

## BURN PARISH COUNCIL

Clerk & Finance Officer: Mr R W Farman, 37 Carr Green Drive, Brighthouse, HD6 3LU  
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### OFFICIAL NOTICE OF BURN PARISH COUNCIL MEETING TO BE HELD ON 25<sup>th</sup> JULY 2024 STARTING AT 19:00 IN BURN METHODIST CHAPEL SCHOOLROOM

Meetings are open to the press and public except for any item labelled as Part 2 under the Public Bodies (Admission to Meetings) Act 1960, section 1; amended by the Local Government Act 1972, section 100.

**Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making.**

- Any parishioner (listener) is entitled to attend this meeting and raise any concerns or questions they may have with the Parish Council. These concerns and questions **must be written and received by the clerk 5 clear days before the meeting**
- Listeners' comments will be taken at agenda item **072402** before the council meeting begins
- **Comments relating to the agenda will be taken first**; the time for this will be restricted to **15 minutes**.
- Listeners may also speak at **agenda item 072417** at the end of the meeting, for information only
- Decisions cannot be made at this meeting on items not on the agenda
- **Cllrs to declare any interest they may have in any items on the agenda**
- Councillors, clerk, public, press and other visitors to sign the attendance book

#### PRESENT:

#### Agenda items

##### 072401. Welcome

- i. Chairman to welcome all present to the meeting, reminding members of the public present about when they may and may not speak and Cllrs of protocol re declaration of interests in any agenda item.

##### 072402. Comments from residents

- i. Council to receive any comments sent to the clerk in writing or by email: received the following by email.

I would like to raise my concerns regarding an overgrown hedge at the bottom of West lane next to the telephone exchange. The hedge is often dangerous with overgrown brambles sticking out, my neighbour has cut it down regularly so people can safely get past. The new owners of the site who I understand are expecting reserved planning permission guaranteed to keep the hedge way tidy and cut back on a meeting with the parish council and members of the public in the recent past. Although my neighbour has done a fantastic job his health is not at the best and he cannot continue. He has just cut it back again so ok for this week however is this something the parish can address please? Thank you

## 2024.07.25 Ordinary Meeting

- ii. Council to receive comments on agenda items from electors present.  
*(For information only. Cllrs must not join in any discussion or answer any questions raised by residents. Clerk to make note of comments)*

### 072403. Apologies

- Council to receive apologies and reasons for absence from any councillors. Discuss and resolve, if possible, whether to accept, or not.

### 072404. Minutes of 27<sup>th</sup> June meeting

- Council to discuss and **resolve**, if possible, whether to accept the minutes of 27<sup>th</sup> June as an accurate record.
- Chairman to sign the minutes if accepted.

### 072405. Reports: Council to receive reports from:

- i. Chairman: Activities since the previous meeting:
- ii. NY Councillor:
- iii. Other Officers:
- iv. Police – Neighbourhood Alert messages, monthly report and speed concerns forwarded to Cllrs
- v. Any other representatives not covered on the agenda:

### 072406. RFO to report on closing balances, payments made and to be made and payments received

a) Current balances: £18,068.39 - Community Account balance as at 11<sup>th</sup> July; statement no. 118

b) Payments made since  
June2024meeting

1. £613.65 – Storage team. Invoice 59915 Direct Debit: 15<sup>th</sup> July 2024

c) Payments expected to be made

1. None

d) Payment requests received for payment at PC meeting

1. £66.43 – Autela payroll services ltd (Clerking payroll run) Invoice: 14062

e) Payments received: - none at agenda preparation

f).Payments received after agenda distribution

1. None at agenda preparation.

### 072407. Acceptance of report

- Council to discuss and **resolve** if possible whether to accept the report, payments made and any payment requests received after agenda distribution.

### 072409. Planning

a) Planning applications received:

ZG2024/0601/TPO – thinning and removing dead branches of holly tree.

b) Planning decisions received:

ZG2024/0410/COU - Birch Tree House, Park Lane – GRANTED

ZG2023/0484/REM - Land Off Main Road - GRANTED

c) Planning updates:

None at agenda preparation

d) Planning applications of interest:

None at agenda preparation

**072410. Correspondence received since last meeting;** *(For information only unless stated otherwise)*

- a) NYC – various emails – all forwarded to Cllrs.
- b) Community messaging; forwarded to Cllrs
- c) YLCA – White Rose Bulletin
- d) NY Police – Newsletter & traffic report
- e) PKF Littlejohn – confirmation of receipt of AGAR
- f) Autela, quarterly payroll services invoice
- g) Planning – planning notice of decision.
- h) Cllr Houlden – comment on planning application.
- i) S Hearld – expenses incurred.
- j) Planning – application to thin a holly tree under TPO
- k) J Coupland – overgrown hedge
- l) S Hearld – possible celebrity for Christmas light switch on.

**072411. Action taken since last meeting.** *For information only unless otherwise stated.*

- a) Replied to J Coupland thanking for the email and advising accordingly.
- b) Forwarded planning application to Cllrs

**072412. Marquee and associated storage costs.**

Councillors to receive any updates on the disposal of the marquee and trailer, possible new storage suppliers and notice period required by current supplier. Discuss and **resolve** how to proceed.

**072413. Christmas Lights.**

Council to receive any updates on the Christmas lights and trees for the village. Discuss and **resolve**, if possible, how to proceed.

**072414. New Councillor.**

Council to receive proposition of new councillor due to resignation of Cllr J Banetti. Discuss and **resolve** if possible whether, or not, to co-opt onto council. If accepted then clerk to present paperwork for completion.

**072415. Councillors Forum:** to take and note any points from councillors

- no decisions/actions can be taken on any points raised here unless proposed by chairman and agreed by Cllrs.

**072416. Items for the next agenda:** to note urgent items of interest for discussion at the next meeting  
Items 13 and 15 to be on the next agenda.

**072417. To receive any further comments from public present.**

- Council to receive comments from public present on **decisions made on agenda items.**

*For information only. Cllrs must not join in. Clerk to make note of any points raised.*

**072418. Date, time and place of next meeting –**

To confirm the date, time and place of the next council meeting.  
26<sup>th</sup> September 2024, 7pm, Burn Methodist Church Schoolroom

2024.07.25 Ordinary Meeting

**072419: Closure of meeting**

**Signed: R W Farman**  
**Date: 21st July 2024.**

**Clerk to Burn Parish Council.**

**On-going issues and matters of concern – decisions may be taken on any these if requested and council agrees**

- Traffic – speed & volume on A19 & safety of pedestrians crossing the A19
- State of pavements
- Traffic ignoring 30mph limit at West Lane
- Local Plan
- Play/amenity area at West Lane/A19