

Burton Fleming Parish Council

Minutes of Parish Council Meeting No 2 – 2023/24 held Tuesday 04 July 2023 at 7.00pm in the Village Hall

Present:

Parish Councillors: A Marr, B Southwell, S King, E Hayton, K Mercer

Members of the Public: Mrs T Townsend, Mrs J Hairsine, Mr R Knowles, Mrs F Turner

Wards Councillors/Police: PCSO – Steve Sharp, Cllr Charlie Dewhurst

Jennifer Hobson (Clerk) recorded the minutes

66/23 To Receive and Approve Apologies for Absence

Apologies were received and noted from Cllr C Skelton, Cllr T Stansfield and Cllr S Kirven. Apologies were received and noted from Ward Cllr J Owen and Ward Cllr D Howard

Cllr S Wells was absent.

67/23 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

68/23 Public Participation

The Chair welcomed PCSO Steven Sharp to the meeting and invited him to speak. Steven introduced himself and gave a brief overview of his role as the local PCSO. He confirmed that Burton Fleming currently has a very low crime statistic. After answering a few questions from members of the public and Parish Council, Steven left some of his contact cards and left the meeting at 7.10pm.

The Chair invited members of the public to speak.

Mrs Hairsine wished to express her concern over the overhanging hedge belonging to Cllr S Wells and asked if the PC would ask him to cut it right back. It was agreed that the Parish Council would do this.

Mrs Hairsine reported that the recent road repairs on Nine Dykes Road were not fit for purpose as the road is already breaking up and asked if the PC would report it to Highways. It was agreed that the Parish Council would do this.

Mrs Hairsine reported that there had been yet another accident at Denby Crossroads. Whilst it was acknowledged that this fell into the Rudston Parish it was suggested that Burton Fleming Parish Council contact Rudston Parish Council to offer support in trying to get clearer signage installed at this dangerous junction. It was agreed that the Parish Council would do this.

Mrs Turner asked that point 47/23 of the minutes from the meeting held on 10 May 2023 be altered to "Mrs P Bolam read out a written statement from Mrs Turner", not "read out an email". It was agreed that the minutes would be altered.

Mrs Turner asked if the PC yet know who is responsible for the Mere Pond. The Chair confirmed that this was still being looked into.

Mrs Turner asked who had written the email to her dated 08 June 2023 as she had found the content of the email threatening and bullying. The Chair confirmed to Mrs Turner that all correspondence is sent from the Parish Council as a body and not from any one individual.

Mrs Turner asked what further action were the Parish Council considering taking against her for not removing her signs at the School Pond. The Chair confirmed that this consideration would be discussed at a meeting.

Mrs Turner left the meeting at 7.30pm.

At this point in the meeting the Chair sought permission to alter the order of the agenda slightly in order to bring forward any matter which Ward Cllr Charlie Dewhirst might help with before he leaves the meeting early. This was agreed.

The Chair asked Cllr Dewhirst if he would be able to get a more detailed briefing from ERYC enforcement teams about the two problem properties within the village, September Cottage and Rustonville. Cllr Dewhirst agreed to report back on this. It was reported during this conversation that a pane of glass at September Cottage had slipped and was posing a danger to the public. Cllr Dewhirst agreed to report this to ERYC. It was reported that the vehicle at Rustonville was still stuck out in the road, Cllr Dewhirst agreed to report this.

The Chair asked Cllr Dewhirst if he could get any information from ERYC about who was responsible for the Mere Pond as this needed dredging sooner rather than later. It is a concern that if ERYC agree to do the dredging whether this would be done in a timely manner or not. The Chair reported that the old document he had found, and which had been passed on to ERYC, suggested that this was the responsibility of ERYC but without confirmation the PC were unsure how to proceed. The Clerk was asked to forward this document to Cllr Dewhirst and Cllr Dewhirst would chase the matter up with ERYC.

ACTION BY CLERK

It was reported that the Village Green had been cleared but had been left requiring a layer of topsoil. Cllr Dewhirst advised that whilst ERYC ought to have put the area back to how it was, this was likely to be a long process, so if a quicker solution could be found he advised the PC to go ahead, but to let him know if no quick solution was found. Cllr King reported that she may have some topsoil left over from some building work that she was having done and would be happy to use this to fill in the Village Green. Cllr King would confirm with the Clerk within approx. one week if this was possible.

It was also reported that the underlying cause of the sewerage leak was still under investigation.

**ACTION BY CLLR KING
ACTION BY CLERK**

69/23 To Approve the Minutes of Previous Meetings – 10 May 2023 and 05 June 2023 (Extraordinary)

RESOLVED: (all in favour)

(1) that the minutes of the meeting on 10 May 2023 be approved and signed as a true and correct record subject to the amendment requested by Mrs Turner.

Proposed by Cllr K Mercer and Seconded by Cllr E Hayton

RESOLVED: (all in favour)

(1) that the minutes of the meeting on 05 June 2023 be approved and signed as a true and correct record.

Proposed by Cllr K Mercer and Seconded by Cllr E Hayton

70/23 Matters Arising from Previous Minutes

• **Gypsy Race**

It was reported that as the Gypsy Race was not currently flowing there were no concerns at the moment except for a badger set which may prove to be a problem at some point. As agreed previously an annual inspection would be done around October time and the monitoring system was still in place. The Chair asked the Clerk to contact Steve Charlton to let him know that there was a new Chair and that all communication should now be sent to the Clerk and/or the new Chair.

Mrs T Townsend requested permission from the Chair to speak which was granted. Mrs Townsend asked what had or was happening about the water testing which was agreed at the previous meeting. The Clerk confirmed that before this was organized, it became apparent that this issue was as a result of the Village Green sewerage leak and so at that time it was deemed a pointless exercise to get the water tested. This situation would be monitored whilst the sewerage leak was still being dealt with.

The Chair proposed that a formal Gypsy Race Plan be established and communicated to residents in due course.

RESOLVED: (all in favour)

(1) That a formal Gypsy Race Plan be established which would be communicated to residents in due course

Proposed by Cllr A Marr and Seconded by Cllr K Mercer

ACTION BY CHAIR

- **Cemetery Extension**

It was reported that:

- Mr Brambles had kindly agreed to draw up a layout plan for the new area
- The new seat had been delivered to Cllr S Wells' home where it would be stored until the site was ready for it to be installed
- There had been no update from the Bishop regarding consecration, the Clerk would continue to chase this up
- Maple Hire had been asked for a like for like quotation against the one received from BDS. Maple Hire has declined to offer such a quotation as tarmacking is not something they offer and they would not want to be responsible for someone else's work.
- An updated quotation from BDS had been supplied – the quote was for £10,905.95 + VAT which was considerably more than the previous quote and if agreed would use up the entire Cemetery Extension funds.

RESOLVED: (all in favour)

(1) that the Clerk ask ERYC who they use for laying of footpaths and seek a quote from whoever they recommend which would then be considered at the next meeting

Proposed by Cllr K Mercer and Seconded by Cllr B Southwell

ACTION BY CLERK

- **Rustonville & September Cottage**

It was noted that this item was covered earlier in the meeting.

- **Mere Pond**

It was noted that this item was covered earlier in the meeting.

- **Water Pump Damage**

It was reported that the insurance company had advised the Parish Council to obtain quotations for the work to repair the damage. After discussion about whether it was worth trying to get the pump restored to its very original state, it was agreed that this was not feasible nor advisable given the age and state of the cast iron that the pump is made from. It was further noted that the wooden box which surrounded the water pump had been placed there in order to make the pump look as tidy as possible given its long-term damage. Only one quotation had been received for this repair work from James Skelton for a total of £350.

RESOLVED: (all in favour)

(1) that the quotation from James Skelton be accepted and that the Clerk ask the insurance company if we can proceed, as well as questioning the £100 excess which the insurance company should seek from the guilty party.

Proposed by Cllr S King and Seconded by Cllr K Mercer

- **Village Community Assets**

Cllr B Southwell reported that she had that day received the official confirmation that the village pub had been accepted as an Asset of Community Value and would now be added to the List of Assets of Community Value for a period of five years. It was noted that the owner of the asset has an opportunity to appeal the decision. Thanks were expressed to Cllr B Southwell for completing the application.

- **Shed on West Lane**

It was reported that planning enforcement were dealing with this matter and that once the current livestock had left, planning permission would be required before any further livestock could be housed there.

71/23 To Receive Correspondence

11.05.23 – Email received from T Townsend advising of the details of a company in Sheffield that carries out water testing.

15.05.23 – Email received from Planning Enforcement regarding the unauthorized agricultural building on West Lane. Email confirms that the livestock building does require planning permission.

06.06.23 – Email received from Traffic Management regarding Speed Survey request. Email forwarded to councillors. It was reported that this email refused the request of the Parish Council to carry out further surveys at this time. It was requested that the Clerk reply and ask them to reconsider on the basis that Thwing Road was not included last time and was not comparable to Hunmanby Road due to the steep hill (all within the 30-mph limit) and narrow bridge. In addition, the traffic in the village has increased since Scenic View Caravan Park had opened, and it had almost been 5 years since the last surveys.

ACTION BY CLERK

06.06.23 – Email received from A Blyth requesting that flies be discussed at the next PC meeting. Flies within the village were discussed and the Parish Council concluded that it was a bad year for flies, however the issue was not localised to Burton Fleming, therefore the situation may possibly be a function of the weather. It was requested that the Clerk reply to A Blyth to explain the situation with regards to the shed on West Lane and the Village Green and to confirm that the Parish Council have no further powers to deal with the problem.

ACTION BY CLERK

13.06.23 – Email received from ERYC inviting Parish Councillors to the upcoming Town and Parish Council Planning Liaison meetings. Email forwarded to Councillors. It was reported that Cllr K Mercer had attended that morning's meeting and had found it very interesting.

14.06.23 – Email received from A Wallace regarding the Water Pump and maintenance of council owned land. Response sent to advise on update re the Water Pump and to advise how to contact ERYC regarding the area of land in question.

22.06.23 – Email invitation received from the Community and Crime Reduction Resilience Officer for East Riding of Yorkshire Council, to the 2023 Annual Neighbourhood Watch Networking Event on Sat 24 June. Email forwarded to councillors. It was reported that Cllr E Hayton and Cllr T Stansfield had attended this meeting and had found it to be very interesting and informative.

72/23 To Approve Transactions and Finance Statement for May & June 2023

<u>Description</u>	<u>Current A/C</u>	<u>Money Man A/C</u>	<u>Total</u>
Opening Balance	£2561.91	£17761.95	£20323.86
Interest received		£54.06	
Transfer of funds	£1000.00	(£1000.00)	
PWLB – Cemetery Extension Loan	(£690.08)		
Website Fees (DD)	(£3.60)		
Village Hall Donation	(£250.00)		
Playground Donation	(£250.00)		
Newsletter Sponsorship	£56.00		
Bank Charges	(£8.00)		
New Seat for Cemetery Extension	(£444.00)		
Newsletter Sponsorship	£60.00		
Clerk's Wages	(£388.61)		
Newsletter Sponsorship	£28.00		
Newsletter Sponsorship	£28.00		
Newsletter Sponsorship	£40.00		
Website Fees (DD)	(£3.60)		
Bank Charges	(£10.00)		
Eon Next - Electricity	(£103.93)		
Clerk's Wages	(£388.61)		
	£1233.48	£16816.01	£18049.49

Burton Fleming Parish Council						
Financial Statement for the Period Ending				Jun-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	4,675.00	9,350.00	- 4,675.00	4,675	9,350	0
Bank Interest	54.06	20.00	34.06	100	154	134
Rent from Land	-	40.00	40.00	0	0	(40)
Cemetery Fees	-	-	-	0	0	0
VAT Reclaimed	-	-	-	0	0	0
Grants	500.00	-	-	0	500	500
Other	-	-	-	0	0	0
Newsletter	212.00	280.00	- 68.00	68	280	0
Cemetery Loan	-	-	-	0	0	0
Total Receipts	5,441.06	9,690.00	- 4,748.94	4,843	10,284	594
Payments						
Administration	1,282.83	5,120.00	(3,837.17)	4,000	5,283	(163)
Open Spaces	-	2,500.00	(2,500.00)	2,500	2,500	0
Electricity	98.98	500.00	(401.02)	400	499	1
Village Improvements	-	500.00	(500.00)	500	500	0
Defibrillator Annual Support	135.00	150.00	(15.00)	0	135	15
Repairs & Renewals	147.94	300.00	(152.06)	150	298	2
Website Subscription	7.99	45.00	(37.01)	37	45	0
Newsletter Printing	-	280.00	(272.01)	280	288	(8)
SLCC Membership	-	120.00	(120.00)	120	120	0
Insurance	-	275.00	(275.00)	275	275	0
VAT Paid	107.55	-	107.55	-	108	(108)
Cemetery Extension	370.00	-	370.00	-	370	(370)
Cemetery Loan Repayment	690.08	1,374.24	(684.16)	690	1,380	(6)
Donations (S137)	500.00	500.00	(0)	0	500	0
Other	500.00	-	500.00	500	500	(500)
Total Payments	3,840.37	11,664.24	(8,685.88)	8,952	12,800	(1,136)
Surplus/(Deficit)	1,600.69	(1,974.24)				
Bank Reconciliation						
	Jun-23			Forecast Bank Balance		
	YTD			Year End 31 Mar 24		
Balance b/f from 31st March 2022	16,448.80			£ 16,448.80		
Plus: Receipts	£ 5,441.06			£ 10,284.06		
Sub-total	£ 21,889.86			£ 26,732.86		
Less: Payments	-£ 3,840.37			(12,800.36)		
Balance c/f	£ 18,049.49			£ 13,932.50		
Reconciled to:				£ 260.85 Newsletter		
Balance Current Account	£ 1,233.48			£ 11,980.00 Cemetery Extension		
Balance Deposit Account	£ 16,816.01			£ 1,691.65 Reserves		
				£ 13,932.50		
Less: Unpresented payments						
Plus: Unpresented receipts						
Balance c/f	£ 18,049.49					
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					

RESOLVED: (all in favour) that all accounts submitted are approved.
Proposed by Cllr B Southwell and Seconded by Cllr E Hayton

73/23

To Discuss School Pond

It was reported that despite the Parish Council writing to Mrs Turner twice to request that she removes her signs at the School Pond, she had failed to do so. The Parish Council had removed the signs instead. It was discussed as to whether the Parish Council would install their own signs but felt that as there were very little reserves, the requirement for signage advising on the feeding of ducks and geese was not a priority for many residents within the village and there were clearly varying opinions on what to feed, it was agreed not to proceed any further at this time.

It was noted that Mrs Turner's article that she had placed in the recent newsletter was well written and constructive, so it was requested that the Clerk offer to put Mrs Turner's article in the Parish Council noticeboard and on the PC website with Mrs Turner's agreement.

ACTION BY CLERK

74/23

To Discuss Village Green

It was noted that this item was covered earlier in the meeting.

75/23

To Discuss Speed Watch

It was reported that there had been some recent interest in a village Speed Watch group being set up. Cllr T Stansfield had provided some basic information on how a group could be formed and what was involved. Cllr T Stansfield had offered to seek out possible interested parties and liaise with Wold Newton Parish Council to see if there may be some scope for working jointly.

One of the provisos was that the Parish Council had to support the group and supply the relevant insurance. It was agreed that the Parish Council would support the group and did have adequate Public Liability Insurance in place. It was requested that the Clerk ask Cllr T Stansfield to proceed accordingly.

ACTION BY CLERK

76/23 To Discuss Electricity Supply

It was reported that during the recent Internal Audit of the Parish Council accounts, Mrs Bolam had raised the query over the amount being paid for electricity by the Parish Council. It was noted that the electricity supply in question was largely just used for the Christmas Lights each year and for other occasional Village Green events. It was noted that the current electricity contract did not expire until November this year so in the meantime the Chair agreed to speak to his broker contact for advice on best prices.

ACTION BY CHAIR

77/23 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 23/01666/PLF** - Erection of two storey rear extension to dwelling at 13 Wold Newton Road, Burton Fleming

RECOMMENDED FOR APPROVAL BY BFPC

- **Planning Ref 23/01602/VAR** - Variation of Condition 4 (boundary hedge) of planning permission 15/02256/OUT (OUTLINE - Erection of dwelling (access and scale to be considered)) to allow the retention of the timber fencing and brick piers as built at Land North East of 3 Wold Newton Road, Burton Fleming

RECOMMENDED FOR APPROVAL BY BFPC

- **Planning Ref 23/01514/PLF** - Siting of an agricultural workers mobile home at Graze Hill Farm, Grindale Road, Burton Fleming

REJECTED BY BFPC because it appears much too soon after the planning application was approved without accommodation.

78/23 Any Other Business

- The Clerk confirmed that an Emergency Response Questionnaire had been received and she was able to complete it using the information already contained within the Community Emergency Plan. It was agreed that the Clerk was to go ahead and complete the questionnaire accordingly.

ACTION BY CLERK

79/23 Date and Time of the Next Meeting

The next scheduled meeting of the Parish Council will be Tuesday 05 Sept 2023 at 7pm

80/23 Close of Meeting

The Chair thanked everyone for their attendance and declared the meeting finished at 9.05pm.

Chairman's Signature: Date: