

**BURTON-CUM-WALDEN PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
TUESDAY, 4 MARCH 2025**

A Parish Council meeting was held in the Village Hall, West Burton on Tuesday, 4 March 2025.

Present: Miss Jane Ritchie, Mr Andrew Landau, Mrs Sally Sahin, Mrs Victoria Whitehead and Mr David Dent, Councillors, Mr Richard Nolan, Assistant Clerk

**1. Apologies**

Apologies were received and the reason accepted from Mrs Sue Ryding (Clerk).

**2. Declarations of interest**

There were no declarations of interest.

**3. Minutes**

The minutes of the Parish Council meeting held on Tuesday 4 February 2025, having been circulated to all Members, were confirmed as a true copy, and duly signed by the Chairman.

**4. Clerk's Report**

The Assistant Clerk presented the Clerk's Report on the following matters:

- Response to Planning Application
- Response to Yorkshire Dales National Park Authority Local Plan consultation
- New clerk's hours and salary
- Entry into the Best Kept Village Competition
- Blocked drains
- Council Finances.

**RESOLVED:** That the Clerk's Report be received and noted.

**5. Triangle of Parish Land by the Grange**

The Council considered further the state of the Triangle of Parish Land by the Grange.

**RESOLVED:** That the Clerk should (i) have broken-up edges of the land re-seeded with grass seed, and (ii) request that parking be on the other side of the road.

**6. Agenda for the Annual Parish Meeting on 22 April 2025**

The Council considered items for inclusion on the Agenda of the Annual Parish meeting, to be held at 7.30pm on Tuesday 22 April 2025.

**RESOLVED:** That the Clerk should, in the light of the discussion, bring a draft agenda for the Annual Parish Meeting to the next meeting of the Parish Council.

**7. Register of Parish Assets**

The Council considered the draft Register of Parish Assets as at 4 March 2025.

**RESOLVED:** That this was an accurate Register of Parish Assets, and that the Chairman and the Clerk should sign the register.

**8. Insurance of the Mower**

The Council considered the renewal of the insurance for the mower at the cost £184.10

**RESOLVED:** That the renewal quote is accepted, and that an online payment for the sum of £184.10 should be made

**9. Closure of the Sixth Form at Wensleydale School**

The Council considered the consultation about closure of the Sixth Form at Wensleydale School. It noted the responses to consultation received before the deadline of 28 February 2025, and further noted that the Executive of North Yorkshire Council is to take a decision on 18 March 2025 about the closure.

**RESOLVED:** To note the consultation and the responses made to it.

#### **10. Data Protection Registration**

The Council considered renewing the Council's data protection registration with the Information Commissioner's Office (ICO) at a cost of £52.00.

**RESOLVED:** To renew Council's registration and pay the fee.

#### **11. Parish Website**

The Council considered a report from the Parish Council website manager, Mr Martin Dimmock regarding the current website and the technical difficulties of maintaining and updating it arising from the software package currently being used. Councillors also considered a proposal from Mr Dimmock to create a new Parish website, using more appropriate software at a cost of £150.00.

**RESOLVED:** That this proposal is accepted, and that Mr Dimmock should be asked to redesign a new website accordingly at an agreed cost of £150.00

#### **12. Contract and Job Description for the New Clerk**

The Assistant Clerk left the room for the duration of the discussion on this item. The Chairman tabled the draft contract and job description for the New Clerk, to take effect on and from 1 April 2025.

**RESOLVED:** That the draft contract and job description be approved; that the Chairman be authorised to sign and date them on behalf of the Parish Council, and that the Chairman should report the discussion to the Assistant Clerk for the minutes.

#### **13. Invoices**

There were no invoices to consider.

#### **14. Notice of meetings and reports of meeting attended**

Councillors noted the dates of future meetings and reports of meetings attended.

#### **15. Items for the next agenda**

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

- The April Parish Newsletter
- The retirement of the Clerk.

There being no further business, the meeting closed at 8.55pm.

Date of the next meeting, **Tuesday, 1 April 2025 at 8.00 pm** in the Village Hall.

Chairman: *Jane O Ritchie*

Date: 1 April 2025