

Burton Fleming Parish Council

Minutes of Parish Council Meeting No 1 – 2024/25 held Tuesday 07 May 2024 at 7.00pm in the Village Hall

Present:

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

Members of the Public: Mr R Knowles, Mrs P Townsend

Wards Councillors/Police: Cllr J Owen

Jennifer Hobson (Clerk) recorded the minutes

45/24 To Receive and Approve Apologies for Absence

Cllr S Kirven, Cllr S Wells, Cllr C Skelton

46/24 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

47/24 Public Participation

The Chair read out some comments received via email from Mrs M Lindley who raised concerns over the branches that have been placed in the grass on the side of the village green which both look unsightly and are a danger. Mrs Lindley also raised concerns about the cones that have been placed around the School Pond preventing people from walking on the area.

It was agreed that Cllr Marr and Cllr Stansfield would remove the branches from the village green immediately following the meeting and that a notice would be put in the newsletter asking people not to place things on council land.

ACTION BY CLLR MARR and CLLR STANSFIELD

The cones and posters around the School Pond were believed to have been placed there by two known individuals, so it was agreed that a generic email be sent to each of these individuals so ask that, if indeed they were the persons responsible, they remove the posters and cones this week, stating that anything left on Parish Council land would be removed by the Parish Council.

BY CLERK

ACTION

48/24 To Approve the Minutes of Previous Meetings – 05 March 2024

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

(1) that the minutes of the meeting on 05 March 2024 be approved and signed as a true and correct record.

Proposed by Cllr T Stansfield and Seconded by Cllr K Mercer

49/24 Matters Arising from Previous Minutes

- **Gypsy Race**

The Chair confirmed that ERYC had been in touch to confirm that the sandbags, tubing and signs would be removed this week.

- **Cemetery Extension**

Cllr S Wells has not yet cleared away the old fence and cleared the land as much as possible and until this has been done, no further preparation can be made for the consecration. It was agreed that the Clerk ask Cllr S Wells if he could provide a date within the next month when he would be able to complete this work, so that the Parish Council can then arrange a site visit to assess further works required.

It was reported that the bin within the layby remains permanently full as well as excess litter being strewn across the layby. ERYC had confirmed that they currently have no funds available to offer an increase in the size of bin on the site, and it was acknowledged that

neither is the Parish Council in a strong enough financial position to be able to cover this cost. Cllr T Stansfield suggested that if ERYC would be willing to provide some extra bin bags, she would be happy to take them away once a week when emptying the bin, in addition Cllr T Stansfield confirmed that she would be happy to keep up with clearing extra rubbish from the site. It was requested that the Clerk make enquires to ERYC about this.

ACTION BY CLERK

It was requested that the Clerk ask Mr Sykes to cut the hedges up at the cemetery back once the birds have finished nesting.

ACTION BY CLERK

Cllr T Stansfield reported that the bench in the cemetery had now been renovated and put back in place but the position of it was not ideal as it is in an untidy area where the rats have been seen.

It was noted that between meetings, Cllr T Stansfield had been concerned about the number of rats up at the cemetery and had made an out of committee decision to employ the services of Evict Pest Control to tackle the problem before it could get any worse. It was acknowledged that whilst this decision was made in the best interests of the village, it was not ideal for such decisions to be made out of committee and whilst Cllr T Stansfield stated that she would be more than happy to cover the cost of the Evict Pest Control bill, the Parish Council acknowledged that the situation had been dealt with swiftly and so had agreed, out of committee, to cover the cost at this time. It was further noted that if the rats were as a result of the muck piles in the adjacent field, then really it ought to be Mr Southwell that covered any further costs associated with vermin control. The situation will continue to be monitored.

RESOLVED: (all in favour)

- (1) that the renovated bench be relocated to a more suitable area
- (2) that the Evict Pest Control invoice paid for by the Parish Council to deal with the rats was approved retrospectively

Proposed by Cllr A Marr and Seconded by Cllr B Southwell

ACTION BY CLERK

- **Rustonville & September Cottage**

ERYC's area building inspector had made a recent visit to September Cottage in order to check on the safety of the building and had written to the owner. An update would be provided once he had received a response from the owner.

The eyesore of Rustonville continues to be a concern to the residents of the village as do the vehicles that are kept at the site and cause a nuisance/danger. It was requested that the Clerk ask ERYC to do another site visit to see the issues being caused.

ACTION BY CLERK

- **Mere Pond**

It was reported that the Mere Pond Working Group had been formed and that their first meeting would be Tuesday 21st May at 7pm in the Village Hall. The working group would provide feedback in due course.

- **Speed Watch**

Cllr Stansfield confirmed that the group had been out several times now recording traffic speed and had identified lots of speeding vehicles. It was noted that the group's presence was having the desired effect as traffic in general seemed to have slowed down.

- **Personal Injury Claim**

It was reported that this matter had now been settled by the solicitors and insurance company but that the Parish Council were still waiting for confirmation of the solicitor's fees for which the Parish Council would be responsible for the VAT element which is likely to effect short term cash flow.

- **Scenic View**

The latest update from ERYC is that the planning enforcement team are making enquiries to the planning agent for the original application regarding the work that was carried out versus the work that was supposed to have been carried out, and the submission of

amended plans to reflect the change or the alteration of the system to meet with the original requirements. The Parish Council will continue to chase this matter as there is concern that as the caravan site gets busier over the summer, the drains will block and overflow again.

ACTION BY CLERK

- **School Pond Duck House**

The attempts to remove the old duck house had been delayed due to a moor hen nesting on there.

The Parish Council had received an email from Paula Bolam who offered to supply a box with duck food inside for people to help themselves to and proposed to secure it to the top rail of the guarding to the pond. Paula and others in the village had committed to ensuring there is a regular supply of feed and were not looking for any funding from the Parish Council.

After discussion, it was agreed to politely decline the offer due to concerns about attracting vermin (which have often been a problem around the School Pond area), and also the Parish Council are concerned that having the box would also mean signage was required which the Parish Council are trying to stop as the area looks unsightly with signage hanging around. It was requested that the Clerk respond to Paula's email to explain the reasoning behind this decision and make a suggestion that Paula asks Mrs Turner if she would be willing to place the box on her driveway during the day and take inside on an evening to reduce the attraction of vermin, it being noted that the previous year Mrs Turner had supplied feed on her driveway.

ACTION BY CLERK

- **Loose livestock**

It was reported that there had been several incidents throughout the village whereby livestock had escaped their fields which was not only a danger to the public but also a nuisance. Cllr S Kirven had emailed the Parish Council to report that the livestock continue to escape on a regular basis and have been in the playground causing damage to the gatepost. The Police have been contacted and the Rural Task Force were to speak with Mr Southwell about the issue.

Cllr A Marr and Cllr T Stansfield agreed to go and speak with Mr Southwell face to face to discuss the problem.

ACTION BY CLLR MARR and CLLR STANSFIELD

50/24 To Receive Correspondence

15.03.24 – Website contact form received from Hunmanby Rainbows enquiring about Village Hall use. Email forwarded to Kate Mercer.

19.03.24 – Website contact form received from Mr Anderson enquiring about Village Hall use. Email forwarded to Kate Mercer.

11.04.24 – Email from Cllr Hayton to say that the sign on South Lane has been damaged and needs reporting to ERYC. Repeated to ERYC who have confirmed a replacement has been ordered.

14.04.24 – Website contact form received from a pizza pop up enquiring about use of Village Hall car park. Email forwarded to Kate Mercer.

23.04.24 – Notice of emergency road closure on Penny Lane received from ERYC. Notice forwarded to councillors and published on website.

51/24 To Approve Transactions and Finance Statement for March & April 2024

<u>Description</u>	<u>Current A/C</u>	<u>Money Man A/C</u>	<u>Total</u>
Opening Balance	£486.50	£9647.09	£10133.59
Transfer of funds	£4000.00	(£4000.00)	
Bank interest received		£62.02	
St Cuthbert's Tower Lighting	(£144.55)		
SLCC Membership	(£112.00)		
Zurich Insurance	(£257.60)		
Clerk's Expenses	(£138.20)		
Newsletter Printing	(£58.50)		
Newsletter Sponsorship	£29.25		

Website Fees (DD)	(£3.60)		
V Sykes 2023 Grass Cutting	(£2190.00)		
Newsletter Sponsorship	£30.00		
Bank charges	(£8.00)		
Eon Next Electricity	(£55.35)		
VAT Reclaim	£1218.74		
Newsletter Sponsorship	£30.00		
Clerk's Wages	(£423.28)		
Thwing Hill Field Rental	£60.00		
Village Hall Hire	(£114.50)		
Evict Pest Control	(£60.00)		
Cemetery Fees – Memorial Stone	£50.00		
Website Fees (DD)	(£3.60)		
Defibrillator Annual Support	(£162.00)		
ERYC Commercial Waste	(£155.22)		
Bank Charges	(£9.00)		
Clerk's Wages	(£423.28)		
Precept 1 st Half		£5142.50	
	£1585.81	£10851.61	£12437.42

Burton Fleming Parish Council				Year End Forecast		
Financial Statement for the Period Ending Apr-24				Additional transactions	Total (Actual + F/Cast)	Variance to budget
Income & Expenditure Statement				2023/24	2023/24	2023/24
	Actual 2024/25	Budget 2024/25	F/C Variance 2024/25			
Receipts						
Precept / Council Tax Grant	5,142.50	10,285.00	- 5,142.50	5,143	10,285	0
Bank Interest	-	150.00	- 150.00	150	150	0
Rent from Land	-	40.00	- 40.00	40	40	0
Cemetery Fees	50.00	-	50.00	0	50	50
VAT Reclaimed	-	-	-	0	0	0
Grants	-	-	-	0	0	0
Other	-	-	-	0	0	0
Newsletter	-	280.00	- 280.00	280	280	0
Insurance claim for Water Pump	-	-	-	0	0	0
Total Receipts	5,192.50	10,755.00	- 5,562.50	5,613	10,805	50
Payments						
Administration	546.78	5,500.00	(4,953.22)	4,953	5,500	0
Open Spaces	-	2,500.00	(2,500.00)	2,500	2,500	0
Electricity	-	350.00	(350.00)	350	350	0
Village Improvements	-	500.00	(500.00)	500	500	0
Defibrillator Annual Support	135.00	150.00	(15.00)	0	135	15
Repairs & Renewals	215.22	300.00	(84.78)	85	300	0
Website Subscription	3.00	50.00	(47.00)	47	50	0
Newsletter Printing	0.00	280.00	(280.00)	280	283	(3)
SLCC Membership	-	120.00	(120.00)	120	120	0
Insurance	-	275.00	(275.00)	275	275	0
VAT Paid	27.60	-	27.60	0	28	(28)
Cemetery Extension	-	-	-	0	0	0
Cemetery Loan Repayment	-	1,350.56	(1,350.56)	1,351	1,351	0
Donations (S137)	0.00	-	()	0	0	0
Other inc Election Costs	-	-	-	0	0	0
Total Payments	927.60	11,375.56	(10,447.96)	10,461	11,391	(16)
Surplus/(Deficit)	4,264.90	(620.56)				
Bank Reconciliation				Forecast Bank Balance		
	Apr-24 YTD			Year End 31 Mar 25		
Balance b/f from 31st March 2023	8,172.52			£ 8,172.52		
Plus: Receipts	£ 5,192.50			£ 10,805.00		
Sub-total	£ 13,365.02			£ 18,977.52		
Less: Payments	-£ 927.60			(11,391.16)		
Balance c/f	£ 12,437.42			£ 7,586.36		
Reconciled to:				£ 94.20 Newsletter		
Balance Current Account	£ 1,585.81			£ 5,968.13 Cemetery Extension		
Balance Deposit Account	£ 10,851.61			£ 1,524.03 Reserves		
Less: Unpresented payments				£ 7,586.36		
Plus: Unpresented receipts						
Balance c/f	£ 12,437.42					
Cemetery Extension Transactions						
Receipts	19,975					
Expenditure						
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					
Balance c/f	£ 5,968.13					

RESOLVED: (all in favour) that all accounts submitted are approved.
Proposed by Cllr A Marr and Seconded by Cllr K Mercer

52/24 To Receive and Consider Planning Applications and Approvals as Listed Below
(and subsequent plans received following publication of agenda)

Planning Ref 23/02149/PLF - Notice of appeal - Erection of a dwelling with integral car port at Land North Of Newton House, Front Street, Burton Fleming

53/24 PC Communication Strategy

Cllr A Marr and Cllr T Stansfield still needed to finalise this and then would distribute to others ready for approval at the next meeting.

54/24 D-Day 80 Community Fund

It was reported that the Village Hall were to host an event which would make use of this fund. Cllr K Mercer would provide the Clerk the necessary details in due course. The Clerk will then proceed with an application.

55/24 Any Other Business

- Cllr K Mercer raised the subject of the large truck that had been hanging around outside residential properties across the bank holiday weekend waiting for Vellco to open. The situation is worth recording and monitoring.

56/24 Date and Time of the Next Meeting

The next scheduled meeting of the Parish Council will be Tuesday 09 July 2024 at 7pm

57/24 Close of Meeting

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

Chairman's Signature: Date: