

# BURTON AGNES PARISH COUNCIL

Minutes of the meeting held at Burton Agnes Sports Club

Monday 3 March 2022 at 7pm

## DRAFT

Those present were:

### Parish Councillors

Miss Liz Sellers (Outgoing Chair)  
Mr Clive Neale (Incoming Chair)  
Mrs Jean Boynton  
Mrs Margaret Scrowston  
Mr Garry Slingsby  
Mr Chris Palmer  
Mrs Su Todd (Clerk)

### Guests

Cllr Charlie Dewhirst  
Mr Chris Hill

	ACTIONS
<p><b>1. Resignation of Chairman, Election of New Chairman, Election of Vice-Chairman</b></p> <p>The Chairman's resignation was accepted by all present. Miss Sellers proposed Mr Clive Neale as the new Chairman, Mr Palmer seconded, a vote by show of hands was held and carried.</p>	
<p><b>2. Acceptance of apologies for absence</b></p> <p>All councillors were present. Ward Councillor Jane Evison sent her apologies.</p>	
<p><b>3. Declarations of interest, members to declare any interest they may have in agenda items (Disclosable Pecuniary Interests)</b></p> <p>None received.</p>	
<p><b>4. To receive and sign the minutes of the Full Council meeting held on the 22 November 2021</b> (distributed via email 22 February 2022).</p> <p>Agreed by all present as a true record.</p>	
<p><b>5. Planning</b></p> <p><b>Planning Decisions:</b></p> <ul style="list-style-type: none"><li>21/04310/PLF The Spinney, Main Road, Gransmoor: Placement of an LPG (Propane) gas tank 1410 litres and underground pipework (distributed via email 17/01/2022)</li></ul> <p>Status as at 02/03/2022: <b>Application Approved</b></p>	

<ul style="list-style-type: none"> <li>21/04393/PLF Land North of Aysgarth House, Holme View Court, Burton Agnes: Erection of a dwelling (distributed via email 17/01/2022) Status as at 02/03/2022: <b>Pending Consideration</b></li> </ul> <p>Planning decisions were duly noted by all present.</p>	
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## 6. Accounts

### 31 October 2021 to 28 February 2022

Description	Date	Current Account	Deposit Account	Total
<b>Balance as at 31 October 2021</b>		<b>£6,016.23</b>	<b>£13,131.54</b>	<b>£19,147.77</b>
Interest Received (Nov)	30/11/2021		£0.11	
Interest Received (Dec)	31/12/2021		£0.11	
ERYC Street Lighting	24/01/2022	(£465.16)		
Interest Received (Jan)	31/01/2022		£0.11	
Zurich Insurance	07/02/2022	(£257.60)		
ERYC Grounds Maintenance	10/02/2022	(£551.65)		
Interest Received (Feb)	28/02/2022		£0.10	
<b>Balance as at 28 February 2022</b>		<b>£4,741.82</b>	<b>£13,131.97</b>	<b>£17,873.79</b>

The accounts were approved by all present.

<p><b>7. Three Oaks Energy Park (Ridge Clean Energy)</b> Following the recent exhibitions held in Carnaby and Burton Agnes, Ridge Clean Energy are unable to present at this meeting but are pencilled in for the next meeting in May.</p> <p>The matter was duly noted by all present.</p> <p><b>8. Play Park Refurbishment</b> Quotes to clean the equipment by jet wash have been received. A quote for the willow structure has been received. There is the possibility of some funding from Ridge Clean Energy.</p> <p>A quote was received by Mr Neale for £250 to jet wash the play equipment. All present agreed to the quote. Mr Neale will forward the contact details to the Clerk to arrange for the work to go ahead.</p>	CN/Clerk
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<p>There has been an issue with broken glass at the play park. Cllr Evison had spoken with ERYC and arranged for them to clear it away. At the time of this meeting work had not been completed. The Clerk will inform Cllr Evison and mention that some of the ground is in poor condition.</p>	Clerk
<p><b>9. The Queen's Platinum Jubilee</b></p> <ul style="list-style-type: none"> <li>Email from Lord-Lieutenant of the East Riding of Yorkshire to encourage events to be organised for the Jubilee.</li> <li>ERYC are offering grants of between £100 and £500 to be used towards events to celebrate the Jubilee.</li> </ul> <p>Council agreed to apply for the grant being offered by ERYC to put towards commemorative plates for residents. The Clerk is to forward details and quotes to Mr Neale.</p>	Clerk
<p><b>10. Emergency Plan</b></p> <p>The updating of the Emergency Plan is still outstanding. The Clerk is able to check and update the majority of the information, but will need permission from Councillors to add their contact details.</p> <p>Council agreed for the Clerk to update the Emergency Plan and all gave permission for their contact details to be included. Once complete the Clerk is to email to all councillors to check prior to submitting to ERYC and publishing on the website.</p>	Clerk
<p><b>11. Clerk's Training</b></p> <p>The Clerk has completed and passed ILCA (Introduction to Local Council Administration) and ILCA-to-CiLCA courses and thanks the council for its financial support. The next level is CiLCA (Certificate in Local Council Administration) a Level 3 course. When completed and passed this would provide the status of 'Qualified Clerk' which is a requirement of all Councils and allows them to participate in the Council Awards Scheme. The cost of the CiLCA course is in the region of £800. The Clerk would like to ask if the Council would contribute towards the costs (the Clerk will be making the same request to Rudston Parish Council).</p> <p>Council agreed to contribute £400 prior to commencement of the course.</p>	
<p><b>12. Standing Orders</b></p> <p>The current Standing Orders were published in September 2016. The Clerk suggests these need updating and is happy to work on an update as through recent training has an understanding of what the content should include. The Clerk also suggests the Standing Orders are reviewed yearly, perhaps around the time of the Annual Meetings.</p> <p>Council agreed that the Clerk will update the current Standing Orders.</p>	Clerk
<p><b>13. Wildlife Notice Boards</b></p> <p>The Clerk and Councillor Sellers are asked to provide an update on the current position.</p> <p>Council agreed that this project is to be scrapped for now.</p>	

<p><b>14. Newsletter</b> Councillor Neale is asked to provide an update on the current position.</p> <p>Mr Neale has created a draft copy and will email this to all. A Facebook page has also been created in conjunction with the newsletter.</p>	CN
<p><b>15. Defibrillator</b> Councillor Slingsby is asked to provide an update on the current position.</p> <p>A defibrillator cannot be installed until the telephone box is refurbished. The matter will be raised with BT. Mr Neale will speak with his contact who recently installed a defibrillator at the Sports Club to ascertain if he would be able to provide the same for Gransmoor.</p>	CN
<p><b>16. East Riding Community Governance Review</b> An email has been received from ERYC to advise they will be carrying out governance reviews (distributed via email 02/03/2022). Councillors will forward any thoughts to the Clerk who will respond to the email on behalf of the Council.</p>	ALL
<p><b>17. Burton Agnes Notice Board Lock</b> Council is asked to note that the Clerk has instructed Tony Gray to replace the lock at a cost of £50. The work is now complete and keys in Clerk's possession.</p> <p>The Clerk is to chase up the quote for replacing the perspex in the notice boards and refurbishment of the telephone box.</p>	Clerk
<p><b>18. Clerk's New Telephone Number</b> Council is asked to note the Clerk has a new telephone number which is a dedicated number for Parish Clerk work.</p> <p>The Clerk distributed her number to all present at the meeting.</p>	
<p><b>19. Date and time of meetings for 2022</b> (all Mondays unless stated otherwise) Council is asked to approve the following dates for meetings for the remainder of 2022. 9 May (Annual Meetings) 25 July 26 September 5 December</p> <p>Council approved the dates for the remainder of the year.</p> <p>There being no further business to discuss, the meeting closed at 8:30pm.</p>	