

**BURSTWICK PARISH COUNCIL**

**MEETING HELD IN THE SCHOOL ON THURSDAY 28<sup>th</sup> FEBRUARY 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. Whiting SW

Public: 0

<b>Minute</b>	<b>Discussion and agreement</b>	<b>Action</b>
<b>19/02/01</b>	<b>To note apologies for absence</b>	
	Cllr. Cripsey	
<b>19/02/02</b>	<b>Councillors to disclose their interests in matters to be discussed</b>	
	<p><b>Pecuniary:</b> Non disclosed</p> <p><b>Non-pecuniary:</b> Cllr. A Brown – village hall Cllr. N Fairbank – none disclosed Cllr. S Gould – village hall Cllr. D James – village hall Cllr. D Rainforth – none disclosed Cllr. S Whiting – none disclosed</p>	
<b>19/02/03</b>	<b>Members of the public are invited to address the council</b>	
	No members of the public present.	
<b>19/02/04</b>	<b>To confirm the minutes of the meeting held on 31<sup>st</sup> January 2019</b>	
	<p>Signed as a correct record. Proposed: DR Seconded: AB Outcome: All agreed</p>	
<b>19/02/05</b>	<b>To receive the clerks report and councillors updates</b>	
	<ul style="list-style-type: none"> <li>• The sit on lawnmower is back from its annual service ready for the new grass cutting season, the parish gardener is having to pick up numerous large sticks from Festive Field – these could seriously damage the lawnmower</li> <li>• Painted pebbles from WW1 Centenary have been gathered up and given to the Church Wardens</li> <li>• The play area is due its annual independent safety inspection in February and Clerk will circulate the report once it's received</li> <li>• Clerk reported the informal layby on Ellifoot Lane to ERYC, Area Engineer has suggested that the area will be re-sown with grass seed and concrete blocks used</li> </ul>	



19/02/06	<b>To note correspondence received</b>	
	<b>Police Report</b> No crimes reported in January	
	<b>Burstwick Parish Council emails</b> <i>Emails sent to the Parish Council are forwarded to all the Parish Councillors</i> 77/18-19 ERNLLCA January newsletter 78/18-19 Humber Acute Services Review – patient involvement workshops 79/18-19 ERYC Town and Parish Council Review panel final report 80/18-19 ERYC Consultation on draft Planning Enforcement Plan 81/18-19 Humberside Police crime data for January 82/18-19 ERYC regarding the town and parish council elections on 2 <sup>nd</sup> May 83/18-19 ERYC notice of a planning application going to committee – 18/02955/PLF Physio treatment room on land east of 1 Old School Cottages, Main Street, Burstwick	
	<b>Letters received</b> Dr Green response regarding the damage to the grass on Festive Field after hedge cutting	
19/02/07	<b>To consider planning applications received</b>	
	<b>Planning applications:</b> <u>19/00355/PLF Re-submission Fishing ponds, Mucky Lane, Burton Pidsea</u>  Erection of a building for fish breeding, siting of 2 pre-manufactured buildings to be used as a toilet block and office, installation of a septic tank and private treatment plant ancillary to existing fishing business (part retrospective).  Council considered the plans and there were no objections.  Proposed: SW Seconded: AB Outcome: All agreed  <u>19/00448/PLF Holcroft, Station Road, Camerton</u>  Erection of detached two storey outbuilding with Juliet balcony to rear, to be used as a garage, store room and office.  Council considered the plans and there were no objections.  Proposed: SW Seconded: DR Outcome: All agreed	
	<b>Planning Decisions to note:</b> <u>18/04157/PLF 113 Main Street, Burstwick</u>  Erection of two storey extension to side and single storey extension to the front.  Planning permission granted subject to conditions.	
	<b>Appeal Decisions to note</b> None this month.	

<b>19/02/08</b>	<b>To agree to purchase a mobile phone for the village hall clerk</b>	
	<p>Council to approve expenditure of up to £30, to purchase a basic mobile phone to be used as the main contact number for the new village hall clerk, plus ongoing call credit.</p> <p>This will provide the flexibility to respond by phone or text and also for cover when village hall clerk is away on holiday.</p> <p>Council to agree to purchase a mobile phone.</p> <p>Proposed: AB  Seconded: SG  Outcome: All agreed (DJ abstained)</p> <p>Clerk to arrange purchase of mobile phone</p>	<b>Clerk</b>
<b>19/02/09</b>	<b>To review street lighting owned by the parish council</b>	
	<p>The parish council own 21 street lights in the village, the council pays a service level agreement to ERYC who maintain them on our behalf. These lights run on the old sodium bulbs.</p> <p>Clerk spoke to ERYC who maintain the lights on our behalf. ERYC informed the clerk that they are already looking at 6 lights in Station Road and 1 in Sharp Avenue to be upgraded to LED soon.</p> <p>ERYC will cover the cost of upgrading a further 6 lights to LED in 2020-21 when the parish will be included in a bulk lamp change/clean and electrical test.</p> <p>To upgrade to an LED bulb costs approx. £185 plus VAT each. This cost has not been budgeted for in the 2019-20 financial year, but could be added to next years budget.</p> <p>The parish council to agree to budget for the remaining 7 lights to be changed to LED in 2020-21 as part of the bulk lamp change (approx cost of £1600).</p> <p>Proposed: SW  Seconded: NF  Outcome: All agreed</p>	
<b>19/02/10</b>	<b>To review parish council Health and Safety Policy</b>	
	<p>Policy was last reviewed in 2017.</p> <p>No changes or amendment were put forward.</p> <p>Proposed: AB  Seconded: SW  Outcome: All agreed</p>	
<b>19/02/11</b>	<b>To review parish council Equalities Policy</b>	
	<p>Policy was last reviewed in 2017</p> <p>No changes or amendment were put forward.</p> <p>Proposed: AB  Seconded: DR  Outcome: All agreed</p>	

<b>19/02/12</b>	<b>To agree to join neighbouring parishes for a village litter pick in April</b>	
	<p>Joanna Richardson, Clerk at Burton Pidsea Parish Council has confirmed that date of Saturday 6<sup>th</sup> April at 10am for the litter pick.</p> <p>The council are keen to join in with this community litter pick. Cllr. James reported that in terms of equipment we have plenty of bags and gloves, but will need some more litter pickers.</p> <p>It would also be a good gesture to provide volunteers with food and a hot drink at the end.</p> <p>Council to approve expenditure to support the litter pick as follows:</p> <p>Up to £150 to purchase litter pickers Up to £50 to provide food and hot drink for volunteers</p> <p>S137 powers to be used to make these purchases.</p> <p>Proposed: SW Seconded: NF Outcome: All agreed</p> <p>Clerk to purchase litter pickers</p>	<b>Clerk</b>
<b>19/02/13</b>	<b>To agree expenditure from the events budget</b>	
	<p>Council to agree to support the forthcoming race night using the events budget.</p> <p>To approve up to £50, this expenditure will be incurred using Section 137 powers.</p> <p>Cllr. James explained that this will go towards the cost of the projectionist who runs the event, the total cost of this is £165.00. At the moment race night sponsors have covered the first £100 of this cost, leaving £65 still to cover.</p> <p>The money raised during the evening will be split equally between the village hall and the church.</p> <p>One councillor had concerns that this money is helping the church, however this was countered by the fact that the church helps out at all the village events and provide volunteers for community activities in the village.</p> <p>Council to agree to support the race night with a £50 contribution from the events budget.</p> <p>Proposed: DR Seconded: SW Outcome: All agreed</p>	

<b>19/02/14</b>	<b>To agree payments in accordance with the budget</b>																											
	<p><b>Payments</b></p> <table data-bbox="336 219 1150 607"> <tr> <td>FG Adamson &amp; Son - sit on mower service</td> <td>387.03</td> </tr> <tr> <td>HMRC</td> <td>0.00</td> </tr> <tr> <td>Staff salaries for February</td> <td>709.22</td> </tr> <tr> <td>R Blackburn - expenses - mileage</td> <td>22.05</td> </tr> <tr> <td>Gardeners expenses - petrol</td> <td>20.00</td> </tr> <tr> <td>Payroll</td> <td>44.40</td> </tr> <tr> <td>Yorkshire Water - allotments water bill</td> <td>25.30</td> </tr> <tr> <td>Credit card - stamps</td> <td>6.96</td> </tr> <tr> <td>Credit card - allotment receipt book</td> <td>24.42</td> </tr> <tr> <td></td> <td><b>1239.38</b></td> </tr> </table> <p><b>Receipts</b></p> <table data-bbox="336 696 1150 808"> <tr> <td>Right of way fee - East Carr Lane</td> <td>25.00</td> </tr> <tr> <td>Cemetery fees</td> <td>150.00</td> </tr> <tr> <td></td> <td><b>175.00</b></td> </tr> </table> <p>Proposed: AB  Seconded: SG  Outcome: all agreed</p>	FG Adamson & Son - sit on mower service	387.03	HMRC	0.00	Staff salaries for February	709.22	R Blackburn - expenses - mileage	22.05	Gardeners expenses - petrol	20.00	Payroll	44.40	Yorkshire Water - allotments water bill	25.30	Credit card - stamps	6.96	Credit card - allotment receipt book	24.42		<b>1239.38</b>	Right of way fee - East Carr Lane	25.00	Cemetery fees	150.00		<b>175.00</b>	
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<b>19/02/15</b>	<b>Items for next month's agenda</b>																											
	None put forward																											
	<b>Date of next meeting</b> Thursday 28 <sup>th</sup> March, 2019																											
	<b>Meeting closed at: 20.46</b>																											