

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	
	<p>Pecuniary: Cllr. D James – Agenda Item 18 /Holderness Health</p> <p>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</p>	KD
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 25th November 2021	
	<p>Subject to a minor amendment to the November accounts for payment (minute no. 21/11/16) the minutes were signed by the Chairman, and AGREED as a correct record.</p> <p>Proposed: Cllr. Rainforth Seconded: Cllr. Tong</p>	KD
22/01/05	To receive the clerks report and councillors updates	
	<p>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.</p> <p>b. Vowles, Patrington await items to complete the strimmer order. An alternative petrol strimmer/hedgecutter will be discussed at the next meeting.</p> <p>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.</p> <p>d. Parish Council meeting dates for 2022 circulated.</p> <p>e. The sit on mower has been collected for its annual service.</p> <p>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.</p>	

	<p>g. BP windfarm / Play equipment application awarded for £4,000. Clerk to sign acceptance offer letter and send our invoice in.</p> <p>h. Overhanging trees at the churchyard have been reported again – possibly addressed by ERYC.</p> <p>i. Report of ivy on 30pmh road sign acknowledge by ERYC.</p> <p>j. Clerk is attending a free, 4 hour clerk’s induction training on 27.1.22 and MS 365 training on 13/1/22</p> <p>k. The Town and Parish Council Charter has been approved and adopted by ERYC on 17.11.21</p> <p>l. Road Closure notice received from ERYC for Main St, Burstwick carriageway maintenance 21.2.22- 25.2.22</p> <p>m. Alan Barker is retiring from ERNLLCA. A card will be sent near the time.</p> <p>Chairman’s Report</p> <ul style="list-style-type: none"> • 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. • £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 canvassing has been postponed until mid -late February. • Other groups are encourage to apply to the Burton Pidsea and Tedder Hill Wind Farm Community Funds. <p>Councillor’s reports</p> <ul style="list-style-type: none"> • 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. • The hedge at the Chapel is overgrowing onto the path. Clerk requested a photograph of said hedge. 	<p>KD</p> <p>DJ</p> <p>KD</p> <p>KD</p>
<p>22/01/06</p>	<p>To note correspondence received</p>	
	<p>Burstwick Parish Council emails <i>Emails sent to the Parish Council are forwarded to all the Parish Councillors as listed:</i></p> <p>Emails.</p> <p>a. Holderness Health - 30/11/21</p> <p>b. ERCCJ Newsletter</p> <p>c. Traffic Management - 1/12/21</p> <p>d. Police report & Mid Holderness Newsletter - 2/12/21</p> <p>e. Joint local access forum - 7/12/21</p> <p>f. ERNLLA newsletters</p> <p>g. YFS, ERYC funding - 16/12/21</p> <p>h. Doggerbank, Withdrawal of scoping - 21/12/21</p> <p>i. Police funding survey - 23/12/21</p> <p>j. Transport Champion – buses (No comments by BPC)</p> <p>k. January Mid Holderness Police Newsletter - 6/1/22</p>	

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. Proposed: Cllr. Rainforth. Seconded: Cllr Cripsey.	KD
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. Proposed: Cllr. Tong Seconded Cllr. Rainforth	KD
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. Proposed: Cllr. Gould Seconded: Cllr. Rainforth	KD
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. Proposed: Cllr. Rainforth Seconded Cllr. Cripsey	KD
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. Proposed Cllr. Fairbank Seconded Cllr. Tong	Cllrs KD
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 meetings 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. Proposed: Cllr. Rainforth Seconded Cllr Cripsey.	DJ KD
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

b.	December 2021 Accounts for Payment			
	DESCRIPTION	AMOUNT	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 & 18	186.64	31.10	
	Credit Card Payment	95.89		
	Cartridge People - ink	25.75	5.15	
	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. 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	
		<u>982.83</u>	<u>134.83</u>	
Village Hall Hire		5.00		
Gallagher BPC 3yr insurance		1650.97	171.53	
Clerks Expense- ink stamp bpc		13.98	2.33	
Clerks expenses - stationary		14.00	2.08	
02 PAYG Top up		15.00		
Rob Hardy Computer Cons		35.00		
Salary				
Salary				
Salary				
3 x part time staff salaries =	937.40			
Glazik Kershaw - Payroll	40.40			
HMRC/PAYE/NIC	137.20			
Panaz Fashion - phone case	4.99	0.83		

	<u>3836.77</u>	<u>311.60</u>	
	RECEIPTS		
	Headstone fee - Bell	60.00	
	January 2022: £3836.77. Proposed by Cllr. Rainforth. Seconded by Cllr. Cripsey.		
22/01/20	To receive a quarterly financial update and budget monitoring report.		
	The Clerk apologised that this was not ready for the meeting.		KD
22/01/21	Items for next month's agenda. Meeting to be held on Thursday 24th February 2022 at 7.30pm in the Village Hall.		
	Gardeners strimmer / hedge cutter. ERYC Rights of Way Improvement Plan, Town/Parish Council Consultation. Allotments.		KD

Meeting closed at 8.54pm. End.