



BURLEY PARISH COUNCIL

FULL COUNCIL MEETING MINUTES 16th MAY 2022

Present: Cllr P Daubeney (Chairman), Cllr R Clarke, Cllr J Cook, Cllr P Egerton and Cllr V Johnstone

In attendance: Jon Vincent (Non-councillor working party member), and the clerk, Tom Brindley.

Meeting commenced 20:30

1 Election of chairman for the civic year 2022-23

1.1 Cllr Philip Daubeney was nominated and seconded. There being no other nominations, Cllr Daubeney was appointed to the office of chairman for the civic year 2022-23.

1.2 Cllr Daubeney signed the declaration of acceptance of office, witnessed by the clerk.

2 Chairmans remarks

2.1 The chairman advised that appointments to council committees and working parties would be deferred until the June 8th meeting.

3 Election of vice-chairman for the civic year 2022-23.

3.1 Cllr Robert Clarke was nominated and seconded. There being no other nominations, Cllr Clarke was appointed to the office of vice-chairman for the civic year 2022-23.

4 An apology for absence from Cllr P Russell (Vice-chairman) was noted

5 Public participation including reports from district and county councillors - None

6 Approval of minutes of the Burley Parish Council meeting held on 13th April 2022

6.1 The minutes were approved as a true record and the chairman authorised to sign.

7 To receive the clerk's report

7.1 The clerk presented his monthly report which was noted.

8 Finance

8.1 Members noted payments made and due totalling £4,801.02 which were approved.

8.2 Members discussed the selection of Scribe as the preferred accounting system. The decision was deferred to the 8th June meeting to allow more time for evaluation.

8.3 Members agreed to pursue Bankline facilitating two-person approval for online payments.

8.4 Members **RESOLVED** to add Cllrs Clarke, Daubeney and Cook to internet banking.

8.5 Members **RESOLVED** to award the contract for cleaning the war memorial to Harris Grave Tendering.

8.6 Members considered a request from the Burley History Society for £1000 but considered the application premature as the business case for a heritage centre had not been received. The chairman and the clerk agreed to meet with representatives of the History Society to discuss the project.

8.7 Members **RESOLVED** to increase the budget by allocating £1000 from reserves to the Greening project.

8.8 Members **RESOLVED** to transfer £2000 from the contingencies fund to the Tree Project

9 Urgent Business

9.1 Cllr Veronica Johnstone submitted her resignation. The clerk advised he would set in motion the casual vacancy process.

9.2 Members recorded a vote of thanks to Cllr Johnstone for her service to the community.

9.3 Members **RESOLVED** that Mrs Johnstone would continue to represent the council on the History Society and would consider her for appointment to additional working parties as appropriate.

The meeting closed at 9.15 pm

Next meeting of Burley PC: Wednesday 8th June at 6.30pm in the Myrtle Hall, Burley.

Signed: _____ **Date:** _____