

BURFORD PARISH COUNCIL

Clerk: Gaynor Long – burfordparishcouncil@gmail.com
3 Longmeadow, Burford, Tenbury Wells, Worcestershire, WR15 8DT

BURFORD PARISH COUNCIL

Minutes of the Meeting of Burford Parish Council held on Thursday, 17 October 2024 at 7.00 pm at Burford Village Hall, Burford, Tenbury Wells, Worcestershire, WR15 8JX.

PRESENT: Cllrs. S. Kitchen (Chair), E. Beaumont, L. Hickling and A. Morris

IN ATTENDANCE: Mrs. G. Long (Clerk)

39/24 APOLOGIES:

Members received and noted apologies for absence from Cllrs. B. Thomas due to being on holiday and J. Yardley due to not being able to get to meeting because of flooding.

40/24 DECLARATIONS OF INTEREST:

The Council will receive disclosures of pecuniary and personal interests from Councillors on matters to be considered.

41/24 THE MEETING WAS SUSPENDED FOR PUBLIC SESSION:

Four members of the public were present who gave their views on the proposed biodiversity patch of land.

42/24 MINUTES

To approve the Minutes of the meeting held on 5 September 2024.
Members considered the Minutes of the Parish Council held on 5 September 2024.
It was proposed by Cllr. Hickling and seconded by Cllr. Morris and unanimously.

RESOLVED:

The Minutes of the meeting of Burford Parish Council held on 5 September 2024 were confirmed as a true and accurate account of the meeting. The Minutes were duly signed by the Chair as a true and correct record of the proceedings.

43/24 FINANCE.

Members received the bank reconciliation for the period ending 11 October 2024.
The account balances as at 11 October 2024 were confirmed as:

Current Account - £1,589.63

Deposit Account - £50,610.65

It was proposed by Cllr. Kitchen, seconded by Cllr. Beaumont and unanimously:

RESOLVED:

To confirm and note that the Council's bank accounts had been appropriately reconciled to the period 11 October 2024.

To consider the list of payments as circulated – proposed by Cllr. Kitchen, seconded by Cllr. Beaumont, all agreed.

Date	Payments List	31 August 2024	Amount £
	Recipient	Details	
26/08/2024	MTM Contracting	Mowing and repair to playground bench	888.00

05/09/2024	Hugo Fox	Website monthly charge	11.99
01/09/2024	YuEnergy	August energy use	32.31
01/09/2024	YuEnergy	August energy use	1,073.47
11/09/2024	MTM Contracting	Mowing and hedge cutting	852.00
21/09/2024	G Long	Salary	627.88
21/09/2024	G Long	Expenses	58.20
30/09/2024	PKF Littlejohn	External auditor	252.00
05/10/2024	Hugo Fox	Website monthly charge	11.99
03/10/2024	Burford Village Hall	Hall Hire	58.50
01/10/2024	YuEnergy	September energy use	30.70
01/10/2024	YuEnergy	September energy use	1,214.90
Paid out			<u>£5,111.94</u>
(urgent decisions)			

05/11/2024	Hugo Fox (DD)	Website monthly charge	11.99
01/11/2024	YuEnergy (DD)	October energy use	1,073.47
01/11/2024	YuEnergy (DD)	October energy use	32.31
20/11/2024	G Long	Clerk Salary July	627.88
Due for payment			<u>£1,745.65</u>

<u>Income List</u>		<u>31 August 2024</u>	
	Payee	Details	Amount
10/09/2024	TSB	Interest	67.77
10/10/2024	TSB	Interest	61.73
Income			<u>£129.50</u>

RESOLVED:

To approve the schedule of payments.

c) Summary of Receipts and Payments to 11 October 2024

RESOLVED:

To note the receipts and payments summary to the period ended 11 October 2024.

44/24 Election by Co-Option

To consider Caroline Roberts for Co-option to Burford Parish Council as Councillor. Proposed by Cllr. Kitchen and seconded by Cllr. Beaumont. All in favour.

45/24 PROGRESS REPORT

- a) Funding for slide for playground and fence along edge of field. The Parish Council is in talks with Burford Trust and Regenerating Communities to submit a revised lottery funding application for the slide. It is not practical for a fence to be erected.
- b) The dead tree on Boraston Drive has been removed.
- d) The high step to the parallel beam has been replaced. Still awaiting quotation from MTM Contractors to carry out repairs to three benches.
- e) Wall Meadow Rise/Boraston Lane. The wall has been improved to a satisfactory condition. A letter to be sent to owner/tenant stating that they are responsible if any injury to the public occurs.

46/24 RESPONSIBLE AREAS

- a) Playground – an inspection of the playground has been carried out.

- b) Lighting – Prysmian to be instructed to carry out an inspection on all lights.
- c) Lighting – a grant is being discussed with Worcestershire County Council to replace all non-LED lights with LED lights.

47/24 BUDGET

The proposed budget for 2025/26 was deferred until next meeting.

48/24 DATES FOR PARISH COUNCIL MEETINGS 2025

The following dates for Parish Council meeting was agreed by all:

January 9
February 20
April 10
May 22
July 10
September 4
October 16
November 27

49/24 EMAIL ADDRESSES

.gov.uk email addresses to be obtained via Hugo Fox.

50/24 BIODIVERSITY

A survey of local residents living close to the proposed site was carried out, the result was 5 were against, 1 in favour and 5 abstained. Therefore it was agreed that restoration of wildflower habitat would not go ahead on this particular patch of land and if a more suitable plot of land could be found then it would be considered.

51/24 EXTERNAL AUDITOR REPORT/AGAR

PKF Littlejohn LLP completed their review of the Annual Governance & Accountability Return (AGAR) for year ended 31 March 2024, all required actions were carried out.

52/24 WREATH FOR REMEMBRANCE SUNDAY

A wreath has been purchased by Burford Parish Council for Remembrance Sunday. A design for the middle of the wreath to be produced by Burford Primary School by holding a competition amongst their pupils, the only stipulation being the words "Burford Parish Council" must be on the design.

53/24 ANY OTHER BUSINESS

- a) It was confirmed that the maximum number of councillors for Burford Parish is seven.
- b) It was agreed to carry out an extra grass cut, weather permitting.
- c) It was agreed to purchase a copy of Arnold-Baker on Local Council Administration.
- d) Land Registry had been contacted about land that Burford Parish Council owns.

54/24 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDA

No reports or items for future agenda.

55/24 REPORT ON URGENT DECISIONS SINCE LAST MEETING

No urgent decisions.

56/24 CONFIRM DATE OF NEXT MEETING

28 November 2024 at 7 pm

57/24 CLOSURE OF MEETING

The meeting closed at 8.04 pm

Signed: _____

Date: _____