

## BURSTWICK PARISH COUNCIL

MEETING HELD IN THE VILLAGE HALL ON TUESDAY 25<sup>th</sup> April 2023

Present: Cllr. D James – Chairman DJ  
 Cllr. A Brown – Vice Chairman AB  
 Cllr. M Cripsey MC  
 Cllr. N Fairbank NF  
 Cllr. S Gould SG  
 Cllr P. Paragreen PP  
 Cllr. D Rainforth DR  
 Cllr P Tong PT

Public: 0 Press: 0 Police: 0 Ward Cllrs: 0 Clerk: K Dawson KD

	<b>Discussion and agreement</b>	<b>Action</b>
<b>2023/04/01</b>	<b>To note apologies for absence</b>	
	None. All Councillors present	
<b>2023/04/02</b>	<b>Councillors to disclose their interests in matters to be discussed</b>	
	Cllr. A Brown – Allotments, village hall, Church Lane and cemetery. Cllr. M Cripsey – Play area. Cllr. N Fairbank – Allotments and play area. Cllr. S Gould – Play area, cemetery and village hall. Cllr. D James – None. Cllr. P. Paragreen – Allotments. Cllr. D Rainforth – Cemetery. Cllr P. Tong – Allotments.	
<b>2023/04/03</b>	<b>Members of the public are invited to address the council</b>	
	None present.	
<b>2023/04/04</b>	<b>To confirm the minutes of the meeting held on 28<sup>th</sup> March 2023</b>	
	Minutes approved and signed as a correct record.  Proposed: Cllr PP Seconded: Cllr AB	KD
<b>202/04/05</b>	<b>To receive the clerks report, Chairman’s report, Vice Chairman’s and councillors updates</b>	
	<u>Clerks report on actions taken, issues and updates:</u>	
a.	The village flag pole has been purchased and is in position.	
b.	ERYC Valuation & Estates have advised that the land we wanted for a new cemetery is earmarked for affordable housing. They will look into available land and re-discuss in a few months time.	KD

c.	Elections update: Councillors DJ, AB, MC, SG, PP, DR and PT are listed in the ERYC Statement of Persons Nominated. The Parish of Burstwick is therefore uncontested with two vacancies to fill by co-option after the May elections. A poll will be held for Mid Holderness Ward Councillors.	KD
d.	A query was raised over the last allotment water bill which we have since been credited £128.33 for. Business Stream have confirmed price rises from 1 <sup>st</sup> April 2023 as circulated.	
e.	A resident reported a barrier that has been in a state of disrepair for sometime, at the cut through between Woolam Hill and Meadow Drive has been taken. ERYC to be advised.	KD
f.	The Village Hall Management committee have agreed to an increase to our hire charge by £1.00 per hour. Our current rate is £2.50 per hour which will increase to £3.50 per hour from 1 <sup>st</sup> June 2023 - due to high increases on energy, repair costs etc.	
g.	The VAT return for the year 2022-2023 totals £2790.22. To be submitted once the auditor has returned our books, approving the figures.	KD
h.	Scribe is set up and ready for 2023-24 subject to a few code amendments.	
i.	There are some worthy training sessions via ERNLLCA for the Clerk, existing councillors and new councillors. I would highly recommend new councillors take up training in June	All Cllrs
j.	Remittance advice received today from ERYC for the first half of the precept.	
k.	The clerk has circulated an email and documents regarding the Dogger Bank wind farm. Councillors were asked to read the documentation and feed back any comments prior to 22 <sup>nd</sup> May which is the closing date for responses.	All Cllrs
l.	ERYC are considering holding another drop-in event and enquired if there are other services to be invited to attend. The clerk suggested representatives from Highways, Dog warden, speeding/traffic management and contact/communications with ERYC.	KD
	<b><u>Chairman's report / update</u></b>	
	The next newsletter printed by Jadan Print and distributed by Browns Leaflet Distribution will be delivered soon. The newsletter and Coronation events will be posted on social media this week.	DJ
	<b><u>Vice Chair's report / update</u></b>	
	There is an increase of dog fouling on the village pavements including the cut through to Churchill Avenue. The clerk will source dog foul stickers and notices and inform the dog warden team. A post on social media may remind residents that the dog warden is aware with an inspection imminent. Residents are encouraged to report those seen not picking up after their dog or letting their dogs out alone or with a minor.	KD DJ
	<b><u>Councillors' updates:</u></b>	
	Cllr NF will be sent the necessary paperwork for co-options in due course.	KD
	Cllr PP apologised for not responding re: the ERNLLCA meeting 20.4.23.	

<b>2023/04/06</b>	<b>To note correspondence received</b>	
	<p>28.3.23 Holderness Health - Slides from Health Forum meeting</p> <p>30.3.23 NALC – Infrastructure Survey</p> <p>4.4.23 Police – Newsletter</p> <p>6.4.23 ERYC – East Riding Local Plan Update – The clerk advised this document may be worth viewing with regards to the cemetery land situation mentioned in the clerks report.</p> <p>6.4.23 ERNLLCA – ER District Committee meeting 20.4.23 via Zoom.</p> <p>18.4.23 ERNLLCA - Newsletter</p>	All Cllrs
<b>2023/04/07</b>	<b>To consider planning applications received and note planning decisions</b>	
a.	<p>Application 23/00760/STPLFE for the installation and operation of a solar farm (maximum output of approximately 49.9MW) with a Battery Energy Storage System (capacity of 20MW) and associated infrastructure including inverters, transformer/substation, cables, CCTV, access tracks, perimeter fencing and landscape works at Land south and west of Froghall Farm, Wyton Rd, Preston.</p> <p><a href="https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/23/00760/STPLFE">https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/23/00760/STPLFE</a></p> <p>Decision: No objections. Councillors are all in favour of this application.</p> <p>Proposer: DR Seconder: PT</p>	KD
b.	<p>Application 23/00860/PLF for the erection of a dwelling with associated works and infrastructure following demolition of existing dwelling at New Bridge Lodge, Newbridge Road, Burstwick.</p> <p><a href="https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/23/00860/PLF">https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/23/00860/PLF</a></p> <p>Discussion: Councillors were reminded to view planning applications in advance of meetings so as to make an informed decision.</p> <p>Decision: No Objections. One abstention.</p> <p>Proposer: PP Seconder: AB</p>	KD
c.	<p>Application 23/00918/VAR for variation of condition2 (approved plans) of app 22/00799/PLF and appeal decision APP/E2001/D/22/3301619 (erection of single storey extension to rear) to allow the increase in height of the single storey extension at 132 Main St, Burstwick</p> <p><a href="https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/23/00918/VAR">https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/23/00918/VAR</a></p> <p>Decision: No objections.</p> <p>Proposer: SG Seconder: PP</p>	KD
<b>2023/04/08</b>	<b>To discuss road safety in the village and receive any updates on action taken.</b>	

	Discussion. Weather conditions have not been favourable and volunteers are low. A push for more volunteers will be made locally. Without more volunteers, speedwatch sessions will become less frequent.	DJ
<b>2023/04/09</b>	<b>To agree re-location of post box from outside the former shop.</b>	
	Discussion: A post on social media to consider a suitable location has resulted in feedback. The existing post box has now been sealed and it will eventually be removed. The preferred locations are 1: To the left hand side of the noticeboard opposite the Hare and Hounds and 2: the bus stop.  Proposed: PT Seconded: AB	DJ
<b>2023/04/10</b>	<b>To approve funding application to BPWFCF for replacement MUGA play equipment</b>	
	Discussion: A quote from Playdale, suppliers of the equipment and the only distributor for the UK have quoted for the replacement parts and fittings required to the value of £6,363.60. Whilst a huge expense, it was agreed to apply for funding from the Burton Pidsea Wind Farm Community Fund, with Commuted Sums of £861.44 due and a contribution from the parish council which equates to the VAT fees that are re-claimable, resulting in no expenditure from the public purse. It was suggested the school be asked if they can access funding to support future improvement and repair fees.  Proposer: DR Seconder: MC	DJ
<b>2023/04/11</b>	<b>To discuss condition of Church Lane and cemetery pathways and trees update.</b>	
	The clerk has spoken to the ERYC churchyard team regarding the trees. They are still on the list to be cut but considered cosmetic rather than urgent. Our contact lives locally so can be asked to revisit. Headstone stability testing and a general tidy has been carried out recently.  ERYC do not have funds for churchyard pathways despite their wet and boggy condition. They confirmed that the random flagstones were not laid by them so we can only assume residents have placed them there as stepping stones for when it is really wet. These can create a trip hazard. It is terribly wet regardless for those visiting the churchyard / cemetery. Could ERYC provide us with the mulched tree cuttings once the trees are cut? The clerk will write to ERYC expressing our safety concerns and report that trees are also overhanging Church Lane which is making it dark and unpleasant due to bird droppings when we are to actively encourage residents to use the Church Lane rather than through the Churchyard as we consider it a safer option for the public. Signage will be erected directing residents to access the cemetery via Church Lane rather than the churchyard route as whilst we recognise it's hazards it not the responsibility of the parish council.  Grasslands have quoted £40.00 + VAT for one knap sack of weed killing spray to Church Lane which Councillors approved.	KD  DJ

	<p>Proposer: SG          Seconder: AB</p> <p>A burial plot in need of seeding / turfing was brought to the attention of the Clerk who will ask the gardener to attend to the matter.</p>	KD
<b>2023/04/12</b>	<b>To review and accept CCTV Policy</b>	
	<p>Discussion: A draft policy was circulated and approved. To be reviewed in 2025. The CCTV system will be installed in the next two weeks or so.</p> <p>Proposed: PP          Seconder: PT</p>	KD
<b>2023/04/13</b>	<b>To approve expenditure and arrangements for King Charles III Coronation</b>	
	<p>Discussion: Costs circulated and approved to a value of £552.46.</p> <p>Proposed: AB          Seconder: DR</p>	DJ
<b>2023/04/14</b>	<b>To a, consider offer of allotment competition prizes and b, receive inspection report/agree actions</b>	
a.	<p>An allotment tenant has a business in Burstwick - AJMC Trading LLP who own a range of gardening products (Kingston Tools) offered prizes for the allotment competition in return for promotion of their products.</p> <p>It was agreed if the tenant was excluded from the competition and certificates, prizes and any post competition results stated that prizes were donated by AJMC the kind offer was accepted.</p> <p>Proposer: DR          Seconder: MC</p>	KD
b.	<p>Allotment committee members carried out an inspection on 19th April 2023. Their report was circulated to councillors and the clerk was asked to action appropriate correspondence with the tenants.</p> <p>Committee members and the parish gardener have fitted all the marker posts. Thanks was expressed for a job well done. Spare posts will be stored in the Village Hall shed.</p> <p>The clerk will update and recirculate the allotment plan.</p> <p>Plot 28A has been offered out to a gentlemen on the waiting list.</p> <p>Proposer: PP          Seconder: NR</p>	KD  KD  KD

2023/04/15	Finance matters																																																																																																																			
a.	<b>To review and accept finance regulations</b>																																																																																																																			
	Item withdrawn as the regulation were last reviewed in July 2022.																																																																																																																			
b.	<b>To adopt and approve reserves policy and agree earmarked reserves</b>																																																																																																																			
	<p>Discussion: The reserves policy was circulated and approved.</p> <p>Proposer: AB          Seconder: PT</p>					KD																																																																																																														
c.	<b>To approve payment schedule for April 2023</b>																																																																																																																			
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	<p><b>Balance as per bank statement 31<sup>st</sup> March 2023</b></p> <p>NS&amp;I Investment Account 16,784.62</p> <p>HSBC Business Money Manager Account 10,116.91</p> <p>HSBC Community Account (CA) 2,696.28</p> <p>Credit Card</p> <p>Total 29,597.81</p> <p>Net balance <u>29,597.81</u></p> <p><b>Cash Book</b></p> <p>Opening balance 01/04/2022 34,101.97</p> <p>Receipts to date 36,641.45</p> <p>Less payments to date -41,145.61</p> <p>Closing balance per cash book <u>29,597.81</u></p> <p>Summary and budget report circulated with £1.66 variation noted. The clerk will endeavour to resolve the balance. Decision: All approved.</p> <p>Proposer: MC Seconder: AB</p>	KD
<b>2023/04/16</b>	<p><u>Items for next months agenda</u></p> <p>Election of Chair and Vice chair Election of committee members Register of Interests / Declaration of office Finance meeting Cemetery inspection and review of guidelines</p> <p>Meeting closed at 8.44pm. End.</p>	KD

The next meeting will be held on **Tuesday 23<sup>rd</sup> May 2023 at 7.30pm in the Village Hall**