

BURSTWICK PARISH COUNCIL

MEETING HELD IN THE SCHOOL ON THURSDAY 27th FEBRUARY 2020

Present: Cllr. D James - Chairman DJ
 Cllr. A Brown – Vice Chairman AB
 Cllr. M Cripsey MC
 Cllr. S Gould SG
 Cllr. D Rainforth DR
 Cllr. P Tong PT
 Cllr. P Waddingham PW

Public: 3, PCSO Darren Bainton, Wayne Goodwin – Humberside Police Community Speed Watch Coordinator, Special PC Jonathan Davies-Dunning

Minute	Discussion and agreement	Action
20/02/01	To note apologies for absence Cllr. Fairbank Cllr. Whiting	
20/02/02	Councillors to disclose their interests in matters to be discussed Pecuniary: Non disclosed Non-pecuniary: Cllr. A Brown – allotments, village hall Cllr. Cripsey – village hall Cllr. S Gould – allotments, cemetery, village hall Cllr. D James – cemetery, village hall Cllr. D Rainforth – cemetery Cllr. P Tong – allotments Cllr. P Waddingham – none	
20/02/03	Members of the public are invited to address the council Residents reported concerns about HGVs driving through the village and asked if double yellow lines could be put down at the corner by the school before there is a fatality. Residents also reported the deteriorating road surface at the junction with Appleby Lane and Ellifoot Lane – clerk to report this to Terry Weaver, Highways Engineer for ERYC. Resident from Corner House reported that ERYC have been out and have now sorted out the problem with the drain, there has been no further flooding of the road since. Cllr. James acknowledged that several residents in the audience were here to hear about community speed watch and stated that the discussion under that agenda item would be opened to the floor.	Clerk

20/02/04	To confirm the minutes of the meeting held on 30th January 2020	
	Signed as a correct record. Proposed: PW Seconded: SG	
20/02/05	To receive the clerks report and councillors updates	
	<p>Update on decisions taken previously:</p> <ul style="list-style-type: none"> • In response to flooding at Corner House, Clerk emailed Area Engineer for highways maintenance, Terry Weaver who has contacted the resident. A camera survey revealed two blockages, both have been cleared and issue should now be resolved. • Terry Weaver has also confirmed that bollards will be put in place at the informal layby on Ellifoot Lane to prevent its use and the area re-seeded. Order for this works will be submitted in April. • A request has been put forward to the ERYC Dog Wardens team to make patrols in the village, several areas will be targeted. • Clerk has requested Community Payback to do a litter pick in the village, they have accepted the job, however due to safety concerns they can't do Appleby Lane. Clerk has suggested to do a general litter pick in the village. • Following recent strong winds, a tree at the cemetery gates was leaning precariously. Clerk made the decision on health and safety grounds to have the tree cut down, tree surgeon offered a quick and competitive service and has left the area clean and tidy. • On Friday 14th February, it was reported that raw sewerage was leaking from a manhole cover on Festive Field, this was reported to Yorkshire Water, who said it could take up to five days to respond. A technician was on site by Saturday 15th February, the blockage was cleared but a different team will need to come out to clean up the grass, Festive Field remains closed until this work is completed. <p>Councillor updates:</p> <ul style="list-style-type: none"> • Cllr. James reported that the recent quiz night raised £290.00 to be split equally between the village hall and All Saints Church and thanked everyone who helped and supported the event. • Cllr. James said that the first part of Church Lane has been resurfaced by residents who use the lane to access their properties. • Cllr. Waddingham reported that the martial arts class is going well, with 7 new starters and 25 who attend regularly; the classes are held in the village hall. • Cllr. Waddingham stated that a meeting has been organised to discuss road safety in the village with representatives from ERYC on Wednesday 4th March at 9am. 	

20/02/06	To note correspondence received	
	<p>Police Report for January</p> <p>ASB 1/1/20 motor bikes on bridle path</p>	
	<p>Burstwick Parish Council emails <i>Emails sent to the Parish Council are forwarded to all the Parish Councillors</i></p> <p>70/19-20 Humberside Police monthly newsletter (sent via my community alert) 71/19-20 Humberside Police crime data for January 72/19-20 Humberside Police monthly crime report (same as 70/19-20) 73/19-20 ERNLLCA Financial Responsibilities Training Day 74/19-20 ERYC Parish Charter consultation survey 75/19-20 Annual play area inspection report 76/19-20 Environment Agency stakeholder newsletter February 2020 77/19-20 ERNLLCA Social media training course 78/19-20 ERYC VE Day grant fund 79/19-20 ERNLLCA newsletter for February</p>	
	<p>Letters received HSBC 14th February - confirming our safeguarding review is complete and we can continue using our accounts and banking services as normal.</p>	
20/02/07	To consider planning applications received	
	<p>Planning applications: 20/00233/PLF Erection of single storey extension to front following removal of existing conservatory and erection of single storey extension to side and rear. The Homestead, Back Lane, Burstwick</p> <p>Council considered the plans.</p> <p>Council has no objection to these plans.</p> <p>Proposed: AB Seconded: PW Outcome: All agreed</p>	
	<p>Planning Decisions to note: None</p>	
	<p>Appeal Decisions to note None</p>	
20/02/08	To consider setting up a community speed watch group in the village	
	<p>Wayne Goodwin, the Community Speed Watch Coordinator for Humberside Police attended the meeting and gave an overview of how the scheme works. Key points included:</p> <ul style="list-style-type: none"> • Volunteer team to operate speed watch four times a month, during day light. 	

	<ul style="list-style-type: none"> • Three volunteers go out together at one time for safety, to be on site for between 30 mins and 1 hour and record registration number, make and model of vehicle that has been recorded speeding. Record the data on an excel spreadsheet that is then sent to police. • Police then send letters out to offenders – 1st letter and 2nd letter – aim being to educate rather than enforce, if the driver is caught a third time, they are visited at home by a police officer. • Can have up to 6 sites in one village, must be 60m clear of speed limit sign and have 200m clear line of sight. <p>Councillors felt this is right for the village as it will give evidence to show if there is a problem with speeding in the village or not.</p> <p>Cllr. James asked residents in the audience if they would consider volunteering, two said no and one said yes.</p> <p>Council is aware of two additional residents who are willing to volunteer, and several councillors also agreed to be involved, to give the six volunteers needed to run the scheme.</p> <p>Council to agree to set up a community speed watch in the village.</p> <p>Proposed: AB Seconded: PT Outcome: All agreed.</p> <p>Clerk to arrange a meeting to look at sites.</p>	Clerk
20/02/09	To discuss trees in the church yard	
	<p>Following the recent windy weather, there are concerns about the safety of some of the trees in the church yard that are leaning.</p> <p>All Saints Parochial Church Council submitted a statement to the parish council about the trees in the church yard. The main issues that the church has is:</p> <ul style="list-style-type: none"> • Lack of funds • Lack of volunteers for ongoing maintenance of church yard • Permission should be sought from the Diocese of York before trees are felled <p>The Church is in the process of applying to have the churchyard closed, with responsibility being passed to ERYC, in the meantime Council suggested re-promoting the gardening group on social media and helping church wardens to apply for community payback to help with maintaining the church yard.</p>	Clerk / DJ
20/02/10	To discuss and agree dates for an allotment hedge planting day	
	<p>420 hedging packs will be delivered between 28th February and 13th March. Clerk reported that no definite date has been received by the courier yet.</p> <p>Council to wait until hedging packs are delivered before setting a date to plant them. Allotment holders will also be invited to help.</p>	

	<p>Proposed: SG Seconded: PT Outcome: All agreed</p>	
20/02/11	<p>To discuss and agree format and expenditure for a village VE Day 75 event</p> <p>Councillors Brown, Fairbank and James recently met to discuss format of the event and have proposed the following for the Council to consider.</p> <p>Date: Friday 8th May (Bank Holiday)</p> <p>Event: VE Day Afternoon Tea</p> <p>14:00/14:15 – Doors open</p> <p>14:30/14:45 – Welcome speech and summary of programme (I am happy to do this)</p> <p>14:55 – The Last Post (recording of Buglers playing the Last Post and Reveille)</p> <p>15:00 – Battle’s O’er & Nations Toast to the Heroes of World War II</p> <p>15.15 - afternoon tea</p> <p>The plan is to serve an afternoon tea with a plate per person consisting of a sandwich, cupcake and/or scone along with a cup of tea/coffee/refreshment.</p> <p>This will be promoted through all local user groups on a £1-£2 per person basis to reserve a seat. This will help identify number of attendees.</p> <p>All funds raised will be donated to SSAFA, The Armed Forces Charity (linked to VE75).</p> <p>Council to consider allocating £150 maximum from the events budget to help with food, equipment, table games and prizes etc. Costs to come out of events budget and S137 powers to be used to incur the expenditure.</p> <p>ERYC have also launched a small grants programme to support community events.</p> <p>Council asked how this would be promoted? Cllr James said a flyer will be put together and sent to all user groups.</p> <p>Council asked if this is this a family event? Cllr. James said no one will be excluded if they want to attend, but it will be more suitable/appropriate for older generations of the village.</p> <p>Council to proceed with organising this event and incurring expenditure as set out and to apply for a grant of up to £500 to help cover costs of entertainment.</p> <p>Proposed: AB Seconded: DR Outcome: All agreed</p>	
20/02/12	<p>To discuss and agree format and expenditure for a community wellbeing event</p> <p>Cllr. Waddingham would like to organise a village event focused on community safety and health and wellbeing.</p>	
		Cllrs

	<p>Looking at holding this in the autumn (September), if councillors have any ideas to support this event, please email them to Cllr. Waddingham.</p> <p>A final plan of the event, including any costs to approve, to be brought back to the July meeting.</p>	PW
20/02/13	To agree expenditure to support forthcoming village race night	
	<p>Council to agree to spend £50 to support the event, to help cover the cost of the projectionist.</p> <p>Costs to come out of the events budget and S137 powers to be used to incur the expenditure</p> <p>Council to agree to incur expenditure as set out above.</p> <p>Proposed: DR Seconded: PT Outcome: All agreed</p>	
20/02/14	To agree date and expenditure for community litter pick	
	<p>The Great British Spring Clean is running between 20th March and 13th April.</p> <p>The proposal is to hold the event on Saturday 4th April.</p> <p>Council to consider expenditure of £50 to once again provide food/hot drinks for the volunteers doing the litter pick.</p> <p>Costs to come out of village maintenance budget and S137 powers used to incur expenditure.</p> <p>Council will ask Scouts if they want to take part.</p> <p>Council to agree expenditure to support litter pick as set out above.</p> <p>Proposed: PW Seconded: AB Outcome: All agreed.</p>	
20/02/15	To approve the updated cemetery regulations	
	<p>Updated regulations circulated to all councillors.</p> <p>There were no further questions.</p> <p>Council to adopt updated cemetery regulations.</p> <p>Proposed: SG Seconded: PT Outcome: All agreed</p>	

20/02/16	To approve the updated Honorary Freedom of Parish policy	
	<p>Updated policy circulated to all councillors.</p> <p>There were no further questions.</p> <p>Council to adopt updated Honorary Freedom of Parish policy.</p> <p>Proposed: AB Seconded: PT Outcome: All agreed</p>	
20/02/17	To discuss access to green open space	
	<p>Cllr. Waddingham asked what the council is doing to help biodiversity and access to green areas in the village. It's not clear how to access green open space in the village.</p> <p>It was stated that Council part owns Festive Field and that Cllr. Brown and her husband spend hours voluntarily developing and tending to the flower beds over the last few years.</p> <p>There is also the play area and playing field and pockets of amenity land dotted around the village.</p> <p>Cllr. Waddingham requested a map of green open space in the village.</p>	Clerk
20/02/18	To agree costs of social media training course for clerk to attend	
	<p>Course is provided by ERNLLCA</p> <p>Cost to attend is £18.75 plus vat – to come out of training budget.</p> <p>Council to approve this cost.</p> <p>Proposed: AB Seconded: DR Outcome: All agreed.</p>	
	For agenda item 20/02/19	
	<p>Council to consider the exclusion of the press and public due to the confidential nature of the business to be discussed.</p> <p>Proposed: AB Seconded: SG Outcome: All agreed.</p>	
20/02/19	To agree nomination for the award of Honorary Freedom of the Parish for 2020	
	<p>Councillor James put forward Rosalie Angell.</p> <p>Council to formally agree the nomination of Rosalie Angell for this civic award.</p> <p>In recognition of her long voluntary service to various groups in the village including village hall, Friends of Burstwick, WI, Darby and Joan and Over 55's club and in appreciation to her fund-raising work</p> <p>She has demonstrated outstanding commitment and contribution to the wellbeing of the residents of Burstwick.</p>	

	<p>Council to agree nomination for 2020.</p> <p>Proposed: SG Seconded: AB Outcome: All agreed</p> <p>Cost of scroll and frame to be brought to March meeting for approval.</p>	Clerk/DJ																																		
20/02/20	To agree payments in accordance with the budget																																			
	<p>Approve the schedule of payments and receipts for February as follows:</p> <p>February 2020 Accounts</p> <p>Payments</p> <table> <tr> <td>AB Forestry & Tree Surgery - remove leaning tree</td> <td>200.00</td> </tr> <tr> <td>Play Inspection Company - play area annual insp</td> <td>78.00</td> </tr> <tr> <td>Business Stream - water bill for allotments</td> <td>75.06</td> </tr> <tr> <td>Glazik Kershaw - payroll provider</td> <td>44.40</td> </tr> <tr> <td>HMRC</td> <td>0.00</td> </tr> <tr> <td>Staff salaries for February (3 part time staff)</td> <td>961.54</td> </tr> <tr> <td>Gardeners expenses – varnish for cemetery benches</td> <td>23.95</td> </tr> <tr> <td>Credit card:</td> <td>709.29</td> </tr> <tr> <td>Dell laptop</td> <td>£429.00</td> </tr> <tr> <td>HP colour laserjet printer</td> <td>£189.99</td> </tr> <tr> <td>MKM - paving slabs for cemetery</td> <td>£82.80</td> </tr> <tr> <td>Wilko - ream of paper x 2, envelopes</td> <td>£7.50</td> </tr> <tr> <td>Royal British Legion – poppy wreath S137</td> <td>20.00</td> </tr> <tr> <td></td> <td>2112.24</td> </tr> </table> <p>Receipts</p> <table> <tr> <td>ROW fee East Carr Lane</td> <td>25.00</td> </tr> <tr> <td>HSBC compensation payment</td> <td>250.00</td> </tr> <tr> <td></td> <td>275.00</td> </tr> </table> <p>Proposed: DR Seconded: PT Outcome: All agreed.</p>	AB Forestry & Tree Surgery - remove leaning tree	200.00	Play Inspection Company - play area annual insp	78.00	Business Stream - water bill for allotments	75.06	Glazik Kershaw - payroll provider	44.40	HMRC	0.00	Staff salaries for February (3 part time staff)	961.54	Gardeners expenses – varnish for cemetery benches	23.95	Credit card:	709.29	Dell laptop	£429.00	HP colour laserjet printer	£189.99	MKM - paving slabs for cemetery	£82.80	Wilko - ream of paper x 2, envelopes	£7.50	Royal British Legion – poppy wreath S137	20.00		2112.24	ROW fee East Carr Lane	25.00	HSBC compensation payment	250.00		275.00	
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20/02/21	Items for next month's agenda																																			
	<p>To discuss an agree response to ERYC Parish Charter consultation</p> <p>To review and set allotment rents for 2021</p> <p>To review allotment tenancy agreement</p>																																			
	<p>Date of next meeting</p> <p>Thursday March 26th 2020</p>																																			
	Meeting closed at: 21.33																																			