

Minutes of the Extraordinary General Meeting of the Little Burstead Parish Council,  
held at Little Burstead Village Hall,  
on Tuesday 18<sup>th</sup> June 2013 at 5pm

Present: **Councillor Savage (Chair)**  
**Councillors Smith, Mohseni and Dean.**

In Attendance: **Mrs. Kim Barford, Clerk to the Parish Council**

### **18.13 Apologies for absence**

Cllr. Mence had sent her apologies.

### **19.13 Declarations of Interest**

None.

### **20.13 Minutes**

Members considered the minutes of the Annual General Meeting of 8<sup>th</sup> May 2013. The minutes were approved by all members present and duly signed by the chair.

### **21.13 Matters arising from minutes of previous meeting.**

Members referred to item's:

11.13b – Highways. A serious accident had occurred at the junction of Hatches Farm Road and Tye Common Road in recent days. The clerk to enquire regarding the status of the parish council's current application to the Highways Panel for improvements at the junction.

Also, regarding reporting of pot holes the clerk said reports were made when necessary but all members of the public could also do so. A link to appear on the website and an article produced for inclusion in the next issue of The Bugle with relevant contact details.

11.13c – Verges. LR & Sons had been instructed to undertake a further cut of the verges as only a limited cut had been undertaken by the borough council's contractors. The borough council will be notified and a BC representative to be requested to come along to a forthcoming meeting to discuss service and maintenance for the future.

15.13a – The contractor appointed to undertake redecoration of the finger post signs had not commenced and the clerk was concerned as unable to obtain a response to messages. If nothing heard, other quotations to considered at 10<sup>th</sup> July meeting.

15.13c – The clerk notified members that the dilapidated state of the post box had been reported to Royal Mail and English heritage had been notified of the parish councils interest in requesting that the post early Victorian be awarded a listed status.

### **22.13 Public Forum**

No members of the public were present.

### **23.13 Audit 2012/2013**

- a. The clerk spoke of the recent internal audit undertaken by Heelis and Lodge and effectiveness of audit within the parish council. Discussion ensued and Cllr Mohseni was appointed to review the accounts on a quarterly basis and report to the members accordingly.
- b. Members received and formally approved the accounts for the year to 31<sup>st</sup> March 2013 and the Annual Return was accordingly signed by the Chair.

**24.13 Telephone Box (opposite the War Memorial)**

Members were updated regarding the clerks communications with BT concerning the current condition of the kiosk, future maintenance and the adoption scheme. BT had replaced the 4 x telephone transoms, and a (free of charge) paint kit had been received. BT had further offered to supply, free of charge, 108 x new acrylic panels ( the actual cost in excess of £500) , should the adoption proceed. Regarding maintenance, BT have a much reduced budget for these older kiosks and no plans at present to re-decorate, hence the offer of a free paint kit. If the adoption was to proceed, the telephone equipment, (use of which was possible only with payment by electronic means), would be removed.

Cllr. Savage proposed that the Parish Council formally adopt the telephone box. Cllr. Dean supported the motion. Cllr’s Smith and Mohseni opposed the motion and spoke of their concerns that should the adoption proceed maintenance of the kiosk would be a further financial liability for the parish council and the loss of the telephone facility was of concern. Cllr’s Smith and Mohseni supported renovation of the box but were keen to preserve it as a working telephone box. The clerk had obtained quotations for renovation and the redecoration in recent months and voluntary assistance had also been offered. Cllr Mohseni suggested he may be able to arrange for the repainting at no or less cost to the parish council. Members agreed that Cllr Mohseni liaise with the clerk and redecoration be considered at the July meeting.

Discussion ensued regarding adoption and future maintenance implications. The clerk advised Cllr Savage that he, as chair, and in the case of a split vote, had a casting vote should he wish to use it. Further discussion ensued. Cllr Savage then said, taking on board members’ concerns that he would go with the majority and the adoption was therefore not to proceed, at the current time.

**25.13 Date of next meeting: Wednesday, 10<sup>th</sup> July 2013 at 7.30pm.**

The meeting closed at 5.55pm.

**Signed .....**

**Dated .....**