

BURSTWICK PARISH COUNCIL

Parish Clerk: Mrs R Blackburn
Tel No: 01964 670887
Email: burstwickpc@gmail.com

To members of the Council

You are hereby summoned to attend a meeting of Burstwick Parish Council held at Burstwick Village Hall on Thursday 26th August 2021 at 7.30pm to transact the following business.

Rose Blackburn Parish Clerk Issued on: 20.08.2021

AGENDA

- 2021/08/01 To note apologies for absence
- 2021/08/02 Councillors to disclose their interests in matters to be discussed
- 2021/08/03 Members of the public are invited to address the council
- 2021/08/04 To confirm the minutes of the meeting held on 29th July 2021
- 2021/08/05 To receive the clerks report and councillor updates
- 2021/08/06 To note correspondence received
- 2021/08/07 To consider planning applications received and note planning decisions
- 2021/08/08 To discuss road safety in the village and receive any updates on action taken
- 2021/08/09 To review the memorial rose border in the cemetery
- 2021/08/10 To review parish council grant policy
- 2021/08/11 To authorise village hall committee expenditure in relation to flat roof repair
- 2021/08/12 To agree payments in accordance with the budget
- 2021/08/13 Items for next month's agenda

The next meeting of Burstwick Parish Council is on Thursday 30th September, 7.30pm at Burstwick Village Hall

2021/08/05 To receive the clerks report and councillor updates

- The site meeting at the allotments to discuss the hedge will now take place in September, due to people being away in August
- The damaged bin on the recreation land between Elm Avenue and Beech Close was reported to ERYC
- There are some tasks outstanding in August due to Clerk being on leave including applying for the windfarm grant and writing to local groups about the 'kick start' funding the parish council can provide, these will be completed by the September meeting
- Clerk has chased ERYC regarding the play area gate and bin, the bin has been fixed this week but there are delays to the gate due to global demand for steel
- Notice letters have been sent to two plots agreed in the last meeting, both tenants have been asked to remove their belongings so the plots can be re-let on 17th September.

2021/08/06 To note correspondence received

Emails

- 49/21-22 East Riding CCG newsletter
- 50/21-22 Humberside Police Town and Parish news for August
- 51/21-22 ERYC advising the traffic survey will take place in September
- 52/21-22 ERNLLCA finance training for councillors
- 53/21-22 ERYC ward councillors' letter re: Rathin Energy and S106 agreements
- 54/21-22 ERNLLCA AGM invite

2021/08/07 To consider planning applications received and note planning decisions

New applications

There are 4 new applications to consider as follows:

21/02423/PLF change of use from farm storage building (Sui Generis) to mixed use as a farm workshop and classroom (Use classes Sui generis and F1(A))
North Park Farm, Newfield Lane, Lelley

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/21/02423/PLF>

21/02505/PLF Construction of dropped kerb for vehicular access
3 West Villas, Main Street, Burstwick

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/21/02505/PLF>

21/02282/PLF Erection of 4 dwellings with associated access, parking and infrastructure as a rural exception site for affordable housing (re-submission of planning application 20/03066/PLF)
Land west of 47 Back Lane, Burstwick

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/21/02282/PLF>

21/02515/PLF Construction of dormer to front
17 Willow Road, Burstwick

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/21/02515/PLF>

Decisions to note

21/01458/PLF Erection of extension to the existing service station to incorporate a convenience store (with sale of alcohol), with associated parking
Burstwick Service Station, Ellifoot Lane, Burstwick

ERYC granted planning permission subject to conditions.

2021/08/08 To discuss road safety in the village and receive any updates on action taken

Clerk responded to ERYC on 3rd August regarding the proposed 50mh limit on B1363 Burstwick to Halsham Road.

No response has been received from ERYC, however Cllr. Holtby and Cllr. Birch have written to ERYC supporting the parish councils request to reduce the speed limit to 40mph past the golf club and beyond the tight bend by the junction to Greens Lane.

Regarding traffic surveys, the following email was received from ERYC:

*Rose Blackburn
Clerk to Burstwick Parish Council*

Dear Rose,

The traffic survey has been booked for September to coincide with the start of the new school term.

Yours sincerely

Nicola

On behalf of,

Traffic Management

2021/08/09 To review the memorial rose border in the cemetery

The memorial rose border was established to allow residents to adopt a rose in memory of a loved one.

Unfortunately, the rose border hasn't done as well as hoped and it appears unlikely these could be adopted for a fee (the proposed fees were: £250.00 for initial 5 years plus plaque and if family required a renewal this would be £100 for another 5 years)



Parish Council to decide what to do. One idea is to repurpose the area and turn it in to a memorial area with a bench and plant up the borders with other plants such as rosemary and lavender.

[Home](#) / [Benches and Seating](#) / [Winawood Sandwich 3 Seater Bench](#)

Winawood Sandwich 3 Seater Bench

Description Specifications Colours

- Natural in appearance, but lasts for years
- Manufactured from HDPE plastic
- Will not rot
- Strong, durable and wear resistant
- Wood grain effect
- Completely maintenance free
- Easy self assembly
- Guaranteed for 3 years
- Memorial plaque can be added as an optional extra [See here](#)
- **Free Delivery to UK mainland***

We aim to despatch all Winawood items within 2 weeks of the order date



NBB Recycled Furniture £360.00 plus VAT, free delivery



Glasdon £520.94 plus VAT with free delivery

Designed to co-ordinate with existing street furniture and traditional designs, this durable outdoor seat is ideal for sitting around recreational areas, heritage sites, coastal locations or town centres.

The Lowther seat comprises of corrosion / weather resistant cast aluminium ends with Armortec® coating, a durable paint finish which limits the impact of scratches, offering long lasting outdoor seating with minimal maintenance.

The unique, Armortec coated, L-shaped steel support frame and rigid construction provides overall strength and vandal resistance, making the seat stronger and reduces bowing (not applicable to models purchased with Vandalex slats).

Lowther seat is available with a wide selection of slat colours/finishes, utilising Enviropol®, Timberpol® or Vandalex® material, providing 6 different models to choose from. Vandalex slats provide excellent fire resistance when compared to standard wooden benches.

2021/08/10 To review parish council grant policy

This policy was adopted in January 2020.

BURSTWICK PARISH COUNCIL

Grant Awarding Policy

Introduction

As a parish council active in the community, Burstwick Parish Council allocates a sum of money from its budget each year that can be used to support local groups and organisations.

Grants will be paid using the statutory power of Section 137 of the Local Government Act 1972. This act permits expenditure up to a certain limit on anything which in the opinion of the council is in the interests of the parish, or any part of it, or is in the interest or all or some of its inhabitants and which would produce a benefit in line with the expenditure involved.

This amount is limited to a figure per head of the electorate on the electoral role on 1st January before the commencement of the financial year. The figure is index-linked and for 2020/21 is £8.32 per elector.

The parish council has no obligation to spend all or any of the money available under S.137. This money is not 'gifted' to the parish council; it forms part of the Precept which the parish council makes to East Riding of Yorkshire Council. The cost of any grants is therefore reflected in residents' council tax bills.

The amount allocated from the budget is currently £150.00 per year, this gives the parish council the capacity to make up to three grants of £50.00 per year.

Who can apply?

Groups and organisations must:

- be based and operational in the village/parish of Burstwick
- be a charity or a voluntary or community group with a constitution (set of rules) which states aims and objectives of the group and its operating procedures
- have a bank account operated by a minimum of two joint signatories

What can be funded?

- projects that make the local community a better place to live, work, rest, play or visit
- benefit residents of the parish
- applications for day to day running costs and specific projects will be considered
- each group can make one application per year

What can't be funded?

- the Council will not provide funding for long term support
- the council will not support sponsorship or marketing activities
- grants are not available for items that have already been bought or will be bought while the application is being considered
- grants will not be awarded to individuals

How to apply

The grants scheme is open throughout the year until funds are used up. Groups and organisations can apply for a grant in writing to the Parish Clerk, to include the following information:

- Who the group is and what they do
- What the grant is for
- Details of the treasurer and who to make cheque payable to

You may be asked to provide additional information such as a copy of your constitution or rules or a recent bank statement.

Who makes the decision?

The application for a grant will be added to the agenda of the next full parish council meeting for a decision to be taken by the council. Clerk will inform the group /organisation shortly after the meeting.

Conditions of support

- All payments to be made by cheque
- Parish council will expect to receive written confirmation of receipt of cheque
- Grant can only be used for the purpose agreed by the parish council
- Grant must be spent within the financial year awarded and cannot be added to your reserves
- Parish council may ask you to provide proof that the grant has been spent
- If your project costs are more than anticipated any shortfall must be met by you
- Any unused funds at the end of the financial year in which the grant was paid must be returned to Burstwick Parish Council
- You must acknowledge Burstwick Parish Council's support in relevant reports and publicity
- A representative to give a report at the Annual Parish Meeting in April, on how you spent the money and how the project went

Clerk contact details

Mrs R Blackburn
Tel No: 01964 670887
Email: burstwickpc@gmail.com
Web: www.burstwickpc.co.uk

[Review: This policy will be reviewed in 2022.](#)

Policy adopted by Burstwick Parish Council on: 30/01/2020

Signed by Chairman: *D James*

2021/08/11 To authorise village hall committee expenditure in relation to flat roof repair

2021/08/12 To agree payments in accordance with the budget

Payments and receipts as at Friday 20th August

August 2021 Accounts

Description	Amount	VAT
Burstwick Village hall - utility charge for July PC meeting	5.00	
Business stream - allotments water bill	45.13	
Glazik Kershaw - payroll provider	44.40	7.40
HMRC - tax	TBC	
Staff salaries for August (3 part time staff)	1043.74	
Gardeners' expenses	TBC	
Credit card:	103.00	
Unlimited web hosting yearly charge £45		7.50
Wilko Ltd ream of paper £3.00		0.50
Sandhill Garden centre - garden vouchers £55 S137		
	1,241.27	
Receipts		
Cemetery fees: SLATER	100.00	
	100.00	

2021/08/13 Items for next month's agenda