

**MINUTES FOR THE BURROWBRIDGE PARISH COUNCIL MEETING HELD ON
TUESDAY 1st SEPTEMBER 2020 AT 7.30PM IN THE CORONATION HALL BURROWBRIDGE**

DECLARATION OF INTEREST – There was none

686. Welcome: S.Kirk, S.Wilton, M. Jay, M. Swan, Z. Pollington, L.Hall, I Foster, D.House

687. Apologies: D.Fothergill, P.Stone, S.Buller,

688. Minutes of July's Meeting: These were signed once the action points were checked.

689. Question & Answer session: There was none.

690. Matters arising from the previous Minutes: **a.** Update on the signatory mandate – this document has not been updated due to availability of getting to a Bank. **Action: MJ/MS**

b. Purchase of a Portacabin: LH informed the meeting that the cost of purchasing a storage container is £2000 + VAT. SK proposed to purchase a container, SW seconded. The Parish Councillors voted unanimously on purchasing the container. The Clerk can supply 12 paving slabs to place the portacabin. The Clerk has been authorised to transfer the cost of the Portacabin from the Active saver account to the Community account. **Action: LH/DH**

691. Finance a. Update on Finances: The Clerk informed the meeting that there is £23,728.72 in the Active Saver Account. £283.57 in the Community Account. £171.17 in The Coach House Account. The Clerk was given authorisation to transfer £300.00 into the Community Account in order to meet cheques raised. **Action: DH**

b. Audit Paperwork: The Internal Auditor has approved the Financial Accounts and they have been submitted to the external Auditor. The accounts are available to view on the Parish Website. **Action: DH**

c. Parish Clerk's Salary: The Clerk presented payslips for the period July & August 2020. SK proposed, SW seconded. **Action: DH**

d. Parish Clerk's Expenses: The Clerk presented expenses for the period May until August 2020 £21.71. This was proposed by SK, and seconded by SW. **Action: DH**

e. Auditors Fee: The Internal Auditors fee was authorised. **Action: DH**

f. Verge Cutting: Fosters Contractors have been asked to present a quote for two cuttings of Verges. **Action: DH/IF**

g. Any other Financial Issues: The SALC annual pay rise has been announced with effect from 1st April 2020. The documentation to authorise the accountant to update the Parish Clerk's hourly rate of pay was approved. **Action: DH**

692. Planning Application: a. 51/20/0005 Application for a Certificate of Lawful Development for the existing use of an agricultural barn as a single residential dwelling at Oak Lodge, Stathe Road. Evidence is required to confirm the length of time Oak Lodge has been a residence. **Action: ALL**

b. 51/20/0006 Conversion of garage/outbuilding to 2 No. self-contained annexes at Allermoor Barn, Stathe Road, (resubmission of 51/19/00140.) The Parish Council have no objections. **Action: DH**

c. 51/20/0007 Replacement of rear conservatory with erection of a two-storey extension at Fairmead, Stathe Road, Stathe. (amended scheme to 51/19/0018) (retention of part works already undertaken). The Parish Council have no objections. **Action: DH**

693. Highways: – Traffic Management: The Clerk received a number of phone calls about the congestion problems in the last few weeks in our area, the impact of increased traffic especially along Stathe Road. The road closure of Stathe Road was due to a water emergency where a notice of closure does not have to be given. The A372 at Aller was closed for re-surfacing and Pathe Road was closed. With Stathe Road being closed this caused huge confusion, traffic jams and missed appointments. Pathe Road should not have been closed and is currently being investigated to why it was. The diversion

signage in place led motorists to drive in a circle leading to other road closures! The frustrations of the residents have been fed back to the responsible departments.

694. Footpaths: Nothing to report

b. Parish Path Liaison Officers: Nothing to report

695. Parish Land: Winkworth Way will need another cutting before the winter. SK said that he is happy to purchase a small trailer to transport his ride on lawn mower so that he can regularly mow this area. If anyone knows of a trailer for sale please contact SK. **Action: ALL**

696. The Coach House: Due to the cost of rebuilding the Coach House and earlier, It was unanimously agreed to take down the gable end of the Coach House as it needs to be reduced to a safe level. This cost will be approximately £1000.00. It has also been unanimously agreed by the Parish Council to "take down" the Coach House, but to try and use as much of the materials from the building to landscape the area into a garden/seating area for residents and visitors to enjoy. We will be referring back to the superb plans that Dianne Nicholls presented to the PC back in February 2020. Money from the Community Instructure Fund will be used to landscape this area. **Action: MS/DH**

697. Flood Resilience: a. David Walker is the Flood Warden Co-ordinator.

b. Purchase of Storage Container: It was agreed unanimously that the purchase of a storage container will be bought at the earliest opportunity. LH will co-ordinate with the Clerk about purchasing etc. The Clerk has been given authorisation to transfer the money to cover the costs if an invoice is received between meetings. Brick work is readily available to sit the storage container on. **Action: LH/DH**

698. Neighbourhood Watch/Police Matters: Nothing to report

699. SALC: Nothing to report

700. National Trust/Burrow Mump Car Park. Nothing to report.

Annual Parish Meeting: An APM will not be held until May 2021. **Action: DH**

701. Correspondence: a. The Clerk informed the meeting of the latest correspondence from the Enforcement Officer.

b. The Clerk was authorised to buy a leaving gift for DG. **Action: DH**

c. The Clerk asked the PCs to reply more promptly with emails. **Action: All**

702. Items of information Council Only.

703. Matters to be reported.

Close of meeting: 2030

Signed: Steve Kirk, Chairman

Date:.....