

**BURTON LEONARD PARISH COUNCIL**  
MEETING: 15 April 2019 (7.30pm - St Leonard's Hall, Burton Leonard)

**AGENDAMINUTES**

	ACTION
<p>1. Apologies for Absence</p> <p>2. Declarations of Interest in Items on the Agenda</p> <p>3. Approval of Minutes from the previous Meeting held on <del>4 March</del> 28 August <del>2020</del>2019 as a correct record</p> <p>4. Matters arising from the <a href="#">previous</a> Minutes not covered by the Agenda</p> <p>5. Planning</p> <p><b>Recent notifications received:</b></p> <p>i. <b>HBC Status: Registered</b> [20/04153/AMENDS Received 23.10.20 Validated 23.10.20] Non Material Amendment to allow alterations to the house types approved under Condituion 2 of 16/01869/FULMAJ as amended by 19/05043/DVCMAJ   Flats House Scarah Lane Burton Leonard HG3 3RS 27.11.20 Parish Clerk briefed Cllrs on issues (including lack of timely HBC notification/consultation); 01.12.20 Cllr Townson requests BLPC Cllrs views on next steps; No formal input yet submitted to HBC by BLPC</p> <p>ii. <b>HBC Status: Registered</b> [20/04332/FUL Received 01.11.20 Validated 01.12.20] Loft Conversion with erection of 2no. rear facing dormer windows.   Melbourne House Station Lane Burton Leonard HG3 3DG Cllrs have resolved not to object</p> <p>iii. <b>HBC Status: Registered</b> [20/04332/FUL Received 08.10.20 Validated 05.12.20] SHOWER ROOM EXTENSION AND STABLE BLOCK   Lime Kilns Farm Limekiln Lane Burton Leonard HG3 3TE Cllrs have resolved not to object</p> <p><b>Important planning applications on-going</b></p> <p><b>Other planning applications on-going</b></p> <p>iv. <b>HBC Status: Registered</b> [20/02767/FUL 24.07.20 Validated 04.09.20] Installation of pedestrian gate.   Land Opposite 8 West Terrace Scarah Lane Burton Leonard Harrogate North Yorkshire HG3 3RR [09.10.20] Parish Council has objected</p> <p>v. <b>HBC Status: Pending Consideration</b> [20/03205/FUL 24.08.20 Validated 22.09.20] Erection of garage. Installation of electric gates. Alterations to access.   The Lilacs Copgrove Road Burton Leonard</p> <p><b>On-going tree and enforcement notifications:</b></p> <p>6. <b>Finance</b></p> <p>i. <b>Bank statement:</b> <a href="#">To receive the bank statements for the period 1 August to 30 November 2020</a></p> <p>ii. <b>Income and expenditure:</b> <a href="#">To receive and approve the I&amp;E summary (30 November 2020) circulated in advance of the meeting.</a></p> <p>iii. <b>Confirmation of Income and Expenditure incurred during CV-19 lockdown since previous meeting:</b> <a href="#">a) Noted that copies of all invoices (as shown on the I&amp;E statement) were circulated (in line with Parish Council's standard financial procedures) as part of the payment initiation/approval process to Cllrs O'Kane, Townson &amp; Barwick</a></p>	<p>Cllrs</p> <p>Cllr Townson</p> <p>Cllr Townson</p> <p>Cllrs</p>

**Formatted Table**

**Formatted:** Normal, Indent: Left: 0 cm, Hanging: 0.31 cm, Tab stops: 0.61 cm, Left

**Formatted:** Indent: Left: 0.81 cm, First line: 0 cm

**BURTON LEONARD PARISH COUNCIL**  
**MEETING: 15 April 2019 (7.30pm - St Leonard's Hall, Burton Leonard)**

**AGENDAMINUTES**

[b\) Approval of invoices submitted for payment by Philip Thornhill \(Clerk/RFO\), initiated for BACS payment by Cllr O'Kane and approved for BACS payment by Cllr Townson and/or Cllr Barwick](#)

iv. **2019-20 Annual Governance and Accountability Return:**  
Update

v. **Implementation of Clerk's pay increases and back-dated payments**  
Implementation of 1 April 2021 national pay scale (£10.04 per hour) wef 1 February 2021  
Backdated pay increase (2019-20) [52w x 7h/w @ £9.341/h > £9.77/h]: £156.16 retrospective payment  
Backdated pay increase (2020-21) [10m @ £9.341/h > £10.04/h]: £211.90 retrospective payment

vi. **Approval of proposed exceptional expenditure items**  
a) Speedgates Phases 1 & 2 to maximum of £4,744.00 subject to s137 maximum overall BLPC spend  
b) Community thank-you gifts for support to villagers during CV19 (Village Shop & Pub - £25 each)  
c) Repairs to base/bench around tree adjacent 'phone box: £200  
d) Tree replacement in vicinity of Sunnyside Gardens: £120

vii. **Parish Precept 2021-22**  
Discussion and approval of draft 2021-22 budget and 'non-core' s137 expenditure circulated by Parish Clerk in advance of the meeting

**67. Members of the Public are invited to Address the Council with Questions or Comments**

**7. Finance**

- i. **Bank statement**  
To receive the bank statement circulated before meeting. To be approved by the Chairman
- ii. **Income and expenditure:**  
To receive the I&E accounts circulated to Councillors in advance.
- iii. **Notification of receipts:**  
None
- iv. **Invoices to approve for payment:**  
a) Clerk, P Thornhill for May £300.69 gross claim sheet for Chairman to sign, payment by BACS.
- v. **Review of existing banking signatories**  
On-going with Barclays Bank for signatories BACS, cheques and address for the issue of bank statements and Clerk's ability to view bank account activity on-line
- vi. **Consider transfer to another bank for the PC account**

**8. Correspondence**

i. **Summary list**  
Circulated in advance

**8. Councillor's Reports**

- i. Implementation of speedgates following award of NY PCC grant funding
- ii. Yorkshire Water S/W drainage from George Armitage House

**99. Items for discussion/review/action**

- [95 Alive Speed Watch and discussion with Cllr Harrison concerning visibility splays](#)
- iii. **School access road update** Road ponding in vicinity of Village Hall
- iv. **Provision of disabled access to upper village green seating area**
- v. **Registration of village greens with Land Registry (due by 2025)**
- vi. **Website provider**
- vii.
- viii. **Drainage on the Lower Village Green**
- ix. **Potentially dangerous wall on Dolly Walk – unsafe wall**

Cllrs

Clerk

Cllrs

Cllrs

Cllrs

Cllrs

Cllr Townson

Cllr Townson

Cllr O'Kane

Cllr O'Kane

Cllr O'Kane

Cllr Townson

Cllr Townson

Cllr Townson  
Clerk

Clerk  
Clerk

Clerk Cllr  
Harrison

Cllr Townson

Cllr Townson

Formatted: Indent: Left: 0.81 cm

Formatted Table

Formatted Table

Formatted: Font: Bold

Formatted: Font: 6 pt

Formatted: Bullets and Numbering

**BURTON LEONARD PARISH COUNCIL**  
**MEETING: 15 April 2019 (7.30pm - St Leonard's Hall, Burton Leonard)**

**AGENDAMINUTES**

- ~~x.~~ Councillor areas of responsibility
- ~~xi.~~ Draft circulated in advance of meeting
- ~~xii.~~ Update on risk assessment for village green and school access road (draft RA's circulated by Cllr. Barwick 26.08.18)
- ~~xiii.~~ LED replacement street lighting  
Christmas lights permanent power feed

**10. Items for Discussion/Review/Action**

- ~~i.~~ Standing orders  
inclusion on website on-going
- ~~ii.~~ Absence of road markings along Apron Lane
- ~~iii.~~ Annual Meeting (May)  
Agendas
- ~~iv.~~ Dates for 2020 Parish Council meetings  
Draft circulated in advance of meeting
- ~~v.~~ Items for Parish Magazine
  - ~~a)~~ Precept confirmation
  - ~~b)~~ Annual Meeting (20 May)

**11. Dates of Next Meetings**

**10.** Proposed as Webinars (confirmation required - schedule and timing to be reviewed in light of CV19 Public Meeting restrictions):

Monday	<b>8 February 2021</b>	5.00pm
Monday	<b>8 March 2021</b>	5.00pm
Monday	<b>12 April 2021</b>	5.00pm
Monday	<b>10 May 2021</b>	5.00pm
Monday	<b>7 June 2021</b>	5.00pm
Monday	<b>12 July 2021</b>	5.00pm
Monday	<b>9 August 2021</b>	5.00pm
Monday	<b>13 September 2021</b>	5.00pm
Monday	<b>11 October 2021</b>	5.00pm
Monday	<b>8 November 2021</b>	5.00pm
Monday	<b>13 December 2021</b>	5.00pm
Monday	<b>10 January 2022</b>	5.00pm
Monday	<b>7 February 2022</b>	5.00pm
Monday	<b>7 March 2022</b>	5.00pm

- ~~i.~~ Monday 20 May 2019: 7.30pm St Leonard's Hall (Annual Meeting)
- ~~Monday 1 July 2019: 7.30pm St Leonard's Hall~~

**12. Confidential Items**

**11.** ▲

Clerk

Cllr Bappeo

Cllr Trout

Clerk

Clerk

All/Clerk

Clerk

Cllr Townson/  
Clerk

**Formatted:** Bullets and Numbering

**Formatted:** List Paragraph, Right: 0.23 cm, Space Before: 5 pt, Tab stops: 0.81 cm, Left + 1 cm, Left + Not at 13.75 cm

**Formatted:** Bullets and Numbering

**Formatted:** Bullets and Numbering

**Formatted:** Indent: Left: 0.03 cm

**Formatted:** Indent: Left: 0.03 cm, Right: 0.23 cm, Space Before: 5 pt

**Formatted:** Font: 9 pt

**Formatted:** Normal, Justified, Indent: Left: 0.75 cm, Right: 0.25 cm