/04143/FUL – Erection of two Storey Side extension & single storey rear extension. No objections raised
7. **Reports from Representative**

**Cllr R Huffer (Shropshire Unitary Councillor)** reported on the Planning Review of number of Committees, reducing from three to two committees. Local knowledge is key to Planning Applications. Stated that Planning needs a consistent approach on all applications, concerns were expressed as to how much of the Parish Councils views are noted.

State of roads. An email received from a resident regarding the holes by the Swan and Hospital, has already referred this to Shropshire Council and further up the chain. Cllr Huffer will forward the email address for the Portfolio holder of Infrastructure to the Parish Council email address.

Aspire this is for sale. Concerns were expressed by the PC as to whether the units would remain or a change of use. Cllr Huffer stated as this time it is not known what will happen with the Aspire.

With new housing being built concern expressed for the stresses place on the community such as Schools, monies from planners comes under CIL and only on developments of over 10 does not include affordable housing in this number, caravan parks do not come

under CIL. Planning under rule ARG (agricultural building) there is no notification of this type as it is classed as permitted planning

Regarding a variety of proposed sites, it was agreed for the Clerk to invite a representative from Frank P Matthews Trees to the next meeting to give an update/presentation on their proposals. Prop.: Cllr. Yardley. 2nd: Cllr. Thomas

**Cllr Morris Burford Village Hall update** reported the Hall in one month has received just under £1000 in booking monies. Checks and some areas of maintenance have been completed, other works still required. The Hall lights were being switched off over night to diminish the electricity bill.

Village Hall sign Cllr Huffer stated he will follow this up with County.

Donations have been received, assisting to VH to be up and running.

The VH Treasurer is looking to step down

Cameras (CCTV) VH Committee will invite the CSO to look at any images of concern.

Policies and GDPR being updated / put into place.

The Hall is in a much better position than 2 months ago.

**8. Appointment of Tenbury Town Plan Representative:** Agreed Cllr S Kitchen to be the representative. Prop: Cllr. Yardley. 2nd: Cllr. Beaumont

**9. Updates Charity Commission:** Clerk unable to find any copies of letter sent and will contact the CC again in this regard.

**10. Updates Parish Council Website:** the list of Councillors has been updated on the website, one Councillor place stills remains and is to be readvertised.

Hugo Fox will start to charge for input of the Planning Applications it was unanimously agreed that we would not go with the charge, insertion of a new tab with a link to access the Shropshire Council Planning Application page.

The Parish Hall section of Parish Council Website requires an update Cllr Morris will consult with Hall Committee for the input.

**11. Street lighting:** Various pole numbers and locations were given to the Clerk by Cllr Kitchen, and Cllr Beaumont agreed to continue to check the rest of the poles.

Clerk to contact Contractor for up to date map detailing the poles and current charges

It is to be noted that any poles which are overgrown, or space is narrow will not be done due to the machinery involved.

**12. Update Sanctuary Housing:** An email has been received and the PC await an update.

**13. Defibrillator:** discussion held as the only one is on the Fire Station. Unanimously agreed Clerk to investigate related costs and general upkeep, also any grants available. Report at next meeting.

**14. Correspondence received**

Planning Review deadline change to Friday 15 Oct, info circulated to Councillors

Submission of the draft Shropshire Local Plan (2016 – 2038) forwarded to Councillors

**15. Any urgent items affecting the Parish not of a policy of financial nature**

Facebook for Burford Parish Council, unanimously agreed to be investigate/set up by Cllr. Beaumont and Cllr. Yarnold

Cllr. Yarnold agreed to speak to school with regard to the one way walk system currently used from Village Hall along Penlu Road as part of the path has a pebbled area, after a discussion held by Councillors.

Cllr Huffer mentioned change to the new development Boraston Drive from 100 houses to 90, the 10 self-build homes are on hold.

Request for Clerk to obtain the booklets on Planning explained for Councillors, and will circulate Standing Orders to Councillors.

Discussion held regarding fencing on grass area of the Village Hall.

Playground inspection and Risk Assessment. Clerk to investigate and to be item on next meeting's Agenda.

**16. To consider date and times of future meetings**

These were discussed with a view to Budget setting for Precept. It was agreed that the next few meeting dates will be 4 November 2021, 16 December 2021, and 20 January 2022. – Agreed unanimously

Meeting Closed at 10pm

Copies of the agenda and minutes are available on [burfordparishcouncil.co.uk](http://burfordparishcouncil.co.uk) or from Lesley Jenkins Clerk/RFO on [burfordparishcouncil@gmail.com](mailto:burfordparishcouncil@gmail.com) Tel: 07974651178

Signed:



Date:

4-11-21