

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 4 March 28 August 20202019 as a correct record</p> <p>4. Matters arising from the <u>previous</u> Minutes not covered by the Agenda</p> <p>5. Planning</p> <p>Recent notifications received:</p> <p>i. HBC Status: Registered [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. HBC Status: Registered [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. HBC Status: Registered [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>Important planning applications on-going</p> <p>Other planning applications on-going</p> <p>iv. HBC Status: Registered [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. HBC Status: Pending Consideration [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>On-going tree and enforcement notifications:</p> <p>6. Finance</p> <p>i. Bank statement: To receive the bank statements for the period 1 August to 30 November 2020</p> <p>ii. Income and expenditure: To receive and approve the I&E summary (30 November 2020) circulated in advance of the meeting.</p> <p>iii. Confirmation of Income and Expenditure incurred during CV-19 lockdown since previous meeting: a) Noted that copies of all invoices (as shown on the I&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 & Barwick</p>	<p>Cllrs</p> <p>Cllr Townson</p> <p>Cllr Townson</p> <p>Cllrs</p>

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[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

- ~~i. **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

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

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