

Burton Fleming Parish Council

Minutes of Parish Council Meeting No 4 – 2022/23 held Wednesday 09 November 2022 at
7.00pm in the Village Hall

Present:

Parish Councillors: K Wells, C Skelton, B Southwell, J Jackson, A Marr,
R Hayton, S King, J Hairsine

Members of the Public: Mrs K Mercer, Mrs T Townsend, Mrs E Hayton, Mrs A Blyth, Mrs P Bolam

Wards Councillors/Police: Cllr Jane Evison

Jennifer Hobson (Clerk) recorded the minutes

86/22 To Receive and Approve Apologies for Absence

Apologies were received and noted from Cllr S Wells

87/22 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

88/22 Public Participation

No members of the public wished to speak.

89/22 To Approve the Minutes of Previous Meetings – 07 September 2022

RESOLVED: (all in favour)

(1) that the minutes of the meetings be approved and signed as a true and correct record

Proposed by Cllr C Skelton and Seconded by Cllr B Southwell

90/22 Matters Arising from Previous Minutes

• **Gypsy Race**

It was reported that an inspection walk was undertaken on Saturday 5 November between Penny Bridge and Rudston Bridge. Thanks were expressed to all those who took part. Lots of rubbish was removed and several areas of concern were highlighted, and the Chairman confirmed that he had spoken with two of the necessary Riparian owners who have agreed to have their area cleared ASAP.

It was requested that the Clerk write to Mr MacFadden, the Riparian owner of the stretch from Penny Bridge west, asking him to deal with bushes growing in the Gypsy Race.

ACTION BY CLERK

It was requested that the Clerk write to Vellco Tyres, the Riparian owner of the stretch from Springfield to the Bridge on Thwing Road to ask them to deal with the tree trunks that appear to be used by a motorcycle.

ACTION BY CLERK

Some silt build up had been noted under Penny Lane Bridge which was difficult to access and do anything about. Cllr Evison agreed to speak with Steve Charlton at ERYC for help with this.

Thanks were expressed to all those who undertook to clearing the area around Rudston Bridge.

It had been noted that there was outfall coming from Yorkshire Water's treatment works which was smelly and was a concern to health. It was requested that the Clerk contact Public Protection and Yorkshire Water for help with this. This is shown as No 8 on the

plan. Also we need to contact Yorkshire Water to replace the slab over the drain in the bed of the Gypsy Race as shown as No 4 on the plan.

ACTION BY CLERK

It was requested that the Clerk put some bullet points of actions taken in the newsletter to let residents know what has been done.

ACTION BY CLERK

It was agreed that a similar walk would be undertaken on an annual basis.

- **Cemetery Extension**

The Parish Council has not yet had confirmation that their Formal Discharge of Conditions has been accepted. In the meantime, it was agreed that quotes would be sought for the hedge planting which would be required ASAP. Further other suggestions were put forward for consideration as and when funding was available: seating (possibly to tie in with a commemorative bench for the King's Coronation), extending the existing path, cordoning off a certain area to be worked on first – noting that any such work would need to be recorded for future reference.

ACTION BY CLERK

It was further discussed that the existing bench at the Cemetery was in need of repair or replacement. Cllr Skelton agreed to ask her son Jame's to have a look at this.

It was noted that the hedge at the Cemetery needs cutting. The Chair agreed to organize this through Mr Sykes, Mr Woodcock and Mr Agar as appropriate.

ACTION BY CHAIR

- **Rustonville & September Cottage**

Cllr J Evison offered an update to the situation with both properties. Both were subject to legal proceedings through ERYC and so there was nothing further that the Parish Council can do at this stage. Cllr Evison again explained that, as with all legal proceedings, they take such a long period of time as certain notices and guidelines must be adhered to in order for them to be effective but residents could be assured that all appropriate actions were being taken.

- **Playground Donation**

The Chairman confirmed that the Parish Council's own insurance company was not able to offer to cover the Playground as the Parish Council are not responsible for the Playground. All responsibility lies with the Playground Committee. It was therefore agreed to discuss further whether the Parish Council would make a donation under the S137 of the Local Government Act 1972 towards the Playground insurance either as a one-off donation or as a regular annual donation, at the January meeting when the next budget/Precept would be set. It was noted that the Playground's insurance cost for 2022-23 was £447.03.

- **Mere Pond**

It was reported that Cllr S Wells had kindly offered to do the digging out of Mere Pond at his earliest convenience and at his own cost. It was noted that he may well need some help with this in due course. Thanks were expressed to Cllr S Wells for this offer and was accepted by the Parish Council.

ACTION BY CLLR S WELLS

- **Personal Injury Claim**

The Chairman confirmed that this was in the hands of the insurance company. As the Parish Council were unable to offer any written record of an inspection of the area, it was agreed that this would now be monitored regularly.

RESOLVED: (all in favour)

- (1) that the Risk Assessment statement and inspection form supplied by Cllr K Wells be accepted
- (2) that Cllr S King would inspect the area once a month and record her findings
- (3) that any cause for concern if appropriate would be reported to Yorkshire Water
- (4) that the Clerk email Cllr S King the statement and form

Proposed by Cllr K Wells and Seconded by Cllr S King

**ACTION BY CLERK
ACTION BY CLLR S KING**

- **Byre Way Sign**
It was noted that it was the resident's responsibility to pursue the developer, not the Parish Council's. It was requested that this subject remain on the agenda so that the situation could be monitored.
- **Noticeboard Repairs**
It was reported Mr James Skelton had repaired the noticeboards and an invoice would be issued accordingly.

91/22 To Receive Correspondence

01.09.22 – Email received from Mr O'Donoghue regarding the bench at the summit of Poppy Field no longer being present. Email forwarded to councillors who advised that a new bench has been situated. Response sent to Mr O'Donoghue to advise of this new bench.

23.09.22 – Email received from ERYC regarding the new Design Guidance in the East Riding. Email forwarded to councillors.

23.09.22 – Email received from ERYC regarding Nottingham Knockers Cold Calling in East Riding Villages. Email forwarded to councillors and information included in the newsletter.

28.09.22 – Email received from ERYC regarding this year's Festive Light permit. All forms duly completed and returned to ERYC. Permit expected to be received in late November.

01.10.22 – Email received from Elsham Parish Council regarding advice on becoming a hedgehog friendly village. Email forwarded to Mrs Blyth.

03.10.22 – Email received from ERYC regarding Communities and Environment Town and Parish Council events. Email forwarded to councillors.

05.10.22 – Email received from Ms Ward regarding the state that a grave digger left her family's grave in. Ms Ward was advised to speak with the funeral directors over the matter.

06.10.22 – Email received from Ms A Braithwaite regarding Mere Pond and the Noticeboard. It was requested that the Clerk contact Ms Braithwaite to let her know that both of these matters have been or will be dealt with.

ACTION BY CLERK

19.10.22 – Email received from ERYC regarding help and support for households across the East Riding with the cost of living. Information included in the newsletter and on the website. Email forwarded to councillors.

20.10.22 – Email received from Ward Cllr Jane Evison regarding funding available for organisations and community groups to establish welcoming places across the East Riding. Email forwarded to Kate Mercer, Village Hall Committee.

31.10.22 - Email from ERYC advising of some carriageway patching repairs due to take place at Burton Fleming Road, Grindale on Tuesday 8 November for 3 days (weather permitting). Email forwarded to councillors. Notice added to noticeboard and website.

03.11.22 – Email from Ms Trish Hope asking if more can be done regarding Mr Mendham's properties. As discussed earlier in the meeting these matters were in the hands of ERYC and their legal team so there was nothing further that the Parish Council can do at this stage.

92/22 To Approve Transactions and Finance Statement for September & October 2022

Description	Current A/C	Money Man A/C	Total
Opening Balance	£2096.16	£17262.52	£19358.68
2 nd half of Precept		£4250.00	
Bank Interest		£3.86	
Website Fees (DD)	(£2.39)		
Cemetery Fees	£150.00		
Newsletter Sponsorship – J Coleman	£28.00		
Bank Charges	(£8.00)		
Clerk's Wages	(£353.95)		
Website Fees (DD)	(£2.39)		
Bank Charges	(£8.00)		
Cemetery Extension Planning Fee	(£58.00)		
Electricity - Eon	(£75.14)		
Clerk's Wages	(£353.95)		
	£1412.34	£21516.38	£22928.72

Burton Fleming Parish Council				Year End Forecast		
Financial Statement for the Period Ending Oct-22				Additional transactions 2022/23	Total (Actual + F/Cast) 2022/23	Variance to budget 2022/23
Income & Expenditure Statement						
	Actual 2022/23	Budget 2022/23	F/C Variance 2022/23			
Receipts						
Precept / Council Tax Grant	8,500.00	8,500.00	-		8,500	0
Bank Interest	5.01	1.00	4.01	4	9	8
Rent from Land	-	30.00	- 30.00		0	(30)
Cemetery Fees	480.00	-	480.00		480	480
VAT Reclaimed	-	400.00	- 400.00	1,202	1,202	802
Grants	500.00	-	-		500	500
Other	-	-	-		0	0
Newsletter	58.00	280.00	- 222.00		58	(222)
Cemetery Loan	19,975.00	-	19,975.00		19,975	19,975
Total Receipts	29,518.01	9,211.00	19,807.01	1,206	30,724	21,513
Payments						
Administration	2,620.75	4,600.00	(1,979.25)	1,850	4,471	(129)
Open Spaces	2,190.00	2,300.00	(110.00)	2,300	4,490	2,190
Electricity	141.72	350.00	(208.28)	300	442	92
Village Improvements	-	-	-		0	0
Defibrillator Annual Support	135.00	150.00	(15.00)		135	(15)
Repairs & Renewals	138.06	300.00	(161.94)		138	(162)
Website Subscription	13.93	45.00	(31.07)	12	26	(19)
Newsletter Printing	171.60	280.00	(108.40)		172	(108)
SLCC Membership	-	100.00	(100.00)	120	120	20
Insurance	-	275.00	(275.00)	300	300	25
VAT Paid	1,133.89	400.00	733.89		1,134	734
Cemetery Extension	5,543.00	-	5,543.00		5,543	5,543
Cemetery Loan Repayment	-	1,050.00	(1,050.00)	696	696	(354)
Donations (S137) Limit £3170.57	0.00	-	0.00		0	0
Other	500.00	-	500.00		500	500
Total Payments	12,087.95	9,850.00	(3,305.05)	5,578	18,166	8,316
Surplus/(Deficit)	17,430.06	(639.00)	17,430.06			
Bank Reconciliation				Forecast Bank Balance		
	Oct-22 YTD			Year End 31 Mar 23		
Balance b/f from 31st March 2021	£ 5,998.66			£ 5,998.66		
Plus: Receipts	£ 29,518.01			£ 30,723.87		
Sub-total	£ 35,516.67			£ 36,722.53		
Less: Payments	-£ 12,587.95			(£ 18,165.90)		
Balance c/f	£ 22,928.72			£ 18,556.63		
Reconciled to:				£ 96.45	Newsletter	
Balance Current Account	£ 1,414.73			£ 14,432.00	Cemetery Extension	
Balance Deposit Account	£ 21,513.99			£ 4,028.18	Reserves	
				£ 18,556.63		
Less: Unpresented payments	-£ 2.39					
Plus: Unpresented receipts						
Balance c/f	£ 22,928.72					
Cemetery Extension Transactions						
Receipts	19,975					
Expenditure						
Trial Trenching Work	5,485					
ERYC Planning Fee	58					
Balance c/f	£ 14,432.00					

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

93/22 To Receive and Consider Planning Applications and Approvals as Listed Below
(and subsequent plans received following publication of agenda)

Applications considered since last meeting:

22/03254/OUT – Erection of dwelling (access to be considered) at Land North of Newton House, Front Street, Burton Fleming YO25 3PR

NOT RECOMMENDED FOR APPROVAL BY BFPC

New Applications to be considered:

22/03394/VAR – Variation of Condition 2 (approved plans) of 20/03201/PLF – siting of 2 holiday lodges, with associated access and parking, to amend the design of the proposed lodges Waste Water Treatment Works, Penny Lane, Burton Fleming

RECOMMENDED FOR APPROVAL BY BFPC

94/22 Church Lighting

Considering the likely electricity cost increases, it was agreed that Cllr K Wells would speak with the Church about reducing the number of hours that the Church tower lighting is on for as well as looking into the possibility of changing to LED lighting.

ACTION BY CHAIR

95/22 West Lane Speeding

A request for assistance with this has been put into both ERYC and Police. It was requested that the Clerk update Mrs Brown to let her know the Parish Council had done all they can for now.

ACTION BY CLERK

96/22 Insecure Land Near Playground

It was reported that the fence was now in place and so no further action was required.

97/22 To discuss Newsletter

It was noted that the newsletter printing was running low again so Chairman requested that the Parish Councillors ask around for sponsorship. The usual advert in the newsletter would continue.

It was reported that Ms Trish Hope had requested that a few "large print" format editions be printed each month for people who struggle to read the current format. As there are increased costs and logistics involved with this, it was agreed that something be put in the next newsletter asking residents to get in touch if this is something they wish to receive. The PC would then assess the extra costs and liaise with the delivery team over the logistics of this.

RESOLVED: (all in favour)

- (5) that a chocolate gift be purchased and distributed to each member of the newsletter delivery team as a thank you/Merry Christmas
- (6) that a gift card be purchased and delivered to the newsletter editor as a thank you/Merry Christmas
- (7) maximum value to be spent on gifts be £50
- (8) that a gift no greater in value than £10 be sent to Mrs Miller to thank her for kindly looking after the village defibrillator.

Proposed by Cllr J Hairsine and Seconded by Cllr C Skelton

ACTION BY CLERK

98/22 To discuss Christmas Tree

It was reported that if a suitable tree could be found on Cllr S Well's land the Parish Council were welcome to have it for the village green. The Chairman agreed to look for a suitable tree and asked if anyone was available to help put the tree up, please let him know. Cllr R Hayton offered to help. Cllr K Wells to send an email once a date confirmed for putting the tree up.

ACTION BY CHAIRMAN

99/22 Any Other Business

- Cllr B Southwell asked whether the blocked drain/sewage problem that had recently occurred had been dealt with. The Clerk confirmed that this had been reported to ERYC. Cllr K Wells agreed to check whether this had been done.

ACTION BY CHAIR

- Cllr A Marr reported that a few Parish Council documents online required updating. The Clerk would deal with these.

ACTION BY CLERK

- Mrs Mercer reported that the Village Hall was about to go digital which was met with a positive response from all present. Thanks were expressed to Mrs Mercer for her work in organizing this.

100/22 Date and Time of the Next Meeting

The next scheduled meeting of the Parish Council will be Wednesday 11 January 2022 at 7pm. The Chair confirmed that he would be unable to attend this meeting and so asked that the Vice-Chair to confirm that he would be able to take the meeting.

101/22 Close of Meeting

The Chair thanked everyone for their attendance and declared the meeting finished at 8.35pm.

Chairman's Signature: Date: