

BURSTWICK PARISH COUNCIL

MEETING HELD IN THE SCHOOL ON THURSDAY 30th AUGUST 2018

Present: Cllr. D James DJ
 Cllr. A Brown AB
 Cllr. M Cripsey MC
 Cllr. N Fairbank NF
 Cllr. S Gould SG
 Cllr. M Smith MS
 Cllr. Whiting SW

Public: 2, Cllr. Holtby and PCSO Bainton

Minute	Discussion and agreement	Action
18/08/01	To note apologies for absence	
	Cllr. D Rainforth	
18/08/02	Councillors to disclose their interests in matters to be discussed	
	<p>Pecuniary: Non disclosed</p> <p>Non-pecuniary: Cllr. A Brown - allotments, village hall Cllr. Cripsey - none disclosed Cllr. N Fairbank - planning application Winston Close Cllr. S Gould - allotments, cemetery, village hall Cllr. D James - cemetery, village hall Cllr. M Smith - allotments, flood pumps Cllr. S Whiting - none disclosed</p>	
18/08/03	Members of the public are invited to address the council	
	<p>Ward Councillor for Mid Holderness, Cllr. Holtby introduced himself and stated that the ward councillors are here to help if and when needed.</p> <p>PCSO Bainton reported that he had carried out a speed check at the bend by the school in July before school broke up for summer. There were no concerns, one person was recorded going 29mph and they have since received an educational warning letter.</p> <p>The discussion then moved on to concerns that only one set of lights are working and the confusion they cause during school holidays. Cllr. James will contact Katie Stork in ERYC to try and address these issues.</p> <p>It was stated that although the enforcement cameras no longer patrol Main Street, due to the part time 20 mph, there is still the option of doing community road watch if enough volunteers come forward.</p>	DJ

18/08/04	To confirm the minutes of the meeting held on 26th July 2018	
	Signed as a correct record. Proposed: NF Seconded: SG Outcome: All agreed	
18/08/05	To receive the clerks report and councillors updates	
	Update on recent issues that are not already on the agenda: The ditch at Festive Field has now been cleaned out, thanks to Cllr Mick Smith who made sure the gate on Festive Field was open for the contractor. Thanks to Cllr. Brown and Fairbank for keeping an eye on the play park and to Cllr. Mick Smith who has filled in the large cracks in the ground around some of the play equipment. Councillor updates: The hedge has been cut on Churchill Rise and the footpath can now be used safely. The hedge at Woolam House has also been cut improving visibility and the safety of pedestrians using the footpath. Cllr. Gould confirmed that Hull Prison workshop can make a small potting bench for flower preparation at the cemetery. It will be made of tanned wood and the council will only be charged for the materials. Cllr. Whiting has reported a rotten footbridge over Burstwick drain and kissing gate to ERYC.	
18/08/06	To note correspondence received	
	Police Report Crime data for July 14/7/18 Theft of milk bottles from door step, Main Street 28/7/18 Burglary in a shed, motorbike taken, Station Road (this was later recovered) ASB 15/7/18 Children causing a nuisance, Beech Avenue 20/7/18 Issue with a neighbours CCTV camera, Sharp Avenue PCSO Bainton reported that overall crime in the Mid Holderness ward had fallen, though vehicle crime remains high.	
	Burstwick Parish Council emails <i>Emails sent to the Parish Council are forwarded to all the Parish Councillors</i> 30/18-19 ERYC Flood and Coastal Risk Survey 31/18-19 ERNLLCA call for questions for traffic management workshop at annual conference 32/18-19 Humberside Police monthly crime report 33/18-19 ERYC WW1 Centenary Fund 34/18-19 Flood Wardens confirming successful test run of the flood pumps 35/18-19 ERNLLCA invite to AGM 36/18-19 Invite to Yorkshire and Humber Community Led Housing Conference, York 16 th October 37/18-19 Humber and Wolds Rural Action benefits of taking a membership 38/18-19 NALC Autumn survey on councillor training	

	<p>39/18-19 Invite to East Riding of Yorkshire Clinical Commissioning Group AGM on 18th September</p> <p>40/18-19 ERNLLCA conference 23th November</p> <p>41/18-19 ERNLLCA August newsletter</p>	
	<p>Letters received</p> <p>None</p>	
18/08/07	To consider planning applications received	
	<p>Planning applications:</p> <p>18/02581/PLF single storey extension to form porch to front and external and internal alterations to allow conversion of integral garage to additional living space, 3 Winston Close, Burstwick</p> <p>Cllrs Fainbank and Whiting declared an interest in this planning application and took no part in the discussion or vote.</p> <p>Council considered the plans and following a brief discussion there were no objections.</p> <p>Proposed: MC Seconded: AB Outcome: Agreed.</p>	
	<p>Planning Decisions to note:</p> <p>None</p>	
	<p>Appeal Decisions to note</p> <p>None</p>	
18/08/08	To consider the results of the bin audit	
	<p>Cllr. James has completed the bin audit around the village.</p> <p>The information shows where gaps are in provision. Council considered if bins could be relocated or a new bin purchased depending on the budget.</p> <p>The situation at the end of Pinfold Lane is the priority at the moment. Council would prefer to purchase an additional bin. Clerk to contact ERYC for prices of standard bin and lamppost mounted bin. Prices to be brought back to the September meeting for consideration.</p> <p>There are two possible locations for a bin, one is at the end Pinfold Lane by the cut through to the footpath and the other is by the salt bin at the top of Elm Tree Farm Road.</p> <p>The long term aim is to have a bin located at the entrance to all the footpaths that run out of the village (the popular dog walking routes).</p>	Clerk
18/08/09	To discuss and agree a definition of 'resident' for Burstwick Cemetery	
	<p>A definition is needed to aid the clerk when making burial arrangements with families. As the cemetery is nearly half full the council needs to tighten its guidance relating to who qualifies as a resident. This is important as the cemetery is a service for the residents of the parish.</p> <p>The clerk has drafted some guidance for discussion and the cemetery committee have also commented.</p>	

	<p>Council felt that the definition needs to be sympathetic and flexible. There was one question about how we would ask for proof. Clerk suggested asking for the address and dates of residence. This could be checked with the electoral roll and council tax records, if needed. There were no other questions or comments.</p> <p>Council to adopt the resident definition.</p> <p>Proposed: SW Seconded: AB Outcome: All agreed.</p>	
18/08/10	To consider prices for installation of the gas burner on the beacon	
	<p>It has been a struggle to find a contractor who is able to fit the burner. M Bielby has agreed to a site visit to see the beacon and burner on Wednesday 5th September. Following this visit, they will provide a price to fit the burner, this will be approved at the September meeting.</p>	
18/08/11	To discuss expenditure for Beacons of Light celebration	
	<p>The parish council are planning to hold a small community event on Sunday 11th November 6pm-8pm (suggested timings) as part of the centenary of the end of WW1.</p> <p>ERYC has a small grants fund open for applications of up to £500 to support community events.</p> <p>One idea is to bid for money for refreshments e.g. hog roast, estimated prices include:</p> <p>Hog roast £675.00 Banner £45.00 Calor gas £25.00</p> <p>Council to agree to make an application to the fund for £500.00 towards the costs as stated above.</p> <p>Proposed: AB Seconded: NF Outcome: All agreed.</p> <p>Cllr. James to complete the application form.</p>	DJ
18/08/12	To consider quotes for the annual service of the flood pumps	
	<p>There is £1000.00 in the budget, plus approx. £400 underspend from last year.</p> <p>Quote one from the manufacturer of the pumps Hidrostal:</p> <p>£274 for two service kits £650 site visit and inspection £924.00 in total plus vat (£184.80) = £1108.80</p> <p>Quote two from local contractor, Tony Styche:</p> <p>Service two pumps using original parts £585 Service small petrol pump £85 £670 in total exc vat (if vat applied it would be £134) = £804.00</p> <p>Clerk confirmed that there is no reason why we have to continue to use Hidrostal. Council would prefer to use a local contractor, where possible.</p>	

	<p>Council to agree to proceed with the annual service of the flood pumps using Tony Styche as per the quote above.</p> <p>Proposed: NF Seconded: SW Outcome: All agreed.</p> <p>Clerk to contact Flood wardens to make arrangements for the service.</p>	Clerk
18/08/13	To receive an update on allotments	
	<p>Warning letters were sent to the tenants of plot 7 and 22.</p> <p>Plot 7 will be tidying plot by early September, with the plan to transfer it to the next person on the list.</p> <p>Plot 22 are deciding on what to do, one suggestion is to grant an extension to enable them to tidy their plot.</p> <p>It was stated that there have been lots of complaints from neighbouring plots about plot 22, council felt that adequate time to improve the plot has been given in the warning letter and that no extension should be given.</p> <p>If there is no noticeable improvement by 8th September then the tenant will be issued with their notice to quit.</p> <p>Proposed: NF Seconded: SW Outcome: All agreed.</p> <p>A letter of support was sent to Plot 50, they would like some help to cut the hedge round the plot. Clerk to ask parish gardener to help.</p>	<p>Clerk</p> <p>Clerk</p>
18/08/14	To discuss issues of flytipping along Church Lane	
	<p>There continues to be low level fly tipping along the lane, this needs nipping in the bud before it becomes a big issue.</p> <p>Suggestions to tackle the problem include:</p> <ul style="list-style-type: none"> • Advice letter to all the residents who back onto the lane • Article in the newsletter • Installation of cameras to catch the offenders <p>It was stated that three residents now have gates in their fences that back onto the lane.</p> <p>Council felt that a letter to all residents would be a fair approach. Clerk to seek guidance from ERYC on this and to ask if they could send the letter out on our behalf.</p> <p>Cllr. James will also put a reminder in the next newsletter.</p>	<p>Clerk</p> <p>DJ</p>
18/08/15	To agree revised quotes for the War Memorial conservation work	
	<p>Neil Everingham has advised that for the re-gilding work to the lettering on the granite panels to be successful and long lasting, there is a need for some additional DOFF steam cleaning to the panels to remove flaky paint.</p> <p>The cost for this is estimated at £150.00 plus VAT.</p>	

	<p>The parish council also needs to be aware that the original quote for the re-cutting and gilding work provided by Everinghams has increased from £995.00 plus VAT (this was based on last year's prices) to £1118.30 plus vat.</p> <p>The funding allocated to this project is £670 rolled over from last year and a £500 grant from War Memorials Trust, totals £1170, total bill from Everinghams for this work, including VAT, is £1521.96, the parish council has a shortfall of £351.96, this can be absorbed by the contingency funding built into the budget.</p> <p>Cllr. James explained that despite the increase, Everinghams were still more competitive compared to the other contractor who quoted.</p> <p>Its important that a good job is done so that it lasts for another 100 years.</p> <p>Cllr. James confirmed that a rededication service is organised once the work is complete.</p> <p>Council agreed to proceed with the work outlined above as per the revised quotes above.</p> <p>Proposed: MC Seconded: SG Outcome: All agreed</p> <p>Clerk to contact Everinghams to book in the work.</p>	Clerk																		
18/08/16	To discuss governance of the village hall																			
	<p>From the recent emails from ERNLLCA, it is now clear that the village hall management committee must become a formal committee of the council and must be governed as per parish council rules.</p> <p>There is a meeting set up with ERNLLCA on Wednesday 5th September to discuss the next steps, including a new terms of reference.</p> <p>The following questions were put forward for consideration at the meeting:</p> <p>Who would be chairman? Who would be secretary, treasurer, bookings clerk? Do we still need separate trustee meetings? Can it still be run as a charity?</p> <p>The parish council will have further discussion about this at the September meeting.</p>																			
18/08/17	To agree payments in accordance with the budget																			
	<p>Payments and receipt's for August as follows:</p> <p>Payments</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">T Cook & Son (Farmers) Ltd (drain on Festive Field)</td> <td style="text-align: right;">918.00</td> </tr> <tr> <td>Cllr. James reimburse gala expenses (\$137):</td> <td style="text-align: right;">192.10</td> </tr> <tr> <td style="padding-left: 100px;">Tesco</td> <td style="text-align: right;">£43.10</td> </tr> <tr> <td style="padding-left: 80px;">Monkey Fun bouncy castle</td> <td style="text-align: right;">£100.00</td> </tr> <tr> <td style="padding-left: 100px;">Breadcakes Galore</td> <td style="text-align: right;">£28.00</td> </tr> <tr> <td style="padding-left: 100px;">TEN License</td> <td style="text-align: right;">£21.00</td> </tr> <tr> <td>Npower Ltd - Christmas tree lights</td> <td style="text-align: right;">87.94</td> </tr> <tr> <td>HMRC</td> <td style="text-align: right;">10.60</td> </tr> <tr> <td>Staff salaries for August</td> <td style="text-align: right;">706.48</td> </tr> </table>	T Cook & Son (Farmers) Ltd (drain on Festive Field)	918.00	Cllr. James reimburse gala expenses (\$137):	192.10	Tesco	£43.10	Monkey Fun bouncy castle	£100.00	Breadcakes Galore	£28.00	TEN License	£21.00	Npower Ltd - Christmas tree lights	87.94	HMRC	10.60	Staff salaries for August	706.48	
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	Payroll 44.40 Credit card - Unlimited Web Hosting - website 1 yr 39.47 Credit card - National Garden Vouchers (S137) 55.00 Credit card - stamps 6.96 2060.95 Receipts Headstone fee 50.00 Cemetery fees 140.00 Cemetery fees 100.00 290.00 Proposed: SW Seconded: AB Outcome: All agreed.	
18/08/18	Items for next month's agenda	
	Projects for 2019 to be included in the budget Village Hall Play area football nets	
	Date of next meeting: Thursday 27 th September, 7.30pm	
	Meeting closed at: 21.05	