

**FULL COUNCIL MINUTES**  
**Monday 8<sup>th</sup> March 2021**

**Present:** Cllr A Craddock Cllr P Bell Cllr D Faulks Cllr S Hall Cllr C Harber  
(Chairman) Cllr W Johnston Cllr P Pringle Cllr C Sharp Cllr M Taylor  
Cllr R Webber Cllr S Nicholson (from item 21/37)

Also present: the Clerk, Ward Councillors Marper, Ogg and Rowson and two members of the public

This meeting was held remotely via Zoom due to the Coronavirus pandemic. [The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.]

The meeting began at 6.30pm

Public session

A member of the public enquired as to what was happening with regards to FP 167 being blocked on the western end. Cllr Craddock mentioned that although this was not a question and answer session, the footpath had been reported to NLC.

6.35pm Cllr Hall joined the meeting

Cllr Ogg mentioned that work on a tarmac footpath between Burton and Thealby would start on Monday 15<sup>th</sup> March. Permission had been given to use a permissive path in Thealby, from which people could walk along the highway to FP164 and return to Burton.

6.38pm Cllr Marper joined the meeting

He also mentioned that in the recent budget, NLC had received a large amount of funding from the government.

There being no further reports from the Ward Councillors or members of the public, the meeting was opened at 6.43pm

**21/34 Apologies for absence**

There were no apologies

**21/35 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.**

Declarations of interest were received from Cllr Harber for item 21/52c (personal and prejudicial) and Cllr Sharp for item 21/47 (personal)

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

Cllrs Harber, Faulks and Johnston for the Village Hall

**21/36 Parish Councillor Co-option**

It was proposed by Cllr Harber, seconded by Cllr Johnston and **RESOLVED** unanimously to suspend Standing Orders so that Mr Nicholson could speak. Mr Nicholson explained his reasons for wanting to become a Parish Councillor.

6.47pm Mr Nicholson was moved to the waiting room

Members discussed the application. It was proposed by Cllr Harber, seconded by Cllr Hall and **RESOLVED** unanimously to accept Mr Nicholson as a Councillor

6.52pm Mr Nicholson rejoined the meeting

Cllr Craddock informed Mr Nicholson that he had been co-opted onto the Council and welcomed him as a member. Mr Nicholson signed the declaration of acceptance of office and joined the meeting. It was **RESOLVED** to reinstate Standing Orders

**21/37 Acceptance of minutes for the meeting held on Monday 8<sup>th</sup> February 2021**

Members had received the draft minutes of the meeting held on Monday 8<sup>th</sup> February 2021 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** with one abstention that they were a true and accurate record. The minutes were duly signed by Cllr Craddock.

**21/38 Clerk's report**

Members had received a report prior to the meeting. It was agreed to ask the schools at Winterton whether they would like the old laptop. It was proposed by Cllr Pringle, seconded by Cllr Faulks and **RESOLVED** with two abstentions, that since concerns had been raised about the siting of a litter bin in Holme Drive, this would not be pursued. There were no further questions on the report.

21/39 **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.

| From | Correspondence                     | Action  |
|------|------------------------------------|---|
| CPRE | Best Kept Village Competition 2021 | Members discussed entering the competition and it was proposed by Cllr Pringle, seconded by Cllr Hall and <b>RESOLVED</b> with one abstention to enter the competition. |

21/40 **Councillors’ Forum: Councillors’ information exchange (10 minutes)**

Cllr Webber mentioned that she had reported potholes on Ridgewood Drive and Darby Road to NLC. The light on Churchgate was not working and had also been reported. Cllr Hall asked about the pink litter bags and Cllr Ogg apologised stating he would get them delivered. Cllr Craddock thanked those who had delivered the newsletter. He had also received a phone call from the Police Community Liaison Officer asking if they could have access to the pavilion when taking their break at the playing fields. It was agreed to allow access once the pavilion was open again and COVID regulations had been relaxed. Members agreed not to hold an August meeting.

21/41 **To receive reports from the following and resolve any actions arising:**

**a. Burton Playing Fields**

Cllr Craddock mentioned that an incident had taken place in the MUGA on 26/2/21 where a young lad had had his phone smashed. The parent was told to report it to the police who had been in touch asking for access to the CCTV footage. The mystery item at the playing field had been placed onto one of the skate park ramps, but had now been removed and a message placed on Facebook stating that if no one claimed the item by Monday 8<sup>th</sup> March it would be destroyed/recycled. Cllr Craddock mentioned that he was trying to get the lock changed on the pavilion shutter since there was only one key for it. The garage shutter may require some maintenance and this was being investigated. Cllr Harber enquired about what was happening with getting NLC to monitor the CCTV and was informed that this had come to a standstill. The Clerk was asked to chase it up.

**b. Village Hall Committee**

Cllr Faulks reported that the committee had recently noticed that the asbestos under the roof tiles was beginning to flake. It had been over ten years since a survey had been done, so a quote had been obtained. Cllr Craddock mentioned that since the Parish Council owned the Village Hall, it would be its responsibility. It was proposed by Cllr Johnston, seconded by Cllr Hall and **RESOLVED** unanimously that a full report survey could be carried out up to the cost of £650. Cllr Faulks reported that application to the landfill site to replace the fire alarm system had been successful and a grant of £3,529 had been awarded. Members were also informed that a Village Hall neighbour had secured a drainpipe along the boundary wall and there were concerns that water may get under the toddlers shed. Cllrs Craddock & Johnston would look into this prior to the Clerk writing to the neighbour. Cllr Harber mentioned that one of the sinks in the ladies toilet was cracked and asked if this was something that the maintenance operative would be able to do. It was suggested that it would be best to get someone else to repair it.

**c. Thealby Play Area**

Members were shown a photograph of the wall at Thealby Play Area which Cllr Craddock had discovered during a monthly check. He would check whether the Parish Council was responsible for its repair.

**d. Riverside Footpath**

Cllr Harber mentioned that there had been much talk about the footpath in the village and residents were enquiring as to what was happening. Cllr Craddock reported that NLC were waiting for a response from the Parish Council to the following two questions: proof that the path had been walked for 20 years in the same place and that the start point had been the same for that period. There were currently two options: that the Parish Council insists that NLC make a determination for the footpath OR that it waits a couple of months since Cllr Craddock mentioned that loose enquiries were being made and if the process was taken further, professional advice maybe required. It was agreed to wait a couple of months to see if any further evidence was found. Cllr Nicholson said he would look at the information and it was agreed that the Clerk would send the information to all Councillors.

**e. Facebook**

Cllr Harber mentioned that a resident had messaged the Council asking how they could thank a person who was litter picking on Normanby Parkside. It was agreed to post a thank you on Facebook to all the residents who litter pick.

7.42pm one resident left the meeting

Cllr Harber mentioned that an enquiry had been received regarding placing a litter bin near the water tower. It was agreed that since there is one on Tee Lane another one would not be necessary there.

**f. Allotments**

Nothing to report

**g. Broadband in Normanby**

Cllr Craddock informed the members that twenty residents had shown interest in the scheme.

**21/42 Asset Register: to review the updated asset register**

Members had been provided with an updated asset register prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to accept the updated asset register.

**21/43 Consultations: to resolve a reply to the following consultations**

**a. Right to Regenerate**

Members discussed the right to regenerate consultation and agreed that landowners being able to sell to developers may not be beneficial to the local community. There were concerns over the local impact this could cause. The Clerk and Chair were asked to write a response.

**b. Model Design Code**

Members discussed the model design code. The Clerk was asked to enquire about an extension for comments and should this be given Cllrs Hall and Nicholson would look at the documentation and report a suggested response at the next meeting.

**21/44 Local Council Award Scheme Action Plan**

Members had received a report which stated the work required prior to submitting the application along with the updated action plan. Cllr Pringle asked that the pavilion redesign be amended to 'possible pavilion redesign' and Cllr Craddock suggested a school writing competition, with the winner having their story published in the Autumn newsletter. Members agreed to these amendments. It was agreed to work towards a submission date of 10<sup>th</sup> September.

**21/45 Summer Event: to resolve when and how to hold a summer event**

Cllr Craddock mentioned that he had enquired with the primary school as to whether they would like to be involved with an event on Monday 5<sup>th</sup> July to support the NHS, Social Care and Frontline Workers and the head teacher was interested. It was agreed to invite the local community groups to a virtual meeting to see if an event was viable.

**21/46 Annual Parish Meeting: to agree on a date and format for the meeting**

Since government regulations did not currently extend to large face to face meetings it was agreed to defer the decision until the next Council meeting so that the Clerk could seek advice.

**21/47 Grounds Maintenance Operative: to receive a verbal update on the appointment process**

Members were informed that there had been twelve applications and the personnel committee had shortlisted those for interview. It was proposed by Cllr Bell, seconded by Cllr Webber and **RESOLVED** with one abstention to delegate the appointing of the ground's maintenance operative to the interviewing panel. It was proposed by Cllr Taylor, seconded by Cllr Webber and **RESOLVED** with seven in favour, four abstentions that Cllr Johnston would be the other Councillor on the interviewing panel along with the Clerk and the Chairman.

**21/48 Grants: To receive a report of progress with grant applications and to resolve any actions arising**

Members were informed that the Spring in Bloom grant had been awarded by NLC to value of 88% of the cost with a maximum of £701. The grant had to be claimed by 23<sup>rd</sup> March. The Clerk was still waiting to hear about the Todds Lane grant application.

**21/49 Maintenance in the Village: To receive a verbal update on any maintenance issues and resolve any actions arising**

Members were shown photographs of the recent work on Burton Hills and evidence of ash die back. They were updated on the work being carried out on the hills

**21/50 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**

Cllr Nicholson mentioned that he understood markings had been made on Stather Road in 2018 with regards to the road being resurfaced but nothing had been done. Cllr Craddock reported that NLC had stated that it was hoped to resurface the road in the current financial year. It was agreed that Cllr Nicholson could pursue this as a resident of Stather Road.

**21/51 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   | Response                |
|-----------------|---|-------------------------|
| PA/2021/301     | Planning permission to erect a 1½ storey side extension, including demolition of existing garage (resubmission of PA/2020/607) at 83 Wiltshire Ave, BUS | Members had no comments |
| PA/2020/1270    | Planning permission to replace windows  | Members had no comments |

|             |   |   |
|-------------|---|---|
|             | and doors at 3 Main Street, Normanby  |   |
| PA/2021/287 | Planning permission to erect a single and two storey rear extension and a two-storey side extension to include a replacement roof at 26 Tee Lane, BUS               | Members agreed to give the following comments: there were concerns about the loss of light to the neighbouring properties AND the layout of the extension meant that it would be very close to the property's boundary making it difficult for the neighbours to maintain their own properties. |
| PA/2020/898 | Planning permission to convert garage into two bedrooms, outbuilding into games room with a new link building attached to main dwelling at 73 Flixborough Road, BUS | Members had no comments   |
| PA/2021/298 | Planning permission to create loft conversion with dormers at Greenacre, 19 Orchard Drive, BUS  | Members had no comments   |

**c. Planning decisions made by NLC**

| Planning Number | Application  | Response           |
|-----------------|--|--------------------|
| PA/2020/1445    | Planning permission to erect a sunroom and dormer windows at 19 Darby Road, BUS                        | Permission granted |
| PA/2020/1818    | Planning permission to install a dropped kerb at Carthew House, 5 Flixborough Road, BUS                | Permission granted |
| PA/2020/970     | Planning permission to raise the height of the roof to create loft conversion at 19 Orchard Drive, BUS | Appeal dismissed   |
| PA/2020/2037    | Planning permission for a single storey rear extension at 22 Darby Road, BUS                           | Permission granted |

**21/52 Finance:**

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

Cllr Craddock mentioned that at the April meeting, the Earmarked Reserves would be discussed. There were no questions on the detailed income and expenditure report.

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

There were no questions on the bank statements

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

It was proposed by Cllr Johnston, seconded by Cllr Faulks and **RESOLVED** with one abstention to pay the following invoices.

| Company            | Amount Gross   | Reason                                  |
|--------------------|----------------|---|
| HMRC               | 83.10          | February NI                             |
| ERPF               | 267.87         | February Pension                        |
| Employee           | 985.92         | February Salary                         |
| EE                 | 25.01          | clerk's telephone                       |
| Utility Warehouse  | 88.96          | Electricity/broadband/phone             |
| SLCC               | 58.80          | Cyber Awareness Training                |
| Allied Westminster | 354.62         | VH Insurance                            |
| Holls Electrical   | 40.94          | Emergency Lighting Check- Parish Office |
| Holls Electrical   | 141.83         | Lighting Check & Repairs- Pavilion      |
| Holls Electrical   | 40.94          | Emergency Lighting Check - Village Hall |
| Instant Print      | 364.00         | Newsletter printing                     |
| Came & Co          | 234.06         | Thealby PA add premium                  |
| Pestcotek          | 100.00         | Mole removal                            |
| British gas        | 60.75          | pavilion electricity (DD)               |
| Distorted Thinking | 60.00          | Transfer of data to new laptop          |
| Barclaycard        | 20.50          | Ink Cartridge                           |
|                    | <b>2927.30</b> |   |

Cllr Craddock mentioned that the grounds maintenance equipment would need to be purchased this month. It was proposed by Cllr Bell, seconded by Cllr Nicholson and **RESOLVED** unanimously to move £15,339.45 from the Lloyds

account to the Barclays current account so that the equipment could be purchased. Once the grant was claimed from NLC it would be returned to the Lloyds account. It was proposed by Cllr Bell, seconded by Cllr Harber and **RESOLVED** unanimously that the Clerk could pay the March HMRC and pension payments on 31/3/21.

Cllr Craddock informed the members that Cllr Sharp had resigned from the Council since she was starting training with the RAF. Members gave her their best wishes

There being no further business the meeting was closed at 8.29pm. The next scheduled meeting will be held on Monday 12<sup>th</sup> April 2021 via Zoom, unless government guidelines dictate otherwise

Chairman's signature.....

Date.....