

## Burford Parish Council

### DRAFT Minutes of Burford Parish Council meeting held at Burford Village Hall on 21<sup>st</sup> September 2023 at 7.00pm

Present Cllrs Kitchen (Chair) Thomas, Yardley, Morris, Lynda Hickling, 1 Vacancy.

In attendance: C Hirst (Clerk),

1. **Apologies for absence:** Cllr. Beaumont  
**Absent:** Shropshire Councillor Huffer.
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.  
**None received.**

**The meeting was suspended for Public Session.**

No questions raised.

3. **Accept and approve the minutes of meeting 10<sup>th</sup> August 2023.** Proposed Cllr Thomas and Seconded by Cllr Yardley that the Minutes of 10<sup>th</sup> August 2023 be approved. All in favour.
4. **Finance:**
  - a. **To consider the Formal Bank Reconciliation for year end to 10<sup>th</sup> September 2023.**  
Noted
  - b. **To consider the Budget Monitoring Report to 10<sup>th</sup> September 2023** Noted.
  - c. **To Consider list of due payments to 21<sup>st</sup> September 2023.** Cllr. Kitchen Proposed and Cllr. Morris Seconded that all payments be approved. All in favour.

	<b>Payments List</b>	<b>21st sept 23</b>	
<b>Date</b>	<b>Recipient</b>	<b>Details</b>	<b>Amount</b>
15/08/2023	MTM Grounds Main	BPC 003 GRASS CUTTING JULY	<b>£ 504.00</b>
15/08/2023	C Hirst	Clerk Expenses to 10th Aug	<b>£ 60.35</b>
18/08/2023	C Hirst	Aug Pay	<b>£ 461.45</b>
18/08/2023	HMRC	Aug Tax	<b>£ 115.40</b>
02/09/2023	YU Energy	Streetlight energy	<b>£ 32.15</b>
02/09/2023	YU Energy	Streetlight energy	<b>£1,065.18</b>
05/09/2023	Burford Village Hall	August Meeting hire	<b>£ 13.00</b>
19/09/2023	C Hirst	Sep Pay	<b>£ 461.45</b>
19/09/2023	HMRC	Sep Tax	<b>£ 115.40</b>
21/09/2023	C Hirst	6 weeks clerk expenses	<b>£ 60.35</b>
19/09/2023	Y U Energy	Credit Notes	<b>-£ 221.88</b>
	<b>TOTAL Payments for approval</b>		<b>£ 2666.85</b>

#### 5. Planning:

- 23/02788/FUL - Turnpike Cottage, Burford, Tenbury Wells - Erection of single storey extension from on north-east elevation – **PERMISSION GRANTED.**
- 23/03213/FUL - 7 Castle Close, Burford- Conversion of integral garage to a bedroom and en-suite- CONSULTATION to 30<sup>th</sup> September. **Cllr. Kitchen reported that work has commenced before permission is granted.**
- 23/02031/FUL - Station House, Clee Hill Road, Burford, Tenbury Wells- Erection of industrial units for light industrial (Class E(g) and B2) and storage and distribution uses (Class B8) with associated access, landscape and parking – **Permission Granted.**

## 6. Reports from Representatives:

- a. **Shropshire Unitary Councillor** (Cllr. Huffer)
- b. **Village Hall update** – (Cllr. Morris)

The hall continues to be open for hire and continues to be making steady progress on various projects.

- c. **Police Report** – report circulated.

## 7. Projects.

- a. **Jubilee Bench report** – (Cllr. Kitchen)

I have emailed company to see if the benches are still available but have not heard back from them.

## 8. Responsible areas.

- a. **Playground –Cllr Thomas and Cllr Yardley report**

The work still hasn't been carried out and there was more rubbish to be collected. Cllr. Kitchen to report Playground repairs to Will Morgan.

- b. **Lighting** – to report any lights that are out to be repaired before the autumn.

I am aware that there are some lights out and with someone else will collate the information with what 3 words and give to the Clerk to inform Prysmium. Cllr. Hickling has offered to progress this.

- c. **Bins & Dog Fouling** – (Cllr. Kitchen report)

Keys now provided and emptying taking place of new bin.

## 9. Neighbourhood Plan

Meeting took place on the 14<sup>th</sup> September and another meeting booked for 3<sup>rd</sup> October. Information circulated for checking through to see what was done previously. Looking to see what needs to be changed before progressing to public consultation which will be a while off.

## 10. Wall on Boraston Lane in poor condition.

Cllr. Kitchen has spoken to one of the owners to check their deeds. The occupiers say it is not on their deeds. Nothing further to report. Cllr. Kitchen write to Shropshire Unitary Council to report as it is thought to be their wall.

## 11. To consider creating a wildflower meadow on a small part of the communal open space in Boraston Drive.

A report was circulated by Cllr. Hickling. Cllr Kitchen reported that whilst we are in a contract for Grounds Maintenance for the next 3 years, we are unable to implement this. There would also need to be a community consultation and a questionnaire circulated and undertaken when the time comes to see if the neighbourhood are happy for this to happen. An area on Boraston Lane was discussed as an alternative where the soil was already disturbed and there is currently no grass. Cllr. Hickling asked the PC whether funding would be available.

## 12. To consider the Parish Council meetings be reduced by two and have no meetings in August or December each year.

It was discussed that the Parish Council does not meet during August and December each year going forward. Cllr. Morris Proposed and Cllr. Thomas Seconded that no meeting take place during August or December moving forward. All in favour.

**13. Councillors reports and items for future agenda.** Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**14. Correspondence for information –** All correspondence circulated on receipt by the clerk and where appropriate has been added to the agenda.

**15. Confirm next meeting date 23rd November 2023 which will be an Ordinary meeting of the Parish Council and budget setting.**

**meeting closed 7.42pm**