

# 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 7 August 2025** at Burniston and Cloughton Village Hall.

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

**Also present:** one member of the public

Meeting Clerk: Audrey Adnitt (Parish Clerk).

## Minutes

Minute	Item
077/25-26	<b>Apologies</b> As follows: Cllr Grimwood – family commitment Cllr Murray – Holiday North Yorkshire Councillor Bastiman – family commitment  <b>RESOLVED: To accept these apologies.</b>
078/25-26	<b>Declarations of interest</b> Cllr Hill declared a personal and pecuniary interest in Item no.16 on the agenda, relating to Planning Application ZF25/00847/FL. Cllr Hill was acquainted with the applicant and so he took no part in the discussion and did not vote on the application.
079/25-26	<b>Public Participation Time</b> There were no questions or comments at this meeting.
080/25-26	<b>Minutes of the Meeting held on the 3<sup>rd</sup> July 2025</b>  <b>RESOLVED:</b> That the minutes be approved as an accurate record and signed by the Chairman.
	<b>Reports to Council</b>
081/25/26	<b>North Yorkshire Police Report</b> The report from North Yorkshire Police has 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.

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<p><b>082/25/26</b></p>	<p><b>Report from North Yorkshire Councillor Derek Bastiman</b>  Cllr Bastiman was unable to attend this meeting, but he sent a report which was circulated to all and provided further information and updates on fracking, camper vans, and a North Yorkshire Council 'pharmaceutical needs assessment' consultation.</p>
<p><b>083/25/26</b></p>	<p><b>Updates from Parish Councillors</b>  As follows:</p> <p><b>Cllr Alan Hill</b>  Cllr Hill reported his concerns about social media posts relating to the parish council, following a noisy weekend at holiday accommodation. Members discussed this issue, and a number of options were considered.  It was <b>AGREED</b> that a newsletter to provide further information to residents would be a good way forward and this would be discussed in detail at the next meeting.</p> <p><b>Cllr Vic Powell</b>  Reported that on occasions empty wheelie bins were left on the footpath completely blocking the way for pedestrians, and this was often for the full day if residents were out at work.  The Clerk was asked to contact NYC Refuse Dept. and ask for bins to be returned to gardens to alleviate this issue.</p> <p>Annie Potter (licensee of the Three Jolly Sailor's pub) was retiring in October, and it was suggested that a letter of thanks for her work in the community be sent in late September.</p> <p><b>Cllr Clare Topham</b>  Cllr Topham had seen some improvement with the cars parking on the pavement although it was still an ongoing issue.</p> <p><b>Cllr Lyn Wimbush</b>  Enquired if the Council needed to elect a new representative for North York's Moors National Parks now that Cllr Marley had resigned.  The Clerk would enquire with the secretary at the Parks Authority and report back to the next meeting.</p> <p><b>Cllr Richard Parsons</b>  Was pleased to report that the overgrown ginnel between Overgreen View and High Street has been dealt with and was looking much better. Some of the fences belonging to residential properties that backed onto the ginnel were in poor repair and there was one particularly overgrown hedge. Consideration would be given to writing to the residents to advise of this.</p> <p>Cllr Parsons also reported on a meeting he had attended with residents from Wandales Residential Home, who had received some</p>

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	<p>distressing correspondence. This had been a successful meeting, and the resident's concerns had been addressed.</p> <p><b>ACTIONS:</b></p> <ol style="list-style-type: none"> <li>a. Clerk to ask NYC Refuse Department to return bins to premises after emptying.</li> <li>b. Clerk to send a letter of thanks on behalf of the parish council to Annie Potter on her retirement.</li> <li>c. Clerk to contact the National Park's Authority about appointing a parish representative following the resignation of Cllr Marley.</li> </ol>
<p><b>084/25-26</b></p>	<p><b>Report for Parish Clerk</b>  The report had been previously circulated with the agenda papers and gave updates on actions undertaken since the last meeting.</p>
<p><b>085/25-26</b></p>	<p><b>Updates from Working Groups</b></p> <p><b>Staffing Committee</b>  Item to be discussed at agenda item 21.</p> <p><b>Coastguard Station Working Group</b>  Cllr Parsons reported that he was still waiting to hear back from North Yorkshire Council Property Department regarding registering the land.</p> <p><b>Drilling Working Group</b>  Cllrs Topham &amp; Parsons provided an update as follows:</p> <ul style="list-style-type: none"> <li>• They had recently attended a meeting at Foxholes Parish Council to assist and share information as they were also dealing with an application for a drilling site.</li> <li>• In addition to the Planning Permission the applicants Europa Oil were also seeking an Environmental Permit from the Environment Agency to undertake the work, and the Council's response to the Environment Agency was currently being prepared and would be brought back to a future meeting of Council.</li> <li>• Members of the public were still able to comment on the planning application and the parish council would be responding the Europa Oil's response to Burniston Parish Council's objection shortly.</li> </ul> <p><b>IT Working Group</b>  All Members were now using the new email system successfully, the Clerk had transferred most of the files into the 'SharePoint' system and so they should now be accessible to all.</p> <p>There was a large file of data relating to the previous clerks work which needed to be transferred, but needed checking first to ensure confidential documents were not accessible and all documents</p>

	<p>complied with GDPR regulations, the Clerk and Chairman would work on this in the coming weeks.</p> <p>Consideration was given to sharing working group's files with members of other parish councils in joint working groups, for example the Drilling Working Group had members from Newby &amp; Scalby and Cloughton Parish Councils. Members <b>AGREED</b> that this would be helpful, as long as security could be maintained.</p> <p>Cllr Topham kindly volunteered to speak with Deepdale Computers regarding, administering access to SharePoint, and how members access SharePoint.</p>
<b>086/25-26</b>	<p><b>Village Benches</b> Now that the Benches working group had completed their bench audit Members were asked to consider how best to maintain the benches in the future.</p> <p>Six benches had been identified as needing urgent attention and the Clerk had contacted four local joiners for quotes to undertake the necessary work. Only one quote had been received to date, and Members considered that this quote was too expensive and the work excessive.</p> <p>The Clerk was asked to contact other local joiners and report back to the next meeting.</p>
<b>087/25-26</b>	<p><b>Bus Shelters</b> The Council looked after five bus shelters as follows:</p> <ul style="list-style-type: none"> <li>• Two by the village Hall</li> <li>• By the war memorial</li> <li>• Outside Tanglewood</li> <li>• Next door to the Three Jolly Sailors</li> </ul> <p>All five needed painting, the current paint scheme was cream and mid green.</p>
<b>087/25-26.1</b>	<p><b>RESOLVED: That the Clerk obtain quotes to undertake the paint of the bus shelters.</b></p>
<b>088/25-26</b>	<p><b>Christmas Lights</b> Consideration was given to this years Christmas lights display, and Members felt that the trees would need some trimming, and the current lights would need splitting into two, so that they could be put to better use.</p> <p>It was also suggested that a Christmas Lights competition in the village could be fun, and this will be considered at the next meeting.</p>
<b>089/25-26</b>	<b>Camper Vans at Crookness</b>

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	<p>The issue with Camper Vans at Crookness was ongoing, and there were concerns about the mess being left behind, which included insanitary waste. The Clerk was asked to report the issue to both the Duchy of Lancaster (landowner) and North Yorkshire Council as there were concerns about the impact on the environment and potentially public health because of the waste.</p>
<b>090/25-26</b>	<p><b>Correspondence</b>  A letter had been received from North Yorkshire Council Finance Department regarding deadlines for setting the precept for 2025/26.</p> <p>The Clerk had responded and asked for clarification on the replacement for the model agreement funding, as this information was required to enable the Council to set its budget.</p>
<b>091/25-26</b>	<p><b>Pricky Beck</b>  Following the July meeting, the clerk had asked the grass cutting contractor to provide quotes as follows to deal with the Himalayan Balsam issue:</p> <p><b>Quote one.</b> Was to clear the vegetation mechanically from the path edge followed by a further 3 cuts during the year, spot spray emerging balsam plants and spray balsam plants 5m away from the river inside the tree line, to pull and cut any plants on the landward side of the river, cut and remove the fallen oak tree, chip and remove the branches.</p> <p><b>Quote two.</b> To pull and cut balsam plants from the seaward side (Duchy's land).</p> <p>The contractor had also pointed out that the works would have more impact if the balsam was also tackled in the meadow close to Pricky Beck where it was prevalent.</p> <p>The Clerk had spoken with the Senior Estates Surveyor at the Duchy of Lancaster's Office, and they had agreed to reimburse the Parish Council for the works outlined in Quote 2 on the seaward side. They would also speak to their tenant for the meadow area and ask them to tackle the balsam on that land.</p>
<b>091/25-26.1</b>	<p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>a. That quote one be approved and SCSG be asked to undertake the work as per their quote totalling £2430.24.</li> <li>b. The cost for quote two be approved and the costs be re-charged to the Duchy of Lancaster as <b>AGREED</b> with Mr Rose, Estate Surveyor, totalling £282.48.</li> </ol>
<b>093/25-26</b>	<p><b>Planning Matters</b>  <b>Review planning applications received.</b></p>

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<p><b>093/25-26.1</b></p>	<p>1. ZF25/00847/FL – Retrospective creation of vehicle hardstanding at Beaconsfield Farm, South End, Burniston.</p> <p>Members considered the application and made the following decision which the clerk would submit to North Yorkshire Council Planning Services.</p> <p><b>RESOLVED:</b></p> <p>Members did not object in principle to the area of hardstanding but had concerns about the safety of the construction and felt that the resulting path looked out of place and was not in keeping with the landscape.</p> <p><b>NB:</b> Cllr Hill had declared an interest and did not take part in the discussion or the vote on this application.</p> <p>2. ZF25/00651/FL – Retrospective consent for the erection of a Holiday Cabin at 15 Scalby Road, Burniston.</p> <p>Members considered the application and made the following decision which the clerk would submit to North Yorkshire Council Planning Services.</p>						
<p><b>093/25-26.2</b></p>	<p><b>RESOLVED:</b></p> <p>Members wished to object to this application because they considered the access was inadequate, with a single narrow track access point and lack of turning space.</p>						
<p><b>094/25-26</b></p>	<p><b>Planning Matters</b>  <b>To note any decisions received.</b>  None since the last meeting.</p>						
<p><b>095/25-26</b></p>	<p><b>Financial Matters</b>  The Current Account balance was currently £18,210.35, and the Investment Account Balance is £34,068.06.</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><b>Accounts to Certify</b>  The following payments were authorised to be made.</p> <table border="1" data-bbox="421 1845 1390 1993"> <tr> <td data-bbox="421 1845 746 1921">YLCA</td> <td data-bbox="746 1845 1070 1921">‘Off to a Flying Start’ training course</td> <td data-bbox="1070 1845 1390 1921">£73.00</td> </tr> <tr> <td data-bbox="421 1921 746 1993">YLCA</td> <td data-bbox="746 1921 1070 1993">‘Chairing Skills’ Training</td> <td data-bbox="1070 1921 1390 1993">£91.00</td> </tr> </table>	YLCA	‘Off to a Flying Start’ training course	£73.00	YLCA	‘Chairing Skills’ Training	£91.00
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	Deepdale Computers	Set up and Licence Costs	£383.71
	Zurich Insurance	Additional premium cover for increased cover	£235.11
	SCSG	Grass Cutting June	£896.88
	Deepdale Computers	Monthly Licence Fee	£51.00
	PKF Littlejohn	External Audit Fee	£252.00
	Cllrs Parsons and Hill were to authorise the payment via the online payment system.		
<b>097/25-26</b>	<b>External Auditors Report</b> Council were asked to consider the External Auditors Report and decide on any appropriate actions.		
<b>097/25-26</b>	<b>RESOLVED: That the External Auditors Report had uncovered no areas for concern and no actions were necessary.</b>		
<b>098/25-26</b>	<b>Confidential Exclusion of Press and Public</b>  In accordance with the Under the Public (admission to meetings) Act 1960, members of the press and public were excluded from the following item of business in view of the confidential nature of the staffing matter.		
<b>099/25-26</b>	<b>National Association of Local Councils Pay Award 2025/26</b> <b>See Confidential Minute</b>		
<b>100/25-26</b>	<b>Any other matter the Chairman considers is urgent.</b> None at this meeting.		
	<b>Next Meeting</b>		
<b>101/25/26</b>	<b>Date and Time of Next Meeting</b> The next ordinary meeting of Council would take place on Thursday 4 <sup>th</sup> September at 6.30pm in Burniston and Cloughton Village Hall.		

**Meeting started 6.30 pm and closed at 20.50 pm.**

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**Signed:** .....

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

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