

Burstwick Parish Council Agenda

Thursday 26 February 2015

At Burstwick Community Primary School, Main Street, Burstwick, 7.30pm

- 1 Apologies for Absence**
- 2 Declarations of Interest**
 - 2.1 Pecuniary**
 - 2.2 Non-Pecuniary**
- 3.1 Police Participation**
- 3.2 Public Participation**
- 4 Minutes of the Last Meeting**
- 5 Matters Arising**
- 6 Correspondence**
 - 6.1 Police Report**
 - 6.2 Burstwick Parish Council emails**
 - 6.3 Letters Received**
- 7 Plans**
 - 7.1 Applications to Consider**
Ref no: 15/00300/PLF, 28 Churchill Rise, Burstwick
 - 7.2 Planning Decisions to Note**
 - 7.3 Appeal Notifications to Note**
- 8 Agenda Items**

Minute no 106: to consider the flood pumps requirements for fuel
Minute no 113: to consider signing the transfer forms for the amenity land
Minute no 130: to consider the emergency plan
Minute no 131: to consider playing field issues
Minute no 136: to consider electronic communication for agendas and minutes
Minute no 137: to discuss the effect of the Transparency Code on smaller Parish Councils
- 9 Approve Accounts for Payment**
- 10 Any Other Business**
- 11 Date of Next Meeting**

BURSTWICK PARISH COUNCIL

MEETING HELD IN THE SCHOOL ON THURSDAY 26 FEBRUARY 2015

Present: Mr D Rainforth – Chairman
Mrs M Armstrong
Mr N Fairbank
Mr A Gray
Mr D James
Mr M Smith
Mrs N Steward

Public: 2 members of the public

Abbreviations: Burstwick Parish Council - PC, East Riding of Yorkshire Council – ERYC, Village Hall Committee – VHC, Humber and Wolds Rural Community Council - HWRCC

Agenda Numbers bold/ Minute Numbers

Minute	Points raised and/or agreed	Action by
1	<u>Apologies for absence</u> Mrs J Wilson	
2	<u>Declarations of interest</u>	
2.1	<u>Pecuniary</u>	
2.2	<u>Non pecuniary</u> Mrs Armstrong – Village Hall and Burton Pidsea Wind Farm Mr Fairbank – Village Hall Mr Gray – Flood Wardens Mr James – Village Hall Mr Rainforth – Burton Pidsea Wind Farm Mrs Steward – Chapel close, PCC and Village Hall	
3.1	<u>Police participation</u> PCSO Bainton presented the subject of Neighbourhood Watch to the Councillors, with the proposal of trying to re-establish a group in Burstwick. It was suggested that the PC web site would be a good form of contact to the residents, as would the community review.	
3.2	<u>Public participation</u> The flower bed in front of the Chapel was brought to the Council's attention as it was suggested that it was not looking its best, this was acknowledged.	
4	<u>Minutes of the last meeting held on</u> Signed as a correct record, proposed by Mr James, seconded by Mrs Armstrong, all agreed.	

5 127	<p><u>Matters arising</u> Community Review The Village Hall has been booked for Friday the 12th June and provisionally Saturday the 13th June, it was confirmed by the Councillors that they are available for these dates. Peter Hirshfeld from HWRCC is happy to meet on a Friday evening to plan the review, it was agreed to try and meet on Friday 10th April. Contact made from an ERVAS representative to discuss their Volunteen project which is to encourage local youth to help in local projects, it was mentioned that any leaflet drops in relation to the review might be done by this group.</p>	Clerk
121	<p>Commutated Sums The total cost of the amenity land, solicitors' costs, land registry charges, have been sent with a letter to the Commuted Sums Officer at ERYC with a request that they pay the funds so that the PC's turnover remains below £25000. The cheque paid out last month of £2000 for the deposit to purchase the amenity land has been repaid back to the PC so that the complete cost is met by ERYC. Further claims will have to be done in this manner if the turnover is to be kept down. Once the amenity land is purchased the remaining items such as benches, grass cutter, litter bins and landscaping needs to be obtained and the funds claimed from the commuted sums.</p>	
102	<p>Highway issues ERYC highways department have acknowledged the email sent regarding potholes in Pinfold Lane.</p>	
135	<p>Skeffling realignment site It has been agreed to wait for the outcome from further meetings to establish any support that the PC can offer.</p>	
	<p>Verge Parking A recent email from the ERYC housing department confirmed that they have sent letters to the residents of the Pinfold Flats to confirm that there is no permission to park on the grass verge, and involvement by the Police appears to have stopped the verge parking problem.</p>	
125	<p>Village Hall The revised resolution and governing documents were signed by the VHC on the 4th February. The new documents have been emailed to the Charity Commission following the instructions from our solicitor, Jonathan Dawson to complete the relevant online forms. A working file for the village hall and the PC's involvement is to be compiled.</p>	Clerk
6	<p><u>Correspondence</u></p>	
6.1	<p><u>Police report</u></p>	
99/14	<p><u>Crimes</u> 19/01/2015 Theft from a motor vehicle – Daisy Hill Road 20/01/2015 Criminal damage – Back Lane 21/01/2015 Criminal Damage – Hariff Lane 22/01/2015 Theft from a motor vehicle – Churchill Avenue 31/01/2015 Assault – Churchill Avenue</p>	
	<p><u>Anti- Social Behaviour Incidents</u></p>	
	<p>None</p>	
6.2	<p><u>Burstwick Parish Council emails</u></p>	
100/14	<p><i>Emails sent to the Parish Council are forwarded to the Parish Councillors</i> ERYC Dog Warden regarding a proposed meeting for the Dog Control Partnership</p>	
101/14	<p>ERNLLCA regarding the Transparency code for smaller PC's</p>	
102/14	<p>ERVAS – regarding their volunteen project</p>	

103/14	ERYC – Parish News
104/14	Mike Mitchell- East Riding Villagers at War 20-21/03/15 at Ferriby
105/14	ERNLLCA – February newsletter
106/14	ERYC – regarding YORSwitch
107/14	ERNLLCA – regarding Purdah – pre-election practices
108/14	ERYC – Standards committee meeting – 03/03/2015
109/14	Holderness Community Partnership meeting and agenda -03/03/2015
110/14	Community Partnership – regarding a Community Clean-up Campaign
6.3	<p><u>Letters received</u></p> <p>An invitation from the Lord – Lieutenant of the East Riding of Yorkshire to attend a presentation regarding the Queen’s honours system, Mrs Steward and the Clerk to attend.</p> <p>George F White Limited Liability Partnership, notification of the intention to apply for planning permission for the proposed erection of a single wind turbine 40m to hub, 67m to tip, at Halsham.</p>
7	<p><u>Plans</u></p>
7.1	<p><u>Applications</u></p> <p>Ref no: 15/00300/PLF</p> <p>Proposal: Erection of first floor extension to side</p> <p>Location: 28 Churchill Rise, Burstwick</p> <p>Type: full planning</p> <p>Outcome: As with the original plans (24 June 2014) which show hanging tiles on all sides, this extension should be the same, so as to be in keeping with fabrication of this property and the surrounding properties.</p> <p>Ref no: 15/00294/PLF</p> <p>Proposal: Erection of single storey extensions to front and rear</p> <p>Location: Suncroft, Station Road, Burstwick</p> <p>Type: Full</p> <p>Outcome: no objections</p> <p>Ref no: 15/00318/CLE</p> <p>Proposal: Publicity on an application for Cert of Lawful Development – Existing Certificate of lawfulness for continued occupation of portable building as dwelling house</p> <p>Location: North Park Farm, Newfield Lane, Lelley</p> <p>Type: Cert of Lawful Development</p> <p>Outcome: no objections</p>
7.2	<u>Planning decisions</u> - none
7.3	<u>Appeal decisions</u> - none
8	<p><u>Agenda items</u></p>
106	<p>To consider the flood pump requirements for fuel</p> <p>The flood pumps require a total of 400 litres of fuel to refill, and depending on the market price of deasil this should cost no more than £200. After a brief discussion it was agreed that this cost should be met by the PC, proposed by Mrs Steward, seconded by Mrs Armstrong, all agreed, <i>except for Mr Gray who abstained from voting due to his interest as a Flood Warden.</i></p>
113	<p>To consider signing the transfer forms for the amenity land</p> <p>The transfer forms for the transfer of the amenity land from the Diocese of York to the Parish Council were signed by the Chairman, Mr Rainforth, this action required to be witnessed which a member of the public was happy to oblige.</p>

130	<p>To consider the emergency plan Mrs Armstrong informed the PC of the ongoing review of the emergency plan, and that the working group were to liaise with the flood wardens, plan site visits for the PC and a practice run of the plan. The reviewed plan is intended to be in draft form by the April meeting, to be completed by the May meeting.</p>	
131	<p>To consider playing field issues The PC have come to an agreement as to the equipment that they would like to see be installed on the playground, the school was to be approached to ask for their opinion on the PC's choice. Further information and costings are required from Playdale to clarify the complete work and costs so that a total amount can be presented to the ERYC commuted sums officer to claim these funds. The conclusion of these issues are to be on the March meeting's agenda.</p>	
136	<p>To consider electronic communication for agendas and minutes It has been suggested by ERNLLCA that the adoption of electronic communication for agenda's and minutes should be considered. After a discussion it was agreed that this method should be tried for three months, with hard copies available at the meetings. This was proposed by Mr Fairbank, seconded by Mr James, all agreed.</p>	
137	<p>To discuss the effect of the Transparency Code on smaller Parish Councils A recent email from ERNLLCA informed the PC that the Government are reviewing the annual audit procedure, this will effect smaller parish councils with an annual turnover of less than £25000 which will include Burstwick. It is suggested that the annual return to the Audit Commissioners will be replaced with annual and monthly information that requires to be published on the PC's website. As in this last year the PC's website has been updated and is regularly attended to, this will make the process easier.</p>	
9	<p><u>Approve accounts for payment</u> A schedule of payments for February were presented to the Councillors for approval, it was proposed by Mrs Steward, seconded by Mrs Armstrong that these payments should be made, all agreed.</p>	
10	<p><u>Any other business</u> Mrs Steward mention the state of Back Lane where damage is evident on the grass verges and the road. Mrs Steward asked for a litter bin to be considered for Station Road. Mr James gave an update regarding the application to obtain a defibrillator, and that Mr Morley an electrician had offered to install the equipment. Mr James told the PC of a funding project offered by Jewsons, and with the village hall roof in mind he was happy to register. Mrs Armstrong informed the PC of the meeting she and Mr Rainforth had attended regarding the Burton Pidsea windfarm fund. A panel has been formed (Mrs Armstrong and Mr Rainforth are on the panel) and they will decide how the funds will be allocated. In the first year the funds are doubled to be total of £40,000, with £20,000 per year, for a further 20 years, the PC cannot apply but local organisations can within a five mile radius, the funds will be allocated in two large amounts and then smaller portions per year. Copies of the election papers were handed out to the Councillors.</p>	
11	<p><u>Date of next meeting 26 March 2015</u> <u>Meeting closed at 9.45pm</u></p>	