

BURFORD PARISH COUNCIL

Draft Minutes of Parish Council Meeting on 8th July 2021

Attendance: Cllrs Sheila Kitchen (Chair), Elaine Beaumont, Jane Yardley, Bridget Thomas, Ashley Morris. Cllr Richard Huffer (Shropshire Council) Heather Coonick (Locum Clerk/RFO).

1. **Election of Chair** – Sheila Kitchen Prop Cllr Beaumont ^{2nd}Cllr Yardley. **Vice Chair** – Elaine Beaumont Prop Cllr Thomas ^{2nd} Cllr Kitchen. Declaration of Acceptance of Office were signed.
2. **Declaration of Acceptance of Office as Parish Councillors and Completion of Disclosable Pecuniary Interest Forms** were completed.
3. **Appointment of Locum Clerk and Agree Pay Rate and Expenses:** H Coonick was appointed as Locum Clerk/RFO. Pay rate to be decided at the next meeting.
4. **Apologies for absence:** None
5. **Declarations of Interest and Dispensations:** None
6. **Public involvement session.**
 - a. A representative of Kerry Foods requested that the Parish Council support a request to raise the kerb outside their gateway. Clerk will report to Shropshire Council.
 - b. A representative of Tenbury Community Pool stated that a great deal of money had been spent on the pool and there should be recognition that many Burford residents use the pool. They would welcome financial support from Burford Council. A Neighbourhood Plan had almost been completed but is now somewhat outdated. There needs to be collaborative working between Burford and Tenbury including the expenditure of CIL monies.
 - c. A local parent was concerned that the playground had so little equipment especially for toddlers.
7. **The Minutes of last meeting held on 1st March 2021 were received.** As no members of the council were at that meeting the minutes could not be accepted as an accurate record.
8. **Co-option to fill two remaining seats on the Council following last election** – the clerk was asked to investigate those who had registered an interest and update the next meeting.
9. **The Dates of the Public Rights period set as 1st July – 11th August 2021.**
10. **Report on the Playground:** It is not clear why the playground equipment was removed or where it is now. Sanctuary Housing may be involved in revamping the playground, Cllr Huffer will contact them to investigate. A ROSPA report completed last year did not highlight items of major concern. Cllrs Beaumont and Morris have risk assessed the playground and found no issues in the remaining equipment.
11. **Finance:**
 - a. Financial report and banking arrangements – the bank account change of signatories and contact address form was completed. The Clerk does not yet have access to the most recent bank statements so could not produce a report.

- b. Payments: SALC have paid the RPS Invoice for £700 and the Insurance to CAS for £638.40. This will be reimbursed once the Council has access to the bank accounts.

- 12. Report from Shropshire Unitary Councillor, Richard Huffer** thanked the new Councillors for coming forward and SALC and Heather Coonick the Locum Clerk. He noted the frustration within parishes that Shropshire Council do not listen sufficiently. He had met with a resident regarding electric vehicles who would like to do a presentation to the council in the future. He had met with a representative of Frank Mathews who wish to develop in Burford and Tenbury and suggest a meeting between them and the Parish Council, although it is not clear what the proposals are. Shropshire Council have set up a boundary review which is very applicable to the Burford/Tenbury issue. This needs to be discussed at the next Parish Council meeting.
- 13. Village Hall Update** – Cllr Morris agreed to be the Parish Council representative on the Village Hall committee. He reported that the hall was working to set in place legal and health and safety processes. It is hoped that the hall will reopen in August.
- 14. To consider draft advert for Parish Clerk/Responsible Finance Officer.** – The advert will be published on Indeed, via SALC and local notice boards and social media sites. The Locum Clerk will be the first contact
- 15. Correspondence received for attention as identified during handover.** - None
- 16. Any urgent items affecting the Parish not of a policy of financial nature.** - None
- 17. To consider dates and time for Future Meetings:** 7.30pm Thursday 19th August, 30th September and 11th November. Further dates to be agreed with a new permanent Clerk.

Copies of the agenda and minutes are available from the Locum Clerk/RFO, Heather Coonick: burfordparishcouncil.co.uk burfordparishcouncil@gmail.com Tel: 07817607355.