

BURTON-IN-KENDAL PARISH COUNCIL

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Minutes of the Parish Council Meeting held in Memorial Hall on Thursday 19th June 2025 at 7.30pm

PRESENT: Cllrs. F. Mason-Hornby, G. Isherwood, A. Wren, J. Oston, M. Taylor, V. Hughes, C. Daly
Also present: Parish Clerk C Davidson and 5 member of the public

1) RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Crayston – work commitments

2) DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION:

None

3) APPROVAL OF MINUTES

The minutes of the Parish Council meeting held on the 15th May 2025, were approved and signed by the Chairman.

4) MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT ELSEWHERE ON THE AGENDA

- a) Playground repairs – Peter Clarke is unable to carry out repairs as he is retiring – it was agreed that the Clerk would obtain 2 quotes for approval at the July meeting.
- b) Parish Lighting – The Clerk confirmed that W & F council would not replace the Heritage Light in the Square when they take over the responsibility of Parish Lighting.

5) RECEIVE ANNOUNCEMENTS FROM CHAIRMAN

None

6) OPEN FORUM

- a) United Utilities – Representative from United Utilities were in attendance to give an update on the forthcoming replacement of the water main in Burton-in-Kendal. Full details will be published in Burton News and on PC website. In summary work will commence 14th July and be done in sections, end date is 14 November 2025.
- b) Julie Burrows, Business Manager of Burton Morewood School briefly outlined the School request for the Parish Council to be a Member of the Academy Trust. It was agreed that the Parish Council would discuss this further at the July Parish Council Meeting.

7) REPORTS FROM DISTRICT COUNCILLOR

District Cllr Hughes updated the Parish Council on various items including:

- a) Issues with Church Bank Gardens Ginnel
- b) Waste Collection Services
- c) Cllr Hughes had information from a charity Grundy's Trust which may be of interest to residents and this information would be passed to Burton News for publication.

Signed:

Date:

8) RECEIVE AND APPROVE INTERNAL AUDIT REPORT FOR 2024-25

The Parish Council received and approved the Internal Audit Report noting the necessity to update the website to ensure compliance with Transparency Rules and Regulations.

9) TO COMPLETE THE CERTIFICATE OF EXEMPTION FROM LIMITED ASSURANCE REVIEW

The Parish Council reviewed and signed the Certificate of Exemption from Limited Assurance Review for 2024-25.

10) TO APPROVE AND SIGN THE ANNUAL GOVERNANCE STATEMENT 2024/25

The Annual Governance Statement 2024/25 Section 1, was reviewed, approved and signed by the Chairman.

11) TO APPROVE AND SIGN THE ANNUAL ACCOUNTING STATEMENT 2024/25

The Parish Council reviewed, approved the Annual Accounting Statement 2024/25 – section 2.

12) CONFIRM DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

It was agreed that the Notice of Public Rights and Publication of the Unaudited Annual Governance & Accountability Return would commence on Tuesday 24th June 2025 for a period of 30 days.

13) WEBSITE

It was agreed that the Parish Clerk would obtain quotations for a new website to ensure compliance with the Government Transparency Regulations and Accessibility Regulations

14) INCOME AND EXPENDITURE

Note the bank balances, counter sign the bank reconciliation, and authorise the following payments:

a) D H Forestrly and Landscaping (2 months)	£1301.40
b) Clerk's Salary	£427.00
c) Ashlea Landscapes – May Grass cutting	£308.78
d) W & F Council Playground Inspection – 2 years	£484.80
e) Malcolm Richardson Internal Audit	£150.00

Signed:

Date:

15) **OUTSTANDING ITEMS**

No	Item	Reported by	Action	Status
1	Traffic Calming Burton Traffic calming and speed reduction Clawthorpe			Possible Lollipop person funding. 2026/7 budget
2	Community Asset Register	FMH	CD	Ongoing
3	Meadow Close to Boon Town footpath	JCO/VH/Clerk		Meeting to be arranged with Mike Tattersall from Countryside Access The Royal Oak – drain issues ongoing
4	19 Trees			Planting to be arranged. Saplings to be identified from neighbouring woodlands. Cllrs to meet and dig some test holes to ensure ground is suitable
5	Market Cross work			Repair done. Pointing to be done and plinth for West side bench. Steve Mealor to be asked to quote
6	Dark Sky Initiative			Ongoing
7	Casual Vacancy			Still one Vacancy
8	Emergency Plan			Initial request for volunteers to be published in BN
9	Playground Working Group	VH		Working Group to be set up and fundraising ideas to be planned. CIL money available £8484 but can only be paid after works completed.

16) **REVIEW OF ACTION ITEMS AND REPORTS FROM PARISH COUNCILLORS AND CLERK.**

- a) Cllr Isherwood proposed the wording for the plaque for the King's Bench – he will obtain quotes.
- b) Cllr Wren requested the Lengthsman weedkill the Square
- c) Cllr Daly requested Boon Town Lane be strimmed

17) **TO RECEIVE AND ACTION COMMUNICATION RECEIVED.**

Canal Trust request to attend July was approved and Clerk to confirm.

18) **DATE OF NEXT MEETING**

The next Parish Council Meeting will be the Thursday 17th July 2025 at 7.30pm in the Memorial Hall.

Signed:

Chairman

Date:

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