

Burton Fleming Parish Council

Minutes of Parish Council Meeting No 5 – 2023/24 held Tuesday 09 January 2024 at 7.00pm in the Village Hall

Present:

Parish Councillors: A Marr, B Southwell, S King, C Skelton, S Kirven, T Stansfield, K Mercer, S Wells, E Hayton

Members of the Public: Mr R Knowles, Mr I Botterill, Mrs T Townsend, Mrs M Lindley, Mrs M Miller, Mr J Miller

Wards Councillors/Police: Cllr J Owen

Jennifer Hobson (Clerk) recorded the minutes

1/24 To Receive and Approve Apologies for Absence

2/24 Code of Conduct (01 July 2012)

(a) To record Declarations of Pecuniary and Non-Pecuniary Interests. Members declaring interest should identify the agenda item and state which interest is being declared.

(b) To note Dispensations in Respect of Agenda Items Below

3/24 Public Participation

The Chair invited the public to speak.

Mr Botterill confirmed that he had come along to hear what was being discussed about the Gypsy Race and may wish to speak at that point on the agenda.

Mr Knowles gave a few statements regarding several of the topics on the agenda and the Chair confirmed he hoped these would be addressed as the topics arose further in the meeting.

4/24 To Approve the Minutes of Previous Meetings – 07 November 2023

RESOLVED: (all those present at the previous meeting in favour)

(1) that the minutes of the meeting on 07 November 2023 be approved and signed as a true and correct record.

Proposed by Cllr K Mercer and Seconded by Cllr B Southwell

5/24 Matters Arising from Previous Minutes

- **Gypsy Race**

The Chair summarized the current situation and actions taken so far by both ERYC and the Parish Council. It was confirmed that ERYC have and still are coming out regularly to monitor the flow and check for any problem areas and would respond appropriately as and when problems arose, hence the South Street road closure was now in place. The Parish Council are also in regular contact with ERYC regarding any changes. It was noted that Mr Thompson had been written to twice before the Gypsy Race was flowing to ask him to remove the logs in the bottom of the race which he had agreed to do.

Mr Botterill asked the Chair for permission to speak which was granted. Mr Botterill spoke to say that it was his strong belief that the fundamental issue with the Gypsy Race flow is the amount of silt that needs to be dug out as was done in the 1970's. The removal of the silt would increase the capacity and aid the flow but would need to be done further downstream first, then working backwards. Mr Botterill suggested that the three parishes, Rudston, Burton Fleming and Wold Newton work together on this to have a co-ordinated approach.

Burton Fleming Parish Council agreed that this approach would be worth pursuing.

Cllr Owen agreed that a co-ordinated approach would be beneficial and agreed to organize a meeting with representatives from Burton Fleming Parish Council, Rudston Parish

Council, Wold Newton Parish Council and relevant officers from ERYC to provide advice and support.

Cllr Owen also commented on the provision of sandbags, confirming that ERYC's responsibility is to protect the highways using sandbags, not to protect individual properties.

- **Cemetery Extension**

It was reported that BDS have now completed the footpath extension to a satisfactory standard.

RESOLVED: (all in favour)

that the Clerk pay the BDS invoice with immediate effect

Proposed by Cllr S Kirven and Seconded by Cllr S Wells

ACTION BY CLERK

The Chair confirmed that the Parish Council had found no evidence to suggest that the extension area had ever been consecrated, so it was agreed that the Parish Council would go ahead and arrange the consecration.

RESOLVED: (all in favour)

(1) that the Clerk arrange the consecration of the new extension at the quoted cost of £1250 +VAT and mileage expenses.

Proposed by Cllr T Stansfield and Seconded by Cllr S Kirven

ACTION BY CLERK

Further development of the area was discussed and it was largely agreed that the old fence ought to be removed and a new one erected at the bottom of the extension in order to make the whole area be one. It was requested that quotes be sought for this work.

The Chair asked the councillors to start having a think about further work/requirements for the new area.

It was largely agreed that it would be nice if an event at the Church could be arranged on the day of the consecration so as to allow a gathering afterwards to allow the villagers to meet Bishop Eleanor.

ACTION BY CHAIR & CLERK

- **Rustonville & September Cottage**

No further update at this time.

- **Mere Pond**

It was reported that whilst ERYC do own the land surrounding the Mere Pond they have not got the budget nor resources to do the dredging any time soon. The Parish Council have asked the question as to whether any special permissions are required if they (or others) take the task on. ERYC have not yet answered. Mr Lindley has kindly offered to do the digging out and would be willing to donate the sum of £1000 towards the landscaping of the area surrounding the pond as well as install a seat/bench in memory of his late father. The Parish Council are keen to accept this kind offer and will seek the necessary permissions/support from ERYC with regards to road signage etc...The Chair expressed his own desire to make a feature of the pond once it has been dug out and asked the other councillors to give some consideration to this project. The subject of grants was raised, and Cllr Owen provided the Clerk with a relevant contact at ERYC regarding possible grants for the regeneration of this area. It was noted that a risk assessment would be undertaken before any work was carried out and that Mr Lindley had asked for a clear plan of action before he begins.

ACTION BY CLERK & COUNCILLORS

It was further discussed that it might be beneficial to have a working group to include expert representatives from ERYC to plan the regeneration project, gain the necessary funding and ensure the project goes ahead smoothly. It was requested that the Clerk include this on the next agenda and put in the newsletter a request for volunteers to form a group.

ACTION BY CLERK

- **Speed Watch**

Cllr Stansfield confirmed that there was sufficient interest in forming a group so there is to be a meeting on 18 January in the Village Hall. The Police will be in attendance giving more details and it is hoped that a Speed Watch Group can be formed shortly afterwards.

- **Personal Injury Claim**

It was reported that this matter was still in the hands of the solicitors, but the Parish Council had been made aware that whilst their costs would be covered by the insurers, the VAT element would need to be covered by the Parish Council and so this may impact cashflow short term.

6/24 To Receive Correspondence

13.11.23 – Email received from Mr O'Donoghue re the broken fence and cattle escaping. Email forwarded to councillors. Response sent to advise on relevant contact and advise that the Parish Council have sent another letter to Mr Southwell re this issue.

29.11.23 – Email invitation received from ERYC to the Climate Change Strategy Q&A webinar. Email forwarded to councillors.

7/24 To Approve Transactions and Finance Statement for November & December 2023

<u>Description</u>	<u>Current A/C</u>	<u>Money Man A/C</u>	<u>Total</u>
Opening Balance	£2682.16	£18559.81	£21241.97
PWLB – Loan repayment	(£684.16)		
Evict Pest Control – Mole catcher	(£60.00)		
Website Fees (DD)	(£3.60)		
Bank Charges	(£8.00)		
ERYC Election Costs for May 2023 Election	(£705.05)		
Clerk's Wages	(£388.61)		
Clerk's Expenses	(£199.74)		
Transfer of funds	£2000.00	(£2000.00)	
Website Fees (DD) Including domain renewal	(£27.58)		
Bank Charges	(£8.00)		
Eon Next Electricity	(£90.73)		
Clerk's Wages	(£388.61)		
Bank interest received		£87.28	
	£2118.08	£16647.09	£18765.17

Burton Fleming Parish Council						
Financial Statement for the Period Ending				Dec-23		
Income & Expenditure Statement				Year End Forecast		
	Actual 2023/24	Budget 2023/24	F/C Variance 2023/24	Additional transactions 2023/24	Total (Actual + F/Cast) 2023/24	Variance to budget 2023/24
Receipts						
Precept / Council Tax Grant	9,350.00	9,350.00	-	0	9,350	0
Bank Interest	210.14	20.00	190.14	70	280	260
Rent from Land	-	40.00	(40.00)	0	0	(40)
Cemetery Fees	50.00	-	50.00	0	50	50
VAT Reclaimed	181.44	-	181.44	1,179	1,360	1,360
Grants	500.00	-	-	0	500	500
Other	-	-	-	0	0	0
Newsletter	247.00	280.00	(33.00)	60	307	27
Insurance claim for Water Pump	350.00	-	-	0	350	350
Total Receipts	10,888.58	9,690.00	348.58	1,309	12,198	2,508
Payments						
Administration	4,086.09	5,120.00	(1,033.91)	1,750	5,836	(716)
Open Spaces	-	2,500.00	(2,500.00)	2,500	2,500	0
Electricity	281.59	500.00	(218.41)	90	372	128
Village Improvements	-	500.00	(500.00)	500	500	0
Defibrillator Annual Support	135.00	150.00	(15.00)	0	135	15
Repairs & Renewals	207.94	300.00	(92.06)	100	308	(8)
Website Subscription	45.97	45.00	0.97	12	58	(13)
Newsletter Printing	172.90	280.00	(107.10)	60	106	174
SLCC Membership	-	120.00	(120.00)	120	120	0
Insurance	-	275.00	(275.00)	275	275	0
VAT Paid	193.43	-	193.43	1,179	1,372	(1,372)
Cemetery Extension	370.00	-	-	5,893	6,263	(6,263)
Cemetery Loan Repayment	1,374.24	1,374.24	()	0	1,374	0
Donations (S137)	500.00	500.00	()	0	500	0
Other inc Election Costs	1,205.05	-	-	350	1,555	(1,555)
Total Payments	8,572.21	11,664.24	(4,667.08)	12,828	21,274	(9,609)
Surplus/(Deficit)	2,316.37	(1,974.24)				
Bank Reconciliation						
	Dec-23			Forecast Bank Balance		
	YTD			Year End 31 Mar 24		
Balance b/f from 31st March 2023	16,448.80			£	16,448.80	
Plus: Receipts	£ 10,888.58			£	12,197.58	
Sub-total	£ 27,337.38			£	28,646.38	
Less: Payments	-£ 8,572.21				(21,273.60)	
Balance c/f	£ 18,765.17			£	7,372.78	
Reconciled to:				£	91.95	Newsletter
Balance Current Account	£ 2,118.08			£	6,087.23	Cemetery Extension
Balance Deposit Account	£ 16,647.09			£	1,193.60	Reserves
				£	7,372.78	
Less: Unpresented payments						
Plus: Unpresented receipts						
Balance c/f	£ 18,765.17					
Cemetery Extension Transactions						
Receipts		19,975				
Expenditure						
Trial Trenching Work		5,485				
ERYC Planning Fee		58				
Hedge and fence work		2,082				
Seat		370				
Balance c/f	£	11,980.00				
BDS Footpath Work not yet paid		7071.32				
	£	4,908.68				
VAT to be reclaimed		1178.55				
	£	6,087.23				

RESOLVED: (all in favour) that all accounts submitted are approved.
Proposed by Cllr S King and Seconded by Cllr C Skelton

8/24 National Salary Award Announced

2023-24 National Salary Award Announced
 On 06 November 2023 the NALC released the salary award for the current financial year following notification from the LGA. Employers are encouraged to implement this pay award as swiftly as possible and to ensure that it is backdated to 1st April 2023. The revised amount applicable to the Clerk is £12.21 per hour (increased from £11.21).

RESOLVED: (all in favour)
 (1) that approval be given for the Clerk's salary to be back dated to 1st April with a payment of £312 to be made to cover 1st April to 31st December 2023.
 (2) that approval be given to increase the Clerk's salary standing order to £423.28 per month from 28 January 2024 onwards.

Proposed by Cllr K Mercer and Seconded by Cllr C Skelton

ACTION BY CLERK

9/24 To receive and consider details of the Parish Precept

The Clerk had presented a budget showing that an increase of 15% would be necessary to balance the budget for the Financial Year 2024/25. This was due to the cemetery extension loan repayments as well as statutory rises in the Clerk's pay. After discussion, it was noted that hopefully throughout the next 15 months there would be some cemetery income raised now that the extension was almost useable. Taking this into consideration, it was agreed that a rise of 10% ought to be adequate.

RESOLVED: (all in favour)

(1) that the Parish Precept for 2024/25 be set at £10,285

Proposed by Cllr S Wells and Seconded by Cllr S Kirven

ACTION BY CLERK

10/24

To Discuss Thwing Hill Field Tender Arrangements for 2024

RESOLVED: (all in favour)

(1) that an advert to tender be placed in the next newsletter

(2) that all other details remain the same as last year

(3) that the advert be added to the Parish Council website

Proposed by Cllr T Stansfield and Seconded by Cllr K Mercer

ACTION BY CLERK

Cllr Stansfield reported that a couple of residents had suggested the Parish Council could look to sell this piece of land to assist with the finances. It was largely agreed that this may not be viable due to the history of the land, having been a pit in the past but the Chair asked Cllr Owen to seek advice from the relevant department at ERYC on this.

11/24

Facebook

There have been suggestions that the Parish Council ought to have a Facebook page. The issues with this are: who will manage this in a professional manner without giving opinions or getting drawn into controversial conversations?

Who has the time to manage the page and the likely questions/responses from the general public?

A Parish Council are obliged to communicate as a whole entity, not as individuals, so is everyone else happy for that one person to publish on their behalf as by the time everyone has proofread any statements to be published and signed them off, it will probably not be relevant anymore.

It was noted that any news relevant to the Parish Council is currently relayed via the website, newsletter and/or noticeboard.

Mrs Miller sought permission to speak which the Chair granted. Mrs Miller asked that the Parish Council consider using Facebook, as during the recent flood preparations she would have found it useful to have a bit more communication from the Parish Council.

Cllr Owen spoke to say that he was only aware of one other local Parish Council using Facebook to communicate, and suggested that it was probably only beneficial for Burton Fleming Parish Council to communicate more during any flood alerts which happen once a year at best.

The Chair reported that there had been conflicting information given to the various Parish Councillors and often on the day that action was happening, so it was to be noted that any communication from the Parish Council may not be up to date. It was further noted that it whilst it is not the responsibility of the Parish Council to inform the public about actions that ERYC Flood Management were taking, they did accept that not only were they happy to do so, but that they could see the benefit of doing so.

The Parish Council agreed to give this some more thought and Cllr T Stansfield and Cllr E Hayton agreed to look into formulating a communication strategy which they would present at the next meeting for approval.

12/24

To Receive and Consider Planning Applications and Approvals as Listed Below (and subsequent plans received following publication of agenda)

Applications considered since last meeting:

Planning Ref 23/02209/PLB – Construction of 1.65m high timber gates and 2.2m high timber posts (painted heritage green colour) and fixing of a timber post to side wall of dwelling (retrospective), installation of two ground floor single glazed timber windows to

replace existing UPVC double glazed windows and removal of existing wall mounted external light to side (not to be replaced) at Mere Farm, Hunmanby Road, Burton Fleming.

No objection comment submitted.

13/24 Any Other Business

• Cllr B Southwell requested that the Parish Council continue to pursue Scenic View/ERYC about the drainage issue so that it doesn't fall by the wayside. The Clerk will chase this up.

ACTION BY CLERK

• Cllr T Stansfield reported that following the recent spate of burglaries within the village, she had arranged for the Safer Neighbourhood Team to come to a coffee morning at the Village Hall to offer support and advice.

• Cllr S Wells reported some fly tipping at Fordon crossroads and requested that this be reported to ERYC.

ACTION BY CLERK

• Cllr A Marr reported that the gullies were all blocked and would need clearing once the water level drops.

ACTION BY CLERK

• Cllr A Marr requested that the broken street furniture outside the pub be reported to ERYC again and ask them to remove it as it was posing a danger. And also to report the broken downpipe on the guttering.

ACTION BY CLERK

14/24 Date and Time of the Next Meeting

The next scheduled meeting of the Parish Council will be Tuesday 05 March 2024 at 7pm

15/24 Close of Meeting

The Chair thanked everyone for their attendance and declared the meeting finished at 8.55pm.

Chairman's Signature: Date: