

**BURSTWICK PARISH COUNCIL**

**MINUTES OF THE MEETING HELD IN THE VILLAGE HALL ON THURSDAY 25<sup>th</sup> 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

<b>2022/08/01</b>	<b>To note apologies for absence</b>	
	Cllr MC Cllr PT Cllr NB Cllr DR	
<b>2022/08/02</b>	<b>Councillors to disclose their interests in matters to be discussed</b>	
	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	
<b>2022/08/03</b>	<b>Members of the public are invited to address the council</b>	
	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.	
<b>2022/08/04</b>	<b>To confirm the minutes of the meeting held on 28/7/22.</b>	
	Signed as a correct record. Proposed: AB Seconded: SG Outcome: All agreed.	<b>KD</b>
<b>2022/08/05</b>	<b>To receive the clerks report and councillor’s updates</b>	
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 <sup>th</sup> September. The clerk will liaise with the school and village hall clerk. The seat connector which is low risk as per the 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.	<b>KD</b>
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.	<b>KD</b>
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.	

f.	<p>ERYC Highways have confirmed they cannot do anything regarding an ambulance parking bay on Pinfold Lane. Can ERYC housing department help?</p>	
g.	<p>The Clerk represented BPC at the last ERNLLCA District Committee. Nothing to report other than discussion about forthcoming ERYC drop-ins (October 19<sup>th</sup> – 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.</p>	
h.	<p>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.</p>	
i.	<p>The clerk will chase up the request to re-locate the litter bin from the former shop to the corner of Newbridge Road.</p> <p>Chairman's update. The village hall defibrillators are back in place after the manufacturers recall with two new 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<sup>rd</sup> September.</p> <p>Vice Chair's update. 'No bonfire' signs can be removed now we have had some rain and temperatures are reducing.</p> <p>The cut through from Strathmore Avenue to Church Lane (opposite the village hall) is 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.</p> <p>Councillor's updates. 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.</p>	<p>KD</p> <p>PP</p> <p>KD</p> <p>DJ</p>
<b>2022/08/06</b>	<b>To note correspondence received</b>	
	<p>HWRA – Membership invitation: 26/7/22 and Newsletter 28/7/22 ERVAS – Fortnightly update: 28/7/22 and 11/8/22 ERNLLCA – Additional training: 30/7/22 NHW – Newsletter: 9/8/22 HumberSide Police – Mid Holderness Street Beat Newsletter 9/8/22 Holderness Health – Town &amp; Parish council Forum: 16/8/22 NALC – Consultation PC 6-22 – Short term holiday lets</p>	
<b>2022/08/07</b>	<b>To consider planning applications received and note planning decisions</b>	
a.	<p>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.</p> <p>Application 22/00732/PLF - Amended plans and description for Leysville, Station Rd, Burstwick for the erection of single storey extension to rear/side.</p> <p>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.</p>	



<b>2022/08/13</b>	<b>To approve co-option of Mr D Gelder onto the Village Hall Committee.</b>																																																	
	Discussion: As per the terms of reference of the Village Hall Committee, the council has to approve the co-option of new members. It was AGREED that Mr Gelder will assist with fundraising as a non-councillor / non-voting member. Proposed: Cllr AB Seconded: Cllr NF Outcome: All in favour.	<b>DJ AB</b>																																																
<b>2022/08/14</b>	<b>Request from Burstwick WI to display advertising poster on the fence for an October fundraiser</b>																																																	
	Item withdrawn.																																																	
<b>2022/08/15</b>	<b>To consider a village book swap</b>																																																	
	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.																																																	
<b>2022/08/16</b>	<b>Allotment matters/updates/proposals</b>																																																	
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.	DJ																																																
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.	KD																																																
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.	KD 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.	KD																																																
<b>2022/08/17</b>	<b>Payment schedule for August 2022</b>																																																	
	<table border="1"> <thead> <tr> <th>Ref</th> <th>Typ</th> <th>Description</th> <th>Amount</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td colspan="3"><u>Payments to be approved for :</u></td> <td colspan="3"><b>Aug-22</b></td> </tr> <tr> <td colspan="6"><b>Expenditure</b></td> </tr> <tr> <td>060/22-23</td> <td>bp</td> <td>Village Hall hire</td> <td>5.00</td> <td></td> <td>5.00</td> </tr> <tr> <td>061/22-23</td> <td>cc</td> <td>Village hall stamps</td> <td>5.44</td> <td></td> <td>5.44</td> </tr> <tr> <td>062/22-23</td> <td>chg</td> <td>Bank charges July</td> <td>9.70</td> <td></td> <td>9.70</td> </tr> <tr> <td>063/22-23</td> <td>bp</td> <td>Gardeners expenses</td> <td>17.10</td> <td></td> <td>17.10</td> </tr> <tr> <td>064/22-23</td> <td>so</td> <td>Glasik Kershaw - July payroll</td> <td>40.00</td> <td>8.00</td> <td>48.00</td> </tr> </tbody> </table>	Ref	Typ	Description	Amount	VAT	Total	<u>Payments to be approved for :</u>			<b>Aug-22</b>			<b>Expenditure</b>						060/22-23	bp	Village Hall hire	5.00		5.00	061/22-23	cc	Village hall stamps	5.44		5.44	062/22-23	chg	Bank charges July	9.70		9.70	063/22-23	bp	Gardeners expenses	17.10		17.10	064/22-23	so	Glasik Kershaw - July payroll	40.00	8.00	48.00	
Ref	Typ	Description	Amount	VAT	Total																																													
<u>Payments to be approved for :</u>			<b>Aug-22</b>																																															
<b>Expenditure</b>																																																		
060/22-23	bp	Village Hall hire	5.00		5.00																																													
061/22-23	cc	Village hall stamps	5.44		5.44																																													
062/22-23	chg	Bank charges July	9.70		9.70																																													
063/22-23	bp	Gardeners expenses	17.10		17.10																																													
064/22-23	so	Glasik Kershaw - July payroll	40.00	8.00	48.00																																													

	065/22-23	dd	Business stream-allotments	135.35		135.35	
	066/22-23	so	HMRC month 5	117.00		117.00	
	067/22-23	so	W Beadle salary				
	068/22-23	so	A James VH Clerk Salary				
	069/22-23	so	K Dawson BPC Clerk Salary				
			Total of 3 Part time Staff salaries	1138.65		1138.65	
	070/22-23	bp	Grasslands- visit 9 & 10	160.00	32.00	192.00	
	071/22-23	dd	Credit card	141.64		141.64	
				<b>1769.88</b>	<b>40.00</b>	<b>1809.88</b>	
			<b>TOTAL</b>				
	<b>Income</b>		VAT return 2021-2022	1857.79			
			Headstone - Brummitt	70.00			
			Headstone - Carr	70.00			
				<b><u>1997.79</u></b>			
	<b>Refund</b>		Webhosting (duplicate)	-47.88			
				<b><u>-47.88</u></b>			
<b>2022/08/18</b>	<b>Items for next months agenda – Thursday 29<sup>th</sup> September 2022</b>						
	Please note: Meeting date for October will be TUESDAY 25 <sup>th</sup> October.						
	<b>Meeting closed at: 9.07 pm. End</b>						