

# BURNISTON PARISH COUNCIL

Mrs Audrey Adnitt, Clerk to the Parish Council  
11 Cormorant Close, Filey, YO14 0ED

Ordinary Meeting of Council held at 6.30pm on **Thursday 8 January 2026** at Burniston and Cloughton Village Hall.

**Members Present:** Cllrs Parsons (Chairman) Topham (Vice) Grimwood, Hill, Powell, and Wimbush.

**Also present:** N/A.

Meeting Clerk: Audrey Adnitt (Parish Clerk).

## Minutes

Minute	Item
189/25-26	<b>Apologies</b> Apologies were received from Cllr Murray who had a family engagement and Cllr Whitelegg who was on holiday. Also, North Yorkshire Councillor Bastiman who had another engagement.  <b>RESOLVED: To accept these apologies.</b>
190/25-26	<b>Declarations of interest</b> None at this meeting.
191/25-26	<b>Public Participation Time</b> There were no members of the public at this meeting.
192/25-26	<b>Minutes of the Meeting held on the 4<sup>th</sup> December 2025</b>  <b>RESOLVED:</b> That the minutes be approved as an accurate record and signed by the Chairman.
	<b>Reports to Council</b>
193/25/26	<b>North Yorkshire Police Report</b> The report from North Yorkshire Police had been previously circulated and gave details of crime figures and an update on operation trailblaze, which an initiative aimed at addressing the increasing issue of anti-social and illegal use of off road 4 x 4 vehicles and motorbikes.  Cllrs were disappointed to note that the January report did not include the crime figures.

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194/25/26	<p><b>Report from North Yorkshire Councillor Derek Bastiman</b> Nothing to report at this meeting.</p>
195/25/26	<p><b>Updates from Parish Councillors</b> As follows:</p> <p><b>Cllr Alan Hill</b> Reported that there would be a YLCA branch meeting next month, and he had been disappointed by the lack of gritting during in the recent snowy weather.</p> <p><b>Cllr Vic Powell</b> Advised that the S106 groups meeting at Pricky Beck had been postponed due to bad weather and would be rearranged soon.</p> <p><b>Cllr Pam Grimwood</b> Nothing at this meeting.</p> <p><b>Cllr Clare Topham</b> Cllr Topham asked for Christmas Lights to be added to agenda for the February meeting so that a plan could be agreed to assist with this year's display. In addition, Cllr Topham asked the Chairman for an update on his discussion with the church about potentially hosting a temporary post office, and Cllr Parsons confirmed that he had had a positive response to his initial enquiry, and the next step would be to engage with a service supplier.</p> <p><b>Cllr Lyn Wimbush</b> Nothing to report at this meeting.</p> <p><b>Cllr Richard Parsons</b> Reported that his updates were covered on other sections of the agenda for tonight's meeting, apart from the ginnel between High Street and Overgreen View which remained overgrown.</p> <p>There were no updates from the representatives on the following Outside Bodies: National Parks Coastal Forum, Yorkshire Local Council's Association or Burniston and Cloughton Village Hall at this meeting.</p> <p><b>ACTIONS:</b></p> <ol style="list-style-type: none"> <li>a. Chairman to consult with church/post office service providers regarding a potential temporary post office at the church.</li> <li>b. Clerk to re- report overgrown ginnel between High Street and Overgreen View to NYC.</li> </ol>
196/25-26	<p><b>Report from Parish Clerk</b> The report had been previously circulated with the agenda papers and gave updates on actions undertaken since the last meeting.</p>

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<p><b>197/25-26</b></p>	<p><b>Updates from Working Groups</b></p> <p><b>Staffing Committee</b>  Cllr Hill provided an update. The Clerk's appraisal meeting would be rearranged when the weather had improved. The Clerk had asked to book a YLCA training course regarding year end procedures and this had been authorised.</p> <p><b>IT Working Group</b>  Cllr Topham provided an update. Cllr Hill was to speak with Deepdale Computer Services regarding an issue he was having accessing his emails.</p> <p>The IT Working Group were considering a new website for the Parish Council, and the Clerk was asked to make an appointment with Hugo Fox Ltd, so that the group could consider their product and service.</p> <p>The Clerk was asked to arrange for members of the IT Working Group to have access so that they could administer the current website in the clerk's absence.</p> <p><b>S106 Working Group</b>  Cllr Topham provided an update. The process had now been clarified with North Yorkshire Council.</p> <p>The Group would be working with both the Community Hall and Cloughton Parish Council to progress applications. It was important that this money was accessed for the community.</p> <p><b>Drilling Working Group</b>  Cllrs Parsons and Topham provided an update as follows:</p> <ul style="list-style-type: none"> <li>• The Government had issued a consultation paper on the new National Planning Policy Framework (NPPF). If passed, in the new NPPF the 'great weight' given to removing oil and gas from the ground had been removed.</li> <li>• As a consequence of the new NPPF, both Burniston Parish Council and Friends of the Earth have written to NYC urging them to delay the consideration of the Europa Application until the new NPPF is in place, and the Chairman and North Yorkshire Councillor Derek Bastiman have issued a joint press statement to support this request.</li> <li>• Should North Yorkshire Council plan to hold a planning committee meeting to consider this application, Burniston Parish Council have requested that the meeting be held at Scarborough Spa rather than the Town Hall, as this is a bigger venue which would allow more members of the public access, a response is awaited.</li> <li>• Should the Planning Committee meeting go ahead, the Chairman asked for Members opinion on writing to all the</li> </ul>
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	<p>Members of the NYC Planning Committee ahead of the meeting with points to consider, and Members were unanimously in favour of this suggestion.</p> <ul style="list-style-type: none"> <li>• The group had requested further information from NYC regarding correspondence between the applicant and planning department via Freedom of Information legislation.</li> </ul> <p><b>Rocket Station Working Group</b> The Chairman provided an update. He had recently met with Mark Oddy from North Yorkshire Council's Property Department, who was working to solve the problems created by the private driveway encroaching upon Rocket Station's land.</p> <p><b>Traffic Regulation Order Working Group</b> If successful this Traffic Regulation Order would cover land owned by the Duchy of Lancaster at Crookness and Salt Pans Road, in both Burniston and Cloughton Parish Council's areas. North Yorkshire Council were currently running two public consultations' regarding the parking of camper vans and wild camping. Cloughton Parish Council were taking part in these consultations, although the consultation related to areas in Scarborough rather than Burniston and Cloughton. The concern was that, should the camper van parking be banned in other areas it would make the problem worse at Crookness.</p> <p>Cllr Wimbush advised that there was an 'App' used by camper van owners 'Search for Sites,' which advertised eight free pitches at Crookness.</p> <p>The Working Group would consider the next steps and report back to a future meeting of Council.</p>
<p><b>198/25-26</b></p> <p><b>198/25-26.1</b></p>	<p><b>IT Policy</b></p> <p>Members were asked to consider the adoption of an IT Policy as recommended by the Yorkshire Local Councils Association.</p> <p>Concern was raised to check it did not contradict with the social media Policy, which the clerk would check.</p> <p><b>RESOLVED:</b></p> <p>That the IT Policy be adopted, subject to checking it did not contradict with the social media policy.</p>
<p><b>199/25.26</b></p>	<p><b>Grit Bins</b></p> <p>As always during wintry weather grit bins became an important community resource. NYC Highways Department were responsible for this service, but regrettably during recent years they had cut the</p>

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	<p>number of grit bins they provided to save costs, and this was inevitably causing some issues. The Chairman had contacted North Yorkshire Council and requested that all the current grit bins be refilled.</p> <p>The Parish Council could purchase further grit bins and pay for them to be replenished twice per year, but this would be an ongoing additional cost and could not be provided for every road in the village without an increase in precept.</p> <p>Therefore, the council had produced a matrix for assessing suitability.</p> <p>To date three requests for additional grit bins had been received.</p> <p>A detailed discussion followed and Members were keen to help residents, whilst being mindful of the costs and in a fair and equitable way,</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>a. That the three requests for grit bins received be assessed using the Councils matrix and should they fit the criteria be ordered.</li> <li>b. That a sample of other roads in the village be surveyed using the matrix to 'road-test' the current process to ensure it is suitable for future requests.</li> </ol>
<p><b>200/25-26</b></p>	<p><b>Correspondence</b></p> <p>As follows:</p> <ol style="list-style-type: none"> <li>a. A letter of thanks had been received from the Royal British Legion following the council' s donation to the poppy appeal.</li> <li>b. A letter had been received from the Duchy of Lancaster's office regarding a potential rent concession from His Majesty King Charles III.</li> </ol>
<p><b>201/25-26</b></p>	<p><b>Planning Matters</b>  <b>Review planning applications received.</b></p> <p>None at this meeting.</p>
<p><b>202/25-26</b></p>	<p><b>Planning Matters</b>  <b>To note any decisions received.</b></p> <p>ZF25/01017/FLA – Removal of Condition 7 (occupancy) in relation to 02/01257/FL – The Bothy 30B High Street, Burniston – <i>Permitted with Conditions</i></p>
<p><b>203/25-26</b></p>	<p><b>Financial Matters</b></p>

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	<p>The Current Account balance was currently £13,576.56, and the Investment Account Balance is £34,261.27 as at the 1<sup>st</sup> January 2026. The NS &amp; I account has a balance of £10,000.</p> <p>NB. The current account balance included £5000 grant from Cllr Bastiman's locality budget to be spent on refurbishing the Coast Guard Station.</p> <p>£1335.06 from the closure of the Skipton Building Society Account is set aside for a historical project.</p> <p><b>Accounts to Certify</b> The following payments were authorised to be made.</p> <table border="1" data-bbox="421 707 1374 1267"> <tr> <td data-bbox="421 707 740 819">YLCA</td> <td data-bbox="740 707 1059 819">S106 Training Cllrs Topham and Grimwood</td> <td data-bbox="1059 707 1374 819">£54.80</td> </tr> <tr> <td data-bbox="421 819 740 931">Sneakytricks Holdings</td> <td data-bbox="740 819 1059 931">Website Hosting (6 months)</td> <td data-bbox="1059 819 1374 931">£97.50</td> </tr> <tr> <td data-bbox="421 931 740 1077">Burniston &amp; Cloughton Village Hall</td> <td data-bbox="740 931 1059 1077">Room Hire Charges for Meetings</td> <td data-bbox="1059 931 1374 1077">£205.00</td> </tr> <tr> <td data-bbox="421 1077 740 1189">Callum Bridge</td> <td data-bbox="740 1077 1059 1189">Holly Tree Reduction at the war memorial</td> <td data-bbox="1059 1077 1374 1189">£165.00</td> </tr> <tr> <td data-bbox="421 1189 740 1267">Deepdale Computer Services</td> <td data-bbox="740 1189 1059 1267">Monthly fees</td> <td data-bbox="1059 1189 1374 1267">£55.68</td> </tr> </table> <p>Cllrs Parsons and Hill were to authorise the payment via the online payment system.</p>	YLCA	S106 Training Cllrs Topham and Grimwood	£54.80	Sneakytricks Holdings	Website Hosting (6 months)	£97.50	Burniston & Cloughton Village Hall	Room Hire Charges for Meetings	£205.00	Callum Bridge	Holly Tree Reduction at the war memorial	£165.00	Deepdale Computer Services	Monthly fees	£55.68
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<b>204/25-26</b>	<b>Any other matter the Chairman considered urgent.</b> Nothing at this meeting.															
<b>Next Meeting</b>																
<b>205/25-26</b>	<b>Date and Time of Next Meeting</b> The next ordinary meeting of Council would take place on Thursday 5 <sup>th</sup> February 6.30pm in Burniston and Cloughton Village Hall.															

**Meeting started 6.30 pm and closed at 8.35 pm.**

Document published on

**Signed:** .....

Signature: ..... Date: .....

**Print Name:** .....

**Date:** .....

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Signature: ..... Date: .....