

Burford Parish Council

Minutes of a meeting of Burford Parish Council at
7.00pm on Thursday 20 January 2022 at Burford Village Hall

Attendance: Cllrs Sheila Kitchen (Chair); Ashley Morris; Elaine Beaumont; Jane Yardley; Bridget Thomas; Ashlee Yarnold; Hayley Griffin. Cllr Richard Huffer (Shropshire Council), Lesley Jenkins (Clerk/RFO).

It was agreed that Point 3 the presentation would move to Point 1.

1. **Presentation to Parish Council by Mr C James of Frank P Matthews**
of the potential for the piece of land at Lockyers, Burford.
2. **Apologies for absence** – none received
3. **Declarations of Interest and Dispensations:** The Council will receive disclosures of pecuniary and personal interests from Councillors on matters to be considered at the meeting.
Disclosure of personal interest by Cllr E Beaumont and Cllr A Yarnold
4. **The meeting will be suspended for Public Session:**
No members of the public were present
5. **Accept and Approve the minutes** of previous meeting 4 November 2021, minutes were approved and all agreed to be signed, proposer Cllr A Morris seconded Cllr A Yarnold
6. **Finance:**
 - a. TSB update & agreement of resubmission of documentation
The bank have confirmed receipt of the mandate,
Ratified at this meeting from verbal agreement
Reference meeting of 19 Aug 2021 on change of signatories, TSB now states paperwork incomplete, paperwork has not been returned by TSB, for amendment & resubmission. The original resolution remains the same as dated 19 Aug 2021 with no amendments to signatories or contact details for the 2 TSB accounts in the name of Burford Parish Council. As of 19 Aug 2021 new signatories remain as previously stated Cllrs Ashley Morris, Elaine Beaumont and Sheila Kitchen, all other signatories to be removed. New contact details for Lesley Jenkins (Clerk). Due to unavailability of Cllr R Huffer agreed to Lesley Jenkins – present at both meetings, to sign as witness. All agreed
 - b. To consider payments, it was Proposer Cllr Thomas, Seconded Cllr Beaumont, and Resolved that all payments for invoices and also for reimbursements made on behalf of the Parish Council by SALC. Cheques signed, all paperwork initialled for below as soon as Mandate amended payments can be made.
SALC payments for ALC affiliation £ 512.88, SALC reimbursement (insurance) £638.40,
SALC reimbursement (various payments) £4208.19,
RPS Maintenance £325.00, Staffordshire ALC training course £75.00, LJenkins Salary & Expenses £684.40, Shropshire Council £96.00, Burford Village Hall (meetings) £48.00, SALC Training £135.00
 - d. Budget Planning for Precept 2022 – 2023, the budget was discussed, and all agreed to the figure of £22,000. It was Resolved that the Clerk apply to Shropshire Council for Precept.
7. **Planning:**
 - a. Applications - decisions received from Shropshire Council
Parkside – approved; Aspire (change of use classes) – approved
 - b. Applications - for consideration
21/05909/FUL – Brackleigh, Clee Hill Road, Burford, WR15 8HJ
Erection of light industrial unit, hardstanding, access, carpark and change of use from agricultural to light industrial -
Due to expression of interest two councillors left the room for discussion to take place
Councillors all agreed to object to proposal on the basis of the highway access. Resolved – Clerk to place response on Shropshire Council planning portal.
 - c. Enforcement notice received from Shropshire Council, for information only.
8. **Reports from Representatives:**
 - a. Shropshire Unitary Councillor Huffer reported on

Enforcement has taken on additional people. Highways – Potholes emails have been received from residents and Cllr Huffer stated he had asked how the allocation of patching was being set out.

Teme Bridge due to be repainted in March. Notice Board concern contact Streetscene

b. Village Hall update

Experiencing problems with bank. The checks required are being completed. Lights on carpark are only put on when the Hall is in use to conserve funds, there is no actual walkway through the carpark.

9. Progress Reports / Updates:

a. Street Lighting – this has been carried out by Prysmian although 1 light is not operating

A light is obscured in Castle Close by Conifers. Agreed Councillor to visit house concerned

b. Playarea – discussion on Rospa report received.

2 items of equipment taped off, one element to be removed – Cllr.Beaumont agreed to make enquiries.

Quotations to be obtained for repairs, and other remedial works to be completed.

Agreed working group to look at new equipment (see 4 Nov 21 minutes) All Agreed. Resolved

c. SH Funding – no update received

d. Bus Shelter - Clerk has made inquiries to who is responsible for the shelter, SC state these have been passed to Parish Councils, all agreed quotes to be obtained.

e. Local Plan – no further information

f. Telephone box – this is BT owned, they have confirmed verbally that maintenance will take place between March and October.

10. Review of Policies/RA:

a. Code of Conduct adoption – Resolved to adopt

b. Review of Policies & RA – ongoing – agenda item at next meeting

11. Correspondence for information

CALC & NALC, SCC, all correspondence as forwarded by email

Recycling bin application posted onto website.

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

13. Confirm meeting dates for following months

3 March, 7 April, 26 May, 7 July, 25 August, 6 October 2022

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