

BURRINGTON PARISH COUNCIL

Applegarth, Rickford Rise, Burrington, North Somerset BS40 7AN

Tel: 01761 462 373 E.mail: burringtonpc@yahoo.co.uk

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

held on **MONDAY 22nd MAY 2023** in The Parish Room, Burrington

PRESENT:

Councillors:

Mrs. Helen Jackson (Chair) (HJ)
Mr. Roger Daniels (Vice Chair) (RD)
Mr. Paul Keel (PK)
Mr. Richard Dors (RDors)
Mr. Mark Northcott (MN)
Mrs. Teresa Martin (Clerk)

ALSO PRESENT:

Mr. Craig Husher

1. ELECTION OF OFFICERS

Paul Keel advised that he would not be standing for the position of Chairman but would continue as a Councillor.

Chairman Helen Jackson Proposed by Paul Keel, seconded by Roger Daniels

Vice Chair Roger Daniels Proposed by Paul Keel, seconded by Helen Jackson

Both Helen Jackson & Roger Daniels were happy to undertake these roles

Richard Dors was co-opted for the purpose of this meeting.

Helen Jackson took the Chair.

2. APOLOGIES FOR ABSENCE - None

3. QUESTIONS FROM THE PUBLIC - there were none.

4. **MINUTES** of the Parish Council and the Annual Parish meetings held on the 17th April were approved by all. Copies have been placed on the website and notice boards.

5. ELECTION OF REPRESENTATIVES TO COMMITTEES

Parish Room - Richard Dors - Proposed by Roger Daniels, seconded by Helen Jackson

Conservators - Paul Keel - Proposed by Richard Dors, seconded by Mark Northcott

Wedmore Charity - Paul Keel & Helen Jackson - proposed by Roger Daniels, seconded by Richard Dors,
seconded by Mark Northcott

C&L Mini Bus Society - Helen Jackson - Proposed by Paul Keel, seconded by Mark Northcott

PCAA - Roger Daniels - Proposed Helen Jackson, seconded by Richard Dors

6. MATTERS ARISING:

6.1 **Signage at Rickford Ford** - still awaiting signs. The Clerk undertook to chase NSC and advise that a further two incidents have taken place recently with vehicles getting stuck in the Ford

6.2 **Parish Website & Email addresses** - there are still some minor issues to be sorted

6.3 **Lower Langford damaged Verges** - still no response from NSC. The Clerk will chase again

6.4 **Blocked Drains** - still awaiting jet cleaning

6.5 **Filing Cabinet** - a two drawer cabinet has been sourced and will arrive shortly. Search for a further two drawer cabinet continues

6.6 **Dog Mess** - New signs have been purchased and placed around the Parish.

7. **BURRINGTON COMBE TOILETS** - there has been some vandalism with signs being torn down and locks on toilet door broken. Repairs have taken place. There has been a large amount of rubbish left in the area and concerns that this could escalate into fly-tipping. It was felt that collection of rubbish should be dealt with by NSC as this area is part of an important visitors site. The Clerk undertook to write to Patrick Keating on this matter.

The facilities continue to be well used and donations via the safepost box and sum-up machine have brought in just under £100 over the past month. All agreed that Paul Keel would continue to collect the monies on a regular basis and pay into the PC bank account.

8. CORRESPONDENCE

8.1 **NSC - Gypsy & Travellers Site** - Noted

8.2 **Mendip Hills - King's Series of National Nature Reserves** - noted.

8.3 **NSC - Town & Parish Workshop Invite 29th June** - RDaniels will join the online meeting

9. **DISTRICT COUNCILLOR'S REPORT** - there was none.

10. **POLICE REPORT** - can be found on our website.

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11. PLANNING APPLICATIONS

New: **23/P/0799/FUH - Harbrow, Langford Road** - proposed demolition of existing rear conservatory and erection of a single storey rear extension in its place. Proposed window placement alterations at front and side elevations
- No comments from Councillors.

Updates:

- **Bristol Airport Expansion** - no further progress to report
- **Blagdon Water Gardens** - still having access issues, nothing further to report
- **Land South of Bristol Road and North of Bath Road, Churchill** - very slow progress, issues with drainage continues.

12. BURIAL GROUND

- Inscription for Cathleen & Graham Thornell was agreed
- Barry Dimond has carried out work on the shed door and will provide a new lock.
- Waste Disposal - the Clerk will advise NSC that we require a black wheelie bin for the burial ground which should be collected by NSC the same as household collection.

13. ACCOUNTS - RECEIPTS & PAYMENTS

Payment of the accounts shown below were proposed by Paul Keel and seconded by Mark Northcott.

14. **BHIB INSURANCE RENEWAL** - MN is checking the details but all agreed to renew for a further year from 1st June 2022 at a cost of £602.40.

15. ANNUAL AUDIT RETURN

- 15.1 **Certificate of Exemption** - all agreed we should submit a Certificate of Exemption again this year and the Chair, Helen Jackson, signed accordingly
- 15.2 **Annual Governance Statement** was read out by PK and all agreed that we complied with the statements
- 15.3 **Accounting Statement** was agreed and signed by the Chairman.

16. REVIEW OF STATUTORY ORDERS

- 16.1 **Standing Orders** - approved and signed by Chairman
- 16.2 **Risk Assessment** - approved and signed by Chairman
- 16.3 **GDPR Privacy Notice** - approved and signed by Chairman
- 16.4 **Financial Regulations** - approved and signed by Chairman

17. ANY OTHER BUSINESS

- 17.1 PK reported that fly-tipping regularly takes place in Elmley Lane and it is likely that cameras will be installed.
- 17.2 The 'mobile library' parking sign is now in position at the entrance to Rickford village
- 17.3 It was noted that no progress has been made on the Burrington Inn site which is beginning to look unsightly. Councillors asked that the Clerk write to Tim Meads asking for an update on the Yeo Valley plans for the site.
- 17.4 There have been complaints from local residents regarding the inconsiderate parking outside the Langford Inn at Lower Langford. The Clerk undertook to ask the Highways Department if there is any action that can be taken.
- 17.5 Mr. R Shapland has informed us of his intent to stand down as the Parish Council's Independent Examiner at the end of the current financial year.

18. **DATE OF NEXT MEETING** - Monday, 10th July 2023

The meeting closed at 8.32 pm.

RECEIPTS & PAYMENTS

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22nd MAY 2023 MEETING

Receipts

Bank Interest - Business reserve A/c 4-31Mar23 5.19

Burrington Combe Public Conveniences

Mendip Outdoor Ltd (DD) monthly donation 2May 80.00

Caving Services (DD) monthly donation 11April 10.00

Safepost Box cash collection Cash - April2023 170.20

Sumup machine receipts (April23) 69.00

Southern Electric Credit - BC Toilets- Credit 84.66

Total Receipts £419.05

Payments

Southern Electric Supply to BC Toilets (DD) - No charge credit Nil
£84.66

C Husher -Cleaning BC Toilets 1st May-3rd June -5 wks @ £50.00 250.00

J G & T Martin - Maint. of Burial Ground - 21April/16May 23 110.00

T Martin Expenses April 2023 20.23

BHIB Ltd Annual Insurance Renewal wef 1st June 2023 602.40

Parish Councils Airport Assoc Annual Subscription 75.00

P Keel - Puchase of Toilet Rolls for BC public conveniences 38.34

Total Payments £1,095.97

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