

Burton Fleming Parish Council

Minutes of Parish Council Meeting No 1 – 2026/27 held Tuesday 05 May 2026 at 7.00pm in the Village Hall

Present:

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

Members of the Public: None present

Wards Councillors/Police: None present

Jennifer Hobson (Clerk) recorded the minutes

48/26 To Receive and Approve Apologies for Absence

Cllr J Bibb gave his apologies for absence.
Cllr J Owen gave his apologies for absence.

49/26 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

50/26 Public Participation

No public present.

51/26 To Approve the Minutes of Previous Meeting – 03 March 2026

RESOLVED: (all in favour)

(1) that the minutes of the meeting on 03 March be approved and signed as a true and correct record.

Proposed by Cllr B Southwell and Seconded by Cllr S King

52/26 Matters Arising from Previous Minutes

- **Cemetery Extension**

An open day style event was discussed. It was agreed to form a working party with the following members: Cllr T Stansfield, Cllr S King, Cllr S Kirven and Cllr B Southwell. The working party agreed to host a maintenance day on Saturday 27th June and invite members of the public to come and help tidy the area. The Clerk to publish in the next newsletter. The working party to arrange refreshments.

It was noted that the gates to the cemetery were in need of repair. Cllr T Stansfield agreed to ask around to see if anyone was willing and able to fix the gates if the Parish Council pay for materials. It was acknowledged that there is a £500 budget for village improvements.

ACTION BY CLERK

It was noted that the footpath up to the cemetery was still cracked in places and required work by highways. It was requested that the Clerk report this to highways again.

ACTION BY CLERK

- **Gypsey Race**

Nothing to report.

- **Scenic View**

The Chair read out an email sent by Cllr Jonthan Owen which didn't offer any further information than previously. No further action has been taken on the drainage matter. It

was agreed that the Clerk would write to Planning Enforcement again to keep chasing them for action. Cllr Jonthan Owen had stated that he would continue to pursue the matter.

ACTION BY CLERK

53/26 To Receive Correspondence

12.03.26 – Email received from ERYC Festive Lighting requesting the MPAN (Meter Point Administration Number) for the electricity supply used for the Parish Council Christmas lights. Clerk responded with the number.

16.03.26 – Waste Transfer Note received electronically from ERYC to review and sign. Clerk reviewed and signed accordingly.

12.03.26 – Cllr King reported one of the BT manhole covers near the Church wall was loose. Clerk reported to BT Openreach Job Ref: 2943325906.

19.03.26 – Notification of appeal for 25/01754/PLF North Burton Hall received from ERYC Planning Appeals. Email forwarded to councillors.

09.04.26 – Email received from Wold Newton Parish Council inviting the Chair to a meeting to be held on 13 April regarding the planning application to drill for gas at Foxholes. Email forwarded to councillors. Cllr B Southwell attended the meeting.

14.04.26 – Email newsletter received from Humberside Police. Email forwarded to councillors and copy of newsletter published on website.

14.04.26 – Email received from Foxholes with Butterwick Parish Council with a suggested response to be emailed to planning control in regard to the gas drilling application. Email forwarded to councillors to seek approval to submit an appropriate response. 7 responses received all in agreement, so response was submitted on 16.04.26.

15.04.26 – Email received from Foxholes with Butterwick Parish Council advising of a public meeting to be held at Foxholes Community Hall to discuss opposing Egdon's Gas Drilling proposal along with a link to the Drawing a Line in the Chalk website. Email forwarded to councillors.

15.04.26 – Email received from ERYC Winter Services regarding salt bin maintenance for 2026-27. Email forwarded to councillors.

15.04.26 – Email survey received from Parish Open Door. Clerk completed the survey on behalf of Parish Council. Email forwarded to councillors to complete survey too if they wish.

15.04.26 – Cllr S King reported the issue of items being removed from a grave which had upset the family. Email forwarded to councillors and grass cutter has been spoken to regarding this. It was agreed that the Clerk would write a letter to Mrs Burgess to explain how this happened. The Clerk to email the letter to Cllr B Southwell who will pass it on to Mrs Burgess.

ACTION BY CLERK

22.04.26 – Email received from Wold Newton Parish Council requesting an update on speeding traffic related issues. Email forwarded to Cllr T Stansfield.

23.04.26 – Email received from ERYC advising of a public consultation on the Revised Planning Enforcement Plan 2026. Email forwarded to councillors.

23.04.26 – Letter received from ERYC Archive Services asking if we would like to deposit old records with them which are no longer needed for current administration purposes, for example minutes and account books. It was agreed that the Clerk should deposit any records from 2015 backwards. The members associated with the Village Hall asked if they could also send some items to deposit. The Clerk to arrange the deposit in due course.

30.04.26 – Email from Ali Blyth notifying of a free webinar "Delivering 20" to be held at 12 noon on 22 May 2026. Email forwarded to councillor.

Description	Current A/C	Money Man A/C	Total
Opening Balance	£859.38	£13061.58	£13920.96
Transfer of funds	£4000.00	(£4000.00)	
Zurich Insurance	(£363.00)		
SLCC Membership Renewal	(£116.00)		
T H Southwell – Thwing Hill Rent	£75.00		
Website Fees (DD)	(£3.60)		
St Cuthbert's Tower Lighting	(£106.99)		
Eon Next - Electricity	(£54.69)		
Clerk's Expenses	(£14.34)		
Clerk's Wages	(£459.68)		
Interest received		£46.38	
Village Hall Hire	(£60.00)		
V Sykes – Grass Cutting (2025)	(£2640.00)		
Website Fees (DD)	(£3.60)		
ERYC Commercial Waste Charges (Cemetery bin)	(£171.08)		
Community Heartbeat Trust – Defibrillator Support	(£162.00)		
Clerk's Wages	(£459.68)		
Precept (first half)		£6300.00	
	£319.72	£15407.96	£15727.68

Burton Fleming Parish Council		Apr-26			Year End Forecast		
Financial Statement for the Period Ending		Actual 2025/26	Budget 2025/26	F/C Variance 2025/26	Additional transactions 2025/26	Total (Actual + F/Cast) 2025/26	Variance to budget 2025/26
Income & Expenditure Statement							
Receipts							
Precept / Council Tax Grant	6,300.00	12,600.00	- 6,300.00	6,300	12,600	0	
Bank Interest	-	80.00	- 80.00	80	80	0	
Rent from Land	-	40.00	- 40.00	40	40	0	
Cemetery Fees	-	-	-	0	0	0	
VAT Reclaimed	-	-	-	0	0	0	
Grants	-	-	-	0	0	0	
Other	0	-	-	0	0	0	
Newsletter	-	280.00	- 280.00	280	280	0	
Village Pond Fund (Flora & Fauna Fundraising)	-	-	-	0	0	0	
Total Receipts	6,300.00	13,000.00	- 6,700.00	6,700	13,000	0	
Payments							
Administration	459.68	6,050.00	(5,590.32)	5,590	6,050	0	
Open Spaces	2,190.00	2,190.00	(/)	2,190	4,380	(2,190)	
Electricity	-	250.00	(250.00)	250	250	0	
Village Improvements	-	500.00	(500.00)	500	500	0	
Defibrillator Annual Support	135.00	150.00	(15.00)	15	150	0	
Repairs & Renewals	171.08	300.00	(128.92)	130	301	(1)	
Website Subscription	3.00	50.00	(47.00)	47	50	0	
Newsletter Printing	0.00	280.00	(280.00)	280	280	0	
SLCC Membership	-	120.00	(120.00)	120	120	0	
Insurance	-	400.00	(400.00)	400	400	0	
VAT Paid	27.60	-	27.60	0	28	(28)	
Cemetery Extension	450.00	810.00	(360.00)				
Cemetery Loan Repayment	-	1,303.20	(1,303.20)	1,303	1,303	0	
Grants	0.00	-	(/)	0	0	0	
Cemetery Fee Refund	-	-	-	0	0	0	
Total Payments	3,436.36	12,403.20	(8,966.84)	10,825	13,812	(2,219)	
Surplus/(Deficit)	2,863.64	596.80					
Bank Reconciliation		Apr-26 YTD			Forecast Bank Balance Year End 31 Mar 26		
Balance b/f from 31st March 2024		12,864.04				12,864.04	
Plus: Receipts		£ 6,300.00				£ 13,000.00	
Sub-total		£ 19,164.04				£ 25,864.04	
Less: Payments		£ 3,436.36				(13,811.56)	
Balance c/f		£ 15,727.68				£ 12,052.48	
Reconciled to:							
Balance Current Account		£ 319.72			£ 182.68	Newsletter	
Balance Deposit Account		£ 15,407.96			£ 5,373.13	Cemetery Extension	
					£ 5,938.52	Reserves	
					558.15	Village Pond Fund	
Less: Unpresented payments					£ 12,052.48		
Plus: Unpresented receipts							
Balance c/f		£ 15,727.68					
Cemetery Extension Transactions			Cemetery Loan				
Receipts	19,975		Amount borrowed	20000			
Expenditure			Capital repaid	2800			
			Interest paid	1947.68			
			Balance owed	17200			
Trial Trenching Work	5,485						
ERYC Planning Fee	58						
Hedge and fence work	2,082						
Seat	370						
BDA Footpath Work	7071.32						
VAT reclaimed	-1178.55						
6 x Wooden Crosses	119.1						
Vincent Sykes - Strimming	100						
Vincent Sykes - Mowing	45						
Vincent Sykes - Mowing	450						
Balance c/f	£ 5,373.13						

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

55/26 Bus Shelter

A local resident Rachael Walker had asked when some seating might be erected in the bus shelter. Cllr S King agreed to speak with the regular users of the bus shelter to ask if indeed they would appreciate some bench seating. If the answer is yes then the Clerk will put an article in the next newsletter asking of anyone would be willing to do this if the Parish Council supply the materials.

56/26 To Receive and Consider Planning Applications and Approvals as Listed Below
(and subsequent plans received following publication of agenda)

26/00914/PLF - Erection of detached two storey outbuilding following demolition of existing shed and garage at High Gables, Hunmanby Road, Burton Fleming

RESOLVED: (all in favour) that a comment is submitted to say the Parish Council have no objections to this application but comments were passed about the new development appearing to be much larger than the original buildings.
Proposed by Cllr B Southwell and Seconded by Cllr T Stansfield

57/26 Any Other Business

- It was reported that the finger posts on the new sign at Fordon Crossroads were still posing a problem with restricting the view when pulling out. The Clerk will chase up ERYC on the matter.
ACTION BY CLERK
- It was reported that there is a broken sign at Breamer Bridge. The Clerk to report.
ACTION BY CLERK
- It was requested that the Clerk chase ERYC up again regarding the 30mph sign on Thwing Hill as this was still not fixed.
ACTION BY CLERK
- It was reported that the chevron sign on the bend towards Wold Newton are broken. The Clerk to report this.
ACTION BY CLERK
- It was reported that there is a broken sign at the end of Hunmanby Road. The Clerk to report this.
ACTION BY CLERK

58/26 Date and Time of the Next Meeting

The next scheduled meeting of the Parish Council will be Tuesday 14 July 2026 at 7pm.

59/26 Close of Meeting

The Chair thanked everyone for their attendance and declared the meeting finished at 8.00pm.

Chair's Signature: Date: