

# Burton Fleming Parish Council

Minutes of Parish Council Meeting No 5 – 2025/26 held Tuesday 13 January 2025 at 7.00pm in the Village Hall

**Present:**

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

Members of the Public: S Worton, A Cropper

Wards Councillors/Police: None present

Jennifer Hobson (Clerk) recorded the minutes

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**1/26 To Receive and Approve Apologies for Absence**

Cllr S Kirven gave her apologies for absence.  
Cllr C Skelton gave her apologies for absence

**2/26 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

**3/26 Public Participation**

The Chair invited members of the public to speak. Nobody present wished to speak.

**4/26 To Approve the Minutes of Previous Meeting – 04 November 2025**

**RESOLVED:** (all in favour)

- (1) that the minutes of the meeting on 04 November be approved and signed as a true and correct record.

**Proposed by Cllr K Mercer and Seconded by Cllr B Southwell**

**5/26 Matters Arising from Previous Minutes**

- **Cemetery Extension**

Various ideas were discussed about how best to promote the new cemetery area which would be given further thought and discussed at the next meeting. Clerk to write to all local undertakers to advise them that this new area is now available for use.

**ACTION BY CLERK**

- **Gypsy Race**

The annual inspection walk took place but there was nothing to report.

- **Scenic View**

Clerk to seek an update from ERYC on this matter.

**ACTION BY CLERK**

- **Electric Box and Ground Connections**

Clerk to chase contractor to ask when this will be done.

**ACTION BY CLERK**

- **Councillor Vacancy**

There were 2 applicants for the vacancy – Aaron Cropper and Sarah Worton. The Chair thanked them both for their interest and asked that each give a brief talk about themselves and why they wished to become a Parish Councillor. Both applicants were then asked to leave the room whilst the Parish Council decided on who to co-opt onto the Parish Council.

**RESOLVED:** (all in favour) that Aaron Cropper be co-opted onto the Parish Council  
**Proposed by Cllr S King and Seconded by Cllr E Hayton**

Both applicants were invited back into the room. Aaron Cropper accepted the role as Parish Councillor and was involved in the meeting from that point forward.

The Chair thanked Sarah Worton for her interest in applying and stated that she hoped the outcome would not affect her decision to apply again if any future vacancy arises.

**6/26 To Receive Correspondence**

**06.11.25** – Email received from ERYC inviting the Parish Council to submit suitable topics to the Overview & Scrutiny Committee. Email forwarded to Councillors.

**14.11.25** – Email from Streetscene Hub advising that they have placed an order with their contractor to refresh the lining at the crossroads as requested. Email forwarded to councillors.

**20.11.25** – Email from SL Festive Lighting containing the 2025 Festive Light Permit.

**06.12.25** – Email from Cllr S Kirven advising of another bad accident at the Wold Newton bend. Advised by ERYC to report the damaged sign again as a Parish Council. Clerk reported 07.12.25.

Brenda received an email from Mr S Brambles regarding traffic collisions at the main crossroads within the village. Mr Brambles requested that the Parish Council highlight the recent spate of accidents to ERYC.

After some discussion on the matter it was agreed that the Clerk report these latest accidents to ERYC and that the Clerk try to alert the SatNav companies to this issue as it is known that many SatNav systems treat this junction as if the road just carries on.

**ACTION BY CLERK**

**7/26 To Approve Transactions and Finance Statement for November & December 2025**

<b>Description</b>	<b>Current A/C</b>	<b>Money Man A/C</b>	<b>Total</b>
Opening Balance	<b>£1068.60</b>	<b>£15012.53</b>	<b>£16081.13</b>
Cemetery Fees (O'Donoghue)	£725.00		
PWLB Loan Repayment	(£660.48)		
Newsletter printing (2 months)	(£58.50)		
Website Fees (DD)	(£3.60)		
Clerk's Wages	(£459.68)		
Transfer of funds	£1000.00	(£1000.00)	
Interest received		£49.05	
Website Fees (DD) (including Domain renewal)	(£27.58)		
Bank charges	(£0.50)		
Eon Next - Electricity	(£54.37)		
Clerk's Wages	(£459.68)		
Clerk's Expenses	(£72.77)		
	<b>£996.44</b>	<b>£14061.58</b>	<b>£15058.02</b>

Burton Fleming Parish Council			Financial Statement for the Period Ending <u>Dec-25</u>			
Income & Expenditure Statement			Year End Forecast			
	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
<b>Receipts</b>						
Precept / Council Tax Grant	12,000.00	12,000.00	-	0	12,000	0
Bank Interest	133.18	80.00	53.18	40	173	93
Rent from Land	-	40.00	-40.00	40	40	0
Cemetery Fees	1,450.00	-	1,450.00	0	1,450	1,450
VAT Reclaimed	-	-	-	0	0	0
Grants	499.00	-	499.00	0	499	499
Other	0	-	-	0	0	0
Newsletter	191.98	280.00	-88.02	88	280	(0)
Village Pond Fund (Flora & Fauna Fundraising)	-	-	-	-	0	0
<b>Total Receipts</b>	<b>14,274.16</b>	<b>12,400.00</b>	<b>1,874.16</b>	<b>168</b>	<b>14,442</b>	<b>2,042</b>
<b>Payments</b>						
Administration	4,274.48	6,000.00	(1,725.52)	1,725	5,999	1
Open Spaces	2,190.00	2,500.00	(310.00)	310	2,500	0
Electricity	160.66	250.00	(89.34)	140	301	(51)
Village Improvements	-	500.00	(500.00)	500	500	0
Defibrillator Annual Support	135.00	150.00	(15.00)	0	135	15
Repairs & Renewals	163.02	300.00	(136.98)	275	438	(138)
Website Subscription	46.98	50.00	(3.02)	10	57	(7)
Newsletter Printing	175.50	280.00	(104.50)	105	281	(1)
SLCC Membership	-	120.00	(120.00)	120	120	0
Insurance	-	375.00	(375.00)	375	375	0
VAT Paid	60.26	-	60.26	0	60	(60)
Cemetery Extension	145.00	-	-	0	145	(145)
Cemetery Loan Repayment	1,326.88	1,326.88	0	0	1,327	0
Grants	499.00	-	499.00	0	499	(499)
Cemetery Fee Refund	725.00	-	-	0	725	(725)
<b>Total Payments</b>	<b>9,901.78</b>	<b>11,851.88</b>	<b>(2,820.10)</b>	<b>3,560</b>	<b>13,462</b>	<b>(1,610)</b>
<b>Surplus/(Deficit)</b>	<b>4,372.38</b>	<b>548.12</b>				
<b>Bank Reconciliation</b>			<b>Dec-25</b> YTD		<b>Forecast Bank Balance</b> Year End 31 Mar 26	
Balance b/f from 31st March 2024	10,685.64				£ 10,685.64	
Plus: Receipts	£ 14,274.16				£ 14,442.16	
Sub-total	£ 24,959.80				£ 25,127.80	
Less: Payments	-£ 9,901.78				(13,461.78)	
<b>Balance c/f</b>	<b>£ 15,058.02</b>				<b>£ 11,666.02</b>	
Reconciled to:						
Balance Current Account	£ 996.44				£ 193.18	Newsletter
Balance Deposit Account	£ 14,061.58				£ 4,523.13	Cemetery Extension
					£ 6,391.56	Reserves
Less: Unpresented payments					558.15	Village Pond Fund
Plus: Unpresented receipts					£ 11,666.02	
<b>Balance c/f</b>	<b>£ 15,058.02</b>					
<b>Cemetery Extension Transactions</b>			<b>Cemetery Loan</b>			
Receipts	19,975		Amount borrowed	19975		
Expenditure			Capital repaid	2800		
			Interest paid	1947.68		
Trial Trenching Work	5,485		<b>Balance owed</b>	<b>17175</b>		
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					
<b>Estimated Mowing for 2025</b>	<b>1300</b>					
<b>Balance c/f</b>	<b>£ 4,523.13</b>					

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

**8/26 To receive and consider details of the Parish Precept**

The Clerk had presented two budget scenarios both showing a small surplus at either a 3% or 5% increase in the Precept.

**RESOLVED: (all in favour)**

(1) that the Parish Precept for 2026/27 be set at £12,600

**Proposed by Cllr B Southwell and Seconded by Cllr E Hayton**

**ACTION BY CLERK**

**9/26 To discuss Grass Cutting Tender Arrangements for 2026**

**RESOLVED: (all in favour)**

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

(2) that Vincent Sykes be contacted as a courtesy to ask if they wish to tender

(3) that the cutting of the internal hedge of the cemetery on the west boundary and the cutting of both sides of the road be added to this tender

(4) that the tender remains for 1 year but if anyone wishes to offer a fixed price for 3 years the Parish Council will consider this

**Proposed by Cllr B Southwell and Seconded by Cllr S King**

**10/26 To Discuss Thwing Hill Field Tender Arrangements for 2026**

**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
- (4) that the advert specifies sheep grazing only

**Proposed by Cllr T Stansfield and Seconded by Cllr S King**

**ACTION BY CLERK**

**11/26 Road Safety Measures Grant Scheme**

Discussed earlier under correspondence. It was acknowledged that whilst it would be ideal for the village to have speed cameras within the village, the amount of match funding required is far beyond the scope of the Parish Council's funds, noting that any equipment purchased would also lead to ongoing maintenance costs and increased insurance costs.

**12/26 To Receive and Consider Planning Applications and Approvals as Listed Below**  
(and subsequent plans received following publication of agenda)

- **25/03492/PLF** – Erection of an agricultural storage building to house the existing farm vending machines at Argham Fields, Bartindale Road, Grindale

**RESOLVED:** (all in favour) that a comment be submitted to say the Parish Council has no objection to this application.

**Proposed by Cllr B Southwell and Seconded by Cllr K Mercer**

**13/26 Any Other Business**

- It was reported that the finger posts on the new sign at Fordon Crossroads had been incorrectly fitted to the wrong sign. It was requested that the Clerk report this to ERYC.

**ACTION BY CLERK**

- Several potholes were reported for the Clerk to report to ERYC. Grindale Road and the stretch of road from Fordon Crossroads towards Wold Newton.

**ACTION BY CLERK**

- It was requested that the Clerk try to find out from ERYC whether or not Nine Dykes Road is classed as a secondary route for gritting purposes as two conflicting maps are in existence.

**ACTION BY CLERK**

**14/26 Date and Time of the Next Meeting**

The next scheduled meeting of the Parish Council will be Tuesday 03 March 2026 at 7pm

**15/26 Close of Meeting**

The Chair thanked everyone for their attendance and declared the meeting finished at 7.55pm.

Chair's Signature: ..... Date: .....