

BURSTWICK PARISH COUNCIL

MEETING HELD IN THE VILLAGE HALL ON THURSDAY 28th April 2022

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 Waddingham PW
 Cllr. P Tong PT
 Vacancy

Public: 5 Press: 0 Police: 0 Ward Cllrs: 0 Clerk: KD

Abbreviations: BPC – Burstwick Parish Council ERYC – East Riding of Yorkshire Council

	Discussion and agreement	Action
2022/04/01	To note apologies for absence Apologies tendered by Cllr NF.	
2022/04/02	Councillors to disclose their interests in matters to be discussed Non-pecuniary: Cllr. A Brown - Allotments Cllr. M Cripsey – Village Hall and Play Area Cllr. S Gould – Play Area, Village Hall and Allotments Cllr. D James - Jubilee Cllr. D Rainforth - None Cllr. P Waddingham - None	
2022/04/03	Members of the public are invited to address the council - Item deferred and to be heard prior to planning applications One resident was present with reference to the village roads. White lining and road markings have been completed which may be the result of public pressure placed on ERYC as several residents reported their concerns to ERYC. Question remains as to the tarring and chipping process. Road safety will continue to be a monthly agenda item due to many concerns. Cllr DJ will chase up the next traffic survey.	Clerk DJ
2022/04/04	To confirm the minutes of the meeting held on 31st March 2022 Signed as a correct record. Proposed: AB Seconded: PT Outcome: All in favour. Minutes duly signed by the Chairman.	Clerk
2022/04/05	To receive the clerks report and councillor updates Clerks report	

	<p>The clerk has contacted the police regarding broken glass on the play area. The police will facilitate a drive by and keep a lookout. Darren Bainton held a surgery 25.4.22 outside the Primary School.</p> <p>The clerk will keep a list of items for the Village Task Force team visit in July. The poor state of paths on Back Lane and Church Lane Avenue are included so far. Councillors are asked to contact the clerk if they have anything to add to the list over the next month or so.</p> <p>Letters regarding the allotment annual fee, deposit scheme and inspections have been sent out. The Clerk is in contact with Hull Prison regarding the allotment markers and is sourcing a water butt.</p> <p>Due to ill health one of the volunteer Burstwick Flood Wardens is having to leave. Emergency plan to be updated if necessary.</p> <p>Next months meeting will be the Annual Meeting for Burstwick with the election of Chair, Vice Chair and committee members. There are gaps to fill in some committees so Councillors were asked to think where their skills and experiences could be used within the committees.</p> <p>Information Commissioners Office have advised the fee due in May will be £40 (£35 if we continue to pay by direct debit). The Clerk has advised ICO of her contact details.</p> <p>Thorngumbald Parish Council are taking the lead regarding the vagrant. Their next public meeting will be held on 24th May in the Thorngumbald village Hall.</p> <p>No Chairman/Councillors Report.</p>	<p>All Cllrs</p> <p>Clerk</p> <p>Clerk</p> <p>All Cllrs</p> <p>Clerk</p>
2022/04/06	To note correspondence received	
	<p>ERSCP Spring Newsletter NALC Chief Executive's Bulletin National Grid – Humber Low Carbon Pipelines Project Update (see below) Police Street Beat April Newsletter ERVAS - Fortnightly Update Police Mid Holderness newsletter ERNLLCA March Newsletter and East Riding District Committee Meeting NHS/CCG April Newsletter ERVAS Update The Planning inspectorate – application National Grid Carbon Ltd for an Order granting development Consent for the Humber Low Carbon Pipeline Project Humber Low. The Clerk will respond 'No Comments' from the BPC.</p>	Clerk
2022/04/07	To agree to co-opt to fill the councillor vacancy	
	<p>Discussion: Two written applications have been received and circulated. Neither applicant was present, due to prior engagements. A vote was taken for each candidate.</p> <p>Decision: Nieca Boynton was duly elected with the majority of votes.</p> <p>Outcome. The clerk will provide the new Councillor with the relevant paper work and advice ERYC. Cllr DJ will contact both applicants to thank them for their interest and advise both of the outcome of the vote and organise an identity badge in due course.</p>	<p>Clerk</p> <p>DJ</p>
	Members of the public are invited to address the council	

	<p>It was AGREED to adjourn the meeting to allow members of the public the opportunity to speak regarding a planning application they have concerns about. Four residents/neighbours addressed their concerns about the proposed application at Leysville, Burstwick. Correspondence received from all parties including the applicant was circulated to all Cllrs prior to the meeting.</p>	
2022/04/8	To consider planning applications received and note planning decisions	
a.	<p>Application 22/00732 PLF for the erection of two storey extension to rear /side at Leysville, Station Road, Burstwick.</p> <p>Decision: Councillors considered all statements for and against the application. It was AGREED that BPC would not support the application.</p> <p>Proposer: Cllr SG Second: Cllr AB Outcome: All AGREED</p>	Clerk
b.	<p>Application 22/01048/PLF for the erection of single storey extension to side (re-submission of 21/00181/PLF) at The Villa, Station Road, Burstwick.</p> <p>Decision: No objection.</p> <p>Proposer: Cllr PW Second: Cllr DR Outcome. All AGREED</p>	Clerk
c.	<p>Application 22/01169/PLF for the erection of single storey extension to rear following demolition of existing timber conservatory at 15 Elm Tree Farm Road, Burstwick.</p> <p>Decision: No objection.</p> <p>Proposer: Cllr PW Second: Cllr AB Outcome. All AGREED</p>	Clerk
2022/04/09	To discuss road safety in the village and receive any updates on action taken	
	<p>Discussion: Speed watch equipment is now with Wayne Goodwin. A training date will be arranged for some of the volunteers. Cllr DJ will chase up the speeding survey. The Clerk will chase up ERYC regarding road re-surfacing. Cllr PW will forward information regarding a previous campaign held in Withernsea regarding road safety issues outside schools. Cllr MC reported the presence of a police officer with a speeding gun in the village recently.</p>	DJ DJ Clerk PW
2022/04/10	To consider a transportation contribution for Burstwick Primary School pupils	
	<p>Discussion: Letter of request circulated and discussed. Cllr DJ will contact the Burstwick Headteacher for more details and the item will be re-discussed at the next meeting.</p>	DJ Clerk
2022/04/11	To update, discuss and agree costs for the Queens Platinum Jubilee celebrations	
	<p>The gardener has suggested 'ER 70' be planted up opposite the Hare and Hounds from the village plant budget.</p>	

	<p>The organisation of events is progressing well. Timings for events will be in the next newsletter. A summary of events and additional costs of £ 1307.23 were circulated to all Cllrs. No road closure will be required.</p> <p>Decision: The costs and budget were APPROVED under S137 and the events budget. BPC are happy to allow the gardener to proceed with the Jubilee planting.</p> <p>Proposer: Cllr DR Seconded: Cllr MC Outcome. Cllr DJ to proceed with arrangements and costs in hand.</p>	<p>Clerk</p> <p>Cllr DJ</p>
2022/04/12	To consider revised quote from Playdale for new village play equipment	
	<p>Discussion: The revised quote was discussed. The difference from the original quote is £445. The Clerk has applied to the Wind Farm panel for an extension to the completion date due to the delays and lead time expected. Playdale will be asked to liaise between the school, Clerk and Cllr DJ.</p> <p>Decision: It was AGREED, Playdale be instructed to proceed.</p> <p>Proposed: Cllr PW Seconded: Cllr PT Outcome: All AGREED.</p>	<p>Clerk</p>
2022/04/13	To agree response to NALC re: issues arising for smaller councils	
	<p>Discussion: Letter circulated.</p> <p>Decision: It was AGREED I.T training, best practice for planning applications and available funding going direct to smaller councils rather than the principle councils be put forward to NALC.</p> <p>Proposed: Cllr AB Seconded: Cllr PW Outcome: All AGREED.</p>	<p>Clerk</p>
2022/04/14	To review allotment agreement / procedures / and response to inspection letters	
	<p>Discussion: In order to reduce the length of time from an initial inspection letter and the re-inspection and serving notice to quit, the Clerk suggested the timescale for improving an allotment be reduced.</p> <p>Decision: It was AGREED that allotment holders be seen to work on and improve their allotments within three weeks of the first letter. A deposit of £50 for new tenants is now in place. Refundable only if the allotment is vacated and left in a cultivated condition.</p> <p>Proposed: Cllr DR Seconded: Cllr SG</p> <p>Outcome: All AGREED.</p> <p>A new tenant has requested permission for a greenhouse and shed within the prescribed measurements and a fence.</p> <p>Decision: Request approved.</p> <p>Proposed: Cllr AB</p>	<p>Clerk</p>

	<p>Seconded: Cllr PT Outcome: All AGREED</p>	Clerk																
2022/04/15	To discuss use of Community Payback teams in the village																	
	<p>Discussion: Cllrs listed works that the payback teams could do including: applying wood preserve to the play area and festive field fencing, cleaning of the Village Hall fencing, litter picking if permitted, cleaning the bush shelters, maintenance and weeding of the allotments.</p> <p>Decision: The above list will be returned to the Community Team back with a request for attendance in the village.</p> <p>Proposed: Cllr PT Seconded: Cllr MC Outcome: All AGREED.</p>	Clerk																
2022/04/16	To discuss relocation of post box and litter bin upon closure of the village shop																	
	<p>Discussion: Letter received to confirm the closure of Burstwick post office on 14th May 2022 noted. Further updates to follow in due course.</p> <p>The location of the post box and litter bin need to remain at the same side of the village. Cllr DJ will make enquiries with the current owners to see if anything has already been discussed about their re-location before proceeding.</p> <p>It was suggested the post box be moved to the bus stop and the bin discussed at the next meeting with the bin location map at hand.</p>	Cllr DJ																
2022/04/17	To consider response to the Diocese of York regarding the draft proposal to close All Saints Church, Burstwick.																	
	<p>Discussion: Letter of consultation received to confirm the draft proposal to close All Saints church in Burstwick for public worship. BPC is saddened by the pending closure.</p> <p>Decision: No comments.</p> <p>Proposer: Cllr PT Seconder: Cllr PW Outcome: All AGREED.</p>	Clerk																
2022/04/18	To agree renewal of ERNLLCA subscription at £ 711.53																	
	<p>Discussion: Renewal fees received. The Clerk recommended the support of ERNLLCA for their knowledge, support, expertise and advice.</p> <p>Decision: Renewal of the annual subscription at £711.53 was AGREED.</p> <p>Proposer: Cllr AB Seconder: Cllr SG Outcome: All AGREED</p>	Clerk																
2022/04/19	To approve payment schedule for April 2022																	
	<p>Payments to be approved for April 2022.</p> <table border="1"> <thead> <tr> <th>Ref</th> <th>Type</th> <th>Payment</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3">Expenditure</td> <td>Total</td> </tr> <tr> <td>001/22-23</td> <td>so</td> <td>Postage 50 x 2nd class</td> <td>34.00</td> </tr> <tr> <td>002/22-23</td> <td>bp</td> <td>ERNLLCA subscription</td> <td>711.53</td> </tr> </tbody> </table>	Ref	Type	Payment	Amount	Expenditure			Total	001/22-23	so	Postage 50 x 2nd class	34.00	002/22-23	bp	ERNLLCA subscription	711.53	
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	003/22-23	bp	Village Hall hire	5.00		
	004/22-23	bp	Viking Direct	30.38		2.17
	005/22-23	bp	ERYC - Salt bin maintenance	103.20		17.20
	006/22-23	cc	02 PAYG top up		20.00	
	007/22-23	bp	Stationary /Year end files	45.61		
	008/22-23	so	Glasik Kershaw - Payroll	44.40		
	009/22-23	so	HMRC - PAYE/NIC April	115.40		
	010/22-23	so	Total of part time staff salaries	1,118.15		
	011/22-23	so				
	012/22-23	so				
	013/22-23	bp	Gardeners expenses	29.24		
			Total expenditure approved	2236.91		
	Income					
		Chq	Fewsters	920.00		
			Hawkyard. Brummitt			
	Discussion: The Chair read out the above schedule. The Clerk advised the 2022-23 precept is due in tomorrow.					
	Decision: Schedule of payments APPROVED.					Clerk
	Proposer: Cllr AB					
	Seconder: Cllr PT					
	Outcome: All AGREED.					
2022/04/20	To receive end of year budget report					
	Discussion: The end of year budget report will be on the May agenda. Noted.					Clerk
2022/04/21	Items for next month's agenda (Annual meeting of the Parish Council) on Thursday 26th May 2022 at 7.30pm in the Village Hall.					
	Re-location of post office bin, transportation donation for Burstwick pupils and the end of year budget report.					
	Meeting closed at: 9.05pm. End.					