

## **Burton Agnes Parish Council**

### **Minutes of the meeting**

#### **at Burton Agnes School**

**Monday 11 April 2016**

Those present were:

#### **Parish Councillors**

Mrs S Burt (Chair)  
Mr G Burt (Treasurer)  
Mrs Lynne Bell  
Mrs Jean Boynton  
Mrs M Scrowston

#### **Guests**

Mr Paul Richardson North Wolds Lions Club  
Mrs Margaret McLellan Gransmoor Village Matters  
Mrs Kathleen Cope Gransmoor Village Matters

#### **Members of the Public**

There were no members of the public present.

#### **1. Apologies**

Apologies were received from Mr Clive Neale, Councillor Jane Evison and Councillor Jonathan Owen

#### **2. Declaration of Interest**

There were no declarations of interest.

#### **3. Lions Club donation**

The Chair introduced Mr Richardson, vice president of the North Wolds Lions Club and thanked him on behalf of the Parish Council for the very generous offer of a donation of £200 per village (a total of £600 for the Parish) towards something in each of the villages to commemorate the Queen's 90<sup>th</sup> birthday.

Mrs Cope and Mrs McLellan reported that Gransmoor 'Village Matters' would like to purchase a mature tree a 'Sorbus Discolor' with the £200 for Gransmoor. A plaque would carry the wording:  
'To commemorate the 90th birthday of HM Queen Elizabeth II 2016. A gift from the Lions Club.'

A discussion followed as to what might be installed in Thornholme and Burton Agnes. Suggestions included: planters, a seat for the bus stop in Thornholme, waste bins for both the lay-by at the Bridlington end of Thornholme and the bus stop in Burton Agnes by the Blue Bell, and seating for the Play Park in Burton Agnes to give parents somewhere to sit. It was

felt that a seat in Thornholme would probably not get much use, and planters, whilst a good idea, carried with them a maintenance issue: someone would have to keep them both planted and watered. A planter full of dead plants was not much of a commemoration. It was decided that Burton Agnes and Thornholme would progress the idea of litterbins. The Chair undertook to pursue with ERYC and report back out of Committee. It was noted that the deadline was 1 June for formal requests for the donation to be made to the Lions Club. It was also agreed at the meeting that the Parish Council would use the Lissett Wind Farm grant given to the closest Parishes to the Wind Farm to top up the Lions Club donation if required.

#### **4. Minutes of meeting held on 29 February**

The minutes of the meeting held on 29 February were agreed as a true record and signed by the Chair.

#### **5. Matters Arising**

##### **Ambulance First Responder Scheme**

The Chair reported that as agreed at the last meeting she had contacted Trish Kilner to obtain the promised information leaflets to distribute to all households. Ms Kilner had responded that her car was then unavailable but that she would be in touch. Since then the Parish had heard nothing more. The Parish Council found this disappointing, and some concern was expressed that this did not bode well for the level of support volunteers could expect once signed up. They agreed not to pursue this actively but to await any further contact from the First Responder scheme.

The figures the Parish Council had requested with respect to the average number of responder callouts over the last year (and thus than indication of possible commitment in the future) had been supplied. On average for Burton Agnes and surrounding villages, the 'workload' had averaged 2 per week.

##### **Highways**

All requested work had been reported as completed. The work notice on West Farm access road Thornholme had been issued, and the footpath at the end of East End Farm would be monitored.

##### **Pavement Parking**

PCSO had visited the property. The issue seemed to have been resolved.

##### **Youth Provision in the Parish**

Mr Neale had sent in a written report. The full £5K grant applied for had been granted and the handover of the cheque had been reported in the local press. First aid training, safeguarding and DBS checks were being organized for May. The team was working with Rudston on training and on the potential for working together. The prospective youth leader was hoping to be fit enough for the planned opening of the Club. Alternative plans were in place should this prove impossible. The Club was still on track for a June start.

## **Notice Boards**

Mrs Kath Cope had kindly offered to take over the Gransmoor notice board, for which the Parish Council was grateful.

## **Planning Application Thornholme**

The Chair reported that she had contacted the Walkers and requested clarification of intended operating hours of the site as the Parish Council would be concerned about potential noise levels from the expanded site close to residential properties. Mr Walker had responded that the planning permission applied for was to take down a 70ft x 26ft existing polytunnel used for storage and extend the existing workshop in order to keep all stock under one roof. There would not be any more staff employed and working hours would be from 07.30 Monday to Friday. It was agreed in the absence of a Clerk that the Chair would inform planning at ERYC that on the basis of the supplementary information supplied, the Parish Council supported the application.

## **Clerk Recruitment Update**

The Chair confirmed that as agreed out of Committee, the Parish was joining with Rudston Parish Council who were also losing their Clerk. So far there were 2 very credible candidates which it was hoped could be interviewed shortly.

## **Caythorpe Gas Fund**

Details had been received about the launch of this year's fund and had been circulated to the School, the Sports Club and Gransmoor 'Village Matters'. Applications could be made electronically this year.

## **Treasurer's Report**

The Treasurer reported that as at 31 March 2016 the current account stood at £2252.75 and the reserve account at £3247.88, the latter reflecting a £2000 transfer made from the current account on 26 February 2016.

There were sufficient funds to be able to match the Lions Club donation by a similar amount which would enable the villages to purchase seats/litter bins (Glasdon quality) for the 3 villages. This amount would be covered by the annual Lissett Wind Farm grant to the 7 Parishes closest to the wind farm.

The Treasurer would now prepare the formal end of year financial submission for initial approval by Winn and Co and present it to the Parish Council at the next meeting on 13 June. Once approved by the Parish Council the accounts would be submitted to PKF Littlejohn's and appropriate inspection details would be posted on the website and the Notice Boards.

## **Bank Account Signatories**

The Treasurer stated that given the retirement of the Clerk, and also given the general ineptitude of NatWest when it came to registering new signatories, it

would be sensible to have an additional person on the list of signatories to cover occasions when one or other of the two main signatories were not available. He asked for a volunteer. None of the Parish Councillors present was prepared to volunteer themselves\* but instead volunteered Mr Neale in absentia. The Treasurer undertook to discuss it with Mr Neale when he returned.

\*Chair Note: It would not be appropriate for the Chair to be the additional signatory given her family relationship with the Treasurer.

### **Correspondence**

The Chair stated that she had not compiled the usual list of correspondence received. She observed that there was generally so little interest in or debate about items on the list which were not actual agenda items that there seemed little point in compiling the list. She proposed that items of interest should be extracted and circulated as they came in, and major issues placed on the agenda for a formal meeting. There was no disagreement.

### **Any Other Business**

#### **Parish 'Records'**

The Chair reported that she had received from the outgoing Clerk several boxes of papers for the years since 2012. She and the Treasurer had had a look at one of the boxes. It contained folders containing random correspondence bundled up in order of receipt for the Parish Council meetings. Nothing appeared to have been weeded and nothing had been cross-referenced. There were no chains of correspondence by subject. Ephemera was mixed up with more important items. As a retrieval system it was completely useless. Finding anything would be virtually impossible without knowing the exact date the correspondence was received. The Chair stated her view that as it stood, the 'archive' was of no use to man nor beast. She saw no value in keeping any of it. Anything important would be in records elsewhere (eg planning). She proposed that the papers should be disposed of securely – ie burned. This was agreed.

### **Grant funding**

The Lissett Community Wind Farm Fund had launched for 2016. Notices would be put on the Parish Notice Boards and potentially interested parties had been notified. The Parish Council needed to think about whether it should make an application this year, possibly for equipment in advance of setting up any Youth facility. Mrs Bell observed that a waste bin by the bus stop in Burton Agnes would be a possible contender. Users of the bus stop were throwing litter into adjacent fields and causing harm to livestock. Applications needed to be in by the beginning of May.

### **12. Date of next meeting.**

The AGM and the next meeting would be held on 13 June 2016 at 7.00.

The meeting finished at 8.10pm