

Burford Parish Council

Minutes of a meeting of Burford Parish Council at
7.00pm on Thursday 21 March 2024 at Burford Village Hall

Attendance: Cllrs Kitchen (Chair); Morris; Yardley; Thomas; Hicklin and Stone

In attendance L Jenkins (Locum Clerk/RFO).

1 member of the Public

1. **Apologies for absence** - none
2. **Declarations of Interest and Dispensations:** The Council will receive disclosures of pecuniary and personal interests from Councillors on matters to be considered at the meeting.

The meeting will be suspended for Public Session:

3. **Accept and Approve the minutes** of the previous meeting 8 February 2024 were amended to add at Point 18, B-Line zoom , proposed Cllr Yardley and seconded by Cllr Thomas
4. **Finance:**
 - a. **To consider the Bank Reconciliation for the period ending 14 March 2024** – all agreed
 - b. **To consider the list of payments as circulated** – proposed by Cllr Hickling, seconded by Cllr Thomas, all agreed

| Date | <u>Payments List</u> Recipient | <u>21 March 2024</u> Details | Amount £ |
|------------------------------------|-----------------------------------|------------------------------------|--------------------------|
| 26/02/2024 | L Jenkins | External Hard drive | 66.99 |
| 26/02/2024 | L Jenkins | Salary Feb | 448.48 |
| 12/03/2024 | Hugo Fox | website monthly charges | 11.99 |
| 08/03/2024 | YU Energy | February energy use | 31.66 |
| 08/03/2024 | YU Energy | February energy use | 1,412.47 |
| 12/03/2024 | Prysmian Cables Ltd | Lighting repairs | 1,746.00 |
| 18/03/2024 | HMRC | February tax | 78.80 |
| | | Paid out (urgent decisions) | <u>£ 3,796.39</u> |
| 01/03/2024 | Burford Village Hall - to pay | 8 February room hire | 26.00 |
| 11/03/2024 | ROSPA play safety | Annual inspection play area | 112.80 |
| 23/02/2024 | SALC | Cllrs Training | 70.00 |
| 28/03/2024 | L Jenkins | Salary Mar | 448.48 |
| 28/03/2024 | HMRC | Mar Tax | 78.80 |
| 28/03/2024 | L Jenkins | Expenses Jan to March | 66.62 |
| | | Due for payment | <u>£ 802.70</u> |
| TOTAL Payments for approval | | | <u>£ 4,599.09</u> |

- c. **To consider income received -**
Interest of £36.62; repayment of £2,500 from Tenbury Town Council (Neighbourhood plan previously made by PC)
Noted; Movement of funds from Deposit to Current Account to cover expenditure
- d. **To consider the Budget Monitoring Report for the period ending 14 March 2024 – all agreed**

5. **Planning:**

- a. Planning decisions received since last meeting;
23/05325/FUL – Weir Farm – permission granted
- b. Planning Applications received since last meeting
24/00256/FUL – The Biddles, Clee Hill Road, Erection of 1 No. dwelling following demolition of existing dwelling and garage,
- c. Planning Applications for consideration
24/00764/VAR Brick House Farm, Greete. Variation of condition 2 (approved plans) and removal of condition 17 (food production) of planning permission no. 22/02565/FUL – all agreed no comment

24/00710/FUL – Round Oak Cottages, Burford. Proposed new dwelling (pursuant to paragraph 84e) with associated parking, garage, treatment plant and landscaping. – all agreed no comments.

6. **Reports from Representatives**

- a. **Shropshire Unitary Councillor** – not present at meeting
- b. **Village hall update** – Defibrillator in place – needs to be placed on the Circuit. Fundraising – race night next event. The path has been re-levelled.

7. **Progress Reports**

- a. **Wall** – no response 2nd letter to be sent

8. **National Lottery for All Funding – for project scheme- update**

Three quotes received and discussed and all agreed Active Gardens. Proposer Cllr Yardley Seconded Cllr Morris to accept in principle depending on funding being successful and quote to include anti slip on steps

9. **Responsible Areas**

- a. **Playground**
 - i. Repairs – ongoing
 - ii. New Items / Grants – discussed at point 8
 - iii. General Maintenance – on going
 - iv. Regular Checks – these are carried out by Councillor
Annual Inspection Report for Consideration - noted
 - v. Grass Play Area – look into post and rail fencing, obtain quotes
- b. **Lighting**
 - i. Update on mapping – still in progress
 - ii. Letter received – Highways have passed on note of lights not working on A456
 - iii. Outstanding repairs and additional repairs
to visit and note lights on A456 not functioning.
Lamp 72 to be completed
Lamp 59 – cherished.shorthand.nerve (what3words)
 - iv. Certification – enquiry with Prysmian
 - v. National Grid Update – the latest repairs noted have been forwarded to National Grid to update inventory
- c. **Bins and Dog Fouling** – use “Fix my street” to report. Bins have been emptied recently

10. **Policies for review – Risk assessment** – noted that no street furniture mentioned to be updated

11. **Updates**

- a. **80th Anniversary of D Day** – 6 June 24 – bell ringing and beacon in Tenbury

- event planned for 8 June 24 during the day in Tenbury
- b **Species Conference** - Cllr un able to attend due to event be oversubscribed.

12. **Training** – circulated. Biodiversity all agreed Cllr Hickling to attend £35.00 on 28 March.
Enquiry to be made re Introduction for New Clerk; Cllr Thomas booked onto September 24, Chair training
13. **Biodiversity for consideration** - Cllr expressed a wish to have a working group to look at a species plan for the parish. Agreed that a working group to be arranged suggestion can be made to the Parish Council
14. **Correspondence circulated for information to Councillors** – SC warp it, 10 steps, Retrofit event, 2024 Elections notification of Crime & Police Commissioner; SALC – various/ committee papers; RSN; Martyns Law; NALC; OPCC; NHS; Nash PC – Planning seminar in May cost to each Parish Council.
15. **SCC Directory Entry** – noted by all
16. **Correspondence for discussion**
 - a. SC Warp it; 10 steps – all agreed no action
 - b. Where4care information – all agreed to request posters
 - c. Shropshire HAF Spring & Ester Activities info. – this is all based around Shrewsbury
17. **Councillors report and items for future agenda**
Chair and Vice-Chairs conference attended by Cllr. TAP & Shropshire Health Meeting attended by Cllr.
Road issues on fix my street – Boraston Lane puddle; bollards on A456; Ironwork on Boraston Lane
18. **Report on Urgent decisions since last meeting** – none
19. **Confirm date of Next Meeting** – on 16 May 2024 at 7pm – this will be the Annual Parish Meeting followed by the Annual Parish Council Meeting
20. **In view of the confidential nature of the business about to be transacted the Council will consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960, s1, in order to discuss the items 21 of the Agenda.** - All Agreed
21. **Staffing and Financial matters** – agreed appointment of New Clerk at agreed spinal point
agreed for Locum Clerk to continue with 20 hours for April in supporting role.
22. **Closure of meeting 21:50pm**