BURSTWICK PARISH COUNCIL

MINUTES OF THE MEETING HELD IN THE VILLAGE HALL ON THURSDAY 25th AUGUST 2022

Present: Cllr. D James - Chairman DJ

Cllr. A Brown – Vice Chairman AB
Cllr S. Gould SG
Cllr N. Fairbank NF
Cllr P. Paragreen PP

Public: 3 Press: 0 Police: 0 Ward Cllrs: 0 Clerk: KD

| 2022/08/01 | To note apologies for absence | | | | |
|------------|--|----|--|--|--|
| | Cllr MC | | | | |
| | Cllr PT | | | | |
| | Cllr NB | | | | |
| | CIIr DR | | | | |
| 2022/08/02 | Councillors to disclose their interests in matters to be discussed | | | | |
| | Cllr DJ - Village hall | | | | |
| | Cllr. AB – Allotments and village hall | | | | |
| | Cllr. NF – Allotments and play area | | | | |
| | Cllr. SG – Play area and village hall | | | | |
| | Cllr. PP - Allotments | | | | |
| 2022/08/03 | Members of the public are invited to address the council | | | | |
| | Three members of the public were present regarding a planning application and were | | | | |
| | happy to speak prior to the planning application being considered by the council. | | | | |
| 2022/08/04 | To confirm the minutes of the meeting held on 28/7/22. | | | | |
| | Signed as a correct record. | | | | |
| | Proposed: AB | | | | |
| | Seconded: SG | | | | |
| | Outcome: All agreed. | KD | | | |
| 2022/08/05 | To receive the clerks report and councillor's updates | | | | |
| a. | VAT claim for 2021-22 submitted and received to the value of £1857.79. | | | | |
| b. | Playdale hope to install new equipment on Wednesday 28 th September. The clerk will | | | | |
| | liaise with the school and village hall clerk. The seat connector which is low risk as per the | KD | | | |
| | play inspection report means a full seat replacement costing £170.00 + VAT. This will be | | | | |
| | deferred as it is expected the full swing will be replaced in the near future. | | | | |
| C. | Churchyard trees that overhang the cemetery and Church Lane were inspected today by | | | | |
| | ERYC, the clerk, Cllrs NF and PP. Our initial concern is the height and overhang of the | | | | |
| | conifers / trees which was taken on board. ERYC to prepare a schedule of works. | KD | | | |
| d. | ERYC have advised us of a price increase to the street lighting SLA. We will be invoiced in | | | | |
| | October for £2,136.85. We budgeted £1,800. | | | | |
| e. | ERYC Village task force documents received and circulated to all Councillors. | | | | |

| | Discussion: The views of all parties present were taken into consideration along with written objections received and sight of plans showing a 50% reduction in size. A proposal to APPROVE the application was made. Cllr DJ called a vote. | |
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| a. | Application 22/00732/PLF - Amended plans and description for Leysville, Station Rd, Burstwick for the erection of single storey extension to rear/side. | |
| | It was unanimously AGREED that public participation be held in advance of the planning applications being considered and three members of the public spoke on the amended application. | |
| 2022/08/07 | To consider planning applications received and note planning decisions | |
| | Holderness Health – Town & Parish council Forum: 16/8/22 NALC – Consultation PC 6-22 – Short term holiday lets | |
| | NHW – Newsletter: 9/8/22 Humberside Police – Mid Holderness Street Beat Newsletter 9/8/22 | |
| | ERNLLCA – Additional training: 30/7/22 | |
| 2022/08/06 | To note correspondence received HWRA – Membership invitation: 26/7/22 and Newsletter 28/7/22 ERVAS – Fortnightly update: 28/7/22 and 11/8/22 | |
| 2022/09/00 | Police will be asked to drop-in on Churchill Rise as there are children out late in the dark causing concern by some residents and for the safety of the children in an unlit area. | |
| | Councillor's updates. | DJ |
| | covered in pigeon mess making it a dirty and unpleasant walkthrough. A letter will be drafted to the pigeon owner requesting it is cleaned up, otherwise the item will be referred to the ERYC environmental team. | |
| | 'No bonfire' signs can be removed now we have had some rain and temperatures are reducing. The cut through from Strathmore Avenue to Church Lane (opposite the village hall) is | PP KD |
| | Vice Chair's update. | |
| | batteries in place. Taping repairs on the play area have been completed. Thanks extended to Cllr SG. All are welcome to the next quiz night on 3 rd September. | |
| | Chairman's update. The village hall defibrillators are back in place after the manufacturers recall with two new | |
| i. | The clerk will chase up the request to re-locate the litter bin from the former shop to the corner of Newbridge Road. | KD |
| h. | It appears we have missed the opportunity to include the festive field on the PSPO. ERYC should have been advised back in August 2021. The clerk picked this up mid review and has been advised it is too late for inclusion. The next review is in 2025. The alternative is to pay for inclusion at £508. | |
| g. | The Clerk represented BPC at the last ERNLLCA District Committee. Nothing to report other than discussion about forthcoming ERYC drop-ins (October 19 th – Withernsea) to discuss any problems/improvements the clerks, councillors or residents are experiencing with ERYC i.e., access via the telephone, departmental or officer contact etc. | |
| f. | ERYC Highways have confirmed they cannot do anything regarding an ambulance parking bay on Pinfold Lane. Can ERYC housing department help? | |

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| | Outcome: Application APPROVED with 3 in favour, 1 against and 1 abstention. | KD |
| b. | Application 22/02545/PLF – Change of use and conversion from village shop and dwelling (C3) to dwelling (C3) only, including erection of two storey extension to rear following demolition of conservatory, construction of parapet up stand to existing single storey roof to front, side and rear and installation of two roof lanterns to existing rear extension at Burstwick Stores, Main Street, Burstwick. | |
| | Discussion: No objections raised. | |
| | Proposed: Cllr NF | |
| | Seconded: Cllr PP | |
| | Outcome: Application APPROVED. | KD |
| 2022/08/08 | To Discuss road safety in the village and receive updates on any action taken | |
| | Discussion: The Community Speed Watch Team continue to record speeding in several | |
| | locations throughout the village. A total of four sessions have taken place. Of the 911 passing vehicles, 48 of them were speeding. In two locations top speeds of 49mph have | |
| | been recorded within a 30mph speed limit area. Information is submitted to the | |
| | Community Speed Watch administration team for review and action. | |
| 2022/08/09 | To agree provisional list of works required and locations for community payback teams | |
| | List of jobs so far: Clean bins in play area, hard brush wooden equipment in play area and | |
| | treat with wood preserve, any other play area jobs i.e.: removal of chewing gum, graffiti, clean bush shelters, cleaning village hall railings and fencing, litter picking, weeding, | |
| | allotment maintenance including clearance of plot 21b and allotment marker works. | |
| | Discussion: The clerk will liaise further with Mr Merritt regarding provision of materials, PPE, supervision and the list of works and report back to the council with updates. | KD |
| 2022/08/10 | To resolve to sign up to the Civility and Respect Pledge and Dignity at Work Policy | |
| | Discussion: The pledge was circulated to all councillors in advance of the meeting and | |
| | discussed. It was AGREED to support and sign up to the pledge. | KD |
| | Proposed: Cllr AB | |
| | Seconded: Cllr PP | |
| | Outcome: Unanimously agreed. | |
| 2022/08/11 | To confirm council representative to the ERNLLCA AGM Thursday 22 nd Sept 7pm via zoom | |
| | Discussion: The clerks has circulated paperwork to parish representatives Cllrs PT and DR and will chase who can attend. Cllr PP will be copied in, as he also expressed an interest in attending. | KD |
| 2022/08/12 | To discuss option to opt out of the SAAA central external audit auditor appointment arrangements | |
| | Discussion: Correspondence circulated to all Councillors. The clerk's recommendation was to stay with SAAA rather than go it alone. | |
| | Proposed: Cllr DJ | |
| | Seconded: Cllr SG | KD |
| | Outcome: All in favour to remain with SAAA for external auditing. | |

| 2022/08/13 | To approve co-option of Mr D Gelder onto the Village Hall Committee. | | | | | | | |
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| | Discussion approve th | : As pe ne co-op g as a no Cllr AB Cllr NF | r the terms of reference of otion of new members. It won-councillor / non-voting | the Village Hall (was AGREED that | Committee | e, the council has to | DJ AB | |
| 2022/08/14 | Request from Burstwick WI to display advertising poster on the fence for an October fundraiser | | | | | | | |
| | Item witho | drawn. | | | | | | |
| 2022/08/15 | To conside | er a villa | nge book swap | | | | | |
| | Discussion: It was established that there was a free book swap in place in the village hall though it could be promoted more especially for use on a Wednesday between 12 noon and 2pm when the prescription collection service is in operation. | | | | | | | |
| 2022/08/16 | Allotment | matter | s/updates/proposals | | | | | |
| a. | | Allotment markers update: Cllr DJ will chase the wood supplier up. This is an ideal project for the community pay back team to work on. | | | | | | |
| b. | | Plot 21b will be split into two starter plots once the plot has been cleared and made workable (Community pay back). It will be offered for free until April 2023. | | | | | | |
| c. | On site and boundary hedge cutting in October. Cllr PP has inspected and made recommendations for external hedge cutting to be carried out by a contractor. The clerk will liaise with Grasslands and Cllr PP. | | | | | | | |
| d. | Tenancy enquiry from a former tenant whose circumstances have changed allowing more time to commit to an allotment. It was suggested as Plot 21b is being split into two plots she could take one on and prove she now has time to tend to it, free until April 2023. Above items proposed: Cllr NF Seconded: Cllr PP Outcome: All in favour. | | | | | | | |
| | | | | | | | | |
| 2022/08/17 | Payment schedule for August 2022 | | | | | | | |
| | Ref | Typ e | Description | Amount | VAT | Total | | |
| | Payments to be approved for : Expenditure | | | Aug-22 | | | | |
| | 060/22- | bp | Village Hall hire | 5.00 | | 5.00 | | |
| | 061/22- 23 062/22- | cc chg | Village hall stamps Bank charges July | 5.44 | | 5.44 | | |
| | 23 063/22- | bp | Gardeners expenses | 9.70 | | 9.70 | | |
| | 23 064/22- | so | Glasik Kershaw - July | 17.10 | | 17.10 | | |
| | 23 | | payroll | 40.00 | 8.00 | 48.00 | | |

| | 065/22- | dd | Business stream- | 105.05 | | 405.05 | |
|------------|---|---------|--|----------------|---------|---------|--|
| | 23 | | allotments | 135.35 | | 135.35 | |
| | 066/22- | SO | HMRC month 5 | 117.00 | | 117.00 | |
| | 23 | | M/ Doodlo calam | 117.00 | | 117.00 | |
| | 067/22- 23 | SO | W Beadle salary | | | | |
| | 068/22- | so | A James VH Clerk Salary | | | | |
| | 23 | 30 | A Julies VII Clerk Juliary | | | | |
| | 069/22- | so | K Dawson BPC Clerk Salary | | | | |
| | 23 | | , | | | | |
| | | | Total of 3 Part time Staff | 1138.65 | | 1138.65 | |
| | | | salaries | | | | |
| | 070/22- | bp | Grasslands- visit 9 & 10 | | | | |
| | 23 | | | 160.00 | 32.00 | 192.00 | |
| | 071/22- | dd | Credit card | | | | |
| | 23 | | | 141.64 | | 141.64 | |
| | | | | 1769.88 | 40.00 | 1809.88 | |
| | | | TOTAL | 1709.00 | 40.00 | 1005.00 | |
| | | | TOTAL | | | | |
| | Income | | VAT return 2021-2022 | 1857.79 | | | |
| | IIICOIIIC | | Headstone - Brummitt | 1037.73 | | | |
| | | | ricuasione brannintt | 70.00 | | | |
| | | | Headstone - Carr | | | | |
| | | | | 70.00 | | | |
| | | | | <u>1997.79</u> | | | |
| | | | | | | | |
| | Refund | | Webhosting (duplicate) | -47.88 | | | |
| | | | | <u>-47.88</u> | | | |
| | | | | | | | |
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| 2022/08/18 | Items for n | next mo | onths agenda – Thursday 29 th | September 20 | 022 | | |
| | Diagrams + | o. N4 | sting data for Oatabar will be 7 | FUECDAY 2Eth | Ostobor | | |
| | Please note: Meeting date for October will be TUESDAY 25 th October. | | | | | | |
| | Meeting | rlosed | at: 9.07 pm. End | | | | |
| | iviceting (| CIUJEU | at. J.o. piii. Liiu | | | | |