

BURSTWICK PARISH COUNCIL

MEETING HELD IN THE SCHOOL ON THURSDAY 25th JANUARY 2018

Present: Cllr. D Rainforth – Chairman DR
 Cllr. A Brown AB
 Cllr. M Cripsey MC
 Cllr. N Fairbank NF
 Cllr. S Gould SG
 Cllr. D James DJ
 Cllr. M Smith MS
 Cllr. N Smith NS

Public: 4, PCSO Darren Bainton, David Siddle – ERYC, Peter Hirschfeld – Humber and Wolds Rural Action

Minute	Discussion and agreement	Action
18/01/01	To note apologies for absence	
	None received.	
18/01/02	Councillors to disclose their interests in matters to be discussed	
	<p>Pecuniary: Non disclosed</p> <p>Non-pecuniary: Cllr. D Rainforth – none disclosed Cllr. A Brown – none disclosed Cllr. M. Cripsey – none disclosed Cllr. N Fairbank – none disclosed Cllr. S Gould – none disclosed Cllr. D James – none disclosed Cllr. M Smith – none disclosed Cllr. N Smith – none disclosed</p>	
18/01/03	Members of the public are invited to address the council	
	<p>A resident asked if there is any news about the future of the 277 bus service. AB responded saying that nothing has been heard yet, the year’s trial is up in April and it’s hoped that the parish council would be informed of any decision.</p> <p>A resident asked about the planning application on the Integra site, the parish council has not heard of a decision yet.</p> <p>A problem with litter was reported in the overgrown paddock next to Ivy Cottage.</p> <p>Dog mess in the village is also a problem at the moment. Parish council reminded residents that dog fouling can be reported to ERYC.</p> <p>A resident asked about moving the school bus stops, the parish council are currently waiting for a site meeting to discuss the locations.</p> <p>It was reported that a recently repaired kerb has been damaged again at the end of Ellifoot Lane.</p>	

	<p>A letter of complaint about the War Memorial cleaning was read out, clerk was asked to write a letter of apology to the complainant. The parish council stated that the cleaning is the first phase of a project to conserve the memorial as part of the 100th anniversary of the armistice later this year.</p> <p>PCSO Bainton stated that there is a spate of scrap metal thefts and car thefts affecting Holderness at the moment and urged residents to be vigilant.</p>	Clerk
18/01/04	To confirm the minutes of the meeting held on 30th November 2017	
	<p>Signed as a correct record. Proposed: AB Seconded: MS Outcome: All agreed.</p>	
18/01/05	To receive the clerks report and councillors updates	
	<p>Update on recent issues discussed and decisions taken</p> <ul style="list-style-type: none"> • Clerk has written to two allotment tenants after the recent inspection, both have confirmed they will tidy / work on their plots this year • Clerk attended the wet test run of the flood pumps on Friday 8th December 2017, it was useful to see how they connect up and to meet the flood wardens • Clerk spent time working on the new website during December and January • Clerk is preparing for the new data protection laws that come into effect in May, the General Data Protection Regulations (GDPR) will have an impact on how the council processes and stores data, clerk is attending a briefing session on 20th February • Beacon update – Tony Cook Ltd has confirmed that they have all the parts, its ready to be assembled and are waiting for ground conditions to improve <p>Councillor updates</p> <ul style="list-style-type: none"> • NF reported that a drain has collapsed by the zebra crossing on Main Street • SG asked if the litter bin on the amenity land between Elm Avenue and Beech Close could be relocated nearer the gate – clerk to investigate and bring back to a future meeting for discussion • DJ thanked Cllrs Brown and Cripsey and Mr Brown for helping to take down the Christmas tree lights 	Clerk
18/01/06	To note correspondence received	
	<p>Police Report No crimes in November 23/11 to 1/12, theft of scrap metal, Main Street 29/12, theft of radiator from driveway, Churchill Avenue 22/12 to 2/1, attempted burglary to portacabin, New Laid Lane 29/12 to 2/1, burglary in commercial unit, scrap cable and pumps stolen, Main Street</p> <p>ASB 18/11 nuisance of off road motor bikes on bridle path, station Road 19/11 nuisance of off road motor bikes on bridle path, Hariff Lane 5/12 youth riding mopeds – no helmets and with passengers, Poplar Close 11/12 personal harassment by neighbour, Elm Avenue 17/12 nuisance of off road motor bikes on bridle path, Hariff Lane</p>	

	<p>Burstwick Parish Council emails <i>Emails sent to the Parish Council are forwarded to all the Parish Councillors</i></p> <p>December 52/17 ERYC Health Overview and Scrutiny Committee referral on Clinical Commissioning Group Urgent Care Service outcome from Secretary of State for Health 53/17 ERNLLCA November newsletter 54/17 Village Flood Wardens notice of wet test run of pumps on 8th December 2017 55/17 Humberside Police crime data for November 56/17 Aldbrough Parish Council – meeting regarding planning on 18th January 57/17 ERYC letter from Paul Bellotti regarding installation of 20mph signs 58/17 ERYC notification of the planning appeal decision – Old Forge Garage</p> <p>January 59/17 Humberside Police crime data for December 60/17 Hull to Winestead Rail Trail Management Plan – Consultation 61/17 Village Flood Wardens notice of wet test run of pumps on 18th March 2018 62/17 Estuary TV – request for parish ‘news hounds’ 63/17 Flood Risk Survey – research project at Heriot-Watt University, Edinburgh 64/17 Invite to the annual neighbourhood watch conference, 28th April 2018</p>	
	<p>Letters received ERYC Chairman’s Awards nominations pack ERYC regarding charging to use the school for parish council meetings</p>	
18/01/07	To consider planning applications received	
	<p>Planning applications: Two were received in December as follows:</p> <p>17/03727/PLF Single storey extension to side and rear, 7 Sharp Avenue – logged no objections</p> <p>17/04077/CLE Certificate of Lawfulness for siting of mobile home which has been used for residential occupancy, land SE of Sangwin Concrete Products Ltd, Kelsey Hill, Hariff Lane – logged no comments</p> <p>None received in January.</p>	
	<p>Planning Decisions to note: 17/03011/PLF Agricultural building to house livestock on straw, Daisy Hill – planning permission granted subject to conditions</p> <p>17/03727/PLF Single storey extension to side and rear, 7 Sharp Avenue - planning permission granted subject to conditions</p> <p>17/03722/PLF Garage at rear following demolition of existing garage, 7 Sharpe Avenue - planning permission granted subject to conditions</p>	
	<p>Appeal Decisions to note 17/00067/REFUSE Erection of 4 dwellings, Old Forge Garage, Main Street</p> <p>The Planning Inspectorate dismissed the appeal.</p>	
18/01/08	To receive a presentation on community led housing	
	<p>David Siddle from East Riding of Yorkshire Council and Peter Hirschfeld from Humber and Wolds Rural Action gave a presentation on community led housing.</p> <p>Following the presentation a number of questions were posed as follows:</p>	

	<p>Can a community land trust compulsory purchase land? No it can't.</p> <p>Are planning rules relaxed to allow the developments? No they are not, community land trusts still have to comply with planning rules.</p> <p>If the parish council wants to find out more a seminar on rural housing is being held on 1st March at Bishop Burton College.</p>																	
18/01/09	<p>To discuss rescission of decision in relation to agenda item 17/10/08 to allow Council to consider contractor who has the appropriate accreditation/qualification</p>																	
	<p>The issue of guarantees and professional accreditation has come to the fore following problems with the workmanship on the flat roof of the village hall. The issue with the original decision was that SP Memorials were not NAMM (National Association of Memorial Masons) registered. At the time the council did not specify this accreditation when quotes were being sought.</p> <p>Council to agree to rescind the original decision.</p> <p>Proposed: SG Seconded: MC Outcome: 1 against, 1 abstention, 5 in favour – decision agreed.</p> <p>The council revisited the two original quotes and a third quote had been sought for comparison, to repair 6 headstones, as follows:</p> <table border="1" data-bbox="261 972 1334 1370"> <thead> <tr> <th>Contractor</th> <th>Quote</th> <th>Guarantee</th> <th>Cert of compliance</th> </tr> </thead> <tbody> <tr> <td>Everinghams</td> <td>£764 + VAT = =£916.80</td> <td>Yes – 10 years</td> <td>Yes – NAMM registered</td> </tr> <tr> <td>SP Memorials</td> <td>£650 + VAT = £780.00</td> <td>Yes – 1 year</td> <td>No – though work is done to NAMM standards</td> </tr> <tr> <td>JP Rotherham</td> <td>£1500 + VAT = £1800</td> <td></td> <td>Yes – NAMM registered</td> </tr> </tbody> </table> <p>Following a brief discussion, the council proposed to commission Everinghams to do the work, as they are local, are NAMM registered and offer a 10 year guarantee.</p> <p>Proposed: MC Seconded: AB Outcome: 1 against, 6 in favour - decision agreed.</p> <p>Clerk to contact Everinghams.</p>	Contractor	Quote	Guarantee	Cert of compliance	Everinghams	£764 + VAT = =£916.80	Yes – 10 years	Yes – NAMM registered	SP Memorials	£650 + VAT = £780.00	Yes – 1 year	No – though work is done to NAMM standards	JP Rotherham	£1500 + VAT = £1800		Yes – NAMM registered	Clerk
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18/01/10	<p>To discuss memorial trees in the cemetery</p>																	
	<p>The discussion covered standard roses in the cemetery– though it was felt that these would be high maintenance. Miniature trees were suggested, though they would all have to be planted at the same time, possible on part of Festive Field.</p> <p>Clerk suggested to research this idea in more detail and to bring back some proposals to a future meeting.</p>	Clerk																

18/01/11	To discuss developing a community survey on road safety issues in the village	
	<p>Following recent concerns about road safety in the village, the parish council were going to arrange a public meeting. However following discussions with ERYC, it appears that the meeting may not get the attendance needed from the relevant officers in ERYC.</p> <p>As an alternative the council are proposing to do a village survey, rather than a public meeting, to gather evidence and opinion from the community. This evidence would then be used to meet with ERYC to discuss what can be done to address concerns.</p> <p>Key areas in the village that a survey could focus on:</p> <ul style="list-style-type: none"> • Newbridge Road roundabout • Parking • Road markings e.g. double yellows • Speeding • Speed limits • Road safety <p>It was suggested to set up a working group and invite those residents who have already raised concerns, to get involved. Cllr. James to lead the working group.</p>	DJ
18/01/12	To consider quote to upgrade the outdoor electric consumer unit for the Christmas tree	
	<p>One quote to consider from PJD Electrical Ltd.</p> <p>To install a 1 x 63amp RCD to consumer unit. Total cost supplied and fitted £77.30 + VAT</p> <p>Council to proceed with the quote above, following checks on guarantee offered and membership of relevant trade bodies.</p> <p>Proposed: AB Seconded: MS Outcome: All agreed.</p> <p>Clerk to contact PJD Electrical.</p>	Clerk
18/01/13	To consider quotes for new section of concrete path at Woolam Hill	
	<p>A new section of path is needed over the grass verge to join the existing path to the school.</p> <p>Council considered the following quotes:</p> <p>AR Garrett, Halsham Road, Burstwick Dig out and remove spoil, stone base and concrete path 150mm thick x 1.5m wide x 8 metres long, to include a channel drain near the paddock gate next to the pedestrian access £810.00 + VAT = £972.00</p> <p>Magic Garden Landscapes Ltd, Hull Quote to lay a concrete path approx 7.5m long x 1.5m wide. Hire mini digger Hire a skip 4 tonnes of crushed granite 15m of edging 1 cubic metre of concrete</p> <p>£1066.67 + VAT =£1280</p>	

	<p>LK Warcup, Seaton, Hornsea To extend path approx. 12m2 with 100mm thick Type 1 sub-base and 100mm thick reinforced concrete would be £1,121.00 + VAT = £1345.00</p> <p>Following a brief discussion it was proposed to award the work to AR Garrett, upon confirmation of suitable insurance, risk assessment and guarantee.</p> <p>Proposed: NF Seconded: MS Outcome: All agreed.</p> <p>Clerk to contact AR Garrett.</p>	Clerk
18/01/14	<p>To discuss the renewal of the domain for the old parish council website</p>	
	<p>Clerk has received the renewal for the domain of the www.burstwickvillage.co.uk website.</p> <p>This is £8.08 including VAT</p> <p>Work on the new website is progressing, however the website was hacked a couple of months ago. This has been sorted out, but it would be wise to keep the current site as a back-up for the next year.</p> <p>To proceed with the renewal as outlined above.</p> <p>Proposed: MC Seconded: MS Outcome: All agreed.</p> <p>Clerk to renew the domain.</p>	Clerk
18/01/15	<p>To discuss ERYC proposal to move a bus stop on Station Road</p>	
	<p>When the 277 service is early coming into the village it waits on the road near Burnham Avenue. A resident has complained about this to the MP and East Riding Council as a result are proposing to move the stop to the other side of Burnham Avenue to wait in front of the grassed amenity land.</p> <p>Following discussion the council have the following views to feedback to ERYC:</p> <ul style="list-style-type: none"> • There is no pavement at proposed new location and hedge is an obstruction • Concerns over safety as its nearer the bend • There is no streetlight at proposed new location • Unnecessary cost • No disabled access at proposed new location • The sustainability of 277 service is not yet known as it's only a trial for a year – which ends in April 2018 <p>The parish council strongly contests this proposal to move the bus stop for the reasons given above.</p> <p>Proposed: NF Seconded: NS Outcome: all agreed</p>	

18/01/16	To receive a quarterly financial update and budget monitoring																							
	<p>Clerk reported the following figures to the council.</p> <p style="text-align: center;">3rd Quarter up to 31st December 2017</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Receipts this quarter</td> <td style="text-align: right;">814.97</td> </tr> <tr> <td>Payments this quarter</td> <td style="text-align: right;">-8,472.56</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>Year to date</td> <td></td> </tr> <tr> <td>Opening balance 1/04/2017</td> <td style="text-align: right;">19,019.08</td> </tr> <tr> <td>Receipts to date</td> <td style="text-align: right;">25,529.09</td> </tr> <tr> <td>Less payments to date</td> <td style="text-align: right;">-20,877.45</td> </tr> <tr> <td>Closing balance per cash book</td> <td style="text-align: right;"><u>23,670.72</u></td> </tr> </table> <p>There were no questions from the council.</p> <p>Clerk reported that the council remains on budget for most areas. The allotments, play area and parish projects will go over budget.</p> <p>The allotments received a very high water bill, which was later corrected, though the cost of the new gate will keep it in the red. Extra funds to be allocated to allotment maintenance from 1st April 2018.</p> <p>The play area is also over budget, with annual inspection costs still to come out of around £80. Repairs will take place in new financial year as the council is still awaiting the outcome of a windfarm grant application for benches.</p> <p>Parish projects will go over, this is due to extra costs to rebuild brick planter and purchasing the metal village signs. The costs of the war memorial cleaning are still to come, though the grant will pay back £1130.</p> <p>There is slack in other areas to cover these costs e.g. parish expenses and general admin following the savings made by changing insurers.</p>	Receipts this quarter	814.97	Payments this quarter	-8,472.56			Year to date		Opening balance 1/04/2017	19,019.08	Receipts to date	25,529.09	Less payments to date	-20,877.45	Closing balance per cash book	<u>23,670.72</u>							
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18/01/17	To agree payments in accordance with the budget																							
	<p>Approve the schedule of payments for December and January as follows:</p> <p>Payments – December 2017</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Grasslands Ltd - remove fallen tree Church Lane</td> <td style="text-align: right;">78.00</td> </tr> <tr> <td>HMRC</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Salaries for December</td> <td style="text-align: right;">543.20</td> </tr> <tr> <td>Glazik Kershaw Payroll Service</td> <td style="text-align: right;">44.40</td> </tr> <tr> <td>Credit card - Norton anti-virus</td> <td style="text-align: right;">49.99</td> </tr> <tr> <td></td> <td style="text-align: right;">715.59</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td>Receipts</td> <td></td> </tr> <tr> <td>Npower refund</td> <td style="text-align: right;">13.97</td> </tr> <tr> <td>Cemetery fees</td> <td style="text-align: right;">140.00</td> </tr> <tr> <td></td> <td style="text-align: right;">153.97</td> </tr> </table>	Grasslands Ltd - remove fallen tree Church Lane	78.00	HMRC	0.00	Salaries for December	543.20	Glazik Kershaw Payroll Service	44.40	Credit card - Norton anti-virus	49.99		715.59			Receipts		Npower refund	13.97	Cemetery fees	140.00		153.97	
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	<p>Payments – January 2018</p> <p>S137 Grant to village hall for insurance costs 388.00</p> <p>ERYC Councillor ID badges x 2 10.32</p> <p>HMRC 0.00</p> <p>Salaries for January 612.70</p> <p>Glazik Kershaw Payroll Service 44.40</p> <p style="text-align: right;">1055.42</p> <p>Receipts 0.00</p> <p>Proposed: AB Secoded: MC Outcome: All agreed.</p>	
18/01/18	Items for next month's agenda	
	<ul style="list-style-type: none"> • Review cemetery regulations • Discuss war memorial landscaping • Consider new GDPR and steps to take to comply • Discuss allotment plot 32 • Adopt freeman policy • Research footpath sweeping machines 	
	<p>Date of next meeting Thursday 22nd February 2018, 7.30pm in the primary school</p>	
	Meeting closed at: 21.25	