

c.	(Councillor updates item) Cllr PP highlighted concerns regarding a particular dog on the Festive Field he regards as dangerous after a recent incident. Signage will be considered as will a feature in the newsletter asking users of the field to respect others, sensible use of the dog bags from the dispenser and who to contact regarding dog fouling and dangerous dogs. A log was suggested for any incidents with the dog that was identified.	KD
d.	A resident/former councillor read out a personal statement to address reasons why he failed to submit his election papers in May to enable him to re-stand as a candidate for the parish council. He continued to express his thoughts regarding the outcome of his unsuccessful application for co-option.	
e.	The chairman advised that all procedures for election were given to all councillors whose sole responsibility it is to apply within the parameters set by electoral services. The council has followed standard procedure. If there is cause for complaint, the clerk will advise on the complaints procedure.	
f.	(Councillor updates item) Cllr MC read a personal statement of his own in relation to item (d) and asked councillors to explain the reasons behind their vote.	
g.	(Councillor updates item) Cllr PP welcomed the new councillors and proceeded to hand in his letter of resignation and left the meeting as he felt things had been dealt with wrongly in relation to item (d).	
2023/07/04	To confirm the minutes of the meeting held on 20th June 2023	
	Minutes of the meeting held on 29 th June were agreed and signed as a correct record. Proposed: DG Seconded: AB	KD
202/07/05	To receive the clerks report, Chairman's report and councillor's updates	
	Clerks report on actions taken, issues and updates: As public participation was extended beyond the permitted time, the clerk highlighted additional matters only to the list of matter already circulated, on the assumption all supporting documents had been read in advance of the meeting.	
a.	A further data breach has occurred by HSBC. A complaint has been logged by the clerk as it is the second error made by the bank, which they have apologized for.	
b.	The Clerk attended the annual Town and Parish Council Planning Liaison meeting.	
c.	A resident has reported weeds in the churchyard affecting their garden and fencing. ERYC advised and have acknowledged the issue direct.	DR / MC
d.	A fallen tree in the churchyard was reported two days prior to a funeral. ERYC removed the tree prior to the funeral. This reiterates our safety concerns in the churchyard. Whilst there is an alternative entrance, it is the long way round and people will automatically navigate to the nearest route. The clerk has been advised a cemetery tree inspection will be held after the nesting period. Such an inspection was held a year ago for the conifers. Our ward Cllr was copied into these tree matters this morning and has already spoken to the department concerned as we continue to receive complaints about the overhanging trees and comments about safety in the churchyard.	KD
e.	Can Cllr MC / Cllr DR confirm the number of bulbs and/or colours required for the Xmas tree.	
f.		

g.	<p>The dyke at festive field will be cleared after Party In the Park. Access arrangements to be clarified in advance to ensure the access is unlocked.</p>	DJ
h.	<p>Prices to attend the ERNLLCA Conference in Hull have been reduced to £55 + VAT. Apologies were tendered from Burstwick for the ERNLLCA meeting on 20th July. We have missed several meetings now. Funding slides have been circulated.</p>	
i.	<p>The grass cutter has another years tax exemption.</p>	DJ
j.	<p>The clerk is preparing figures as requested by the Primary school for new play equipment costs, annual inspection costs, repairs, replacement and grass cutting costs. It is hoped the school will consider some fundraising towards future costs.</p>	DJ
k.	<p>On-line Councillor Training / induction (in three parts) is available in September if our new councillor's are interested in attending.</p>	KD
l.	<p>All allotment payments have been made.</p>	
m.	<p>Flood wardens feedback: A test run of the flood pumps has been carried out. Both started first time and ran for around 25 minutes. A small amount of water/diesel mix was removed from the sump of the 'B' pump, and is something to be monitored. The run meter for the 'B' pump is playing up again, with the 'tens' counter flicking between 8 and 9. This is not an issue and so will not look to effect a repair but be aware of it. All radios and portable lamps were tested and were fine. Noted.</p>	
n.	<p>The clerks portable hard drive has broken and has been replaced with a password protected USB memory stick that is compliant with the auditor.</p>	
o.	<p>A member of the public reported the hedge around the cenotaph was outgrown and obstructing the line of vision when exiting at the Pinfold/Main St junction.</p>	
p.	<p>Chairman's report / update The chair acknowledged the importance of the riparian responsibilities as mentioned by the member of the public.</p>	
q.	<p>The post box has been relocated from outside of the former shop to the land opposite the Hare and Hounds.</p>	
r.	<p>The application to the BPWFCF for the MUGA repairs has been approved to the value of £4441.56. DJ is in the process of applying for commuted sums which should be submitted this week.</p>	
s.	<p>Cllr DG was congratulated for organising another successful 'Party in the Park' event. Both the event organiser and marshals' were thanked for their efforts.</p>	
t.	<p>Vice Chair's report / update Cllr AB attended an enjoyable 10 year anniversary celebration event with the Withernwick Wind Farm Community Fund in Aldborough. There are 15 years remaining for the fund and sporting activities in the area will be looked at favourably.</p>	
u.	<p>The fund can also lend money for projects such as the purchase of a village hall. The re-located post box does not have priority post status. This will be highlighted in the next newsletter. Collection times are unconfirmed at present.</p>	
v.	<p>Wood chippings have appeared on the allotment site, which the clerk advised was arranged just this morning for users to use as mulch on their plots.</p>	

<p>w.</p> <p>x.</p>	<p>There are some low hanging branches at plot 32a which need cutting back when the new gardener is appointed.</p> <p>Councillors' updates Cllr DG declared over £4,000 had been raised which will be split 70% to Special Stars Foundation and 30% to the village hall.</p> <p>Cllr SG reported there was little litter to pick during her recent inspection of the play area.</p> <p>Other matters expected under Councillor updates were addressed during public participation.</p>	
<p>2023/07/06</p>	<p>To note correspondence received / circulated</p>	
	<p>Holderness Health - Newsletter 26.6.23 & 15.7.23 ERYC – Devolution information 27.6.23 ERNLLCA – Newsletter 23.6.23 ERYC – Leader & Ward Cllr Circ 27.6.23 ERYC – National Highways & Transport Public Satisfaction Survey to Cllr AB 28.6.23 ERNLLCA – Training Guide 30.6.23 ERYC – Anti Social Behaviour Data 30.6.23 ERYC – Draft Design Code 30.6.23 Humberside Police – Newsletter 11.7.23 Holderness Health – Patients letter 11.7.23 Conservation Volunteers – Projects 11.7.23 And York Diocese – All Saints Church 20.7.23 The All Saints church closed for worship earlier this year. It is now vested in/the responsibility of the York Diocesan Board of Finance who are trying to identify a suitable future use for the Grade I listed building. A market appraisal and advice of a specialist architect regarding the possibility of a conversion for residential use, may be considered as the most likely future use. For a less highly listed building such a conversion is not unusual, and it is not unheard of for planning and listed building consent to be granted for a Grade I building, although such a scheme would need a high degree of sensitivity. Under current legislation consultation for any proposed future use for the building is required and the Parish Council would be one of the (statutory) consultees. Additionally, any future use requiring alterations to the building would be subject to planning and listed building consent, both of which are in the hands of the Planning Authority. The Parish Council is the most likely local body to have any bright ideas for potential uses or know of prospective users. Our thoughts either now or in the future are requested.</p> <p>Discussion: It was suggested this item be put out to the residents of the village via social media or the newsletter for their involvement and suggestions. The clerk will request a draft article be drawn up by the diocese for us to publicise and enquire about the cost and responsibility of the church being made watertight.</p>	
<p>2023/07/07</p>	<p>To consider planning applications received and note planning decisions</p>	
<p>a.</p>	<p>Application no. 22/03938/PLF for the erection of two storey extension to side, single storey extension to rear and construction of dormer window to rear at 4 Sharp Avenue, Burstwick. Discussion: A number of objections have been raised on the planning portal. Discussion was held regarding the two storey side extension being too big for the footprint of the bungalow with an adverse impact on others and a feeling of</p>	<p>KD</p>

<p>b.</p> <p>c.</p> <p>d.</p>	<p>enclosure. It has been suggested the case officer visit the site and the council unanimously recommend the application is referred to the planning committee.</p> <p>Proposer: DJ Seconder: ZH</p> <p>Application 23/01791/PLF for the erection of 2.0m high galvanised palisade fencing to form secure compound (retrospective) at MMB and Services Ltd, Integra House, Main St, Burstwick.</p> <p>Discussion: Razor wire at the top of the fencing was not mentioned on the application. It is disappointing for the appearance of the village that 4 – 5 mature cherry trees were felled to accommodate the fence. Whilst premise security is appreciated the harsh appearance of the fence could be softened by painting it and perhaps new cherry trees could be planted.</p> <p>Decision: No objections but the above comments are to be added into the response.</p> <p>Proposer: SG Seconder: DG</p> <p>Application 23/01878/PLF for the erection of a single storey extension to form storage room at Burstwick Service Station, Ellifoot Lane, Burstwick</p> <p>Discussion: Whilst in favour of the application there is concern about pedestrian safety to access to the shop especially for the younger generation as there is no footpath along Appleby Lane on the approach to the shop which is on a sharp bend.</p> <p>Decision: No objection thought the concerns above are to be addressed with a request for them to be seriously considered.</p> <p>Proposer: DG Seconder: AB</p> <p>N.O.D for application 22/04059/PLF for the construction of a new vehicular access following removal of a section of hawthorn boundary hedge at Old Hall Farm, Hedon Rd, Burstwick. Granted. Noted.</p>	<p>KD</p> <p>KD</p>
<p>2023/07/08</p>	<p>To discuss road safety in the village and receive any updates on action taken.</p>	
<p>a.</p> <p>b.</p> <p>c.</p>	<p>Police speed survey results and assessments for Hariff Lane, Main Street and Station Road, Burstwick have been received and circulated. This is a summary of the results.</p> <p>Hariff Lane, Burstwick. The survey took place between 08/06/22 and 14/06/22. The current posted speed limit at this location is 30mph. The results of the seven day speed survey show that the average speed was 26.1mph and the 85 %ile speed was 31.1mph. The outcome of the assessment is that Harriff Lane, Burstwick does not require further intervention from the traffic management department.</p> <p>Station Road, Eastbound, Burstwick. The survey took place between 08/06/22 and 14/06/22. The current posted speed limit at this location is 30mph. The results of the seven day speed survey show that the average speed was 33.5mph and the 85 %ile speed was 39.6mph. The outcome of the assessment is that Station Road, Eastbound, Burstwick does not require further intervention from the department.</p> <p>Station Road, Westbound, Burstwick. The survey took place between 08/06/22 and 14/06/22. The current posted speed limit at this location is 30mph. The results of</p>	

d.	<p>the seven day speed survey show that the average speed was 31.2mph and the 85 %ile speed was 36.8mph. The outcome of the assessment is that Station Road, Westbound, Burstwick does not require further intervention from the department.</p> <p>Main Street, Burstwick. The survey took place between 08/06/2022 and 14/06/2022. The current posted speed limit at this location is 30mph. The results of the seven day speed survey show that the average speed was 25.4mph and the 85 %ile speed was 29.8mph. The outcome of the assessment is that Main Street, Burstwick does not require further intervention from this department for the following reasons;</p> <p>There is a good level of compliance with the posted speed limit for all of the above and from the available data, which is maintained by the Police, there have been very few personal injury collisions within the last three years.</p> <p>In line with the policy, a Town or Parish Council may rent a Speed Indicator Device (SID) on a priority/availability basis. It is recommended that two SID's are hired to capture traffic travelling in both directions.</p> <p>Discussion: Our data differs from theirs and as residents, witness the incidents and near misses the police don't. The comments of the summary were noted. The finance committee will discuss the possibility of hiring a S.I.D. In the meantime the Speedwatch Group will continue to meet and record data.</p>	
2023/07/09	To consider quotes and agree insurer for sit on mower	
	<p>A renewal quote and a comparable quote has been received with details circulated.</p> <p>Discussion: The clerk will enquire if the existing insurer can match the lower quote. The clerks main concern was that the mower would be operated by a newly appointed gardener with little experience of the machine. The clerk will renew cover accordingly.</p> <p>Proposer: DJ Seconder: ZH</p>	KD
2023/07/10	To consider applications for gardener/handyperson vacancy and agree for Personnel committee to select applicants for interview and recruitment	
	<p>Discussion: There have been 6 requests for the job description / key tasks. Prospective candidates have been asked to submit a letter of application for the post.</p> <p>Decision: Councillors approved applications and appointment of a new gardener are handed over and dealt with by the personal committee.</p> <p>Proposer: SG Seconder: ZH</p>	KD
2023/07/11	To consider request for a polytunnel on allotment garden no. 49	
	<p>Decision: The applicant already has a tidy allotment next door. No objections were raised to the request and the polytunnel was approved.</p> <p>Proposed: DJ Seconder: DG</p>	KD
2023/07/12	To receive Burstwick Village hall accounts for the year ending 31.3.23 and auditors report	

	<p>Discussion: End of year accounts and the internal auditors report were circulated in advance of the meeting for councillors to peruse. These were received and approved for handing over to the Village Hall Management Committee to review further.</p> <p>Proposed: AB Seconded: DG</p>	
2023/07/13	To review Village Hall Committee Terms of Reference	
	<p>Discussion: Terms of reference were circulated in advance of the meeting and were approved with no amendments. The clerk will update the review dates.</p> <p>Proposed: DG Seconded: SG</p>	KD
2023/07/14	To arrange committee meetings: a, cemetery b, Personnel & Finance	
	<p>Discussion: Cemetery – ideally when the weather is still nice and dry and during lighter nights. This is not urgent so priority will be to arrange the Personnel and Finance meeting.</p> <p>Discussion: A Personnel & Finance meeting will be held to discuss the audit report and recruitment of new staff member. Members will be advised further of a date.</p>	KD
2023/07/15	To agree rota for play area inspections over the summer holidays	
	<p>SG – Mondays DJ – Thursdays with DG to observe actions, after 6pm</p> <p>A bin inside the play area was suggested which prompted mention of a bin audit. Adult gym equipment was suggested from the Wind Farm Fund as mentioned earlier in the meeting.</p>	
2023/07/16	To elect one allotment committee member	
	<p>Discussion: Two members are now required.</p> <p>Decision: Cllrs AB and ZH will join Cllr PT as allotment officers.</p> <p>Proposer: DJ Secunder: SG</p>	KD
2023/07/17	To consider request from Burstwick W.I. for a bursary of £50 to purchase a brass plaque to commemorate their forthcoming centenary	
	<p>Discussion: The W.I. celebrates its 100th year in November this year. The group is increasing in numbers and Cllr AB is proud to be their President in its centenary year. A plaque similar to the existing W.I. within the village hall is intended subject to funding. It was suggested the plaques be mounted and re-located.</p> <p>Decision: grant request approved using statutory powers S137 and in accordance with the parish council grant awarding policy.</p> <p>Proposer: SG Secunder: DG</p>	
2023/07/18	To consider motions for ‘change’ at a national level via ERNLLCA	
	<p>Discussion: Throughout the year there will many a suggestion of things that could be changed nationally to improve things at our local level, however these things do not spring to mind at the time we are requested to submit them. Direct access to funding</p>	

	<p>was suggested as a huge time saver to town and parish councils, rather than availability and access going thorough the principle council. Why can't smaller councils be entrusted with direct access? Suggestion approved.</p> <p>Proposer: AB Seconder: DG</p>	KD																																																																																																																													
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2023/07/20	Budget monitoring report for first quarter of 2023-24		
	Discussion: The clerk has liaised with Scribe about some changes to the cashbook. Until all transactions are checked the first quarter figures can not be confirmed.		KD
2023/07/21	Items for next month's agenda (29th August 2023 at 7.30pm)		
	Adoption of Church Lane, Burstwick. Play Area gym equipment. Further suggestions for the next agenda are to be passed onto the clerk. Please note the September meeting will be brought forward a week to 19 th September, due to annual leave.		KD
	Meeting closed at 21.20. end		