

**BURSTWICK PARISH COUNCIL**

**MEETING HELD IN THE SCHOOL ON THURSDAY 29<sup>th</sup> JUNE 2017**

Present: Cllr. D Rainforth – Chairman DR  
 Cllr. M. Armstrong MA  
 Cllr. A Brown AB  
 Cllr. N Fairbank NF  
 Cllr. S Gould SG  
 Cllr. D James DJ

Public: 8

<b>Minute</b>	<b>Discussion and agreement</b>	<b>Action</b>
<b>17/06/01</b>	<b>To note apologies for absence</b>	
	Cllr. Smith PCSO Bainton	
<b>17/06/02</b>	<b>Councillors to disclose their interests in matters to be discussed</b>	
	<b>Pecuniary:</b> Non disclosed  <b>Non-pecuniary:</b> Cllr. M. Armstrong – Village Hall, Burton Pidsea Windfarm fund Cllr. A Brown – Village Hall, Allotments Cllr. S Gould – Village Hall, Allotments Cllr. D James – Village Hall Cllr. D Rainforth - Burton Pidsea Windfarm fund	
<b>17/06/03</b>	<b>Members of the public are invited to address the council</b>	
	A resident asked if the parish council were made aware that Councillor Turner had moved out of the area. The parish council has not been notified.  It was noted that there has been a big improvement in the flower bed in the village.  One resident wanted to note how good the people were in the village to her after the recent burglary.  A resident complained about parking on Main Street by the pub and fish and chip shop, they live in Auction Close and it is very difficult to see when trying to turn out onto Main Street. They have contact the police and sent photos but nothing has been done. Clerk asked if the photos could be forwarded to the parish council email address.	
<b>17/06/04</b>	<b>To confirm the minutes of the meeting held on 25<sup>th</sup> May 2017.</b>	
	One amendment to be made to 17/05/16, Cllr. James opted for a .gov.uk website address. Signed as a correct record. Proposed: SG Seconded: MA	
<b>17/06/05</b>	<b>To receive the clerks report and councillors updates</b>	

	<ul style="list-style-type: none"> <li>• Clerk has added the new cemetery shed to the asset register and the parish council insurance (for no additional cost)</li> <li>• On behalf of the parish council as an employer, clerk has completed the declaration of compliance for the Pensions Regulator, which confirms that the parish council had no employees eligible to be auto-enrolled into a pension at the staging date of 1<sup>st</sup> April 2017. The parish council will have to re-declare in three years' time and to review status of its employees regarding pension obligations</li> <li>• The casual vacancy, caused by the resignation of Mr Kitchener is being advertised at the moment, clerk will await confirmation from East Riding of Yorkshire Council (ERYC) that the vacancy can be filled by co-option</li> <li>• The allotments will be judged on Saturday 8<sup>th</sup> July</li> <li>• Clerk hasn't received any photos of parking issues in the village; in the May meeting it was agreed that photos could be sent to the clerk to build up a file of evidence for ERYC, it was suggested to allow another month to collect evidence</li> <li>• Site meeting to agree locations of brick planters is arranged for Tuesday 4<sup>th</sup> July at 2pm, meeting by the village hall</li> <li>• Letter of complaint over the planning decision at Hillcrest was sent to ERYC by email on 13<sup>th</sup> June, clerk has received an acknowledgement and is still waiting on a formal response</li> <li>• Clerk has deposited parish council minutes from 2007-2015 in the archives at the Treasure House in Beverley</li> <li>• Clerk passed on her thanks to Cllr. Brown who has worked really hard weeding the flower beds on Festive Field</li> <li>• Clerk reported that she is awaiting Tony Cook to get in touch regarding the site visit to agree location of beacon</li> </ul> <p>Councillor updates:</p> <ul style="list-style-type: none"> <li>• Cllr. James reported that Richard Netherton has been voted in as the new chairman of the village hall management committee and two representatives from the scout group have been co-opted on to the committee</li> <li>• Cllr. Brown thanked clerk for her help with the flower beds on festive field, also confirmed that she will be tidying the flower bed under the windows of the village hall and would like to turn this into a sensory flower bed planted up with herbs</li> <li>• Cllr. Rainforth thanked Mr Kitchener for his hard work during his time as parish councillor</li> <li>• Cllr. Armstrong reported that due to the low numbers of applications the Burton Pidsea Windfarm Fund will remain open for applications until Monday 2<sup>nd</sup> October 2017. The panel meeting in November will be held in the village hall, this is an opportunity to show the new roof and to get some press coverage to help promote the hall</li> </ul>	<b>Clerk</b>
<b>17/06/06</b>	<b>To note correspondence received</b>	
	<p><b>Police Report</b> 8<sup>th</sup> – 14<sup>th</sup> May – damage to motor vehicle, Hedon Road</p> <p><b>ASB</b> 6<sup>th</sup> May – nuisance off road motor bikes along disused railway 10<sup>th</sup> May - nuisance off road motor bikes along disused railway 30<sup>th</sup> May – nuisance motorbikes/quadbikes on playing field</p>	
	<b>Burstwick Parish Council emails</b>	

	<p><i>Emails sent to the Parish Council are forwarded to all the Parish Councillors</i></p> <p>12/17 ERNLLCA May newsletter  13/17 Humberside Police crime data for May  14/17 CCG Changing the future of GP services, 28<sup>th</sup> June, Beverley  15/17 Hedon Town Council planning objection to Yorkshire Energy Park  16/17 ERNLLCA NALC Chief Executives bulleting including NJC pay review for 2018-19 consultation  17/17 HWRCC Community led housing – support to develop  18/17 Adoption of East Riding of Yorkshire Statement of Community involvement  19/17 ERNLLCA June newsletter  20/17 HWRCC Spring newsletter and membership renewal</p>	
	<p><b>Letters received</b></p> <p>Seafarers UK – fly the Red Ensign on Merchant Navy Day 3<sup>rd</sup> September</p>	
<b>17/06/07</b>	<b>To consider planning applications received</b>	
	<p><b>Planning applications:</b></p> <p>No new applications this month</p>	
	<p><b>Planning Decisions to note:</b></p> <p>17/00759/PLF  Erection of 4 dwellings (amended description – originally was 5 dwellings)  The Old Forge Garage, Main Street, Burstwick</p> <p>ERYC has resolved to refuse planning permission for a number of reasons.</p>	
	<p><b>Appeal Decisions to note</b></p> <p>None.</p>	
<b>17/06/08</b>	<b>To discuss concerns about the Integra site planning application</b>	
	<p>The meeting was attended by representatives from Integra, who questioned the parish council's objections to their planning application. They stated that is it only outline planning at the moment and that a lot of detail including house style and mix of tenure was to be decided at a later date.</p> <p>The big concern of the parish council is that the development is outside the village boundary and there is a worry that this development could set a precedent for development on other sites outside the boundary. Integra stated that each application is dealt with on its own merit.</p> <p>Integra state that there are economic benefits to moving to Paull as they are keeping jobs in the Holderness area. They hope to relocate by the end of this year.</p> <p>The parish councils concern is that the village is already over developed and has lost much of its original character.</p> <p>On the flooding issue, Integra stated that they are working closely with the Internal Drainage Board and Environment Agency to make sure the outline plan addresses flood risk.</p> <p>It was noted that the consultation period ends on Wednesday 19<sup>th</sup> July.</p>	
<b>17/06/09</b>	<b>To agree quotes for play area spare parts and new benches</b>	

	<p>Playdale Playgrounds Ltd has provided the quote below and it focuses on the repairs that have been identified through the annual inspection and parish council monthly inspections.</p> <table border="0"> <tr> <td>Cradle swing seat x 2</td> <td>£99.10</td> </tr> <tr> <td>Flat swing seat x 2</td> <td>£73.72</td> </tr> <tr> <td>City bench x 2</td> <td>£796.00</td> </tr> <tr> <td>Gravity rider spring x1</td> <td>£67.00</td> </tr> <tr> <td>Delivery &amp; Installation</td> <td>£495.00 (includes removal of wigwam)</td> </tr> <tr> <td><b>Total</b></td> <td><b>£1530.82 plus vat</b></td> </tr> </table> <p>Clerk stated that this is over the amount budgeted for and suggest ordering only one bench to be located in the toddler’s area, to replace the removed damaged bench. This brings the total to £1132.82 plus vat.</p> <p>It was suggested that as the windfarm fund is still open, the parish council could put an application in for the 2 benches and pay for the remaining repairs out of its budget.</p> <p>Proposed: NF  Seconded: AB  Outcome: All agreed</p> <p>Clerk and AB to work together to put in an application to the windfarm.</p> <p>The parish council will have to precept for the maintenance and repairs of the play area from 2018 – low level repairs budget to be £1500-£2000.</p> <p>Is there scope to request that the school contributes financially to the play area repairs as it is used intensively during break time?</p> <p>It was suggested that Cllr. Stamford, as a school governor, could raise this with the school to see if they could do some fund raising or contribute towards a repairs budget.</p> <p>Proposed: DJ  Seconded: AB  Outcome: All agreed</p> <p>Clerk to contact Cllr. Stamford</p>	Cradle swing seat x 2	£99.10	Flat swing seat x 2	£73.72	City bench x 2	£796.00	Gravity rider spring x1	£67.00	Delivery & Installation	£495.00 (includes removal of wigwam)	<b>Total</b>	<b>£1530.82 plus vat</b>	<p><b>Clerk / AB</b></p> <p><b>Clerk</b></p>
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<p><b>17/06/10</b></p>	<p><b>To discuss arrangements needed to provide adequate safety checks to the play area during the summer holidays</b></p>													
	<p>The parish council needs to arrange cover for the long summer holidays as the school caretaker doesn’t check the site in the holidays. It’s a basic visual check of the equipment, litter picking and clearing any smashed glass. It will need to be checked about three time a week.</p> <p>A number of councillors volunteered to help as follows:</p> <ul style="list-style-type: none"> <li>• Cllr. Fairbank can do every Wednesday from 26<sup>th</sup> July</li> <li>• Cllr. Gould can do Monday afternoons</li> <li>• Cllr. Brown can do Saturday mornings</li> </ul> <p>Clerk to provide checklist, identify items that we are already aware needs attention and to provide some litter pickers (from the small room in the village hall).</p>	<p><b>Clerk</b></p>												
<p><b>17/06/11</b></p>	<p><b>To agree expenditure from events budget to support summer fair</b></p>													

	<p>The parish council has an events budget of £300 to support community events in the village.</p> <p>For the forthcoming summer gala it is proposed to support the event by covering the costs of the following:</p> <ul style="list-style-type: none"> <li>• Disco/Karaoke and Elvis entertainer for Saturday evening £125</li> <li>• A 34ft x 15ft Dragon Fun Run £100</li> <li>• 3 x 12ft x 2ft banners (gala, car boot and Christmas) = £88.44 (free P&amp;P)</li> </ul> <p>This expenditure will be incurred under Section 137.</p> <p>Proposed: MA  Seconded: NF  Outcome: All agreed.</p>	
<b>17/06/12</b>	<b>To agree expenditure from events budget for prizes and trophy for best kept allotments competition</b>	
	<p>The budget for the competition is £100.</p> <p>Clerk has written to Sandhills as ask if they would donate some garden vouchers. Clerk has not heard back yet, if they refuse, the parish council will need to purchase them. Suggest £25 for winner and £15 for two runners up, totals £55.</p> <p>Calceus in Hedon can supply two different types of gardening trophy. The trophy with the larger, taller base can be re-used as there is space to put the inscriptions. Costs £7.99 plus cost of inscription.</p> <p>Councillors suggested that at such a price the trophy could be purchased yearly.</p> <p>Council to agree to make purchases as outlined, using Section 137.</p> <p>Proposed: SG  Seconded: MA  Outcome: All agreed.</p> <p>Clerk to order trophy and contact Sandhills.</p>	<b>Clerk</b>
<b>17/06/13</b>	<b>To discuss location of bus stop for EYMS service 277</b>	
	<p>The village is served by a new service the 277. It is a trial service for one year, under the banner of 'use it or lose it'. The bus service is a 'hail and ride' along Main Street and it will stop for you if you put your hand out and it is safe to do so.</p> <p>A resident would like a bus stop to be located by the village hall, as the Station Road Bus stop is a long way from this end of the village. The resident also stated that if there was a bus stop outside the village hall it would stop the bad parking.</p> <p>The resident also asked if 75 and 77 buses could turn left at Station Road junction, this would be safer and come though the village and turn at the village hall to then go back through the village towards Keyingham.</p> <p>Cllr. Brown who represented Burstwick on the Transport Group, worked hard to secure the 277 coming through the village. She stated that lots of options where looked at including the 75/77 coming though the village, but due to safety concerns and lack of space to turn buses round at the village hall this option was not viable.</p>	

	It was suggested that the 'hail and ride' gives more flexibility. Clerk to speak to EYMS about future options for bus stops in the village and to ask if there were bus stops would the 'hail and ride' be stopped.	<b>Clerk</b>
<b>17/06/14</b>	<b>To discuss issue of 'A' frame boards obstructing the footpaths</b>	
	<p>Cllr. Gould reported that on a Friday there can be three 'A' frame boards on the footpath outside the pub and one outside the fish and chip shop. They do block what is already a narrow footpath and questions why they are needed when both business have overhead signage.</p> <p>Clerk asked if photos could be sent to the parish council email address and this would be reported to ERYC Street scene team. Council to report 'A' frame boards to Street scene.</p> <p>Proposed: AB Seconded: MA Outcome: All agreed.</p>	
<b>17/06/15</b>	<b>To discuss the re-issuing of a donation to the Burstwick All Saints Explorer Scouts group</b>	
	<p>A £30.00 donation was issued to All Saints Explorer Scouts group in December 2016. It has come to light that the original cheque has been lost. The parish council need to decide if the cheque is to be re- issued.</p> <p>Following discussion the parish council decided not to re-issue the cheque. If the group is fundraising then they are welcome to re-apply for a donation.</p> <p>Proposed: SG Seconded: MA Outcome: All agreed.</p>	
	<p>For the following agenda item, council to consider the exclusion of the press and public due to the confidential nature of the business to be discussed. For this discussion to take place at the end of the meeting.</p> <p>Proposed: AB Seconded: MA Outcome: all agreed.</p>	
<b>17/06/16</b>	<b>To discuss the NJC pay claim 2018-19 consultation</b>	
	<p>The unions are pressing for a 5% pay rise for local government and other public sector workers.</p> <p>The parish council's view/opinion on this is as follows:</p> <ul style="list-style-type: none"> <li>• Both employees are on NJC pay scales so any increase has to be honoured</li> <li>• The precept will have to go up, but parish councils are restricted to maximum of 2% rise</li> <li>• The cap of 2% isn't keeping pace with inflation and fact that costs of running the parish council are rising as it takes on more responsibility like the play area and festive field</li> <li>• If the precept is increased above 2% will a referendum be needed?</li> </ul> <p>Clerk to feedback views to ERNLLCA.</p>	<b>Clerk</b>
<b>17/06/17</b>	<b>To review bank mandate signatories</b>	
	To propose removing Cllr. Armstrong and adding Cllr. James.	

	<p>Existing signatories of Cllrs Rainforth, Fairbank and clerk remain the same.</p> <p>Proposed: AB          Seconded: MA          Outcome: All agreed.</p> <p>Clerk to take completed and signed mandate form to the bank.</p>	<b>Clerk</b>																														
<b>17/06/18</b>	<b>Approve Accounts for Payment</b>																															
	<p>Approve the schedule of payments for June as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 40px;">FG Adamson &amp; Son - mower belt</td> <td style="text-align: right;">42.71</td> </tr> <tr> <td style="padding-left: 40px;">Npower - Christmas tree lights</td> <td style="text-align: right;">7.09</td> </tr> <tr> <td style="padding-left: 40px;">Npower - Christmas tree lights</td> <td style="text-align: right;">11.08</td> </tr> <tr> <td style="padding-left: 40px;">HMRC</td> <td style="text-align: right;">49.00</td> </tr> <tr> <td style="padding-left: 40px;">Salaries for June (Clerk and Gardener)</td> <td style="text-align: right;">829.40</td> </tr> <tr> <td style="padding-left: 40px;">Gardeners Expenses - petrol</td> <td style="text-align: right;">20.00</td> </tr> <tr> <td style="padding-left: 40px;">Glazik Kershaw Payroll Service</td> <td style="text-align: right;">42.00</td> </tr> <tr> <td style="padding-left: 40px;">Credit card - paper/stationary</td> <td style="text-align: right;">8.60</td> </tr> <tr> <td style="padding-left: 40px;">Credit card - stamps</td> <td style="text-align: right;">8.80</td> </tr> <tr> <td style="padding-left: 40px;">Credit card annual fee</td> <td style="text-align: right;">32.00</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>1050.68</b></td> </tr> <tr> <td colspan="2" style="padding-top: 20px;"><b>Receipts</b></td> </tr> <tr> <td style="padding-left: 40px;">Wind farm grant - brick planters</td> <td style="text-align: right;">1000.00</td> </tr> <tr> <td style="padding-left: 40px;">Compensation payment from court</td> <td style="text-align: right;">35.00</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>1035.00</b></td> </tr> </table> <p>Proposed: MA          Seconded: DJ          Outcome: All agreed.</p>	FG Adamson & Son - mower belt	42.71	Npower - Christmas tree lights	7.09	Npower - Christmas tree lights	11.08	HMRC	49.00	Salaries for June (Clerk and Gardener)	829.40	Gardeners Expenses - petrol	20.00	Glazik Kershaw Payroll Service	42.00	Credit card - paper/stationary	8.60	Credit card - stamps	8.80	Credit card annual fee	32.00		<b>1050.68</b>	<b>Receipts</b>		Wind farm grant - brick planters	1000.00	Compensation payment from court	35.00		<b>1035.00</b>	
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<b>17/06/19</b>	<b>Items for next month's agenda</b>																															
	<ul style="list-style-type: none"> <li>• Weghill Road junction with Hedon Road – safety of junction needs improving</li> </ul>																															
	<p><b>Date of next meeting</b>          Thursday 27<sup>th</sup> July 2017 at 7.30pm</p>																															
	<p><b>Meeting closed at: 20.50pm</b></p>																															