

FULL COUNCIL MINUTES  
Monday 10<sup>th</sup> February 2020

Present:  
From Agenda item 4:

Cllr A Craddock (Chair)	Cllr P Bell	Cllr A Croft	Cllr D Faulks	Cllr P Pringle
Cllr C Sharp	Cllr M Taylor	Cllr R Webber		

Also present: the Clerk, Ward Cllrs Marper, Ogg and Rowson and two residents

Public session

Cllr Ogg informed the members that the school had approached the Ward Councillors for help to locate land to plant the trees they had been given. Some land had been found on the Avenue but it was currently too wet to plant the trees, so they had been temporarily planted at school and would be relocated in the Autumn.

There was a meeting to discuss the community grant later this week.

Cllr Ogg read out a letter from NLC Highways regarding the mud on the Avenue, which stated that the tenants were acting in a reasonable manner and there were no enforcement powers. If they feel the road gets too dangerous then it will be closed but drivers were reminded they should drive to the conditions of the road. The tenants should be clearing the road of mud.

The speed monitoring report had been issued and would be forwarded to the Clerk.

Cllr Rowson informed the members that meetings had been held with Biffa and the Environment Agency regarding the smells from Roxby Landfill Site. It was being looked into, to see if the permit could be suspended until the problems were resolved. The Environment Agency were monitoring it daily.

7.20pm a resident joined the meeting

Cllr Bell enquired if it was legal to park the lorries on the corner by the turf field for loading. Cllr Marper mentioned that any near misses should be reported to NLC and she would provide the Clerk with the link. One resident asked if the cars parked on the verge could be parked in the playing fields car park.

There being no further questions from the public session, the meeting was opened at 7.25pm.

**20/16 Apologies for absence**

Apologies were received from Cllr Harber

**20/17 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. Cllr Faulks had dispensations for the Village Hall

**20/18 Parish Councillor Co-option**

It was proposed by Cllr Faulks, seconded by Cllr Bell and **RESOLVED** unanimously to suspend Standing Orders so that the Parish Council Candidates could speak at the meeting.

The three candidates gave a short presentation as to why they would like to become Parish Councillors.

It was proposed by Cllr Pringle, seconded by Cllr Bell and **RESOLVED** unanimously to reinstate Standing Orders. Members agreed that they would like the candidates to leave the room, whilst they discussed their applications

7.30pm the three candidates were asked to leave the room.

A discussion took place and members voted for each candidate.

It was proposed by Cllr Pringle, seconded by Cllr Bell and **RESOLVED** unanimously to co-opt Rachel Webber.

It was proposed by Cllr Croft, seconded by Cllr Faulks and **RESOLVED** unanimously to co-opt Molly Taylor.

It was proposed by Cllr Faulks, seconded by Cllr Pringle and **RESOLVED** unanimously to co-opt Chloe Sharp.

7.35pm the three candidates returned to the meeting.

Cllr Craddock welcomed them to the Parish Council and they signed the declaration of acceptance. Cllrs Sharp, Taylor and Webber joined the meeting.

**20/19 Acceptance of minutes for the meeting held on Monday 13<sup>th</sup> January 2020**

Members had received the draft minutes of the meeting held on Monday 13<sup>th</sup> January 2020 prior to this meeting. It had been noted that in the public session an area of a road had been called 'Wood Hill' instead of 'Wood Top'. It was proposed by Cllr Faulks, seconded by Cllr Croft and **RESOLVED** with 5 in favour and 3 abstentions that with the one amendment, they were a true and accurate record. The minutes were duly signed by Cllr Craddock.

## 20/20 Clerk's report

Members had received a report prior to the meeting. The Clerk informed the members that NLC planning had requested that a planning application be made to regularise the unlawful siting of the caravan at 32 Stather Road. NLC had agreed to add the new bins onto their collection rota, so members were asked to resolve on a maximum price that the Clerk could spend. It was proposed by Cllr Croft seconded by Cllr Faulks and **RESOLVED** unanimously to spend a maximum of £200 on the bins. Cllr Webber mentioned the need for further bins and it was agreed to place this on the agenda for the next meeting. The Clerk mentioned that the April Council meeting fell on the Easter Bank Holiday Monday. It was proposed by Cllr Croft, seconded by Cllr Faulks and **RESOLVED** unanimously to move the meeting to Monday 6<sup>th</sup> April 2020.

7.45pm Cllr Bell left the meeting

## 20/21 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
17/1/2020	Ian Simpson	Request to discuss location for convenience store in Burton	Noted
20/1/2020	Resident	Request for bus stop sign to be re-installed outside 30 Normanby Road, BUS	Members agreed to ask for the bus stop to be re-instated
29/1/2020	Trading Standards	Review of the public space protection orders	It was proposed by Cllr Webber, seconded by Cllr Pringle and <b>RESOLVED</b> with one abstention to ask for public protection orders to be placed on Thealby play area and the whole of the playing field, in particular the enclosed play area.
29/1/2020	Resident	Complaint about cars parking on the Avenue all day	Noted since there were no restrictions
3/2/2020	Giles Johnston	Reply to NLC request to clear mud off The Avenue	The Clerk read out the reply. This was noted since it had been mentioned in the public session
10/2/2020	NLC	Great British Spring Clean	The Clerk was asked to enquire if the school were taking part and whether the Parish Council could be involved with them.

## 20/22 Councillors Forum: Councillors' information exchange (10 minutes)

Cllr Croft enquired about a mirror to be placed at the Sheffield Arms. This would be discussed later in the meeting. Cllr Faulks enquired about the fridge/freezer outside the Parish Office. It was agreed to ask again for it to be removed and if it wasn't to report it as fly tipping.

## 20/23 To review the following policies:

### a. Member/Officer protocol

Members reviewed the member/officer protocol. It was proposed by Cllr Faulks, seconded by Cllr Pringle and **RESOLVED** unanimously to accept this protocol.

### b. Recording of Council meetings

Members reviewed the recording of Council meetings policy. It was proposed by Cllr Croft, seconded by Cllr Pringle and **RESOLVED** unanimously to accept this policy.

## 20/24 To receive reports from the following and resolve any actions arising:

### a. Burton Playing Fields

Members had received prior to the meeting a quote to move the utilities at the pavilion to Utilities Warehouse. It was proposed by Cllr Pringle, seconded by Cllr Webber and **RESOLVED** unanimously to move the utilities at the pavilion to Utility Warehouse.

Members had received a quote to remove the moles on the playing field, cemetery and Thealby play area. It was proposed by Cllr Pringle, seconded by Cllr Webber and **RESOLVED** unanimously to accept the quote of £540 to treat the mole infestation.

Cllr Craddock informed the members that the footballers had still not paid the invoice that had been issued at the end of October, despite a reminder being sent. The next invoice was now due. In November they had reported that the mower needed repairing but had not provided a key to access the garage. They had been asked to provide it by 7<sup>th</sup> February but the Clerk had not received it. Cllr Craddock asked the members if they would agree to change the locks. It was proposed by Cllr Croft, seconded by Cllr Pringle and **RESOLVED** unanimously to

change all the locks on the buildings at the playing field. Cllr Craddock agreed to arrange a meeting with the footballers.

b. **Village Hall Committee**

Cllr Croft mentioned that the grant application to NLC for a cleaners sink in the storeroom had been successful. The environmental officer's inspection had requested a thermostat for the fridge.

c. **Thealby Play Area**

Cllr Croft informed the members that they were still waiting to hear from the grant application for the hard play area around the basketball net.

d. **Make Burton Accessible**

Cllr Craddock mentioned that a meeting had been held with Mick Johnson (NLC Highways) regarding drop kerbs in the village. He had been compliant with many of the suggestions made.

e. **Roxby Landfill Site**

Since problems with the smell had affected Thealby the Parish Council had attended meetings at the landfill site and was receiving reports from the Environment Agency and Biffa. These were being placed on the noticeboards at Thealby and the contact details for Biffa would be posted on Facebook.

f. **Burial Ground**

Members were informed that there had been one burial and a memorial was being installed later in the week

g. **Allotments**

The Clerk and Chair had attended the AGM for the allotment association and answered their queries. They had been informed that rats had been seen at the allotments, so the Clerk had arranged for someone from NLC pest control to visit. It was proposed by Cllr Faulks, seconded by Cllr Webber and **RESOLVED** unanimously to allow the Clerk to spend up to £250 to get the rats removed.

**20/25 BUFF Grants: To receive a report of progress with grant applications made to North Lincs Council's Community Fund and resolve any actions arising.**

Members were informed that a meeting was taking place this week with Rob Waltham (Chair of NLC) and the Ward Councillors to discuss the outstanding funds for the community grant. Cllr Craddock mentioned that the Parish Council had submitted their request for a ride on mower and other equipment. Members agreed that if the football club was given funding to purchase a lawn mower it should not be housed in a Parish Council building nor insured by the Parish Council.

Members were informed about a VE Day grant that was available from NLC. It was proposed by Cllr Croft, seconded by Cllr Pringle and **RESOLVED** unanimously to apply for £250 for bunting to be placed along the High Street.

**20/26 Maintenance in the Village: for members to receive a verbal update on any maintenance issues.**

Cllr Webber enquired about the Barnston Way and Eastholme Gardens road signs and was informed by Cllr Marper that that one and Eastholme Gardens one had been removed. Cllr Ogg confirmed that Wood Top was on the list for resurfacing. It was agreed to ask the owner of the cottage of Stather Road, if they would be willing for a mirror to be instated on their property. Cllr Craddock informed the members that the noticeboard at Normanby had been replaced and a new one installed on the bus shelter at Thealby Lane. The bench at Normanby had been repaired and the one at Flixborough Road would be replaced once NLC had installed a plinth. Any further benches on the highway would require permission from NLC. Wicksteed had informed the Council of possible structure issues with one of the pieces of the gym equipment and Forge Welding had been asked to check it. They would report back to the Clerk should it need any repairs. Cllr Webber mentioned that Normanby Road sign was damaged.

**20/27 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**

The access to Burton Hills from Ashwood Close had been reported to NLC.

a. **Footpath from the churchyard to St Andrew's Drive**

No further information.

b. **Name signs at the approaches to the village**

The grant application to NLC had been successful and the Council had been awarded £1,705 towards the cost. NLC Highways had agreed to install the signs. It was proposed by Cllr Croft, seconded by Cllr Pringle and **RESOLVED** unanimously to order the signs.

c. **Churchgate**

The road had still not been resurfaced. Cllr Marper informed the members that she was chasing it.

**20/28 Parish Council emails: for members to consider having Council emails and decide on next steps**

Members were informed that under the General Data Protection Regulations 2018, it had been recommended to have Council emails. The Council currently paid for the domain 'burtonuponstather.org.uk' so it may be possible to have emails with that. Otherwise 'gmail' accounts could be set up. It was agreed that the Clerk would get quotes for Council emails and report back at the next meeting.

**20/29 Best Kept Village: for members to receive a verbal report from the meeting held on 27<sup>th</sup> January**

Cllr Craddock informed the members that the meeting had talked about planting wildflowers in the verges and placing planters next to benches. They were currently getting quotes for wildflower matting and planters. If they were to go ahead with this, then permission would have to be sort from NLC Highways.

**20/30 Parish Office Opening: for members to agree on an official opening**

Members agreed to have an official opening in the afternoon. They were asked to forward suggestions to the Clerk and a date would be set at the next meeting.

**20/31 Review of the newsletter**

Cllr Craddock thanked Cllr Pringle with her help with the delivery of the newsletters and stated that he was grateful to everyone who had delivered them. Cllr Pringle showed the members a different format that could be done and it was agreed that a working group would be set up to discuss the next edition. The Clerk would arrange a suitable date for the working group.

**20/32 To consider the following planning applications:**

**a. Any applications from the date of the agenda being sent out**

None

**b. Planning Applications**

Planning Number	Application	Comments
PA/2020/98	Application under the Overhead Lines (Exemption) (England & Wales) Regulations 2009 for the moving of an existing pole from a residential garden to footpath outside Linton, 18 Darby Road, BUS	No comment
PA/2020/144	Notice of intention to fell 3 poplar trees and 1 ash tree, situated within Normanby conservation area, at 19 Main Street, Normanby	No objection
PA/2020/145	Notice of intention to an acer tree, situated within Normanby conservation area, at 36 Main Street, Normanby	No objection
PA/2020/146	Notice of intention to fell several leyland cypress trees, situated within Normanby conservation area, at 38 Main Street, Normanby	No objection
PA/2020/147	Notice of intention to undertake pruning of 2 cedar trees, situated within Normanby conservation area at Fourwinds Bungalow, Dairy Close, Normanby	No objection

**c. Planning decisions made by NLC**

Planning Number	Application	Decision
PA/2019/1512	Planning application to replace windows at 36 High Street, BUS	Permission Granted

8.50pm Cllrs Marper & Rowson left the meeting

**20/33 Finance:**

**a. Update on the financial quarterly review**

Members had received a report prior to the meeting. There were no questions

8.52pm Cllr Ogg left the meeting

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

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

Cllr Craddock went through the Detailed Receipts and Payments report stating that there was currently £12,495 of the budget left until March, so the finances were in good order. The current income for the year was £74,690 which was £12,582 above the budget so there was infact £25,000 available till the end of the year.

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

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

It was proposed by Cllr Croft, seconded by Cllr Pringle and **RESOLVED** unanimously to transfer £5,000 into the current account so that the invoices could be paid.

Company	Amount	Reason
HMRC	324.85	Tax & NI
ERPF	255.49	Pension

Employee	872.70	Salary
Employee	21.42	expenses
EE	12.13	clerk's telephone (DD)
BT	61.68	CCTV Wifi
Utility Warehouse	90.63	Electricity
British Gas	39.00	Gas at Pavilion (DD)
Enforce	545.00	Annl CCTV service/replcement camera
Wave	48.29	Pavilion water (DD)
Utility Warehouse	9.09	broadband router
Barclaycard	624.60	Noticeboards
Viking	79.08	Office equipment
Newton Printing	584.00	Newsletters
Furniture at work	259.20	Stationary Cupboard
J Crowston	75.82	Pavilion/office cleaning
Hygiene Hub	1.20	Mop head
Yards Apart	576.00	Hedge trimming
	<b>4480.18</b>	

There being no further business the meeting was closed at 8.58pm. The next scheduled meeting will be held in the Village Hall, Todds Lane at 7.15pm on Monday 9<sup>th</sup> March 2020.

Chairman's signature.....

Date.....