Hayton and Burnby Parish Council

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Clerk: Joanna Green, 29 Barmby Road, Pocklington, York, YO42 2DL

**Minutes of Hayton and Burnby Parish Council meeting held on 5th March 2015 at 7.30pm in Hayton Village Hall.**

Present: Cllr M Bettison, Cllr D Nicholson, Cllr D. Smith, Cllr Wagstaff

 J Green (clerk)

4 members of the public

**Public Session.** No members of the public wished to address the council.

**20/15 Welcome and Apologies.** Cllr Bettisonwelcomed everyone to the meeting. Apologies were received from Cllr M Drewery, Cllr E Thackeray and Cllr S Sedcole.

**21/15 The minutes of the meeting held on 5th February 2015** were agreed as a true and correct record and were signed as such by Cllr Bettison on behalf of the council.

**22/15 Declaration of Interest.** The Parish Councils Code of Conduct. To record any declarations of interest by any member in respect of items on this agenda. There were no declarations of interest.

**23/15 To receive a report from ERYC Emergency Planning Officer.**

Richard Hawksworth and his colleague Rebecca from ERYC Emergency Planning Department addressed the meeting.

The Parish Council already had a basic Emergency Procedures and a Severe Weather Plan. A more detailed plan would provide information and local knowledge to emergency responders such as a list of vulnerable people who may need extra help in an emergency, or equipment such as generators which are available locally. The plan could include activation procedures and a list of community co-ordinators.

It might be useful to link with neighbouring parishes and share information or prepare a joint "Cluster Plan".

The village hall could be used as an emergency hub to give shelter for a short period if residents needed to be evacuated for their homes. An emergency box should be kept at the hall containing items such as torches.

ERYC would help with expanding the existing plan and procedures.

Councillors felt that although the community already looks after vulnerable neighbours and residents help each other in emergencies and severe weather it was worth looking into upgrading the plan.

**24/15 To receive clerk's report on matters being progressed from previous meetings**

Bench at Burnby : Cllr Bettison is looking into replacing the bench when the weather improves. Burnby residents should be consulted on the design of the bench and this could be put on the agenda for the parish meeting in May.

Website: this seems to be working properly now. The clerk reported that she was not skilled enough to make full use of the website and she had asked to go for some training with ERYC. Cllr Bettison pointed out that the meeting dates on the website need to be updated.

Beck / drainage: Cllr Sedcole was to be asked to bring up the issue of the culvert in Burnby at the Flood Liaison Group meeting.

Traffic through Burnby and Town Street, Hayton: the clerk was to contact David Rudd to ask if he could arrange a site meeting so that councillors can show the officers attending the April meeting some of the problem areas.

**25/15 To Consider Making Grants or Donations.** It was proposed by Cllr Nicholson and seconded by Cllr Wagstaff that the following grants/ payments be made:

St Martins Church Hayton towards the cost of grass-cutting £550

St Giles Church Burnby towards the cost of grass-cutting £500

Hayton Village Hall Committee for the use of the hall for meetings £250

Hayton Village Hall Committee towards the cost of producing a newsletter £50

**26/15 Accounts**

The clerk reported that the missing invoices from last year had now been found and she had been able to make a claim for a VAT refund dating back to January 2013.

The bank account had been reconciled and there was £3393.29 in the account.

A letter had been received from Autela regarding the charges for administering the payroll. The charges would rise slightly when the staging date for auto-enrolment for pensions was reached and there would be a one- off charge of £35 for setting up the pension scheme.

The asset register was updated to include the new salt bins. It was noted that the total assets was still well below the £10,000 cover which was provided by the council's insurance.

The following payments were approved:

Clerk's salary Feb 15 £110.26

Clerk's expenses Aug 14 to Feb 15 £44.08

Autela Payroll Services £15.00

**27/15 Correspondence:**

Community Partnership re Neighbourhood Planning Workshop Tues 10 March - Cllr Bettison to attend.

Planning Progress Ltd re Neighbourhood Development Plans

Community Partnership re Awards for All Workshop Wed 25 March - Cllr Wagstaff to attend.

East Riding Parish News Jan & Feb & March

Malcolm Hodgson re Wolds Way management plan

ERYC re election and nomination papers

Boud Digital re parish council app

Community Partnership re "national spring clean"

East Yorkshire Rivers Trust re Yorkshire Derwent Catchment Partnership

Humberside Police - Pocklington update Feb & March

ERYC consultation on Local Flood Risk Management Strategy

Albert Smith re suggestions for work for Payback team in Burnby. - Cllr Bettison said that the council was aware that some residents may be concerned by offenders working in their village so the council had been careful to publicise this issue as best as it could in Burnby. As there had been no objections from residents he would add the suggestion of siding out the paths in Burnby to the list of tasks for the Payback team. Cllr Wagstaff asked that siding out the path from the Church to the village boundary and the removal of moss from outside the village hall be added to the list.

**28/15 To Resolve to Support or otherwise the planning application below:**

Application Number 15/00481/PLF

Erection of a two storey extension to rear and first floor extension to side following demolition of existing conservatory.

At Pengelly, Londesborough Road, Burnby

Applicant Mr & Mrs Dower

Full Planning Permission

The application was recommended for approval.

**29/15 Councillors reports**

Cllr Smith reported that there was an increase in heavy traffic on Everingham Lane since the sign saying that Bielby Lane was not suitable for HGVs was erected.

Cllr Wagstaff reported that she had attended the Action Access A1079 meeting. Accidents at Wilberfoss, Bishop Burton and on Arras Hill had been reported. A feasibility study into dualling the road between Barmby Moor and Wilberfoss was being carried out. It could be up to 15 years before a link road is constructed between the Balk and Burnby Lane at Pocklington. It was hoped a pedestrian refuge could be constructed at Shiptonthorpe and the garden centre had offered to contribute to this.

Cllr Nicholson reported potholes on Nunburnholme Road and Londesborough Road Burnby. The road from Burnby to Hayton was collapsing in places.

Cllr Bettison reported a pothole on Bielby Lane.

**30/15 Date of next meeting Thursday 2nd April**

The meeting closed at 9.10 pm.