BURSTWICK PARISH COUNCIL

DRAFT MINUTES (UNTIL SIGNED) OF THE MEETING HELD IN THE VILLAGE HALL ON THURSDAY 28th JANUARY 2022

Present: Cllr. D James - Chairman DJ
Cllr. M Cripsey MC
Cllr. N Fairbank NF
Cllr. S Gould SG
Cllr. D Rainforth DR
Cllr. P Tong PT

Clerk: KD. Public: 1. Press: 0. Ward Cllrs: 0. Abbreviations: BPC Burstwick Parish Council ERYC East Riding of Yorkshire Council

Minute	Discussion and agreement	Action
22/01/01	To note apologies for absence	
	Apologies tendered by Cllr. P Waddingham, Cllr. S Whiting and Cllr. A Brown.	KD
22/01/02	Councillors to disclose their interests in matters to be discussed	
	Pecuniary:	KD
	Cllr. D James – Agenda Item 18 /Holderness Health	
	Non-pecuniary:	
	Cllr. Cripsey - Playpark	
	Cllr. N Fairbank - Playing field and allotments	
	Cllr. S Gould - Playing field and allotments	
	Cllr. D Rainforth – Cemetery	
	Cllr. P Tong – Flood warden and Allotments	
22/01/03	Members of the public are invited to address the council	
	The member present introduced himself and his proposals for a barn conversion/eco	
	house at Nursery Cottage. Brief discussion was held and the gentleman was encouraged	
	to forward his pre plans via the Clerk for councillors to review and continue to liaise with	
	ERYC representatives.	
22/01/04	To confirm the minutes of the meeting held on 25 th November 2021	
	Subject to a minor amendment to the November accounts for payment (minute no.	KD
	21/11/16) the minutes were signed by the Chairman, and AGREED as a correct record.	
	Proposed: Cllr. Rainforth	
	Seconded: Cllr. Tong	
22/01/05	To receive the clerks report and councillors updates	
	a. Items purchased as previously agreed: 2 x 2 way radio's for flood warden, village hall	
	clerks laptop, clerks mobile phone, toddler group toys and gentle exercise groups	
	items.	
	b. Vowles, Patrington await items to complete the strimmer order. An alternative petrol	
	strimmer/hedgecutter will be discussed at the next meeting.	
	c. The kissing gate works have been chased and I was informed the works have	
	completed. Cllr. Fairbank considers it a problem for wheelchair users.	
	d. Parish Council meeting dates for 2022 circulated.	
	e. The sit on mower has been collected for its annual service.	
	f. The Precept demand has been sent off as agreed at the previous meeting. Two	
	payments of £13,750 will be made in the next financial year.	

BP windfarm / Play equipment application awarded for £4,000. Clerk to sign acceptance offer letter and send our invoice in. h. Overhanging trees at the churchyard have been reported again – possibly addressed Report of ivy on 30pmh road sign acknowledge by ERYC. Clerk is attending a free, 4 hour clerk's induction training on 27.1.22 and MS 365 training on 13/1/22 k. The Town and Parish Council Charter has been approved and adopted by ERYC on 17.11.21 I. Road Closure notice received from ERYC for Main St, Burstwick carriageway maintenance 21.2.22- 25.2.22 m. Alan Barker is retiring from ERNLLCA. A card will be sent near the time. KD **Chairman's Report** G. Stuart M.P re: Resident / The Crescent. Cllr D. James contacted ERYC housing department about the uneven parking and footpaths. Some works have been done but not to standard. Cllr D. James following up with ERYC. DJ £500 Wind Farm Award for Queens jubilee. Cllr D. James made a successful application. The Clerk has completed the paper work and sent our invoice in. An email to the Jubilee working Group will be sent mid February. More volunteers are needed in order to carry out the events planned. Further details will be placed in the newsletter and on social media sites. The No Cold Calling canvasing has been postponed until mid -late February. Other groups are encourage to apply to the Burton Pidsea and Tedder Hill Wind Farm Community Funds. **Councillor's reports** Cllr. Tong reported the noticeboards had not been updated lately. The clerk advised there was very little to put in over Christmas and the New year but they were updated last week with BPC notices, agendas, posters etc. Thanks received from the flood wardens for the two way radios. The allotment next to Cllr. Browns was to be cleared by the end of 2021. A check may need to be taken re; allotments. The Clerk will see if she can identify which plot it is. Item to be placed on the next agenda. KD The hedge at the Chapel is overgrowing onto the path. Clerk requested a photograph of said hedge. KD 22/01/06 To note correspondence received **Burstwick Parish Council emails** Emails sent to the Parish Council are forwarded to all the Parish Councillors as listed: Emails. a. Holderness Health - 30/11/21 b. ERCCJ Newsletter c. Traffic Management - 1/12/21 d. Police report & Mid Holderness Newsletter - 2/12/21 e. Joint local access forum - 7/12/21 f. ERNLLA newsletters g. YFS, ERYC funding - 16/12/21 h. Doggerbank, Withdrawal of scoping - 21/12/21 i. Police funding survey - 23/12/21 j. Transport Champion – buses (No comments by BPC) January Mid Holderness Police Newsletter - 6/1/22

	 I. East Riding Local Plan. Notice of adoption of the flood risk sequential & Exception Test Supplementary Planning Document November 2021 - 13/1/22 m. Holderness Health Newsletter - 20/1/22. 	
	 Letters received a. Humberside Police & Crime Commissioner – Police and Crime Plan. b. 9/11/21 ERYC - B1362 between Halsham and Burstwick 50mph speed limit Order 2021. The clerk will respond to say any reduction in speed around the village would be welcome though a further reduction to 40 mph should be further considered between the Golf Club entrance and Greens Lane. 	KD
22/01/07	To consider planning applications received and note planning decisions.	
	Planning applications:	
	Application 22/00077/PLF. Erection of office block and storage building with associated parking following demolition of existing office accommodation and Hay Barn, at Unit 4, Forkerleys, Hedon Road, Burstwick for Paragon Space Ltd.	
	Application considered. No Objections.	KD
	Proposed: Cllr. Cripsey Seconded: Cllr Fairbank	
	Application 22/00035/PLF. Erection of two storey extension to side, at 11 Churchill Rise, Burstwick.	
	Application considered. No objections	KD
	Proposed: Cllr. Rainforth Seconded: Cllr. Tong.	
	Planning Decisions to note: NOD. Application 21/02871/PLF for the conversion of existing domestic storage sheds into holiday let accommodation at Whinhill Bungalow, Daisy Hill, Burstwick. GRANTED with conditions. NOTED.	
22/01/08	To discuss road safety in the village and receive any updates on action taken	
	Cllr. James requested a more detailed analysis of the traffic survey carried out in September and raised further questions. ERYC traffic managements response was circulated to confirm further assessments were planned for 2022/23 due to a disparity between the most recent and previous scoring. Cllr D. James advised he was awaiting availability from Wayne Goodwin to conduct speedwatch training. Council agreed no further action was currently required.	
22/01/09	To discuss access to children's playpark and confirm response to resident	
	The school has confirmed that the play ground is open before and after the school hours,	
	at weekends and during school holidays. As a school of the East Riding there are safeguarding issues that have to be adhered to during school hours. It was AGREED that the clerk will reply to the lady that raised access concerns.	KD

22/01/10	To consider servicing fee of £650 for the flood pumps	
,,	The fee is covered in the budget and was AGREED for payment. The new contact list and rota has been circulated.	KD
	Proposed: Cllr. Rainforth.	
	Seconded: Cllr Cripsey.	
22/01/11	To consider purchase of back up battery for the new strimmer (apx £174)	
	Clerk advised by the supplier that there is a supply and demand issue with some parts for the mower. At the next meeting an alternative purchase will be discussed.	KD
22/01/12	To agree to update bank signatory/authorised user to K. Dawson.	
	It was AGREED that the former clerk be removed from all banking facilities and replaced with the new clerk. Change of address to be notified for all accounts including the N.S& I. account.	KD
	Proposed: Cllr. Tong Seconded Cllr. Rainforth	
22/01/13	To agree 1 – 2 hours website training between Clerk and Jupiter at a cost of £25.00	
	It was AGREED that the clerk should take the training offered so as to be able to update the website.	KD
	Proposed: Cllr. Gould Seconded: Cllr. Rainforth	
22/01/14	To approve revised 3 year Insurance renewal from 1.1.22 with Hiscox for £1650.97	
	A three year insurance renewal was APPROVED commencing 1.1.22.	KD
	Proposed: Cllr. Rainforth Seconded Cllr. Cripsey	
22/01/15	To agree an application of ERYC – The Queen's Platinum Jubilee Community Fund	
	It was AGREED that the fund be applied for in order to financially boost the events already planned. Costing are to be passed onto the Clerk who will complete the application. Bruno Peeke, Pagent Master has passed on various ideas for community celebrations.	Cllrs KD
	Proposed Cllr. Fairbank Seconded Cllr. Tong	
22/01/16	To consider response to Ministerial and remote meetings – NALC	
	BPC conducted their business very well during the lockdown period and transitioned back well to face to face meeting s though they got close to being inquorate. Overall there are benefits for having flexible options. It was AGREED therefore that Cllr. James and the Clerk draft a letter to G. Stuart MP.	DJ KD
	Proposed: Cllr. Rainforth Seconded Cllr Cripsey.	
22/01/17	To consider response to PC1-22 Ofcom Review of Postal Regulation - NALC	
-	Information circulated with no comments received. BPC will therefore respond to NALC with a letter of support of their comments.	KD

	Proposed: Cllr Tong				
	Seconded Cllr. Rainforth				
22/01/18	To discuss a village prescription and	medication o	collection service		
	Cllr James declared a pecuniary inter			VH Clerk	
			Holderness Health have contacted the		
	Village Hall Clerk to enquire about the possibility of setting up a village prescription and				
	medication service. Initial discussions with Holderness Health suggests a weekly two hour collection window from the Village Hall with patients being advised when items are available for collection. Similar schemes are already supported by other parish councils				
	available for collection. Similar schemes are already supported by other parish councils. Currently in the region of 80 prescriptions per week are collected from Burstwick Stores. An appointed person with access to the Village Hall will be required on a fixed basis. The				
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	Village Hall Clerk has offered to cover the time required, subject to the parish council authorising remuneration of the additional two hours per week.				
	Several questions were raised regard	ling: storage,	refrigeration, non-collection, insurance,		
	security, back charging and training.	- 0 /	, , , , , , , , , , , , , , , , , , ,		
	In principle, it is thought to be a usef		•		
	_		Hall clerk and brought back to a future	VH Clerk	
	meeting for further discussion. Cllr	D. Rainforth	suggested a 12 month trial.		
	3 Cllrs supported the idea.				
	2 Cllrs were against the idea.				
	1 Councillor abstained.				
22/01/19	Approve Accounts for Payment				
a.	November 2021 (Amended) Account	s for Paymen	t		
	Description	Amount	VAT		
	DA & CA Buckton	86.40	14.40		
	Burstwick Village Hall Hire	10.00			
	AJACS Interim audit accounts	111.25	11.25		
	ERYC St Lighting Apr 21 - Mar22	1606.19	267.70		
	Grasslands site visits 15 & 16 of 18	186.64	31.10		
	RBL 1 x wreath	22.50			
	A James-Salary*				
	W Beadle – Salary*				
	W Beadle - expenses	10.00			
	HMRC	81.40			
	K Dawson – salary*				
	£staff salary for November *	721.36			
	Payroll	40.40			
	Credit card	255.95			
	Clerks allowance	28.88 3160.97	324.45		
	Navarahan 2024 Assault Lie 224				
	November 2021: Amended to £3160 Proposed by Cllr. Fairbank. Seconde				
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	b.	December 2021 Accounts for Payment
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DESCRIPTION	Į.	MOUNT	VAT
Glasik Kershaw - Payroll		40.40	
HMRC PAYE/NIC		137.00	
Salary VH Clerk			
Salary BPC Clerk			
Salary Gardener			
3 x part time staff salaries =		937.60	
Business Stream - Water		168.84	
Grasslands - visits 17 & 18		186.64	31.10
& 18			
Credit Card Payment		95.89	
Cartridge People -	<i>25.75</i>		5.15
ink			
Norton Subs for 1 year	64.99		10.83
		<u>1566.37</u>	<u>47.08</u>
RECEIPTS			
Headstone fee - Slater		50.00	
	_	50.00	

December 2021: £1566.37.

Panaz Fashion - phone case

Proposed by Cllr. Rainforth. Seconded by Cllr. Gould.

c. January 2022 Accounts for Payment

DESCRIPTION	AMOUNT	VAT
Credit card payment s		
Two way radios	138.00	23.00
Mobile phone	139.00	
Lap Top for VH	479.99	80.00
Argos baby and toddler	76.00	12.67
Amazon Baby and toddler	34.97	
Amazon Baby and toddler	12.99	2.18
Gentle exercise group	19.98	3.33
Gentle exercise group	23.00	3.83
Gentle exercise group	21.00	3.5
Cartridge People - toner	37.90	6.32
	<i>982.83</i>	134.83
	<u>502.00</u>	
Village Hall Hire	5.00	-555
Village Hall Hire Gallagher BPC 3yr insurance	<u> </u>	171.53
	5.00	
Gallagher BPC 3yr insurance	5.00 1650.97	171.53
Gallagher BPC 3yr insurance Clerks Expense- ink stamp bpc	5.00 1650.97 13.98	171.53 2.33
Gallagher BPC 3yr insurance Clerks Expense- ink stamp bpc Clerks expenses - stationary	5.00 1650.97 13.98 14.00	171.53 2.33
Gallagher BPC 3yr insurance Clerks Expense- ink stamp bpc Clerks expenses - stationary 02 PAYG Top up	5.00 1650.97 13.98 14.00 15.00	171.53 2.33
Gallagher BPC 3yr insurance Clerks Expense- ink stamp bpc Clerks expenses - stationary 02 PAYG Top up Rob Hardy Computer Cons	5.00 1650.97 13.98 14.00 15.00	171.53 2.33
Gallagher BPC 3yr insurance Clerks Expense- ink stamp bpc Clerks expenses - stationary 02 PAYG Top up Rob Hardy Computer Cons Salary	5.00 1650.97 13.98 14.00 15.00	171.53 2.33
Gallagher BPC 3yr insurance Clerks Expense- ink stamp bpc Clerks expenses - stationary 02 PAYG Top up Rob Hardy Computer Cons Salary Salary	5.00 1650.97 13.98 14.00 15.00	171.53 2.33
Gallagher BPC 3yr insurance Clerks Expense- ink stamp bpc Clerks expenses - stationary 02 PAYG Top up Rob Hardy Computer Cons Salary Salary	5.00 1650.97 13.98 14.00 15.00 35.00	171.53 2.33
Gallagher BPC 3yr insurance Clerks Expense- ink stamp bpc Clerks expenses - stationary 02 PAYG Top up Rob Hardy Computer Cons Salary Salary Salary 3 x part time staff salaries =	5.00 1650.97 13.98 14.00 15.00 35.00	171.53 2.33

4.99

0.83

3836.77	<u>311.60</u>	
RECEIPTS		
Headstone fee - Bell 60.00		
January 2022: £3836.77.		
Proposed by Cllr. Rainforth. Seconded by Cllr. Co	ripsey.	
To receive a quarterly financial update and budget monitoring report.		
The Clerk apologised that this was not ready for	the meeting.	KD
Items for next month's agenda.		
Meeting to be held on Thursday 24 th February 2	2022 at 7.30pm in the Village Hall.	
Gardeners strimmer / hedge cutter.		KD
ERYC Rights of Way Improvement Plan, Town/Pa	arish Council Consultation.	
	RECEIPTS Headstone fee - Bell 60.00 January 2022: £3836.77. Proposed by Cllr. Rainforth. Seconded by Cllr. Color To receive a quarterly financial update and bud The Clerk apologised that this was not ready for Items for next month's agenda. Meeting to be held on Thursday 24 th February 2 Gardeners strimmer / hedge cutter. ERYC Rights of Way Improvement Plan, Town/Pa	RECEIPTS Headstone fee - Bell 60.00 January 2022: £3836.77. Proposed by Cllr. Rainforth. Seconded by Cllr. Cripsey. To receive a quarterly financial update and budget monitoring report. The Clerk apologised that this was not ready for the meeting. Items for next month's agenda. Meeting to be held on Thursday 24 th February 2022 at 7.30pm in the Village Hall. Gardeners strimmer / hedge cutter. ERYC Rights of Way Improvement Plan, Town/Parish Council Consultation.

Meeting	closed	at 8.54pm.	End.
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