

Minutes for a meeting of the Burgh le Marsh Town Council
Tuesday 9th July 2024

Burgh le Marsh Town Council, Tinkers Green, Jacksons Lane, Burgh le Marsh.

Present: Chairman: Cllr Mike Greenhalgh,
Deputy Chairman: Cllr Neil Cooper
Cllr Dave Hartley, Cllr Mandy Willis, Cllr Pauline Cooper, Cllr Vicotria Driver,
Cllr Graeme Driver, Cllr Pat Phillips.
Clerk: Kelly Stevenson

Public: **No members of public present.**

154.24.1 Receive apologies.

Apologies were received and accepted from Cllr Sue Nutman, Cllr Jim Moss and Cllr Chris Sanderson.

Cllr Lisa Broomfield will be attending, however will be late to arrive.

155.24.2 Receive declarations of interest under the Localism Act 2011, being any pecuniary interest on agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation.

No declarations received.

156.24.3 Approve and adopt as minutes the notes from the meeting held on 25th June 2024.

It was Resolved to adopt as minutes the notes from the meeting held on 25th June 2024.

7.05pm Cllr Lisa Broomfield Arrived.

157.24.4 Consider Christmas lighting for December 2024 (see appendix 1)

Council noted the previously received report and quotes.

Council acknowledged the annual budget for Christmas is £6,000.00. The is for lighting, trees and support to the Windmill event and if planned a council Christmas market.

Following discussion, it was Resolved to proceed with the quotation from Lite Ltd, for the continuation of Christmas lighting of the large tree, two street light columns at the Market Place and ten street light columns on High Street at the annual cost of £3,290.00.

Council further resolved to look at extending the base whole for the large Christmas Tree at the Market Place to a 9" diameter. Council will review quotations at a future meeting.

Action: The clerk to instruct Lite Ltd for the Christmas lighting for December 2024
The clerk to arrange quotations for extending the base whole for the Christmas tree at the Market Place and list on a future council agenda.

158.24.5 Receive details and vote on purchasing material for a Poppy Display in the Market Place to celebrate VE Day on 8th May 2025. (see appendix 2)

Council noted the request from a member of the community for a display in the Market Place celebrating VE Day on 8th May 2025. Following discussion, council Resolved to support the cost of materials for the display up the value of £100.00.

Action: The clerk to confirm the materials purchase for a poppy display for VE Day 2025.

159.24.6 Receive quote for plumbing work at the Market Place and vote on proceeding. (See appendix 3).

Council noted the quote received for replacing taps, urinals and the water tank in the Market Place toilets. Council resolved to proceed with the works as quoted.

Action: The clerk to instruct the plumbing work as quoted.

160.24.7 Receive quotes for painting / treatment of the Council and Library Building, Disabled WC and perimeter fencing. (see appendix 4)

Currently only one quote has been received and one is awaited. It was resolved to postpone this matter to the next meeting

Action: List on the next meeting agenda when additional quotes have been received.

161.24.8 Receive update on the phone telephone box restoration and quote for electrical works. (see appendix 5)

Council noted that there is a power supply to the telephone box. One quote has been received for installation of the electrical switch and defibrillator installation. It was resolved a further quote should be arranged to compare costs and list on a future agenda.

Action: The Clerk to arrange additional quotes for the electrical socket required and list on a future agenda for council review.

162.24.9 Receive update on the request a village notice board. (see appendix 6)

Following discussion on the requirements, Cllr Mike Greenhalgh will discuss the use of the two notices boards that are on the bakery wall.

Action: Cllr Mike Greenhalgh to discuss with the Bakery owners the option of a village notice board on the wall. The clerk to list on a future agenda for review.

163.24.10 Receive request from the Church regarding cemetery space and appoint three Councillors to meet with the Church and report back to full council (see appendix 7)

Council noted the request to discuss cemetery spaces.

It was resolved Cllr Mike Greenhalgh Cllr David Hartley and Cllr Neil Cooper form a working group to meet with the Church to discuss space requirement and report back to full council.

Action: The clerk to arrange a working group meeting with the Church and nominated councillors to discuss cemetery spaces. The Working Group to report back to council at a future meeting.

164.24.11 Receive update on the Football Field and Solicitors Instructions (see appendix 8)

Following the meeting on 25th June 2024 Cllr Mike Greenhalgh will instruct Sills & Betteridge to complete any legal work on setting the charitable status and constitution of the football and registration requirements. Council resolved a budget of £2,000 for the legal work.

It was Resolved Cllr Mike Greenhalgh, Cllr Mandy Willis and Cllr Graeme Driver form a working group to represent the council with discussions with the football club.

Action: Cllr Mike Greenhalgh to complete instructions to Sills & Betteridge Solicitors and arrange a working group meeting of the nominated councillors and football club.

165.24.12 Receive update on the Cricket Field (see appendix 9)

Update from the Cllr Mike Greenhalgh. Still no communications from the Cricket Field Trust. A known associate is going to try and set up a meeting with the council. Still waiting on any outcome.

Council made no additional comments. This matter will be reviewed at a future council meeting.

166.24.13 Receive update on the fencing at The Causeway (see appendix 10)

The Clerk confirmed materials have been ordered and the contractor is arranged to complete the installation upon delivery. Material delivery is quoted for approx. 4 – 6 weeks. The clerk will update councillors via email of any changes.

167.24.14 Receive quote and advice regarding the trees at Tinkers Green on the boundary to the Springfields Estate (see appendix 11)

The clerk confirmed having met with the tree services contractor. The contractor is preparing a report and quote on work that is recommended. Unfortunately, this is not yet available.

Action: Matter postponed to the next council meeting. The clerk to list on the agenda for 30th July 2024.

168.24.15 Policy approval. (see appendix 12)

Council confirmed receipt of all council policies.

The following policies were resolved and adopted for council use:

Complaints procedure policy.
Safeguarding Policy.
Council services.
Social media policy
Social media and electronic communications policy.

Terms of reference for staffing / personnel committee.
Grievance policy.
Disciplinary policy.
Capability Policy.
Lone working policy.
Homeworking policy.
Training and Development policy.
Dignity at work policy.
Equality and Diversity policy.

169.24.16 Correspondence Schedule (see appendix 13)

1. Email from Cllr Driver 01/07/2024, Hedge at West End.
Noted by council. Since emailing, the hedge has been cut.
No further actions required.

2. Constitution for Burgh Sport Association.
Noted by council. To be reviewed as part of the legal works to be completed.
3. Letter from the Post Office regarding the closure of Burgh Post Office on 01/08/2024.
As requested, this has been shared on the council shared on the council's website and social media page.

There being no further business the meeting closed at 8.45pm

Signed:

Date: