

BURNISTON PARISH COUNCIL

Mrs J. Marley, Clerk to the Parish Council,
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PARISH COUNCIL MEETING Thursday 4th December 2023 at 6.30pm Burniston & Cloughton Village Hall

AGENDA

All declarations of interest in agenda items to be made by the member, in writing, on the form provided. If unsure, please contact the Clerk on receipt of the agenda.

1. Apologies to receive & accept reasons (to hand from Cllr. Grimwood)
2. To receive member's declarations of interest in items of business on this agenda.
3. Minutes of meeting of 2nd November 2023 (*enclosed*) to approve and sign.
4. Public Open Forum.
5. To consider matters raised in the Public Open Forum & if appropriate, agree action.
6. Reports to receive (as available) & agree action – Police, Unitary, Parish, Clerk.
7. Vacancies unfilled at the election by reason of insufficient nominations – to receive applications for co-option to the existing Ordinary Vacancy & agree action
8. Updates on matters from earlier meetings:-
 - a) Coastguard Station [*Minute 93/23a refers*] – 1] to receive update and agree action as appropriate.
 - b) Christmas Lunch [*Minute 94/23 refers*] – to receive update & agree action as appropriate
 - c) Burniston Show grant presentation evening [*Minute 99/23 refers*] – to receive update from Chairman;
9. Christmas Lights – to agree when these are switched on & by whom.
10. Correspondence – to agree action:-
 - a) To note the National Joint Council for Local Government Services has agreed a pay award of an additional £1/hour from 1/4/2023 and to agree to pay this award (backdated to 1/4/2023) at the earliest opportunity
 - b) Model Agreement 24/25 – to receive & note letter from NYC explaining there would be a payment for 24/25 but an overall review by 1/10/24
 - c) Correspondence received after 29/11/23 & requiring a response before next meeting – to agree action as appropriate.
11. Planning Matters:-
 - a) Applications Received :-
 1. 22/01359/FL – Appeal submitted against refusal of two detached dwellings, 53 Limestone Grove – to note;
 2. ZF23/01314/RM AMENDED PLANS 46no. dwellings, land to south of Limestone Road – to confirm no additional comments submitted under Clerk's delegated powers;
 - b) Decisions Received:-
 1. 22/02348/HS – Appeal against refusal of proposed detached garage/workshop and new vehicular access at 18 Overgreen View – appeal dismissed.
 2. ZF23/00850/HS Retrospective application for rear dormer with flat roof and white UPVC cladding, 3 Limestone Way. Withdrawn.
 - c) To agree comments/note any planning matters/decisions received after 29/11/23.
12. Finance & Regulatory Matters –
 - a) Model Agreement 24/25 – to accept the £10,844-96 plus admin offered.
 - b) To agree the 24/25 budget and set the 24/25 precept (report enclosed)
13. Accounts to Certify:- J Marley (reimburse planning advice fee) £84-00; J Marley (reimburse fee for changing domain registrar) £3-00; HMRC (tax/NI, OND) £233-40
14. Burniston Show Shortlisted Grant Applications – to consider the applications in the light of their presentations at the open evening on 20/11/23 and for each agree 1] is a grant to be awarded, 2] any additional conditions, 3] how much is to be awarded and when payment is to be made.

J. Marley (Mrs)
Clerk to the Parish Council
30th November 2023

MINUTES OF ORDINARY MEETING OF BURNISTON PARISH COUNCIL HELD IN THE VILLAGE HALL ON THURSDAY 2nd NOVEMBER 2023 AT 6.30PM

Present: Councillor R Parsons (Chairman)
Councillor P Grimwood
Councillor A Hill
Councillor B Marley
Councillor C Murray
Councillor P Tidd
Councillor C Topham
Mrs J Marley (Clerk).

Absent: North Yorkshire Unitary Cllr. D Bastiman.

87/23 **APOLOGIES:-** Received & accepted from NYU Cllr. Bastiman (work commitment)

88/23 **DECLARATIONS OF INTEREST:** None.

89/23 **MINUTES**

Having been previously circulated, the minutes of the Council meeting of 5th October 2023 were then **approved** as an accurate record and authorised for signature by the Chairman.

90/23 **PUBLIC OPEN FORUM** No public present.

91/23 **MATTERS RAISED IN PUBLIC OPEN FORUM** None.

92/23 **REPORTS**

- a) **Police:** report on October incidents had been emailed to councillors 2/11/23.
- b) **Unitary:** no report to receive.
- c) **Parish:** Cllrs. Parsons and Topham had been involved with flooding problems on the cinder track at Coastal Road end and NYC Cllr. Bastiman had been very helpful – work was now underway to address the cause of the flooding problem. Cllr. Topham is to see if the Council can have an account on “NextDoor” in order to widen the social media reach of Council. Cllr. Marley reported Classic FM was playing soothing music for animals over the coming Bonfire Night weekend in order to minimise the noise of fireworks. Problems with flooding outside 7 Scalby Road and opposite Lindhead School to be reported to Highways. Cllr. Murray reported North Yorkshire Council had confirmed to the Clerk that the road names for the houses being built on the land behind 35 High Street were Iris Close and Jasmine Court.
- d) **Clerk:** no matters to report.

93/23 **UPDATES ON ITEMS FROM EARLIER MEETINGS**

- a) Coastguard Station [*Minute 81/23b* refers] – Coastguard Station [*Minute 67/23c* refers] – 1] verbal update by Task and Finish Group consisting Cllrs. Hill, Murray & Parsons (site visits had been done and costings were being obtained to assist with calculating viability/liability, a government grant may be available for conversion works); 2] an amended plan had been received which was more acceptable since it reduced the area of land within the proposed lease. **Agreed** the update be received and noted; Council authorised the T&F group to 1] approach NYC Planning for pre-application advice on change of use and design; 2] do an expression of interest for the grant. It was also **agreed** a structural survey to be commissioned for a cost of about £500 (Chairman and Clerk to liaise on this).
- b) Noticeboard on High Street [*Minute 81/23c* refers] – updated quote received and Council **agreed** to obtain a 2 bay 4x4 manmade timber board with header from Greenbarnes for a cost of about £1,250 plus VAT. Clerk to make necessary arrangements.
- c) Extend verge cutting on Quarry Road (possibly to Quarry Close) [*Minute 82/23a* refers] Clerk reported this could be included within the quoted price for 2024 and **agreed** the extended cut be actioned.

94/23 **CHRISTMAS LUNCH**

Cllr. Topham had suggested councillors had a Christmas Lunch – **agreed** Cllr. Topham to obtain menus/prices from local eateries and circulate to councillors.

95/23 **CORRESPONDENCE**

- a) Ground Maintenance contract 2024 (email of 23/10/23 refers) – **noted** a 5% increase was proposed due to increased labour costs and substantial materials price increases and **agreed** renewal cost of £9,148-16+VAT be accepted.

- b) Problems with overhanging hedge (email of 26/10/23 refers) –**noted** Clerk’s action in referring this to Highways for action **confirmed**.
- c) Correspondence received after 26/10/23 & requiring a response before next meeting – none.

96/23 PLANNING MATTERS

- a) **Applications Received:-** None.
- b) **Decisions received & noted:-**

1. ZF23/00887/FL Siting of static caravan for occasional staff use, Three acre Field at Limestone Road – withdrawn;
2. ZF23/01523/P3W Prior Approval under Class Q of Part 3 of Schedule 2 to the GDPO 2015 for change of use of agricultural building to form 1 no. 2 bed dwelling (Use Class C3), Holmefield Scalby Road – prior approval not required.

- c) **Planning matters received after 26/10/23:-** None.

97/23 FINANCE & REGULATORY MATTERS – none.

98/23 ACCOUNTS TO CERTIFY – The following were approved for payment via online banking (Cllrs. Hill and Murray to do the online authorisation within 24 hours):-

B&C Village Hall	20/11/23 hire for show presentations	£12-00
Newby & Scalby Town Council	Printing show grant applications	£6-91

Meeting suspended 7.20pm-7.25pm for comfort break

99/23 BURNISTON SHOW GRANT APPLICATIONS SHORTLISTING

The 10 applications received had been redacted and anonymised prior to being emailed to all councillors on 24/10/23. Each application was scored in accordance with the scoring process and matrix agreed at the meeting of 7/9/23. Eight applications achieved a mean average score over 18 and the Clerk was instructed to invite those organisations to proceed to the second stage by attending a presentation evening to display the work of their organisation and answer any questions about the application. That meeting would be open to members of the public and would be held in the village hall on Monday 20th November 2023 between 7pm and 9pm. Clerk to contact the unsuccessful organisations to inform them of the result of the scoring process.

There being no further business, the Chairman declared the meeting closed at 9.05 pm.

Burniston Parish Council

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29th November 2023

REPORT TO BURNISTON PARISH COUNCIL

For Consideration at the Council meeting of 7th December 2023

SUBJECT: 2024/25 Budget and Precept

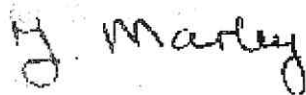
These two items are linked. It was thought 23/24 would be the last year in which we would get Model Agreement (MA) money. The good news is that due to a huge backlog of work at North Yorkshire Council it has now been confirmed that MA money will be paid in 2024/25 (with a review for 25/26 before 1/10/25). That's a bonus situation and very welcome.

The MA money pays for verge cutting, grass cutting around the village, a contribution to the churchyard, etc. Once that money is no longer coming in then your choices are few 1] keep the service provision at the same level or 2] reduce the level of service provision. Hence you need to think forward to 25/26 when you will not have the MA money coming in. Unless you intend in 25/26 to drastically reduce or stop all services you do with the MA money then your precept has to increase now.

This time last year you increased your precept to cover just under half of the expected shortfall in MA income going forward. This year you need to again increase the precept to cover the remainder of the shortfall.

The budget for 24/25 is enclosed.

If Council agrees the budget figures then I recommend the 24/25 precept is set at £18,043.



J Marley (Mrs), CiLCA
Clerk to Council and RFO
Enc. Budget 24/25

BURNISTON PARISH COUNCIL

24/25 BUDGET and PRECEPT

**PROJECTED
RECEIPTS
24/25****BUDGET
24/25****AGENCY SERVICES**

605.59	Bus shelters	605.59
639.67	Churchyard	639.67
2897.88	Parks	2897.88
0.00	Prickybeck	0.00
504.92	Seats	504.92
6196.90	Verges (SBC)	6196.90
10844.96		10844.96
412.62	Weed control (NYUC)	412.62
838.59	Verges (NYUC)	838.59
<u>12096.17</u>		<u>12096.17</u>

PRECEPT

Audit	230.00	
Bank charges	72.00	
Chair's allowance	0.00	
Clerk allowances	460.00	
Clerk expenses	0.00	
Clerk salary	4914.00	
Pension conts	450.00	
Tax/NI	1000.00	
Hall hire	120.00	
Insurance	350.00	
Misc	50.00	
Newsletter	100.00	
Petty cash	30.00	
Stat/off. Exp	15.00	
Subs	550.00	
Website	120.00	
Training	50.00	
Cover MA shortfall		5100.00
Rocket shed	5000.00	
<u>0.00</u>		<u>13511.00</u>

ideally precept needs to be £13,511+5100=18,611

23/24 precept costs a Band D house £24-55 for the year

Raise 24/25 precept to £18,611 would cost a Band D house £30-69 for the year

Increase 24/25 precept by 10p/week to £29-75/year for a Band D house would raise a

Increase 24/25 precept by 5p/week to £27-15/year for a Band D house would raise a precept