**Minutes of Brandesburton Parish Council Meeting**

**Monday, 13 June 2022 at 7:00pm**

**Methodist Church Schoolroom.**

**Present:**

Prof. Keith Bardon (Chair),

Miss. Sandra Coates,

Mr. Roy Kittmer,

Mrs. Katherine Lakes,

Mrs. Maggie Mossford,

Mr. Adrian Olsen,

Mr. John Stones,

Mrs. Sam Wardle,

Mrs. Elizabeth Whitfield,

Mrs. Julie Gibson (Clerk),

Councillor Jane Evison.

**22-23/25 Apologies:**

Mr. Steve Atkinson, Councillor Charlie Dewhirst, Chris Richardson

**22-23/26 Declaration of interest both pecuniary and non-pecuniary**

All Parish Councillors declared a non-pecuniary declaration for in the planning application to prune the trees in the play park as the application was submitted by the Parish Council.

**22-23/27 Minutes of the last meeting:** Accepted as a true and accurate record

**22-23/28 Market Cross Restoration**

Linda Lawson attended to discuss the item now that phase 1 of the restoration is completed. The Parish Council thanked Linda for all her work and a discussion followed about next steps. Historic England have requested more consultation is needed with residents to capture their views and suggestions.

It was agreed that Dr Kate Giles at York University would be invited to carry out a survey of the head using digital techniques. The Parish Council agreed to pay for transport costs to support this next step.

**22-23/29 Clerk’s up-date report about on-going items:**

1. All outstanding Public Rights of Ways items chased again. ERYC had agreed to complete all issues by the end of April 2022 but no update received. Clerk to chased again
2. Planning application to prune and repair the trees in the play park has been submitted
3. Damaged post has been repaired at the end of Church Drive
4. Update awaited about whether Church Drive can be considered for resurfacing work
5. Overgrown bushes on Butts Lane have been pruned
6. Poor condition of footpath on New Road logged again and site visit held on 9 June 2022. Some patching work agreed

**22-23/30 Annual Internal Report 21/22**

The Annual Internal Audit Report 2021/22 was circulated prior to the meeting. Adrian Olsen proposed approval. John Stones seconded, and all were in favour of the report being approved as a true record.

**22-23/31 Annual Governance Statement 21/22**

The Annual Governance Statement 2021/22 was circulated prior to the meeting. Adrian Olsen proposed approval, Katherine Lakes seconded, and all were in favour of the statement being approved and signed by the chair as a true record.

**22-23/32 Accounting Statement 21/22**

The Annual Accounting Statement 2021/22 was circulated prior to the meeting. Adrian Olsen proposed approval, Elizabeth Whitfield seconded, and all were in favour of the statement being approved and signed by the chair as a true record.

The Clerk will submit the audit documentation to the external auditor for approval. The public rights period for inspection of documents will run from 13 June 2022 to 22 July 2022. The notice is on the Parish Council noticeboard and will be added to the Parish Council website.

**22-23/33 Planning Matters**

**Planning applications**

**22/01583/TPO**

**Proposal:** TPO - BRANDESBURTON PARK (NORTH) - 1989 (REF 384) A1 - Crown lift 1 no. Sycamore tree (T1) by lifting 3 no. limbs to 6, 7 and 8 metres to south to clear play equipment, clear street lamp, clear utility lines and to provide adequate traffic clearance over the highway; Crown lift 1 no. Sycamore tree (T2) to 6 metres to south to clear play equipment, clear street lamp, clear utility lines and to provide adequate traffic clearance over the highway; Crown reduce 1 no. Lime tree (T3) by reducing 1 no. limb to north back to 2 metres and crown lift to 7 metres to south to clear play equipment, clear street lamp, clear utility lines and to provide adequate traffic clearance over the highway

**Location:** Mill Lane Play Area Mill Lane, Brandesburton

**Applicant:** Brandesburton Parish Council

**Application Type:** Works to Protected Trees

**Application Noted**

**21/02283/CM**

The Asphalt Plant Application is going to Planning Committee 23 June 2022. There will be a site meeting by the Councillors on the Planning Committee before the meeting. The case officer has recommended approval of the application. Anybody wishing to attend the meeting must register with jon.whyley@eastriding.gov.uk

**Planning Decisions**

**21/04543/PLF**

**Proposal**: Erection of extension to existing industrial building

**Location:** Brandesburton Motors, Catwick Lane Brandesburton

**Applicant**: LV Tomlinson & Sons Ltd

**Planning permission granted**

**22-23/34 Accounts**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Payee** | **Item** | **Amount** |
| 13/6/22 | Garden and Tree Services | Grass Cutting | £1,100.00 |
| 13/6/22 | Autela Payroll Services | Quarter 1 payroll | £70.84 |
| 13/6/22 | HMRC | Quarter 1 tax  | £282.80 |
| 13/6/22 | Brandesburton Jubilee Committee | Event Expenditure (Section 137) | £500.00 |
| 13/6/22 | Brandesburton Methodist Church | Room Hire | £48.00 |
| 25/6/22 | Mrs. JL Gibson | Clerk Salary | £310.45 |
| 25/6/22 | Mr. L Watts | Litter Picker | £76.00 |

**All of the items in the table above were approved for payment**

**22-23/35 Correspondence:**

|  |  |  |
| --- | --- | --- |
| **Date** | **Sender** | **Item** |
| 11/5/22 | ERYC | Summer Holiday Activities and Food Grant  |
| 23/5/22 | ERYC | Planning Training for Councillors  |
| 27/5/22 | ERYC | Invitation to Councillors to attend a Civic Service on Sunday 5 June for the Jubilee Celebrations |
| 27/5/22 | ERNLLCA | May Newsletter |
| 6/6/22 | ERYC | Code of conduct training |
| 6/6/22 | Humberside Police | Parish/Town Newsletter |
| 7/6/33 | ERYC | Neighbourhood Watch Event |
| 13/6/22 | ERYC | Springboard Summer Tour |
| 13/6/22 | ERYC | Joint Strategic Needs Assessment  |

1. Grants are available for organisations to provide activities for children, young people or families who are eligible for free school meals including sport, play, art, music, dance and outdoor adventure. All sessions must include fun and a healthy meal. For more information contact vicky.jude@eastriding.gov.uk
2. Code of conduct training offered – Julie Gibson and Katherine Lakes are attending Wednesday 22 June @7pm via Zoom.
3. Town and Parish Council Planning Liaison Meetings – Keith Bardon and Julie Gibson are attending
4. Springboard Summer Tour is aimed at engaging with 16 – 24 year olds across the East Riding to help them with their next steps into education, further training or employment. For further information email springboard@eastriding.gov.uk . The Facebook page to be promoted by the Clerk
5. Katherine Lakes to attend the Joint Strategic Needs Assessment

**22-23/36 Queen’s Platinum Jubilee**

1. A very successful four days of events which was well attended
2. Receipts for the ERYC grant have now been received and will be submitted to ERYC
3. £500 donation from the Parish Council to be paid this month to the Jubilee Committee
4. A suggestion box provided by the Jubilee Committee is available in the Post Office for those people who would like to submit an idea about what to spend the surplus on from the fund raising. Clerk also to promote on the Parish Council Facebook page
5. A formal vote of thanks was given to everyone involved
6. Jo Clarke to be invited to attend the next meeting in July to feedback and discuss suggestions for spending the surplus raised in the village.

**22-23/37 Village issues:**

1. Another concern has been raised by a resident about the difficulty crossing the road by the roundabout on Catwick Lane. East Riding Council have advised that the site will be listed for a traffic survey in 2023/24 as the 2022/23 programme is fully subscribed. As it is expected that footfall is going to increase in the area because of the developments planned at the football club it was suggested that the Parish Council liaise with the Parish Hall Committee to see if they have any information or concerns to help build a case for better crossing facilities. In the short term it was agreed that the hedge and trees could be chopped back for those coming out of the village at the roundabout as this would improve visibility and make crossing a little easier. Clerk to liaise with Councillor Evison to progress and to ask a PCSO to attend a future meeting.
2. Continuing concern about the loose gravel from Deep Blue’s car park which ends up on the pavement. The Parish Council has written several times to ask if this can be swept more regularly. It was reported at the meeting that a child on a scooter lost their balance recently and fell on the gravel. ERYC to be asked to progress as situation has not improved.
3. Overgrown bushes on that footpath from East Field Road snicket through to the lay by needs cutting back. Clerk to report to ERYC
4. Play Park Grass cutting. The contractor to be contacted and asked if they can strim around the back of the ball area as there are lots of nettles and at the far side on the metal fence next to Butlers Field where it was cut back last year – Clerk to progress
5. Allotments - Concerns raised that some of the plots are over grown and a tenant has asked if the parking area can be improved. Clerk to progress with Chris Richardson. Visit to be carried out.
6. A reminder that Brandesburton Open gardens is planned 26 June 2022
7. Query received about the removal of the football nets on the playing field. East Riding Council removed them as nets are not allowed on their land unless football is being played by a registered club
8. Concern raised about building material left on the verge on St Quintin’s Park. Clerk to report to ERYC

**21-22/38 Date of next meeting: Monday, 4 July 2022 at 7:00pm in the Methodist Church schoolroom**

The meeting closed at 8.35 pm