

**Minutes of the  
Burton-in-Lonsdale Parish Council Meeting  
7.30pm Thursday 21<sup>st</sup> July 2022**

**Present:** Stuart Handley, Councillor for the Ward at Craven DC; Parish Councillors: Mike Biles, Rebecca Spedding, David Taylor, Peter Thompson & Ian Wardle; Recreation Committee member Ian Parker, 12 members of public.

**In attendance:** The Clerk

The meeting began at 7.30 pm.

Chair stated the meeting would be recorded, and members of the public were also invited to record the meeting if they so wished.

**55/2022     The Chair welcomed Sally Preece as new Parish Clerk**

**56/2022     Apologies**

Apologies were accepted in advance of the meeting as follows: Councillor: Billie Strickland, North Yorkshire County Councillor: David Ireton, District Councillor: Linda Brockbank

**57/2022     Code of Conduct and Recording of Disclosable Pecuniary Interests**

To record Councillor's Disclosable Pecuniary Interests relating to this Agenda or a matter in which a member has another interest; changes since previous disclosure to Craven District Council.

**Resolved:** No declarations of interest to be declared.

**58/2022     Public Questions or Statements**

- a) A member of the public raised the issue of the disagreement regarding the Lychgate and the 1872 Covenant. She asked if Parish Council funds may be available to improve the village, Lychgate and Very Old and Separate Churchyard.  
**Resolved** It was agreed for the Councillors to further discuss the matter and add it to the Agenda for the next meeting.
- b) A member of the public raised the issue of second and holiday homes in the Parish.  
**Resolved** As The Parish Council have also been asked for responses to a consultation on the issue of short term holiday lets it was agreed to add the issue to the Agenda for the next meeting.
- c) A member of the public raised the issue of Japanese knotweed on the riverbank.  
**Resolved** The Clerk to ask Yorkshire Local Councils Association for advice and add the issue to the Agenda of the next meeting.

**59/2022     District and County Councillor updates**

Stuart Handley, Councillor for the Ward at Craven DC advised there were no updates to report

**60/2022     Approval of the minutes.**

- a) Parish Council Meeting 16<sup>th</sup> June 2022 - Councillor Biles said he would prefer the reason for his absence not to be stated in the Minutes and he raised a question regarding the accuracy of the minutes of the meeting of 19<sup>th</sup> May 2022 which were approved at the meeting held 16<sup>th</sup> June 2022.  
**Resolved;** The minutes of the meeting held 16<sup>th</sup> June 2022 are not approved. Councillor Biles to circulate a written note to Councillors identifying what he believes to be inaccurate within the minutes of 19<sup>th</sup> May 2022. District Councillor Handley reminded the meeting that the meeting of 19<sup>th</sup> May was recorded should further research be necessary.

- a) The minutes of the Recreation Committee Meeting of 27<sup>th</sup> June 2022  
**Resolved:** The minutes of the 27<sup>th</sup> June 2022 are accepted as an accurate record and are approved to be signed at the end of the meeting
- b) The minutes of the Annual Parish Meeting of 26<sup>th</sup> May 2022 will be added to the website and reviewed at the September meeting.

**61/2022     Training**

- a) Councillor Thompson attended a YCLA course on Chairing a Meeting.
- b) The proposed Introductory Course for Parish Clerks was postponed due to the sickness of the trainer  
**Resolved** - Parish Clerk to attend rescheduled course
- c) Councillor Biles requested that any Councillor attending a course submit a written report to the other councillors so as to maximise the benefit. The Chair recommended that Councillors do this.

**62/2022     To Appoint Members of the Following Committees for 2022-2023**

Bentham Common Lands Charity 2021-2022 – 1 representative  
To be left open at the moment

**63/2022     Planning Advisory Committee**

**Resolved** Terms of reference to be updated and circulated for approval at September Parish Council meeting

**64/2022     Village Projects Committee**

**Resolved** - committee to be renamed Community Liaison Advisory Committee  
**Resolved** Terms of reference to be updated and circulated for approval at September Parish Council meeting

**65/2022     Items from the Standing Orders to be Reviewed**

- a) To review the Council's Financial Regulations  
**Resolved** to be reviewed for approval in September
- b) To review the Terms of Reference for Committees:-
  - i) Finance Committee – Terms of reference  
**Resolved.** Terms of reference approved.
  - ii) Recreation Field's Committee - Terms of reference  
**Resolved.** Terms of reference approved.
  - iii) Planning Committee
    - draft Terms of Reference to be revised to include reference to seeking, when necessary, an extraordinary meeting of the Parish Council to discuss urgent planning issues
    - quorate description to be clarified**Resolved.** Review and circulate Revised Terms of Reference for approval at September Parish Council Meeting
  - iv) Community Liaison Advisory Committee - draft Terms of Reference to be prepared - aim to approve in September  
**Resolved** Review and circulate Revised Terms of Reference for approval at September Parish Council Meeting
- c) To review the Councils Complaints Procedure .  
**Resolved** Review and circulate for approval at September Parish Council Meeting
- d) To review the Councils Assets Register  
**Resolved** Review and circulate for approval at September Parish Council Meeting
- e) To review the Councils Risk Assessment  
**Resolved** Review and circulate for approval at September Parish Council Meeting



**69/2022**      **Queen's Platinum Jubilee and Surplus Funds**

There is an excess amount of £1525.97.

**Resolved** that the surplus funds be used for the benefit of the village, and that no capital expenditure should be incurred.

There were further discussion as to how the funds should be held.

Proposals for a Parish Fund has previously been circulated by Councillor Biles to councillors.

Proposal to be put together for approval at the September meeting.

*Report and accounts at appendix 2*

**70/2022**      **Recreation Field Committee**

**Funding** to be applied for.

**Storage** Permanent and temporary solutions are being investigated.

Quotes have been obtained from Hodkinsons of £16,000 plus VAT and from Carrs for £20 - £25,000.

**Resolved** Planning permission to be sought for permanent and temporary storage

**Charging for Terriers Football Club** –

- paid £880 last year
- used 40 to 41 times per year. Cost per hour would be more than £2000
- They have offered £500. The council would like at least as much as last year

**Resolved** – to give Recreation Committee mandate to negotiate a minimum charge of £880 per annum, plus support to be sought for the provision of storage.

**Legionella test**

In order to be legionella compliant:-

- Legionella cycle required every 10 days
- Modifications required to the heating system which will result in higher electricity costs
- A week's notice would be required for anyone to use the showers in order to ensure legionella compliance

**Resolved** showers not to be used. Signage to be displayed. People booking changing rooms to be informed that they are not available.

**71/2022**      **Village Entrance Landscaping Project**

B4RN propose to position their cabinet at the village entrance. An electricity trench is also to be dug to the development at the school.

The Parish Council propose to landscape the area to minimise the impact of the cabinet.

Help with landscaping to be sought from PALS.

Funding could be sought from:-

- B4RN
- Craven District Council
- North Yorkshire County Council
- Parish Council funds
- School developers

Parish Council would also like to incorporate an information board to be sited in the village.

**Resolved** to put together a proposal for the landscaping and the information board to be approved at a future meeting.

**72/2022**      **Highway Issues**

- **VAS sign** - The Parish Council purchased a VAS speed monitoring sign several years ago. It has now been put in place.
- Further speed measures to be considered
- Suggestion received from a member of the public to install signage warning of deer crossing roads
- Parking in the village continues to be a problem, particularly near the Village Shop

**Resolved:** To talk to Highways to find out what is possible in terms of traffic calming, signage and parking restrictions.  
To set up a public meeting ideally in September to discuss highway matters, inviting Highways and the police to attend.

73/2022

**VOSCY**

It is the Responsibility of the Parish Council to maintain the Very Old and Separate Church Yard. The grass has been strimmed recently but the grass has not been collected. Grass needs to be collected to avoid issues in the future.

**Resolved** to contact contractor and ask him to clear the grass cuttings.

The question arose as to how VOSCY is to be managed and landscaped in the future.

**Resolved** Longer term plans to be considered for approval at a future meeting.

74/2022

**Date and Time of forthcoming meetings**

15<sup>th</sup> September 2022: Full Parish Council Meeting

13<sup>th</sup> October 2022: Recreation Field Committee meeting

20<sup>th</sup> October 2022: Full Parish Council Meeting

The meeting closed at 21:30

**Signed** .....

**Dated** .....

## APPENDIX 1 FINANCIAL INFORMATION AND MOVEMENTS

### BANK MOVEMENTS since the last report (June Minutes)

14.06.2022		Cashbook balances		44,477.95
<b>RECEIPTS</b>	<b>to 14/07/2022</b>			
16.05.2022		Pavilion hire	195.00	
31.05.2022		Interest	4.62	
01.06.2022		Compensation from bank	200.00	399.62
<b>PAYMENTS</b>	<b>to 14/07/2022</b>		<b>budget</b>	
		2 cancelled payments	-70.00	
14.07.2022	d/d	Octopus energy	56.15	
19.07.2022	2628	YCLA re training course	66.80	
19.07.2022	2629	S Gregory - Final salary calculation	114.00	
19.07.2022	2630	Richard Simmonds re pavilion window	37.00	
19.07.2022	2631	D Taylor: Clerk's expenses Jun 22	31.49	
19.07.2022	2632	William H Hartley: grass cutting / May	637.50	
19.07.2022	2633	P Thompson - Pavilion expenses	14.15	
19.07.2022	2634	C Edmondson - pavilion cleaning	60.00	
				<u>947.09</u>
14.07.2022		Cashbook balances		43,930.48

### BANK RECONCILIATION

14.07.2022		Current Account		300
14.07.2022		Business Reserve A/c		44,662.63
		Outstanding cheques		<u>-1,032.15</u>
14.07.2022		Balance per cashbook		<u>43,930.48</u>

Total budgeted expenditure half year	10,609.00	
Budgeted expenditure amount spent half year	5,478.33	
Remaining budgeted expenditure for the half year		5,130.67

### Commitments-

Rural Watch Scheme	200.00	
Lych Gate Restoration grant to be returned	200.00	
Safety Notice, memorials (400) & 190	552.75	
Village Cricket & Sports Days surplus (2017-2019) for future events	346.22	
Riverside Land replacement wooden bollards - ex VAT	1,297.00	
Rec Field Car Park bollards (quote 11 Oct 2021) ex VAT	786.50	
Litter bin & signage at the Rec Field	??	
First Responders donation remaining	658.30	
Pavilion valuation fee	145.00	
Playground inspection fee	155.00	
Contingency Fund resolution 12/11/18)	5,000.00	
Total commitments		<u>9,340.77</u>
Leaving a balance of unallocated funds		<u>£29,459.04</u>

## **APPENDIX 2 - REPORT AND ACCOUNTS OF QUEENS PLATINUM JUBILEE**

### **Report on the 2022 Platinum Jubilee Weekend in Burton in Lonsdale**

The bunting was put up on Low Street, around the Parish Church railing and on the Village Hall railings on Tuesday, May 31<sup>st</sup> by Ben Fawcett with two assistants.

On Thursday, June 2<sup>nd</sup>, a four-day exhibition of Bridal gowns worn by local ladies during the previous 70 years was opened in All Saints' Church. There were 58 dresses on display, including one from 1952 with the couple celebrating their 70<sup>th</sup> wedding anniversary, and the latest dress from 2022. There was a total of 19 volunteers, of these 11 staged the whole exhibition, including bringing in and out the stage boards, six managed the door and refreshments and two printed the brochure. Between 450 and 500 people visited the exhibition, some coming more than once, with over 200 signing the book. Donations totalled £1,081.20. The team want to improve access in to and around the building so will be looking to purchase a new ramp first.

At 21:45 Ian Thompson lit a beacon on Castle Hill, this was one of about 1,500 lit around the country. Rufus Hornyold-Strickland played *Diu Regnare* on the bagpipes to accompany the lighting, this added some excitement and emotion to the occasion. Estimates suggest that about 200 people climbed the hill to watch the lighting, with around another 50 or so remaining at ground level.

On Friday, an exhibition of classic cars and tractors from owners within the village was on show on the village green. A total of eight cars and two tractors was on display, each with its own storyboard. This was organised by David Gillibrand and was viewed by about 120 people throughout the day.

In the evening, a 'Seven Decades Disco' had the Village Hall full of music lovers dancing to tracks from the fifties onwards. Mike Biles, with his able assistants, Bev Thompson and David Hodgson, manned the turntables (or were they laptops?). Although this was not intended to be a profit making event it had been decided to charge (£4) for tickets to provide some control over the number of attendees (71) and to try to ensure that people who had tickets actually attended.

On Saturday, Low Street and Duke Street were closed to traffic from 9.00am. Low Street was a hive of activity from 9.30 onwards after Tommy Sedgwick, along with an army of helpers, had transported tables and chairs from the village hall and the pavilion to Low Street in preparation for the Street Party. It is not known how many people attended the party but estimates range between 200 and 300. The event was deemed a great success with the band, *Dani Sicari and the Easy Rollers*, being a huge hit with their mixture of traditional jazz and swing numbers. The vast array of dishes provided on a 'Jacob's Join' basis ensured nobody left hungry. The roads were re-opened at 6.00pm and by 7.00pm rubbish had been removed, tables had been cleared and were back in their respective homes.

On Sunday, the recreation ground and pavilion were the scene for a village picnic and sports day. Some left-over food from the Street Party was available in the pavilion and many people brought their own picnics. The children's sports were organised and run by Lee and Judith Marshall who were also responsible for framing the rules for the adult sports. These included such well-known events as welly whanging as well as more traditional events, like running.

On Monday the mannequins in the Church were removed, the staging returned to its rightful home and in the evening Ben removed all the bunting. The village was restored to its normal peaceful state.

The success of the various events are a tribute to the dozens of people who worked so hard, for weeks beforehand, to ensure everything went to plan. At the outset, when possibilities for the weekend plans were mooted, there were misgivings along the lines of, 'will we find enough volunteers?' What a delight to find that, at times, there were too many rather than too few helpers. This says much about the character and health of the unity of spirit in the society that is Burton in Lonsdale.

Although not intended as a fund raising event the weekend produced a profit of £1525.97. (See accompanying Income and Expenditure account.) This was due to some unexpected donations and some judicious purchasing. As much of the money came from donations for a Village/Community event there is a general feeling amongst the members of the organising committee that this profit should provide a 'seed fund' for future social events. This topic will be the subject of a meeting between the organisers and the Parish Council. We are indebted to the following for their donations; North Yorkshire County Council, Craven District Council, Burton in Lonsdale Parish Council, Burton in Lonsdale Methodist Church, the Punch Bowl, Concert and Cakes, Burton in Lonsdale Village Shop, Burton in Lonsdale Heritage Group and Pals with Trowels.

**MICHAEL LAVELLE**

### Jubilee Income & Expenditure

<b>Donations</b>		<b>Expenditure</b>	
NYCC	£1,358.00	Easy Rollers Band	£2,100.00
CDC	£627.00	Printing & torches	£90.00
BiL PC	£1,700.00	Platinum 50ps	£37.50
M & H Hill	£100.00	Bunting	£92.00
Pals with Trowels	£100.00	Megaphone	£22.54
BiL Heritage group	£100.00	Batteries	£8.00
BiL Village Shop	£100.00	Cable ties for bunting	£10.00
Concert & Cakes	£200.00	Logs etc for beacon	£30.87
BiL Methodist Church	£250.00	Inflatables for disco	£20.00
	£4,535.00	Band bar bill	£59.60
		Hats, plates etc	£136.02
<b>Other income</b>		Mugs, medals etc	£370.00
Disco tickets	£154.00	Plates etc	£234.50
Mugs profit	£105.00	Trees - Queen's canopy	£90.00
Sale of plates	£33.00		
	£292.00		
	<b>£4,827.00</b>		<b>£3,301.03</b>
<b>Surplus</b>	<b>£1,525.97</b>		