

BURSTWICK PARISH COUNCIL

MINUTES OF THE MEETING HELD IN THE VILLAGE HALL ON THURSDAY 25th NOVEMBER 2021

Present: Cllr. D James - Chairman DJ
 Cllr. A Brown – Vice Chairman AB
 Cllr. M Cripsey MC
 Cllr. N Fairbank NF
 Cllr. D Rainforth DR
 Cllr. P Tong PT
 Cllr. P Waddingham PW
 Cllr. S Whiting SW
 Parish Clerk KD

Public: 16 Press: 0 ERYC Cllrs: 0 Abbrev' BPC – Burstwick Parish Council
 ERYC- East Riding of Yorkshire Council

Minute	Discussion and agreement	Action
21/11/01	To note apologies for absence	
	Cllr. S Gould SG	
21/11/02	Councillors to disclose their interests in matters to be discussed	
	<p>Pecuniary: None.</p> <p>Non-pecuniary: Cllr. N Fairbank – Allotment matters. Cllr. D James – Cemetery matters. Cllr. D Rainforth- Cemetery matters. Cllr. P Tong – Allotment and flood warden matters. Cllr. P Waddingham-Village Hall and flood warden matters.</p>	
21/11/03	Members of the public are invited to address the council	
	<p><i>It was AGREED to incorporate item 21/11/08 with this item.</i> The chairman gave an update on recent road safety matters. Speed watch training dates area available early December but the village Hall is pre booked. DJ will try for a Saturday. It costs £500 per month to hire speed indicator devices. Community Speed watch is to be encouraged with local volunteers, Councillor and PCSOs taking part at approved locations. Recent vehicle tracking gives limited data. More information is to be sought. The Parish Council continues to do all it can within its remit. It was noted that crossing lights are flashing out of sequence and road surface works have been deferred to January 2022. Traffic calming and railings in the vicinity of the school were suggested. Several members of the public spoke, raising similar concerns and wanting action to reduce the number of HGVs, traffic calming and speed reduction and for their concerns to be taken seriously. The Chairman encouraged everyone to work together and asked everyone to write in with their comments/experiences. Ward Councillors, ERYC officers, the police and M.P to be copied in. BPC will encourage public response further. <i>All members of the public left the meeting.</i></p>	<p align="center">DJ</p> <p align="right">DJ</p>

21/11/04	To confirm the minutes of the meeting held on 21st October 2021	
	Signed as a correct record. Proposed: PW Seconded: AB ALL AGREED.	Clerk
21/11/05	To receive the clerks report and councillors updates	
	The newly appointed clerk reiterated the comments made in the supporting papers regarding her appointment and the excellent administration of the previous clerk. AB – Parking and the state of paths in the Back Lane area have been brought to her attention. AB and DJ have inspected the area and agree access to vehicles, paths are poor and wheelchair/pushchair users will find it difficult. Dropdown kerbs are required. NF - Identified parking issues at Nettleton Garth with a vehicle parking on the pavement. NF – Enquired if the kissing gate had been altered by ERYC to allow pram/wheelchair access. KD to follow up. PT- Advised the gardeners new power tool will require two batteries. PW- Advised HGV's have been parking overnight on the layby near the Drain. To be reported to ERYC should it become a nuisance or matter of concern. DJ – Thanked AB for laying the wreath on Remembrance Day and MC, DR and AB for overseeing the Christmas Lights and the switch-on. DJ – Advised canvassing of properties in the Back Lane area will commence shortly with an aim to make it the first 'No Cold Calling' zone.	Clerk Clerk DJ/Clerk
21/11/06	To note correspondence received	
	Police Report – full content of the report to be checked.	
	Burstwick Parish Council emails <i>Emails sent to the Parish Council are forwarded to all the Parish Councillors</i> 27/10 ERYC Revenue and Procurement re. Financial Support for Residents. 02/11 ERYC Traffic Management re Update on Surface/Carriageway works. 03/11 ERYC re. Financial Help to Residents. 04/11 ERYC re. Platinum Jubilee – contribution from Burton Pidsea Wind Farm Fund. Accepted. 09/11 Speed Indication Devices. Update 20/11. 18/11 ERYC ASB 6 month statistics. 18/11 Police report. 20/11 ERLCA newsletters. 20/11 ERYC Overview and Scrutiny Committee.	
	Letters received None.	
21/11/07	To consider planning applications received	
	Planning applications:	

	<p>The Planning Inspectorate Ref. EN010125-000010. Application by RWE Renewables UK Swindon Ltd for an Order granting Development Consent for the Dogger Bank South Offshore Wind Farms. Scoping Consultation and notification. http://infrastructure.planninginspectorate.gov.uk/document/EN010125-000010.</p> <p>Proposed: AB Seconded: PT Outcome: All AGREED, no comments raised.</p> <p>Application 21/02871/PLF Conversion of existing domestic storage sheds into holiday let accommodation. Whinhill Bungalow Daisy Hill Burstwick Hull East Riding Of Yorkshire HU12 9HD for Mrs C. Oakman. Proposed: SW. Seconded: NF. Outcome: All AGREED, no objections.</p>	<p>Clerk</p> <p>Clerk</p>
	<p>Planning Decisions noted: Application 21/01951/PLF for the construction of vehicular access and private farm road/track at New York Farm, East End Road, Preston for D A Williams & Sons. GRANTED subject to conditions.</p> <p>Application 21/02282/PLF for the erection of 4 x dwellings with associated access, parking and infrastructure as a rural exception site for affordable housing (re-submission of planning app. 20/03066/PLF) at land west of 47 Back Lane, Burstwick for CDY Property Ltd. REFUSED.</p> <p>Application 21/02325/PLF for the erection of warehouse building for storage and distribution (Use class B8) at Kirncroft Engineering, Greens Lane, Burton Pidsea for Mr T. Pryboda. GRANTED subject to conditions.</p>	
<p>21/11/08</p>	<p>To discuss road safety in the village and receive updates on action taken</p>	
	<p>Item already covered as part of public participation.</p>	
<p>21/11/09</p>	<p>To agree annual insurance premium for 2022</p>	
	<p>The renewal is due on 1/1/2022. The Clerk, Chair and Vice Chair will review renewal documents prior to renewal. Proposed: PW Seconded: PT Outcome: All AGREED for renewal upon review by KD, DJ and AB.</p>	<p>Clerk AB DJ</p>
<p>21/11/10</p>	<p>To agree the parish council's operational budget for 2022-2023</p>	
	<p>It was AGREED to discuss item 14 at this point, as relevant to the budget. The Clerk suggested CiLCA not be commenced until after her probational period. Noted. Proposed: SW Seconded: PT Outcome: All AGREED to the inclusion of CiLCA fees within the budget, to be taken up after KD's six month probational period.</p> <p>Discussion held regarding expected and actual costs and inclusion of CiLCA fees. Monies not spent in one area can be spent in others to cover training. Therefore a budget of £35,203 was calculated.</p> <p>Proposed: PW Seconded: AB</p>	

	Outcome: All AGREED to an operational budget of £35,203.																																								
21/11/11	To agree to use cemetery budget to part fund parish gardeners' wage on 2022-23																																								
	Proposed: PW Seconded: SW Outcome: All AGREED to move £500 from the cemetery budget to part fund the gardeners' wage.	Clerk																																							
21/11/12	To agree parish council precept for 2022-23																																								
	The ERYC precept calculator was released today, though the Cabinet may still adjust tax base figures at their forthcoming meeting. BPC considered three options as prepared by the former Clerk. Proposed: SW Seconded: AB Outcome: All AGREED to a parish precept of £27,500. A £4,000 increase in consideration of inflation and the cost of living expenses.	Clerk																																							
21/11/13	To review cemetery fees for 2022																																								
	All existing fees were reviewed with a set increase considered. The Clerk also suggested fees be implemented for the transfer of Exclusive Rights of Burial Deeds. Proposed: PW Seconded: MC Outcome: All AGREED to a £10 increase on most fees and inclusion of a £50 fee for transfers. The Clerk will update the price list and amend some wording.	Clerk																																							
21/11/14	To agree costs of CiLCA course for new parish clerk																																								
	Item already considered under item 21/11/10.																																								
21/11/15	To agree cost of training courses for parish clerk																																								
	Training needs identified as council finance and excel. Noted. Training costs to come from allocated budget.																																								
21/11/16	To agree payments in accordance with the budget																																								
	Approve the schedule of payments for November 2021 as follows: <table border="1"> <thead> <tr> <th>Description</th> <th>Amount</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td>DA & CA Buckton</td> <td>86.40</td> <td>14.40</td> </tr> <tr> <td>Village Hall hire</td> <td>10.00</td> <td></td> </tr> <tr> <td>Norton Renewal fee</td> <td>64.99</td> <td></td> </tr> <tr> <td>Cartridge People</td> <td>30.90</td> <td>5.15</td> </tr> <tr> <td>AJACS Audit</td> <td>111.25</td> <td></td> </tr> <tr> <td>ERYC St Lighting</td> <td>1606.19</td> <td>267.70</td> </tr> <tr> <td>Grasslands 15, 16</td> <td>186.64</td> <td>31.10</td> </tr> <tr> <td>RBL wreath</td> <td>22.50</td> <td></td> </tr> <tr> <td>Staff salaries x 3</td> <td>721.36</td> <td></td> </tr> <tr> <td>HMRC</td> <td>81.40</td> <td></td> </tr> <tr> <td>Gardeners expenses</td> <td>10.00</td> <td></td> </tr> <tr> <td></td> <td>2931.63</td> <td></td> </tr> </tbody> </table> Proposed: PW Seconded: DR	Description	Amount	VAT	DA & CA Buckton	86.40	14.40	Village Hall hire	10.00		Norton Renewal fee	64.99		Cartridge People	30.90	5.15	AJACS Audit	111.25		ERYC St Lighting	1606.19	267.70	Grasslands 15, 16	186.64	31.10	RBL wreath	22.50		Staff salaries x 3	721.36		HMRC	81.40		Gardeners expenses	10.00			2931.63		
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	Outcome: All AGREED.	
21/11/17	To agree the purchase of 2 x two way radios for flood wardens	
	The existing radios have out lived their best operational usage and require replacement. Proposed: DR Seconded: AB Outcome: All AGREED to purchase 2 x two way radios at a cost of £57.50 each.	Clerk
21/11/18	To consider response to NALC re> PC7-21 Environmental Permitting (England and Wales) Regulations 2016. Consultation papers circulated and discussed. Proposed: PW Seconded: AB Outcome: All AGREED to respond to NALC re. DEFRA's proposals to express concern regarding the size of burial plots and the effects on cemetery land.	Clerk
21/11/19	Items for next month's agenda	
	Consider the purchase of a spare battery for the gardener's needs.	Clerk
	Date of next meeting. Thursday 27th January 2022 at 7.30pm	
	Meeting closed at: 9.20pm	END.

Amended version of November 2021 accounts for payment as agreed on 28.1.22 min 22/01/04 and min 22/01/19

November 2021 Accounts for Payment

Ref	Type	Description	Amount	VAT
83/21-22	bp	DA & CA Buckton	86.40	14.40
84/21-22	bp	Burstwick Village Hall Hire	10.00	
85/21-22	bp	AJACS Interim audit accounts	111.25	11.25
86/21-22	bp	ERYC St Lighting Apr 21 - Mar22	1606.19	267.70
87/21-22	bp	Grasslands site visits 15 & 16 of 18	186.64	31.10
88/21-22	chq	RBL 1 x wreath	22.50	
89/21-22	so	A James-Salary		240.79
90/21-22	so	W Beadle - Salary		156.33
91/21-22	so	W Beadle - expenses	10.00	
92/21-22	bp	HMRC	81.40	
93/21-22	so	K Dawson - salary		324.24
		£staff salary for November	721.36	
94/21-22	so	Payroll	40.40	
95/21-22	cc	Credit card	255.95	
96/21-22	so	Clerks allowance	28.88	
			3160.97	324.45