

FULL COUNCIL MINUTES  
Monday 11<sup>th</sup> November 2019

Present: Cllr Craddock (Chair)    Cllr Allison            Cllr Bell            Cllr Croft    Cllr Faulks  
   Cllr Harber            Cllr Johnston       Cllr May            Cllr Pringle

Also present: the Clerk, Ward Cllr Marper and five residents

Public session

The residents were concerned about planning applications PA/2019/1783 & PA/2019/1839 and informed the Council that they objected to the applications. They gave a history of the original application (PA/2016/1777) which was passed for a modest four bedroomed house. Application PA/2019/1783 stated that the work started on 1/10/19 when they had evidence that it had begun in July 2019. Lorries were blocking and damaging Breydon Court. Cllr Craddock thanked the residents for their comments and stated that these planning applications would be discussed in the meeting.

Cllr Marper mentioned that she had noted the resident's comments and would forward them to North Lincs Council. She informed the Council that the two dead trees on Wiltshire Ave would be replaced. It was mentioned that a tree opposite 12 Wiltshire Ave needed some care. Council were informed that NLC had written to the groups who had applied to the community grant. Burton United Football Club had been asked to provide further information and insurance details. Cllr Croft asked if the leaves on the footpaths could be swept up since they were blocking the drains in the village.

There being no further questions from the public session, the meeting was opened at 7.24pm.

**19/0186 Apologies for absence**

Apologies were received from Cllrs Ogg & Rowson

**19/0187 Declaration of Interest – Code of Conduct adopted by this Council**

**a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.**

None

**b) To note dispensations given to any member of the council in respect of the agenda items listed below**

Cllrs Craddock & Croft had dispensations for the Village Hall and Thealby Play Area. Cllrs Faulk & Harber had dispensations for the Village Hall

**19/0188 Acceptance of minutes for the meeting held on Monday 14<sup>th</sup> October 2019**

Members had received the draft minutes of the meeting held on Monday 14<sup>th</sup> October 2019 prior to this meeting. It was proposed by Cllr Harber, seconded by Cllr Pringle and **RESOLVED** unanimously that they were a true and accurate record. The minutes were duly signed by Cllr Craddock

It was agreed to move two planning applications in agenda item 19/0201b) so that the residents could leave the meeting earlier.

**19/0201**

**b) Planning Applications**

Planning Number	Application	Comments
PA/2019/1783	Planning permission to vary condition 2 of planning permission PA/2016/1777, namely to create basement and associated works at land adjacent to 30 High Street, BUS	It was agreed to strongly object to this retrospective planning application and request that it is inspected by a structural engineer
PA/2019/1839	Planning permission to erect a detached garage on land adjacent to 30 High Street, BUS	It was proposed by Cllr Pringle, seconded by Cllr Faulks and <b>RESOLVED</b> unanimously to continue to object to this application on the basis it would increase the traffic

7.35pm the five residents left the meeting

**19/0189 Clerks Report**

Members had received a report prior to the meeting. They agreed to consider the cost of updating the website when they discussed the budget in 19/0202a). Members agreed for the Clerk to inform the Charity Commissioners that the Playing Field Association was no longer in existence. They agreed for the Clerk to purchase business cards and the new edition of the 'Clerks Manual'. It was agreed that the office would be closed from 24/12/19 to 3/1/20 inclusive.

**19/0190 Correspondence to be noted and resolved upon**

Prior to the meeting, members had been given a list of all noted correspondence received since the last meeting, Correspondence to be resolved upon

Date Emailed	From	Correspondence	Action
30/10/19	Power for People	Request to pass a motion in support of the Local Electricity Bill	Noted
30/10/19	VANEL	Support from the Community Emergency Response Team in a time of emergency	Deferred to the next meeting

**19/0191 Councillors' Forum: Councillors' information exchange (10 minutes)**

Cllr Craddock updated the members on the Superfast Broadband mentioning that Openreach had conducted their survey and were confident about getting the work done. They would use the existing underground network but may have to dig up one footpath. Residents in other areas of the parish had wondered why they were not getting this service, but they already had it. Cllr Craddock mentioned that he had received a number of favourable comments about the newsletter and congratulated those involved. Cllr May informed the members that three additional people had offered to deliver it and suggested that it was put on the website. She enquired if members still wished hard copies to be printed since it wasn't easy to recycle but it was agreed to continue to distribute a hard copy.

**19/0192 To receive reports from the following and resolve any actions arising:**

**a) Burton Playing Fields**

Cllr Craddock asked if any members had looked at the perimeter fence which he had a quote of £1,400 to replace. Cllr Johnston mentioned that it was meant to be relevelled about 3-4 years ago, but possibly didn't happen. Cllr Craddock informed the members that there was one user of the pavilion on a Friday afternoon who sets the room out like a theatre. He had asked her to put the tables back as to how she had found them, since it makes it difficult for the cleaner and covers the fire exit. It was agreed that as a condition of hire, the pavilion should be left as it was found. The Clerk mentioned that the gas and electricity were now on variable contracts so she would get quotes for new fixed ones.

**b) Village Hall Committee**

Cllr Croft mentioned that the Village Hall was recovering its costs. There were a few jobs to be done, but they were looking for someone to carry them out. The Christmas fair was taking place on 30/11/19 and the school children had been involved in a poster competition. The winning design had been made into the poster. It was agreed to advertise it on Facebook.

**c) Thealby Play Area**

Fireworks had recently been let off in the play area but there were no complaints. Nothing had yet been heard about the community grant application.

**d) Make Burton Accessible**

Cllr Harber mentioned that she would be meeting with the resident who had been involved to talk through the map. The Clerk had asked NLC Highways to meet up to discuss ways to improve the footpaths.

**e) Parish Pathways Partnership**

The Clerk informed the members that the final two thirds of the reimbursement from NLC had now been received.

**f) Burial Ground**

Nothing to report.

**g) Allotments**

The Clerk informed the members that the allotment renewals had been sent out and they were beginning to be returned.

**19/0193 BPF Grants: To receive a report of progress with grant applications made to North Lincs Council's Community Fund and resolve any actions arising**

Cllr Craddock informed the members that he, Cllrs Harber and Johnston and the Clerk had attended the meeting with Cllrs Waltham, Ogg and Rowson regarding the community fund. They had been sent a list of applications for the fund but NLC had received a few others. Burton United Football Club had asked for £30,000 to resolve issues with the pitches and a new lawnmower. They were to be asked for a full proposal. The Women's Institute had asked for a bench and it had been agreed that the Parish Council would work together with NLC to provide two benches. They had also asked about a footpath from Burton to Thealby to Normanby to Burton. This would cost about £50,000 but was being looked into. The Parish Council had been asked to get a further quote for the footpath at the playing field since there may be a more environmentally acceptable surface it could be made from. They had agreed for Burton Short Mat Bowls to receive short mats and Normanby Cricket Club a roller and harrow, so they would be asked to complete an application. The floodlight suggestion had received some opposition but it had been suggested that the Parish Council make a planning application for them.

**19/0194 Maintenance in the Village: for members to receive a verbal update on any maintenance issues.**

Cllr May mentioned that the dog bin on the corner of Wiltshire Ave/Norfolk Ave had been placed on a new post but left facing the verge so that you had to step onto the muddy verge to use it. The bin was also not in very good condition. The Clerk had reported this to NLC. Cllr Craddock mentioned that the bench still needed to be installed on Flixborough Road.

**19/0195 Highways: Repair and Other Issues: To consider progress on outstanding repairs or other Highway matters to be reported and resolve any actions arising from them**

**a) Footpath, Burton Stather Hill**

The Clerk had been informed by NLC that the whole area of sloping paving slabs would be straightened but it was being done a bit at a time. Cllr Croft mentioned that the footpaths were difficult to use in a wheelchair and the camber caused problems. Cllr Craddock stated that this was being looked into by 'Make Burton Accessible' group.

8.07pm Cllr Marper left the meeting

**b) Footpath from the churchyard to St Andrew's Drive**

Members were informed that this had been reported to NLC

**c) Name signs at the approaches to the village**

The application had been submitted to the NLC community grant. The design still needed to be finalised.

**19/0196 Parish Plan: To receive an update**

Cllr Craddock informed the members that the action plan at the back of the parish plan had been updated and that it was time to consult the residents again. He mentioned a number of areas that should be consulted on, which the Clerk was asked to distribute to all Councillors. It was suggested that an article should be placed in the January newsletter and Cllr May agreed to arrange for the suggested areas to be published for resident's views along with other suggestions. Cllr Johnston asked if it could be looked into the cost of publishing 1,200 copies of the original plan since many residents won't have seen it.

**19/0197 Riverside footpath via the Tank Ramp: For members to receive an update**

Cllr Craddock informed the members that since some of the original forms had been sent to NLC incorrectly, they would be reissued. New maps would be issued, along with other information and the landowners would be written to, to explain the Council's intentions of remodifying the definitive map.

**19/0198 VE Day Commemorations: for members to receive a verbal report from the meeting held on 16<sup>th</sup> October**

Cllr Craddock informed the members that the band and choir had been booked for the dance, as had the piper and town crier for the Friday evening. Cllr Pringle confirmed that the bells would ring on the Friday. The next meeting would be held on Monday 2<sup>nd</sup> December at 7pm in the Village Hall.

**19/0199 Enhancing our Environment Funding: to receive verbal report from the meeting held on 11<sup>th</sup> October**

Cllr Craddock informed the members that he had attended the launch of the 'Enhancing our Environment' grant fund which offered £150,000 towards areas linked to green strategy; rainwater harvesting, community orchards, clean energy for community buildings, community composting and sustainable travel plans. He mentioned that in the past, the Village Hall committee had looked into solar panels. After a discussion about various green energy solutions, it was agreed to seek advice about solar panels on the Village Hall, Parish Office and Pavilion, and bio gas digesters.

**19/0200 Parish Office Development**

Members were informed that a water meter still needed to be installed and the water connected. The carpets were being put down on Wednesday and the office furniture by the end of November. The archives would be returned this month. The building had been revalued and once this had been received the insurance company would need to be informed. It was proposed by Cllr Bell, seconded by Cllr Croft and **RESOLVED** unanimously to inform the insurance company of the new valuation and pay any additional fee. Members were informed that the fence was waiting for the planning permission to be granted and the licence for the bin storage was being drafted. The gate between the parish office and the substation would be painted black. The Clerk mentioned that for Utility Warehouse to provide broadband, they required a credit or debit card as security which the Council doesn't have. It was proposed by Cllr Allison, seconded by Cllr Johnston and **RESOLVED** unanimously that the Clerk should arrange for a Council credit card. In the meantime, so that broadband could be installed it was proposed by Cllr Bell, seconded by Cllr Croft and **RESOLVED** unanimously to use Cllr Craddock's credit card temporarily as security.

**19/0201 To consider the following planning applications:****a) Any applications from the date of the agenda being sent out**

There were no additional planning applications

**b) Planning applications**

Planning Number	Application	Comments
PA/2019/1715	Planning permission to relocate and increase height of boundary wall at 22 High Street, BUS	No comment
PA/2019/1836	Planning permission to erect single storey side and front extension at 2 St Barbaras Crescent, BUS	No comment as long as there is no objection from neighbours

**c) Planning decisions made by NLC**

Planning Number	Application	Decision
PA/2019/1445	Planning permission to erect a single storey rear extension at 47 Holme Drive, BUS	Permission granted
PA/2019/850	Planning permission to erect detached garage on land adjacent to 30 High Street, BUS	Planning application withdrawn
PA/2019/1254	Planning permission for the change of use of land to permit the siting of static caravans at Brookside Caravan Park, BUS	Refused

**19/0202 Finance:****a) To receive the draft budget for 2020/2021**

The Clerk had provided a draft budget which had been produced by Cllrs Craddock, Harber and Johnston and the Clerk. Cllr Craddock explained the draft budget and the reasons for any amendments from 2019/2020. It was suggested to

include £1,000 for VE commemorations and £500 for Britain in Bloom. The grants for the local community groups still needed to be included. The budget was currently looking as though it would be the same as 2019/2020 but would be finalised next month once the community group applications had been received.

**b) To consider and approve current income and expenditure**

**i. Monthly balances on accounts and unprinted cheques in the accounting period**

The Clerk had provided the monthly reconciliation prior to the meeting and she informed them of more recent income that had been received. There were no questions.

**ii. To approve payment of accounts and receipts and any other outstanding payments**

It was proposed by Cllr Pringle, seconded by Cllr Johnston and **RESOLVED** unanimously to pay the following invoices.

<b>Company</b>	<b>Amount Gross</b>	<b>Reason</b>
Scunthorpe Self Storage	162.50	Storage of office items
HMRC	0.00	Tax & NI
ERPF	255.49	Pension
Employee	872.70	Salary
Employee	9.22	expenses
EE	12.13	clerk's telephone (DD)
BT	61.68	CCTV Wifi at Pavilion(DD)
Utility Warehouse	13.98	Electricity Paddock/Office
British Gas	39.00	Gas at Pavilion (DD)
Pear Technology	102.00	Maplink Technical Support
Sir R Sheffield	200.00	Rent for allotments 2019/20
Sir R Sheffield	400.00	Back payment for allotments
Jason Threadgold	65.00	Reinstallment of memorial
Cllr Craddock	298.00	Paint & Key Cut for office
Holls Electrical	92.76	Pavilion repairs
Grassline	100.62	Blue line paint
ERNLLCA	108.00	Conference
British Gas	220.14	Electricity at Pavilion (DD)
1st Burton Brownies	250.00	Grant
Garden Angels	701.38	Grass cutting
J Crowston	50.73	Pavilion & Office cleaning
Yards Apart	683.88	Parish Paths grass cutting
St Andrews PCC	252.06	Floodlighting Jan-Sep
Brian Whiteley	725.00	Office decorating
St Andrews PCC	1718.67	Churchyard upkeep
<b>Total</b>	<b>7394.94</b>	

There being no further business the meeting was closed at 8.47pm. The next scheduled meeting will be held in the Village Hall, Todds Lane at 7.15pm on Monday 9<sup>th</sup> December 2019.

Chairman's signature.....

Date.....