

Burstwick Annual Parish Agenda

Thursday 30 April 2015

At Burstwick Community Primary School, Main Street, Burstwick, 7.30pm

- 1) Apologies for Absence**
- 2) 2014 Annual Parish Meeting minutes signed 29 May 2014**
- 3) Chairman's Report**
- 4) Financial Report**
- 5) Public Participation**
- 6) Any Other Business**

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At Burstwick Community Primary School, Main Street, Burstwick, 7.30pm

- 1 Apologies for Absence**
- 2 Declarations of Interest**
 - 2.1 Pecuniary**
 - 2.2 Non-Pecuniary**
- 3 Public Participation**
- 4 Minutes of the Last Meeting**
- 5 Matters Arising**
- 6 Correspondence**
 - 6.1 Police Report**
 - 6.2 Burstwick Parish Council emails**
 - 6.3 Letters**
- 7 Plans**
 - 7.1 Applications to Consider**

Ref no 15/00939/PLF
Burstwick Methodist Church, Station Road, Burstwick
 - 7.2 Planning Decisions to Note**

Ref no 15/00294/PLF
Suncroft, Station Road, Burstwick

Ref no 15/00300/PLF
28 Churchill Rise, Burstwick
 - 7.3 Appeal Notifications to Note - none**
- 8 Agenda Items**

Minute no 129 - To Consider Community Defibrillator

Minute no 103 – To consider the Emergency Plan
- 9 Approve Accounts for Payment**
- 10 Any Other Business**
- 11 Date of Next Meeting**

BURSTWICK PARISH COUNCIL - ANNUAL PARISH MEETING

HELD IN THE SCHOOL ON THURSDAY 30 APRIL 2015

Present:

Mr D Rainforth – Chairman
Mrs M Armstrong
Mr N Fairbank
Mr D James
Mr M Leonard
Mrs N Steward
Mr M Smith
Mrs J Wilson

Apologies:

None

Members of the Public:

Four members of the public attended the Annual Parish meeting.

In Memory:

Prior to the meeting a one minute silence was held in memory of **PC2563 Russ Wylie** who sadly passed away on the 14th April 2015 whilst on duty patrolling Burstwick Road, Burstwick.

The Minutes of the Annual Parish Meeting held on 29th May 2014 were signed as a correct record on 30th April 2015.

Chairman's Report

The Chairman submitted his report to the meeting. Thanks and appreciation for volunteering and undertaking specific tasks/issues were given to Mrs Armstrong and Mr James.

Financial Report

Each member of the Parish Council were given a copy of the year-end figures. The Clerk gave an explanation of the payments and expenditure for the year 2014. All Agreed Approval of the year-end figures.

Proposed by: Mr Fairbank

Seconded by: Mrs Armstrong

Public Participation

No comments

Any other Business

None

The Annual Parish meeting was declared closed at 08:15pm

CHAIRMAN'S REPORT APRIL 2015

During this year the Parish Council has had a full complement of Councillors for the majority of the time, and the meetings have been well attended, with mutual aims and understanding of the issues to be resolved.

I would like to give my thanks to my Vice Chairman, Mrs Margaret Armstrong for her support over the past year. I take this opportunity to acknowledge the support and commitment that all the Councillors also give.

The council would not be able to run efficiently and promptly without the support and dedicated work from the Clerk Trish, and I would like to thank her for the hard work and support throughout the year.

Mr Walt Beadle continues to be an asset to the Council in his role as Parish Gardener.

The Summary of Business, which gives an oversight to the Council's responsibilities, and the Projects and Action Plan continue to document the responsibilities of the Parish Council and the issues that require attention. Both documents are due an annual review at the AGM in May.

The Burstwick Village website, Twitter account continues to be update with information, which includes the agenda and minutes of the meetings for the public to view. I would like to thank Councillor Dean James for his continuing work he has done on the website, and also the time he takes to keep it up to date.

We have purchased further equipment from the severe weather grant to help support the village and also flood wardens in the event of an emergency event.

The situation with Church Lane continues.

The Playing Field Association continue to receive support from the Parish Council by paying the insurance and the safety inspection that allows the play park to remain open for the benefit of the entire Village.

The Parish Council are aware of the amount of money allocated to the village by way of Commuted Sums which needs to be made use of, so that the village receives the allocation that is due. With this money in mind, we have submitted a detailed list of purchases that can be made using commuted sums for the benefit of the village.

The Parish Council was successful with the application for a grant for a community review.

The Parish Council have now become the sole trustees of the village hall. The Parish council are in the process of purchasing the other part of the land adjacent to the village hall.

Looking forward to the next 12 months, the Parish Council hopes to have the situation with Church Lane fully resolved with a secure access to the Cemetery, and to which the Council will be pro-active in maintaining.

A Community review is to be undertaken in June 2015 to identify the village's assets, and the responsibilities that the Council will (or already do) undertake.

The Council also hopes to continue to actively embrace IT in the form of email, website and other social media.

The land adjacent to the village hall will be made suitable for community use

BURSTWICK PARISH COUNCIL

MEETING HELD IN BURSTWICK COMMUNITY PRIMARY SCHOOL ON THURSDAY

30th April 2015

Present: Mr D Rainforth - Chairman
Mrs M Armstrong
Mr N Fairbank
Mr D James
Mr M Leonard
Mr M Smith
Mrs N Steward
Mrs J Wilson - Minutes

Guests: Martin Williams (Martin Williams (Hull) Limited)
Chris Williams
Nick Williams

Public: Four members of the public

Abbreviations:

Burstwick Parish Council - PC
East Riding of Yorkshire Council - ERYC
Village Hall Committee - VHC
Humber & Wolds Rural Community Council - HWRCC

Agenda Numbers **bold** - Minute Numbers

Minutes	Points raised and / or Agreed	Action by:
1	<u>Apologies for Absence</u> None Received	
2	<u>Declarations of Interest</u>	
2.1	<u>Pecuniary</u> None	
2.2	<u>Non Pecuniary</u> Mrs Armstrong - Village Hall, Burton Pidsea Wind Farm Mr Fairbank - Village Hall Mr James - Village Hall Mr Rainforth - Burton Pidsea Wind Farm Mrs Steward - Chapel Close, PCC, Village Hall	
3	<u>Public Participation</u> <ul style="list-style-type: none">Complaint made with regard to the village flower bed located near the Methodist Chapel. The tulips have died	Gardener to put

	<p>and the flower bed looks sparse. An observation being that the bulbs have been planted in pots which have subsequently dried out.</p> <ul style="list-style-type: none"> • Member of the public made the PC aware of a broken street lamp located near to the Chapel and Station Road. • Two minor vehicle accidents were reported to have taken place on the Burstwick Road. The PC members were questioned why a 30 mile an hour speed restriction cannot be put into place? Issue previously raised at PC - Minute No: to be sought for information. • The Flood Warden raised issues with regard to the Emergency Plan/Flood Plan. To be discussed as an Agenda item. <p><u>Minutes of the previous meeting held on 26.02.15</u> Signed as a correct record. Proposed by: Mrs Steward Seconded by: Mrs Armstrong</p> <p><u>Matters Arising</u> None</p> <p><u>Correspondence</u></p> <p><u>6.1 Police Report</u></p> <p><u>Crimes</u> 27/03/15 garage burglary - Main Street 27/03/15 garage burglary - Woolam Hill</p> <p><u>Anti Social Behaviour:</u> No Reports</p> <p><u>6.2 Burstwick Parish Council Emails</u> <i>Emails sent to Burstwick Parish Council are forwarded to Parish Councillors</i></p> <p>2/15 East Riding of Yorkshire Council - Local Plan Modifications Liaison Meeting</p> <p>3/15 East Riding Local Plan Update *Mrs Armstrong viewed a copy of the ERYC Local Plan and noted no new developments are planned but an area located near Willow Road and owned by Mr Ralph (Builder) was highlighted as a 'mineral area' (sand and gravel).</p> <p>4/15 East Riding Parish News Issue 83: April 2015</p> <p>VE Celebrations, Burstwick Land Army 8th/9th May 2015 Volunteen youth volunteering project event - 20th May 2015 ERNLLCA - Being a Good Councillor, course ERNLLCA - April Newsletter</p>	<p>bulbs/plants into the soil.</p> <p>Previous Min No. to be sought. Also, East Riding Highways Dept to be contacted. To arrange a mtg/review of Burstwick Rd. Including where the Police Officer recently died. PC to invite the member of public to the ER/PC mtg.</p> <p>Attendance Deferred to next mtg.</p> <p>Mrs A to respond to ER Local Plan 11.05.15</p>
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	<p>ERYC Electronic working with the Planning Service Training 18th June 2015 ERNLLCA - Community owned and managed assets programme and grants. Reminder/poster of the ERVAS Volunteer event held at Burton Pidsea 20th May 2015</p>	<p>attendance deferred to next mtg</p>
6.3	<p><u>Letters Received</u></p>	
	<p>Graham Stuart dated 26.03.15 - Coastal Community Teams and Coastal Heritage Revival Fund Complaint received re: cemetery - sensitive issue Application to become a Parish Councillor</p>	
7	<p><u>Plans</u></p>	
7.1	<p><u>Applications to Consider</u></p>	
	<p>None Received.</p>	
7.2	<p><u>Planning Decisions</u></p>	
	<p>Ref No: 15/00939/PLF Proposal: Change of use to form a single dwelling Location: Burstwick Methodist Church, Station Road, Burstwick Type: full planning permission Outcome: circulated to the planning committee prior to the meeting Comment: strongly support the application to bring this fine old building back into use for residential purposes. Emailed to ERYC 24th April 2015.</p>	<p>Mr James to put on PC Website and twitter PC to reply privately Deferred to next mtg.</p>
	<p>Ref No: 15/01138/PLF</p>	
	<p>Proposal: Erection of wind turbine</p>	
	<p>Location: land south east of Engine Corner Bridge Causeway, Ings Lane, Halsham.</p>	
	<p>Type: full planning permission</p>	
	<p>Outcome: No objections. Private Farmer.</p>	
	<p>Proposed : Mr Fairbank</p>	
	<p>Seconded: Mr Leonard</p>	
	<p>Ref No: 15/01278/TPO</p>	
	<p>Proposal: TPO Burstwick No 1995 - to prune back part of a beech tree.</p>	
	<p>Location: Sheckling House, Church Lane, Burstwick</p>	
	<p>Type: Works to protected trees Outcome: No objection Proposed: Mr James Seconded: Mrs Steward</p>	
7.3	<p><u>Appeal Decisions</u></p>	
	<p>None Received.</p>	

<p>8</p> <p>Min No: 129</p>	<p><u>Agenda Items:</u></p> <p>To Consider Community Defibrillator It is recommended that a Defibrillator should be located within 500 mtrs of a person who has suffered cardiac arrest. Mr James, who is leading on the Community Defibrillator project, prior to submitting an application to the Local Grant Panel for funding, also registered an interest with The Smile Foundation for funding. The LGP awarded the funding, reducing the amount of funding to Burstwick PC by the amount allocated to the BPC by The Smile Foundation. Mr James explained to Neil Marsey, Yorkshire Ambulance Service, his thoughts to install two defibrillators to cover the area of the village. Mr Marsey confirmed that he would support and recommend this and added he would like to use Burstwick as a model for the development of installed defibrillators. Proposed: Mrs Armstrong Seconded: Mrs Steward</p>	<p>All Agreed for Mr James to amend the BPC application to the LGP and apply for two Defibrillators. Proposing they be sited at: Hare & Hounds public house and the Village Shop</p>
<p>Min No: 103</p>	<p>To Consider the Emergency Plan. A Draft copy of the Burstwick Emergency Plan was submitted for comment. Appendices are being prepared covering: Flood Plan, Severe Weather Plan, Defibrillator Plan and Map</p> <p>Emergency contact names list to be checked for accuracy. Parish Councillor list of names to be confirmed after the Elections on 7th May. A discussion ensued and it was agreed that the village may have to be split into 'two halves during an emergency (flood). It was agreed for confirmation/agreement to be sought from Mr Ralph, owner of the Hare and Hounds Public House, for the premises to be used as a possible Emergency Centre. It was agreed for confirmation/agreement to be sought from Mr Key, owner of the Burstwick Golf Club, for the Golf Club premises to be used as a possible Emergency Centre.</p> <p>Mrs Armstrong approached Burstwick Community Primary School Head/Governors seeking information/copy of their Emergency Plan. The school did not appear to have any formal plan. All Agreed to work with the School Head/Governors and to include the school into the Burstwick Parish Council Emergency Plan.</p> <p><u>Emergency Flood Plan</u></p> <p>Thanks were given to the Flood Wardens for the excellent information forwarded to Mrs Armstrong. It is anticipated the completed Emergency Plan will be submitted to the next meeting for agreement.</p>	<p>Mrs Armstrong Lead Councillor</p> <p>All Agreed for a 'fast drive card' to store the final version of the Emergency Plan to be purchased.</p>

9	<p><u>Approve accounts for payment</u> A schedule of payments for April were presented to the Councillors for approval that the payments be made. Proposed by: Mrs Steward Seconded by Mr Leonard</p>	<p>A thank you to Walt for cutting the grass.</p>
10	<p><u>Any Other Business</u></p> <p><u>Appleby Lane, Burstwick</u> Mr James contacted the ERYC regarding restricted access for Appleby Lane and was informed that the cost for restricted access would be approximately £3,000. As No accidents have occurred it is unlikely the ERYC would agree to restricted access in addition there is the issue of Police Enforcement of such a restriction. Upon receiving information of local companies/industries using Appleby Lane ERYC agreed to contact them with an 'advisory' 'unsuitable for HGV' notice/signs.</p> <p><u>ERYC Walkabout the Village</u> Proposed 'walkabout' by ERYC to ascertain any work to be undertaken 'street scene' arranged for 13th May 2015.</p> <p><u>Village Hall</u> A Village Hall meeting held on 20th April questioned how many votes the Burstwick PC's have? A discussion ensued all agreed for clarification to be sought.</p> <p>A query raised at the Village Hall meeting was the employment of a part-time caretaker.</p> <p><u>Burstwick Allotments</u> Mrs Steward requested for a letter to be sent to all the tenants of allotments indicating not to have fires on the allotment.</p> <p><u>Stinky Drain</u> Mrs Steward reported a stinky drain along Station Road. It was suggested that it may be caused by algae.</p> <p><u>New Field Amenity Land (nr village hall)</u> The Amenity Land documentation is with the Solicitors / Land Registry.</p> <p><u>Grass Cutter/Fencing</u> Tony Cook to be contacted with regard to plans for the fencing around the new field and a grass cutter to be purchased.</p>	<p>Mr James taking the Lead on this issue. All Actions undertaken by Mr James.</p> <p>All Agreed to postpone walkabout. Suggest 08.06.15 Mr James available</p> <p>Original agreement to be scrutinised for clarification</p> <p>Mrs Steward to forward letters to Allotment tenants.</p> <p>To be investigate</p> <p>All Agreed : School to be approached re: organising a naming field competition for the children.</p>

11	<p><u>Community Review</u></p> <p>Peter Hirschfield to be contacted with regard to changing the meeting date from 12/13th June to 27th May to be held at the Village Hall.</p> <p>Mrs Armstrong reported her visit to the Tuesday 'pop-in' were she had sought opinions and ideas/suggestions from the elders of the village. Suggestions made:</p> <ul style="list-style-type: none">● A naming ceremony for the 'new' field.● Lighting 'mood'/dimmed in the Village Hall● PA/music system in the Village Hall● New Toilets in the Village Hall● An 'outdoor' gym/games <p><u>Date of next meeting 28th May 2015</u></p> <p><u>Meeting closed at: 9:45pm</u></p>	Mr James to rearrange with Peter Hirschfield
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