

## Burford Parish Council

Minutes of a meeting of Burford Parish Council at  
7.00pm on Thursday 3 March 2022 at Burford Village Hall

**Attendance:** Cllrs Sheila Kitchen (Chair); Ashley Morris; Jane Yardley; Bridget Thomas; Hayley Griffin. Lesley Jenkins (Clerk/RFO).

1. **Apologies for absence** – Cllrs Elaine Beaumont; Ashlee Yarnold; Apologies given, agreed and approved by all.
2. **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.
3. **The meeting will be suspended for Public Session:**  
No members of the public were present
4. **Accept and Approve the minutes** of previous meeting 20 January 2022, minutes were approved and all agreed, proposer Cllr A Morris seconded Cllr J Yardley
5. **Finance:**
  - a. TSB update – mandate has been accepted, however, Board Resolution incorrect and new signed document to be completed. All agreed and duly signed.
  - b. To consider payments,  
Resolved - payments of invoices, cheques signed, all paperwork initialled. When Bank amended payments can be sent.  
Clerk Salary to period end 31/3/2022, Clerk Expenses £136.86,  
Burford Village Hall (meeting) £36.00. ROSPA £510.00
  - c. Finance report - no statements available to furnish a reconciliation, unable to determine without the statements.  
Mowing quotations awaited – moved to next meeting
  - d. Independent auditors had been approached and one had indicated an interest, awaiting a quotation – moved to next meeting
6. **Planning:**
  - a. Applications - decisions received from Shropshire Council  
21/05517/AGR – Burford Mill Agricultural building – SC approved  
21/05909/FUL – Brackleigh, WR15 8HJ – *Withdrawn by applicant*
  - b. Applications received  
22/00771/FUL – land a Burford Mill, erection of Agricultural building.  
Clerk to seek more information from Planning before decision
  - c. Enforcement notice, update being dealt with by SC.
7. **SALC training** – a reminder to Councillors to look at the website for training.
8. **Reports from Representatives:**
  - a. Shropshire Unitary Councillor Huffer – Not present at meeting ,no report.
  - b. Village Hall update  
Steady bookings, H&S Checks conducted, Chasing the bank. A large amount of background work being completed.
9. **Progress Reports / Updates:**
  - a. Street Lighting – A light is obscured in Castle Close by Conifers, property had been visited, no contact made.  
Resolved Clerk to write to property occupier.  
Reports of lights out – Councillor will investigate pole numbers and report back to Clerk
  - b. Playarea – Swinging logs has been removed pending repair and stored with KS Beaumont & Sons Ltd  
Quotations for repairs of equipment circulated and Resolved to use Creative Play at a cost £2563.20 inc.VAT  
Equipment additions – looking at possibly additional equipment and costs, in the hope to secure a bid for lottery funding.  
Agreed to put together a powerpoint of proposed equipment
  - c. SH Funding – no update received Clerk to email
  - d. Bus Shelter – Quotation received and others still awaited, visit awaited by one company to site. All

quotations to be circulated when available – moved to next meeting

e. Notice Board at Teme Bridge junction. Investigated and no further action.

10. **Queens Jubilee Representative** – its was asked whether the meetings would be in the day or evening, due to work commitments.
11. **Community Governance Review** – Clerk gave an update that consultation would be over a period of time
12. **Review of Policies/RA:**
  - a. Reviews carried forward to next meeting
13. **Correspondence for information** sent by email to Councillors SALC – training, weekly update, NALC updates, Environment Agency, Teme Bridge Closure
14. **Clerks report on urgent items since last meeting**
15. **Any urgent items affecting the Parish not of a policy of financial nature**
16. **Confirm next meeting date - 7 April 2022**

Copies of agendas and minutes are available on the website – burfordparishcouncil.co.uk or from the Clerk via email [burfordparishcouncil@gmail.com](mailto:burfordparishcouncil@gmail.com) Tel: 07942 363070

Signed:

Chair / Vice Chair

Date:

DRAFT