

BURTON-IN-KENDAL PARISH COUNCIL

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Minutes of the Parish Council Meeting held in Memorial Hall on Thursday 15th May 2025 at 7.30pm

PRESENT: Cllrs. F. Mason-Hornby, G. Isherwood, A. Wren, K. Crayston, J Oston
Also present: Parish Clerk C Davidson and 1 member of the public

1) TO ELECT A CHAIRMAN FOR THE COUNCIL YEAR 2025/26

Cllr Wren nominated Cllr Mason-Hornby, seconded by Cllr Crayston and unanimously elected.

2) DECLARATION OF ACCEPTANCE OF OFFICE YEAR 2025/26

The Chairman signed the Acceptance of Office

3) APPOINT VICE CHAIRMAN FOR THE COUNCIL YEAR 2025/6

Cllr Isherwood nominated Cllr Wren, seconded by Cllr Crayston and unanimously elected.

4) RECEIVE APOLOGIES FOR ABSENCE

Cllr Hughes – District Council business, Cllr Taylor – away

5) DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION:

Cllr Mason-Hornby declared an interest in item 16a as a neighbouring landowner

6) MINUTES OF THE LAST PARISH COUNCIL MEETING HELD

The previous minutes were approved and signed by the Chairman.

7) TO APPOIINT PARISH COUNCIL REPRESENTATIVES

- a) Burton Education Trust – Cllr Hughes
- b) Burton Recreation Trust – as required/available
- c) Memorial Hall Committee – appoint representative on receipt of agenda
- d) Quarry Liaison Committee – Cllr Wren
- e) School Governors – Cllr Isherwood

8) TO ASSIGN RESPONSIBILITY FOR THE FOLLOWING ACTIVITIES

- a) Boon Town Playground – Cllr Wren
- b) Lengthsman Administrator – Parish Clerk
- c) Plain Quarry – Cllr Mason-Hornby

9) RECEIVE ANNOUNCEMENTS FROM CHAIRMAN

None

Signed:

Chairman:

Date:

10a) OPEN FORUM

Mr Graham Wilson – reported drainage issues to the Parish Council. The issue was with drains on Boon Town Lane and is causing concern as this is one of the main drains from The Royal Oak. It was agreed this this needs addressing along with all the other issues on Boon Town Lane and the majority is due to drainage. It was agreed that Graham Wilson will copy in The Clerk in any correspondence to the Highways and UU. This concern will also be included in any further conversations/correspondence between the Parish Council and other interested parties.

10b) REPORTS FROM DISTRICT COUNCILLOR

District Cllr Hughes was not in attendance and circulated a report prior to the meeting.

11) REVIEW AND APPROVE RISK ASSESSMENTS, INTERNAL CONTROLS AND COUNCIL POLICIES

The Parish Council reviewed and adopted the Risk Assessments and Internal Controls, Code of Conduct.

12) TO APPOINT INTERNAL AUDITOR FOR 2025/26

It was noted and agreed the Malcom Richardson is internal auditor for 2024/25 and would be appointed Internal Auditor for 2025/6

13) TO APPROVE THE FINAL INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 31ST MARCH 2025

The Clerk/RFO presented the Annual Income & Expenditure Accounts for 2024/5. Cllr Wren proposed the accounts were approved, seconded by Cllr Crayston and unanimously agreed.

14) CONSIDER INSURANCE RENEWAL QUOTATION

The quotation for the annual insurance was received from Zurich. The price had remained the same as the previous year. It was agreed that this quote is accepted and renew the insurance with Zurich and no changes were required to the cover.

15) AGREE CALENDAR OF MEETINGS FOR 2025/26

The meetings for the year 2025-2026 were agreed and will continue on every third Thursday of each month.

**16) PLANNING APPLICATIONS
2025/0715/HOU – Deerslet, Burton-in-Kendal – Ground mounted solar panels**

Cllr Mason-Hornby left the meeting
Following discussion it was agreed that there was no objection to this application.

17) PLAYGROUND REPAIRS

Following a recent playground inspection it was agreed that the repair and maintenance issues should be carried out as soon as possible and Clerk to obtain a quote from Peter Clarke.

**Signed:
Chairman**

Date

18) INCOME AND EXPENDITURE

Consider the bank balances and the Income and Expenditure Account, note the receipt of the precept and authorise the following payments:

a) Clerk's salary	£427.00
b) Insurance Premium	£570.00
c) Ashlea Landscapes – April Grass cutting	£308.78
d) Parish Online	£120.00
e) S. Mealor – Bench installation and repair	£696.00

19) 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		Countryside Access have detailed some works – It was agreed the JO also become involved. The Royal Oak – drain issues
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. AW to chase
6	Dark Sky Initiative			Ongoing
7	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.
8	Emergency Plan			Update Emergency Plan
9	Playground maintenance issues			Peter Clarke to quote for repairs
10	Casual Vacancy			1 vacancy

20) REVIEW OF ACTION ITEMS AND REPORTS FROM PARISH COUNCILLORS AND CLERK.
None

21) TO RECEIVE AND ACTION COMMUNICATION RECEIVED.
CALC Updates
CALC AGM 4TH Oct 2025
Playground inspection

22) DATE OF NEXT MEETING
The next Parish Council Meeting will be the Thursday 19th June 2025 at 7.30pm in the Memorial Hall.

Signed: Chairman

Date: