

BURTON-CUM-WALDEN PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY, 6 JUNE 2023

A Parish Council meeting was held in the Village Hall, West Burton on Tuesday, 6 June 2023

Present: Miss Jane Ritchie, Mr David Dent, Mr Andrew Landau, Mrs Sally Sahin, and Mrs Victoria Whitehead, Councillors, and Mrs Susan Ryding, Clerk

Also attending: Mrs Karen Chapman, a resident of the Parish, regarding Item 9

1. Apologies

There were no apologies, all the members being present.

2. Declarations of interest

There were no declarations of interest

3. Minutes

The minutes of the Parish Council meeting held on 2 May 2023, having been circulated to all Members, were confirmed as a true copy, and duly signed by the Chairman.

4. Clerk's Report

The Clerk reported on the following matters:

- Coronation bench
- Royal Mint invoices

RESOLVED: That the parents of the children who are to receive the commemoration coins would be invited to a gathering on the Village Green to unveil the coronation bench, if it has arrived, to coincide with the cream teas being held in the Chapel on 16 July

5. Completion of the Annual Governance and Accountability Return (AGAR)

RESOLVED: That the Council confirms that all aspects of the AGAR are now completed correctly and should be published on the Council website

6. Report from the Internal Auditor

The Council considered the report from Mrs Joanna Reynolds, the Internal Auditor, following her scrutiny of the accounts on 13 May 2023. Councillors also considered Mrs Reynold's invoice for £50.00

RESOLVED: That Mrs Reynolds is thanked for carrying out the internal audit and for her report, and Councillors have noted her comments. Also, that a cheque for £50.00 should be duly signed

7. Registration of common land

Councillors considered a progress report from the Clerk on the registration of the three sections of common land owned by the Council. Following correspondence received from the Council's solicitor, Mr Michael McGarry, she has been attempting to satisfy various requests for information from the Land Registry regarding Stoney Wood and Morpeth Scarr. The Clerk also reported that she had attended a seminar on the laws on common land and village greens, which had been helpful.

RESOLVED: That the Clerk should continue to try to ascertain what the exact requirements of the Land Registry were and report back to the Council at the next meeting

8. Revised rental prices for the Village Hall

The Clerk tabled the revised prices for renting the committee room and the main hall of the Village Hall. The new prices were £8.00 and £16.00 respectively.

RESOLVED: That the new prices are noted

9. Site meeting at Low Wood

The Council considered various dates for a site meeting, in consultation with Mrs Karen Chapman.

RESOLVED: That the site meeting should take place at 4.00 pm on Wednesday, 14 June, and that the Clerk should bring the appropriate Land Registry titles to the next Council meeting

10. Review of Standing Orders and Financial Regulations

The Councillors undertook a review of Standing Orders and Financial Regulations.

RESOLVED: That there are no amendments that should be made at this time

11. Invoices

Cheques for the following invoices were signed.

- J W Alderson & Sons - £118.00 (VAT £19.67)
- YLCA course fee - £33.40
- Royal Mint - £58.00 (VAT £9.68)
- Parish Caretaker - £422.50

12. Notice of meetings and reports of meeting attended

Councillors noted the dates of future meetings and reports of meetings attended. In particular, Councillors noted that there would be a de-briefing meeting of the May Fair Committee on Thursday, 15 June.

13. Council training

Councillors studied and discussed a job description that had been issued by YLCA.

RESOLVED: That the job description was noted

14. Items for the next agenda

RESOLVED: That in addition to any matters mentioned above, the following items should be brought forward to the next agenda.

- Parking outside the school and in West Burton
- Maintenance of the play area

There being no further business, the meeting closed at 9.40 pm

Date of the next meeting, **Tuesday, 11 July at 8.00 pm** in the Village Hall.

Chairman: *Jane O Ritchie*

Date: 11 July 2023