

Burford Parish Council

Minutes of a meeting of Burford Parish Council at
7.00pm on Thursday 7 April 2022 at Burford Village Hall

Attendance: Cllrs Sheila Kitchen (Chair); Ashley Morris; Jane Yardley; Bridget Thomas; Hayley Griffin.
Lesley Jenkins (Clerk/RFO).
3 member of the Public

1. **Apologies for absence** - none
2. **Declarations of Interest and Dispensations:**
Disclosure Agenda item 6a, Cllr Yarnold & Cllr Beaumont
3. **The meeting will be suspended for Public Session:**
Attended by 3 members of the Public.
4. **Accept and Approve the minutes** of previous meeting 3 March 2022, the minutes were approved and all agreed, proposer Cllr Thomas, seconded Cllr Morris
5. **Finance:**
 - a. TSB update – Bank changed and new signatories on, payments were made prior to financial year end.
 - a.i TSB Mandate – agreed addition of Clerk as signatory to allow questions to be asked either in Branch or by telephone. Agreed by all, Resolved.
 - b. To consider payments to be made presented at meeting - Spreadsheet circulated with 5 invoices,
SALC training invoice 1266 £ 30.00
SALC training invoice 1325 £ 75.00
SALC reimbursement payment made inv 1345 £220.00
Prysmian Street Lighting £1915.20
Burford Village Hall £ 24.00
Transfer from Current Account to Deposit £9525.13
Agreed by all - Resolved
 - c. Payments made since last meeting
HMRC & Clerks Salary amended values due to NJC pay scales rate change
 - c. Finance report – Clerk gave a report
At year end we knew of 5 invoices due for payment, however only 3 had been received and were too late to be actioned before the year end. Invoices which were due to be spent from Financial Year 2021-22 totalled £2,262.20
Payments have been made through bank by 2 Councillors for all other invoices which were awaiting payment once mandate completed with bank. However, bank made payments out of Deposit account, Parish Council need to move monies from Current a/c back into the Deposit a/c.

Bank reconciliation
As circulated monies in bank balances - Deposit a/c £12352.93 Current a/c £24066.90, Transfer to take place as mentioned above. Reconciliation All agreed, Resolved and signed by Chair
 - d. Appointment of Independent Examiner for Accounts – to be advised once approach has been made to respective persons/companies
- Cllrs Yarnold & Beaumont left the meeting room.
6. **Planning:**
 - a. Applications – for consideration
22-01326-FUL Brackleigh – erection of light industrial unit, hardstanding, access, parking and change of use from Agricultural to industrial (resubmission)
It was agreed by all present to Object to the planning on the issue with the highway and access to the site.
Cllrs Yarnold & Beaumont returned to the meeting room
 - b. Applications – received since last meeting
22-0770-FUL Temporary accommodation

22-0771-FUL Erection of Agricultural Shed

A majority decision to approve the above applications

c. Applications decisions received from Shropshire County since last meeting - none

7. Correspondence received

a. A456 Field Adjacent to Boraston Drive (Showground parking area). Letter received from resident in this respect with concerns and the *implications of the land in trust*.

b. Wall Boraston Lane – call and email received from a resident, all information has been passed onto Shropshire Council.

8. Reports from Representatives:

a. Shropshire Unitary Councillor – not present

b. Village Hall update – Best month so far of 96 hours of bookings. Continuing to work through items in and around the hall.

9. **Bus Shelter Quotations** – considered all agreed to a refurbishment, using all Polycarbonate panels and to use Shelter Maintenance at £2439plus VAT. Resolved.

10. **Mowing Quotations** – considered quotations received all agreed to use RPS Maintenance for this financial year. Resolved

11. **Police Charter** – the Clerk contact by Safer Neighbourhood Officer for Burford, meeting arranged with Clerk, Chair , PC & PCSO.

12. Progress Reports / Updates:

a. Street Lighting Prysman bill and work sheet has been received, 4 lights have not been fixed, due to locations not found. Confirmation via House numbers/names sent to Prysman. Check made for any other lights out on request to repair.

b. Play area –
Repairs - provisional date 2 days in week beginning 20 June 2022
Equipment additions - tba

c. SH Funding – no reply received

13. Review of Policies/RA/updated:

a. RA Schedule, all agreed to review proposer Cllr Morris, seconded Cllr Yarnold
General RA, all agreed to review, proposer Cllr Beaumont, seconded Cllr Morris
Financial RA, all agreed to review, proposer Cllr Morris, seconded Cllr Yarnold Resolved

14. Correspondence for information

Sent to Councillors by email. Housing Need Survey for Burford, Road Closures. NALC, SALC, cost of living help, Housing Need Survey posters distributed, reminders letters will be sent out from Shropshire County this week. 20 is Plenty, Resolved by all, the agreed to the motion.

Letter passed to Councillors concerning Tree – Clerk to write to Resident

15. Clerks report on urgent decisions since last meeting

16. Any urgent items affecting the Parish not of a policy of financial nature

17. Confirm next meeting date – 26 May 2022

Copies of agendas and minutes are available on the website – www.burfordparishcouncil.co.uk

Clerk via email burfordparishcouncil@gmail.com Tel: 07942 363070

Notes Public Session

Burford & building in environs, by Parishioner.

Land on A456, (utilised by Tenbury Show as parking), point 7a

Tenbury in Bloom agenda item for next meeting