

BURSTWICK PARISH COUNCIL

MEETING HELD IN THE SCHOOL ON THURSDAY 25 JULY 2019

Present: Cllr. D James - Chairman DJ
 Cllr. A Brown – Vice Chairman AB
 Cllr. N Fairbank NF
 Cllr. S Gould SG
 Cllr. D Rainforth DR
 Cllr. P Tong PT
 Cllr. Whiting SW

Public: 3

Minute	Discussion and agreement	Action
19/07/01	To note apologies for absence	
	Cllr. M Cripsey	
19/07/02	Councillors to disclose their interests in matters to be discussed	
	<p>Pecuniary: Non disclosed</p> <p>Non-pecuniary: Cllr. A Brown – allotments, Churchill Rise Cllr. N Fairbank – Churchill Rise Cllr. S Gould – allotments, Churchill Rise Cllr. D James – Churchill Rise Cllr. D Rainforth – none disclosed Cllr. P Tong – allotments Cllr. S Whiting – Churchill Rise</p>	
19/07/03	Members of the public are invited to address the council	
	No issues were raised.	
19/07/04	To confirm the minutes of the meeting held on 27th June 2019	
	Signed as a correct record. Proposed: AB Seconded: PT Outcome: All agreed	
19/07/05	To receive the clerks report and councillors updates	
	<ul style="list-style-type: none"> The damaged goal nets were removed on 30th June and a statement was issued to address the complaints and negative feedback directed at the council on its social media accounts. Clerk met with Tony Grassby at the play area to look at the pieces of adventure trail that need removing to make way for new equipment, next steps are to contact Playdale and request a scheme redraw and then proceed with ordering the equipment, with approx. time scale of September for the installation. 	

	<ul style="list-style-type: none"> • Also looked at a couple of repairs to the see saw and older swings. Clerk has ordered the spares but one item is on a 6 week delivery. • Clerk has applied for a community chest grant towards the costs of a second noticeboard. • The council received a disappointing response from ERYC regarding the parking issues outside the primary school, which has been shared with the head teacher and PCSO Bainton. • The CCTV at the play area and park was updated on Monday 22nd July. • Four new water butts for the allotments have arrived and have been placed under taps at the allotments. • A working group meeting was held with parish councillors and flood wardens on 15th July to review the parish council’s emergency plan, clerk will be updating the document over the summer, to have a draft ready to adopt at the September meeting. <p>Councillors updates:</p> <ul style="list-style-type: none"> • Cllr. Tong had attended ERNLLCA’s district committee meeting on 16th July, the meeting dicussed VE Day 75 and community speed watch • Cllr. James reminded Council that the village summer gala was being held on Saturday 27th July • It was reported that the cut through at Elm Avenue and at Strathmore Avenue have been cleared • Clerk confirmed that there had been no response from HMP regarding prices for other items that the workshops could make for the council • Cllr. Whiting asked for an update on the footbridge, Cllr. James had received an email from ERYC advising that the timescale to install a new bridge would now be September 	
19/07/06	To note correspondence received	
	<p>Police Report No crime or ASB reported in June</p>	
	<p>Burstwick Parish Council emails <i>Emails sent to the Parish Council are forwarded to all the Parish Councillors</i> 19/19-20 Humberside Police crime data for June 20/19-20 Humberside Police Streetbeat newsletter for June 21/19-20 ERNLLCA district committee meeting papers 22/19-20 Response from ERYC regarding parking issues outside Burstwick Primary School 23/19-20 ERYC Planning Liaison meeting – notes and guidance on planning issues 24/19-20 ERYC New rep sought for the standards committee</p>	
	<p>Letters received Four written responses regarding bees on the allotments ERYC advising that Street Lighting SLA are increasing from 1st April 2020</p>	

19/07/07	To consider planning applications received	
	<p>Planning applications: <u>19/02068/PLF construction of open air all weather manege</u> Lund Garth Farm, East End Road, Preston</p> <p>Council reviewed the plans and there were no objections.</p> <p>Proposed: NF Seconded: SW Outcome: All agreed</p> <p><u>19/02225/PLF erection of a two storey office block with associated works</u> including installation of a septic tank, erection of single storey storage building following removal of existing barn, creation of additional hardstanding to extend yard and parking areas Paragon Space Ltd, land SW of Unit 4, Hedon Road, Burstwick</p> <p>Council reviewed the plans and there were no objections.</p> <p>Proposed: DR Seconded: NF Outcome: All agreed (Cllr. James abstained from vote)</p>	
	<p>Planning Decisions to note: <u>19/01386/PLF Two storey extension to side and single storey extension to rear</u> 2 Elm Tree Farm Road, Burstwick</p> <p>Permission granted subject to conditions.</p> <p><u>19/01482/PLF Two storey extension with flue and dormer to rear of existing living accommodation following removal of existing conservatory</u> Burstwick Stores, Main Street, Burstwick</p> <p>Permission granted subject to conditions.</p>	
	<p>Appeal Decisions to note: None.</p>	
19/07/08	To agree to one beehive being located on the allotments	
	<p>Eight responses were received following the letter sent to all plots with seven in support and one stating they are allergic.</p> <p>Council considered the comments received from the allotment holders. They asked for more information from Mr Reynolds on the location of the hive. Option one is to locate it on plot 50 (if permission is given from the tenant of that plot), this plot is a parish garden with high hedges surrounding it and would be an ideal location. Option 2 is to local the hive on Mr Reynolds plot.</p> <p>Following consideration of the responses and information on the location of the hive, it was proposed to grant permission to Mr Reynolds to locate one hive on Burstwick Allotments at either of the locations identified above.</p> <p>Proposed: SW Seconded: DR Outcome: All agreed</p>	

	Mr Reynolds to contact Beverley Bee Keeping Society for advice and to attend the bee keeping course.	
19/07/09	To discuss the recommendations from recent inspection of the allotments	
	<p>The allotments were inspected by the allotments committee on Saturday 13th July.</p> <p>The report recommended the following action: Plot 6 – first warning letter Plot 7 – monitor Plot 9 – plot mainly grass and underworked, letter suggesting plot to be split Plot 22 – monitor Plot 34 – monitor Plot 46 – first warning letter Plot 48 – letter asking what their intention are –is there a plan / rota to get plot sorted</p> <p>Paths need to be cut between plots 7 & 8 and 27 & 28 – clerk to write to tenants informing them.</p> <p>Council to agree for clerk to undertake the actions as outlined above.</p> <p>Proposed: DR Seconded: SW Outcome: All agreed</p> <p>Clerk to send out letters as above.</p>	Clerk
19/07/10	To agree to make an application to Woodlands Trust for hedging plants	
	<p>To create a shelter belt at the allotments at the boundary with the field. The Woodlands Trust is open for applications for hedging packs to be delivered in November 2019.</p> <p>There were no questions.</p> <p>Council to apply for a 420 pack of hedging plants.</p> <p>Proposed: SW Seconded: DR Outcome: All agreed.</p> <p>Clerk to make application.</p>	Clerk
19/07/11	To agree a location for a new litter bin on Churchill Avenue/Rise	
	<p>One location was included in the supporting papers at the junction with Strathmore Avenue.</p> <p>During discussion a further location was proposed at the top of Churchill Avenue at the junction with Main Street on the left near the post box.</p> <p>Chairman called a vote on the two locations as follows:</p> <p>At the junction with Strathmore Avenue – 4 votes At the junction with Main Street – 3 votes</p> <p>Decision carried – council to order new litter bin from ERYC to be installed at the junction of Strathmore Avenue and Churchill Avenue at a cost of £452.</p> <p>Clerk to place order with ERYC.</p>	Clerk

19/07/12	To agree to request ERYC sweep the roads in the village	
	Councillors reported that the roads had recently been swept. No further action is needed.	
19/07/13	To consider setting up a monthly parish council surgery	
	<p>The proposal is to run a surgery for a trial period of 3 months, on a mid-month Saturday morning for approx. one hour at the village store.</p> <p>Parish Council to set up a rota – two councillors to attend each session and feedback any issues to the clerk that need to go on the agenda of the next meeting.</p> <p>Cllr. James would like councillors to register their interest in helping with this initiative. Cllrs. Brown, Fairbank, Gould, Tong and Whiting put their names forward.</p> <p>Cllr. James to organise a rota for a surgery to run once a month in August, September and October.</p> <p>Surgeries to be advertised on website, twitter and noticeboard.</p> <p>Clerk suggested that ward councillors are also invited.</p> <p>Council to agree to make the above arrangements to run a surgery for a trial of three months.</p> <p>Proposed: SW Seconded: PT Outcome: All agreed.</p>	DJ
19/07/14	To discuss projects to be put forward to the Community Payback team	
	<p>Councillors have put the following ideas forward:</p> <ul style="list-style-type: none"> • Litter pickup around the village • Tidying up of grass verges • Overgrown churchyard • Children’s play area painting / cleaning of equipment • Tidying up Church Lane <p>There was one other suggestion of painting the village hall, once the toilets have been renovated.</p> <p>Cllr. James stated that the information had been forwarded on to the Parochial Church Council with regards to the churchyard.</p> <p>Following discussion, the two priority projects that the council would like to put forward for consideration are:</p> <ul style="list-style-type: none"> • Festive Field – staining the fence • Play area – wash down of equipment/treating with wood preserver <p>Proposed: AB Seconded: DR Outcome: All agreed.</p> <p>Clerk to make application to the Community Payback team via website.</p>	Clerk

19/07/15	To form a working group to plan and deliver a community event for VE Day 75																	
	<p>8th May 2020 marks 75 years since WW2 ended in Europe. The parish council would like to organise a community celebration event, along similar lines to the WW1 centenary in 2018.</p> <p>Council to set up a working group to plan and deliver the event, would councillors be interested in joining this group? Cllrs. Fairbank and Rainforth agreed to help with Cllr. James.</p> <p>Council to run a celebration event for VE day 75.</p> <p>Proposed: SW Seconded: AB Outcome: All agreed.</p>																	
19/07/16	To receive a quarterly financial update and budget monitoring																	
	<p>Clerk confirmed figures for the first quarter up to 30th June 2019 as follows:</p> <p>Council had receipts totalling £14,574.27 Council made payments of £7,301.11</p> <p>Clerk stated that council spending is currently within budget.</p> <p>There were no questions.</p>																	
19/07/17	To agree to co-opt to fill councillor vacancy																	
	<p>The council has one vacancy following the recent elections in May. The vacancy has been advertised on the noticeboard, website and twitter.</p> <p>Two candidates have put their names forward:</p> <ul style="list-style-type: none"> • Fiona Shortland • Pete Waddingham <p>Both candidates were invited to address the Council and outline why they want to be a councillor and what they could bring to the council.</p> <p>Chairman called a vote and Pete Waddingham received the majority of votes and was co-opted onto the council.</p> <p>Clerk to return pecuniary interest form and declaration of new councillor to ERYC Democratic Services.</p>	Clerk																
19/07/18	To agree payments in accordance with the budget																	
	<p>Approve the schedule of payments for July as follows:</p> <p>Payments</p> <table border="0" style="width: 100%;"> <tr> <td>Keyingham Scouts - S137 charity donation</td> <td style="text-align: right;">45.00</td> </tr> <tr> <td>Glazik Kershaw - payroll provider</td> <td style="text-align: right;">44.40</td> </tr> <tr> <td>Credit card annual fee</td> <td style="text-align: right;">32.00</td> </tr> <tr> <td>Staff salaries for July</td> <td style="text-align: right;">1018.99</td> </tr> <tr> <td>HMRC</td> <td style="text-align: right;">5.20</td> </tr> <tr> <td>Gardeners expenses - parts to fix allotment tap</td> <td style="text-align: right;">13.79</td> </tr> <tr> <td>ERYC ID badge charge</td> <td style="text-align: right;">5.16</td> </tr> <tr> <td>Rowett Insurance - sit-on mower motor insurance</td> <td style="text-align: right;">173.52</td> </tr> </table>	Keyingham Scouts - S137 charity donation	45.00	Glazik Kershaw - payroll provider	44.40	Credit card annual fee	32.00	Staff salaries for July	1018.99	HMRC	5.20	Gardeners expenses - parts to fix allotment tap	13.79	ERYC ID badge charge	5.16	Rowett Insurance - sit-on mower motor insurance	173.52	
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	<p>Cllr. James reimburse TEN for summer gala (S137) 21.00</p> <p style="text-align: right;">1359.06</p> <p>Receipts</p> <p>Headstone fee 60.00</p> <p>Proposed: DR Seconded: SW Outcome: All agreed.</p>	
19/07/19	Items for next month's agenda	
	<p>To agree cost to remove old play equipment</p> <p>Discuss options for new kissing gate at the play park</p> <p>To agree parish council complaints policy and procedure</p> <p>To discuss road safety in the village</p> <p>To discuss street lighting SLA</p>	
	<p>Date of next meeting: Thursday 29th August, 7.30pm</p>	
	Meeting closed at: 21.04	