

# BURNISTON PARISH COUNCIL

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

Annual Meeting of Council held at 6.45pm on **Thursday 7 May 2026** at Burniston and Cloughton Village Hall.

**Members Present:** Cllrs Parsons, Topham, Hill, Powell, Whitelegg and Wimbush.

**Also present:** North Yorkshire Councillor Bastiman

Meeting Clerk: Audrey Adnitt (Parish Clerk).

## Minutes

Minute	Item
001/26-27	<p><b>Election of Parish Chairman for the year 2026/27</b></p> <p>Cllr Topham proposed, seconded by Cllr Wimbush that Cllr Richard Parsons be elected as Chairman for the 2026-27 municipal year.</p> <p>No further nominations were received.</p> <p><b>RESOLVED: Council elected Cllr Richard Parson as Chairman for the 2026-27 municipal year.</b></p> <p>Cllr Parsons thanked all the Councillors for their support.</p>
002/26-27	<p><b>Election of Vice Chair of the Parish Council for the year 2026/27</b></p> <p>Cllr Hill proposed, seconded by Cllr Parsons that Cllr Topham be elected as Vice Chair for the 2026-27 municipal year.</p> <p>There were no further nominations received.</p> <p><b>RESOLVED: Council elected Cllr Clare Topham as Vice Chair for the 2026-27 municipal year.</b></p>
003/26-27	<p><b>Acceptance of Office</b></p> <p>Both the Chairman and Vice Chair signed their acceptance of office forms.</p>
004/26-27	<p><b>Election of Council Representative on Outside Bodies</b></p> <p>Members were appointed to represent the parish council as follows:</p>

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	<p>National Parks Representative – Cllr Wimbush</p> <p>YLCA – Cllrs Hill and Parsons</p> <p>Burniston &amp; Cloughton Village Hall Committee – Cllr Whitelegg</p>
<b>005/26-27</b>	<p><b>To approve Annual Governance Statement</b></p> <p>Members were asked to consider Section 1 – Annual Governance Statement 2025/26 of the AGAR and specifically the ten individual statements preceded by the following statement:</p> <p>“We acknowledge as the Members of Burniston Parish Council our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026.”</p> <p><b>RESOLVED: To approve the Annual Governance Statement.</b></p>
<b>006/26-27</b>	<p><b>To agree that Parish Council is subject to External Audit due to annual turnover exceeding £25,000.</b></p> <p>This was <b>AGREED</b> as the Annual Turnover during 26/27 was more than £25,000. The total income was £34,264.86 and expenditure was £29,870.63.</p>
<b>007/26-27</b>	<p><b>To receive the annual accounts for 2025/26</b></p> <p>Members were asked to approve the Statement of Accounts for the Financial Year 2026/27.</p> <p><b>RESOLVED: That the Statement of Accounts for the Financial Year be approved.</b></p>
<b>008/26-27</b>	<p><b>To consider and approve the updated Asset Register</b></p> <p>The Asset Register for 2026/27 was reviewed and approved.</p>
<b>Ordinary Parish Council Business</b>	
<b>009/26-27</b>	<p><b>Apologies</b></p> <p>An apology was received from Cllr Murray who was on holiday.</p> <p><b>RESOLVED: To accept this apology.</b></p>
<b>010/26-27</b>	<p><b>Declarations of interest</b></p> <p>There were no declarations of interest at this meeting.</p>
<b>011/26-27</b>	<p><b>Public Participation Time</b></p> <p>There were no questions or comments at this meeting.</p>

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012/26-27	<p><b>Minutes of the Meeting held on the 2nd April 2026</b></p> <p><b>RESOLVED:</b> That the minutes be approved as an accurate record and signed by the Chairman.</p>
<b>Reports to Council</b>	
013/26/27	<p><b>Report from North Yorkshire Councillor Derek Bastiman</b></p> <p>Cllr Bastiman provided an update as follows:</p> <ol style="list-style-type: none"> <li>a. Europa Oil Planning Application – Cllr Bastiman had been proud of the Parish Council representatives who spoke at the meeting, it had been a joint effort to achieve the result which the community wanted.</li> <li>b. Former Rocket Station – Cllr Bastiman continued to work with the Chairman on this project.</li> <li>c. S106 funding – the funding had been obtained because of a housing development in Burniston and Cllr Bastiman had queried with the NYC Planning Department why this funding was to be shared with another village. No satisfactory justification for this decision had been received, the officer who had made this decision was no longer an employee of North Yorkshire Council.</li> <li>d. Cllr Bastiman shared the concerns of the parish council regarding the poor state of the road surfaces on the A165 &amp; A171.</li> </ol>
014/26/27	<p><b>Updates from Parish Councillors</b></p> <p>As follows:</p> <p><b>Cllr Alan Hill</b> Cllr Hill reported that the double yellow lines on the Coastal Road, (Heading southwards from the Three Jolly Sailors Pub towards Cross Lane) were fading and needed repainting. He also suggested that a Traffic Regulation Order should be sought to extend the existing double yellow lines. In addition, on the A171 High Street (on the brow of the hill heading in a southward direction) there was regularly dangerous parking, and a Traffic Regulation Order should be sought to restrict parking there also.</p> <p><b>Cllr Clare Topham</b> Cllr Topham had seen in the North Yorkshire Parish Newsletter that there was grant funding available for various projects. Cllr Wimbush kindly volunteered to investigate these grants.</p> <p>Following reporting the dangerous state of the cliff path, the National Parks Authority had installed a small sign to alert walkers to the danger. This sign was felt to be inadequate, and further signage was needed to advise walkers coming from the other direction.</p> <p><b>Cllr Vic Powell</b> Nothing at this meeting</p>

**Cllr Daryl Whitelegg**

Cllr Whitelegg expressed her concerns about the number of vehicles parking on pavements in Limestone Road. As a result of this poor parking pedestrians with pushchairs or wheelchairs were having to walk on the road which was dangerous. The Chairman suggested that this problem could be considered as part of a wider traffic project.

**Cllr Lyn Wimbush**

Reported that as there had not been any meetings of the National Parks Coastal Forum for some time (Cllr Wimbush was the Council's representative on that forum), she had contacted the secretary to ask when the next meeting would take place. The secretary advised that the Forum had been disbanded and would be replaced by more general public meetings held on an ad-hoc basis with the first one taking place in the autumn. It was disappointing that the Parish Council had not been advised of this change. Cllr Wimbush kindly volunteered to represent the Parish Council on these ad-hoc on-line meetings in future.

**Cllr Richard Parsons**

Concurred with other Members regarding the state of the roads and noted that the road sweeper no longer visited Burniston.

Cllr Parsons reported that he had had initial conversations with Cllr Fanthorpe from Cloughton Parish Council regarding speeding traffic issues affecting both villages. Members considered that it would be beneficial if both Parish Councils worked together on this issue and could also encompass the vehicle parking problems as part of this work. Cllr Parsons **AGREED** to take that forward and report back to a future meeting.

Finally, the ginnel had become overgrown once again, and the Clerk was asked to contact North Yorkshire Council and ask for this to be trimmed back.

**ACTIONS:**

- a. Clerk to contact YLCA to see if there were any training courses planned regarding accessing grant funding.
- b. Clerk to contact the National Parks Authority, regarding the inadequate signage on the cliff path.
- c. Clerk to contact North Yorkshire Council Highways Department and report the dreadful state of the road surfaces on both the A165 and A171, also ask for the double yellow lines to be repainted and for 2 x traffic regulation orders to restrict parking on the High Street (brow of the hill) and on the Coastal Road.
- d. Clerk to contact North Yorkshire Council and report the overgrown ginnel.

<p><b>015/26-27</b></p>	<p><b>To receive updates from Members who are representative on Outside Bodies</b></p> <p>As follows:</p> <ul style="list-style-type: none"> <li>• Yorkshire Local Councils Association – Cllr Hill reported that there had been no meeting this month.</li> <li>• Burniston &amp; Cloughton Village Hall – There had been no meeting this month.</li> <li>• National Park Coastal Forum – Had been disbanded.</li> </ul>
<p><b>016/26-27</b></p>	<p><b>Updates from Working Groups</b></p> <p><b>Staffing Committee</b> No updates at this meeting.</p> <p><b>Coastguard Station Working Group</b> Cllr Parsons advised negotiations with North Yorkshire Council were still ongoing.</p> <p><b>Drilling Working Group</b> The Chairman advised that he was delighted with the outcome of the North Yorkshire Planning Committee Meeting at which the drilling application was refused, this result clearly reflected the wishes of the community. He wished to thank his colleagues on the Drilling Working Group, Cllrs Clare Topham and Lyn Wimbush for all their help and support. The Clerk was asked to write to the other Members of the Working Group, Cllr Karen Fanthorpe from Cloughton Parish Council and Cllr Helen Bore for Newby &amp; Scalby Town Council and thank them for their support also. In addition to write to Frack Free Coastal Communities who had also worked tirelessly along with the parish councils.</p> <p>The complaint made about the service provided by North Yorkshire Council Planning Department had reached Stage two and further update would be brought to a future meeting.</p> <p><b>IT Working Group</b> Cllr Topham advised that final amendments to the draft website had been made following the last meeting of the working group held on the 5<sup>th</sup> May. The next steps would be attending a training session on how to administer the website and then the website could 'go live.'</p> <p>A page on the history of Burniston was still to be completed, and members were asked to forward any photographs of the village they would like to include on the gallery page.</p> <p><b>S106 Working Group</b> North Yorkshire Councillor Bastiman had advised that when he had queried with NY Planning Department why S106 monies obtained as</p>

<p><b>016/26-27.1</b></p>	<p>a result of a development in Burniston had to be shared with Cloughton, the reason given had been that a decision had been made by an Officer who had now left the organisation.</p> <p>Members discussed this information at length and considered that the outcome was unfair and unsatisfactory for the residents of Burniston. Following a proposal from Cllr Topham, seconded by Cllr Hill and a vote the following resolution was made.</p> <p><b>RESOLVED:</b> That the decision to share the funding was unprecedented and was clearly an error, and so Cllr Bastiman be asked to pursue having the mistake rectified on behalf of the Parish Council. All funding generated because of a housing development in Burniston be spent in Burniston to benefit the residents.</p> <p><b>Newsletter Working Group</b> Cllr Whitelegg confirmed that the Spring Newsletter had been completed and was available on the noticeboard and website.</p>
<p><b>017/26-27</b></p>	<p><b>Update from the Parish Clerk</b> The Clerks report had been previously circulated and provided updates on works carried out since the April meeting.</p>
<p><b>018/26-27</b></p>	<p><b>To receive an update on Electrical Works</b></p> <p>No further action was required to fulfil a Christmas Lights display by the Three Jolly Sailors as the new business owners were going to provide that in future.</p>
<p><b>019/26-27</b></p> <p><b>019/26-27.1</b></p>	<p><b>Update on Pricky Beck - Balsam Issue</b> The balsam in Pricky Beck was growing again and needed to be dealt with as a matter of urgency. Following a discussion the following course of action was agreed.</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>a. To ask the grass cutting contractor to quote to spray the balsam.</li> <li>b. In view of the urgency, to ask for this work to be carried out in May as soon as possible.</li> <li>c. To contact the Duchy of Lancaster and ask them to carry out treatment on their side for balsam removing.</li> </ol>
<p><b>020/26-27</b></p>	<p><b>Verge Cutting</b> As requested, a quote had been sourced to cut the rural verges as follows:</p> <ol style="list-style-type: none"> <li>a. Full Cut in late August</li> <li>b. Partial cut of verges on the Coastal Road and Scalby Top in June.</li> </ol>

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020/26-27.1	<p><b>RESOLVED:</b> That the quote be accepted and the contractor instructed to carry out those works.</p>						
021/26-27	<p><b>Bench Painting</b> Quotes had been sought to paint the benches that had recently been restored, but only one painter had provided a quote.</p> <p>Members discussed this quote and felt it was too high. It was <b>AGREED</b> to advertise the work on social media.</p>						
022/26-27	<p><b>Training</b> A list of current YLCA training courses had been circulated to all Members, and they were advised to let the clerk know if they wished to attend any of the courses.</p>						
023/26-27	<p><b>Village Resilience Planning</b> Cllr Parsons provided an update. Emergency response planning was the responsibility of North Yorkshire Council, and they were working at a local level with the Village Hall Committee to prepare for any local need, which could arise in the event of an emergency.</p> <p>Cllrs Parsons and Whitelegg kindly volunteered to work with the Village Hall committee and see if the parish council could provide any assistance.</p>						
024/26-27	<p><b>Correspondence</b> All previously circulated.</p>						
025/26-27	<p><b>Planning Matters</b> <b>Review planning applications received.</b></p> <p>None to consider at this meeting.</p>						
026/26-27	<p><b>Planning Matters</b> <b>To note any decisions received.</b></p> <p>None to note at this meeting.</p>						
027/26-27	<p><b>Financial Matters</b> The Current Account balance was £22,139.96, and the Investment Account Balance was £34,627.76 as at the 30<sup>th</sup> April. The NS&amp;I investment account had a balance of £10,000.00.</p>						
028/26-27	<p><b>Accounts to Certify</b> The following payments were authorised to be made.</p> <table border="1" data-bbox="421 1890 1380 2007"> <tr> <td data-bbox="421 1890 746 1962">YLCA</td> <td data-bbox="746 1890 1066 1962">£535.00</td> <td data-bbox="1066 1890 1380 1962">Annual Membership 2026/27</td> </tr> <tr> <td data-bbox="421 1962 746 2007">Zurich Insurance</td> <td data-bbox="746 1962 1066 2007">£545.24</td> <td data-bbox="1066 1962 1380 2007">Annual Renewal</td> </tr> </table>	YLCA	£535.00	Annual Membership 2026/27	Zurich Insurance	£545.24	Annual Renewal
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	Sneaky Tricks	£10	Legacy Domain Renewal
	Information Commissioners	£52.00	Data Protection Fee 25/26
	Audrey Adnitt	£31.94	Ink Cartridge & Files
	SCSG Ltd	£1745.76	Grass Cutting in April x 2
	Deepdale Computer Services	£55.68	Monthly Charges
	Cllrs Parsons and Hill were to authorise the payment via the online payment system.		
<b>029/26/27</b>	<p><b>Any other matter the Chairman considered urgent.</b>  The Chairman advised that Cllr Pam Grimwood had resigned earlier that day for personal reasons. Pam had been a parish councillor for several years and had worked hard for the community, her contribution would be missed.</p> <p>It was <b>AGREED</b> to write to Mrs Grimwood and thank her for valuable contribution. In addition Cllr Powell kindly volunteered to source a gift for Mrs Grimwood on behalf of the Parish Council.</p>		
<b>Next Meeting</b>			
<b>030/26/27</b>	<p><b>Date and Time of Next Meeting</b>  The next ordinary meeting of Council would take place on Thursday 4<sup>th</sup> June at 6.30pm in Burnison and Cloughton Village Hall.</p>		

**Meeting started 6.30 pm and closed at 9.05 pm.**

Document published on

**Signed:** .....

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

**Date:** .....

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