

**BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES  
Tuesday 18<sup>th</sup> April 2023 in the Village Hall**

<b>Present:</b>	Cllr C Harber (Chair)	Cllr P Bell	Cllr S Bull	Cllr E Evans	Cllr D Faulks
	Cllr J Mitchell	Cllr S Nicholson	Cllr P Pringle	Cllr R Webber	Cllr E Whittaker

Also present: the Clerk, Ward Cllr Rowson and two residents

The meeting began at 7.00pm

Public session

The residents were representing Burton United Football Club and were in attendance regarding a recent meeting held with themselves and Cllrs Bull and Nicholson and the Clerk. They had looked at the club's finances regarding the Parish Council request for the football club to pay for the fertiliser and weed control on the football pitches, but despite trying to apply for grants, did not currently have the funds for this expenditure, although they may have it in September.

7.10pm Cllr Whittaker joined the meeting

Suggestions were given to the residents for further grant funding that may be available.

Ward Cllr Marper had provided the following report: she had received a request for a larger litter bin at the bus shelter on Normanby Road and to have a lidded one as rubbish keeps blowing out of it. She has reported the potholes on Darby Road and those near the bus stop at the Chicken Fields, as well as many down the High Street and Stather Rd (by no's. 122 & 144) plus the bump on the top of the hill (camber). She has also requested that The Avenue Sign be fixed.

There being no further comments or questions, the meeting was opened at 7.15pm. The residents left the meeting.

**23/54 Apologies for absence**

Apologies were received from Ward Cllr Marper and Ogg and PC Bright.

**23/55 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.**

Cllr Harber declared an interest in item 23/72d.

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

Cllrs Evans, Faulks & Harber for the Village Hall

**23/56 Acceptance of minutes for the meeting held on Tuesday 21<sup>st</sup> March 2023**

Members had received the draft minutes of the meeting held on Tuesday 21<sup>st</sup> March 2023 prior to the meeting. It was proposed by Cllr Pringle, seconded by Cllr Nicholson and **RESOLVED** with two abstentions that the minutes were a true and accurate record. Cllr Harber duly signed the minutes.

**23/57 Clerk's report**

Members had received a report prior to the meeting. The Clerk had looked at the Civility and Respect training, but it was £16 per course per person. It was suggested to ask ERNLLCA if they could provide a similar course. Members were informed that the Normanby 10k run which went through the villages would take place on 9/7/23.

**23/58 To consider and discuss any issues raised in the public session not covered on the agenda.**

Members discussed the comments given by the residents regarding the cost of the fertiliser for the playing field. It was agreed to resolve this decision in agenda item 23/67a.

**23/59 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
NLC	Request for a representative to attend an event to discuss working together to combat climate change and achieve 'A Green Future for all'	Cllrs Nicholson and Webber agreed to attend. The Clerk was asked to inform NLC that a representative would attend and decide who, when the date was announced.

**23/60 Councillor's Forum: Councillor's information exchange (10 minutes)**

Cllr Webber mentioned that she had noticed that the footpath on The Avenue stopped before the end of the houses. It was agreed to ask NLC to increase this to the end of the row. She also mentioned the grass area in front of the bowling club on Wiltshire Ave, but it was agreed to monitor whether this required a footpath as well. Cllr Whittaker mentioned that the foot bridge at the top of bridleway 167 on Burton Hills appeared to be wearing out. Cllr Mitchell

agreed to look at it and report back to the Clerk. Cllr Nicholson mentioned that with the help of a group who investigated plume levels from chimneys, he had submitted a report to the examiner for the NLGEP, which had led to the applicant being given supplementary questions by the examiner.

**23/61 Emergency Plan: to receive the completed questionnaire and resolve to agree it.**

Members had received the updated emergency plan which had been completed by the Clerk. It was agreed to ask for support to write a flood specific emergency plan and to accept this one. The Clerk would wait to return it to Humber Emergency Planning Service until after the elections in case the ward councillors were changed.

**23/62 Cyber Essentials Certification: to discuss whether to apply for this and resolve and actions arising.**

Members had received a report on this certification prior to the meeting. It was agreed that due to the cost and that the Clerk had attended cyber training in 2021, not to apply for the certification.

**23/63 Infrastructure Levy Consultation: to resolve a response to the consultation.**

The Clerk had provided a suggested response to the consultation. It was agreed to send this response to NALC.

**23/64 Annual Parish Meeting (23/5/23): to receive an update.**

Members were informed that the WI, the heritage group and Burton in Bloom had agreed to attend. The families of the late Rev P Hearn and Mr G Robinson would attend to present the awards. It was agreed that the local British Heart group could have a display. It was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** with one abstention to get a quote from Harry Stebbing for the honours board. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to purchase two shields.

**23/65 Coronation: to receive an update on the events over the weekend**

Members were informed that the ribbon had been ordered for the streetlamps and it would also be placed around the bicycles. Residents will be invited to bring a picnic to the paddock on Sunday 6<sup>th</sup> May. An ice cream van will be available and the Sheffield Arms open for refreshments. The BBMF hurricane will fly past at 14.59 and the school will have a fancy dress parade to the paddock. It was agreed that Cllrs Harber and Pringle would take the bookmarks into the primary school.

**23/66 Review/acceptance of policies:**

**a. Community Engagement**

**b. New Councillor Privacy Notice**

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to accept the reviews of these policies.

**23/67 Reports:**

**a. Burton Playing Fields**

Members discussed the fertiliser and weed control for the football pitches. It was proposed by Cllr Whittaker, seconded by Cllr Nicholson and **RESOLVED** unanimously to transfer £1,750 from the 2022/23 grant budget to earmark reserves for 2023/24. The parish council agreed to pay for the fertiliser and weed control for just this year. BUFC had also mentioned about having a storage container placed near the garage for their equipment. It was agreed to ask them for further information. It was agreed to charge the football club £33 per pitch for the grounds maintenance operative to mark out the pitches. Members agreed to get quotes for a roller and to not charge for the use of the playing field for a weekly bootcamp. A resident had complained about the siting of the clothes recycling bin, but since this was currently on a six-month trial, it would be monitored. It was agreed to get a quote for a litter bin to be placed by the MUGA and not to put a picket fence around the new flower bed due to requiring access for weeding. The floodlight on the pavilion that overlooked the car park had been repaired and the Clerk was asked to get further information from a resident who enquired about using the football pitches for friendly football matches.

8.10pm Ward Cllr Rowson joined the meeting

Cllr Webber suggested about installing an outdoor table tennis table on the playing field. It was agreed to get quotes for this and have a site visit to decide where to place it. The grounds maintenance operative needed to purchase scaffold tubes for the barrier between the playing field and the car park since the current ones were too damaged to reuse. He had sourced some for a total price of £240. Cllr Bull mentioned that she may be able to source some. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously that the Clerk could spend a maximum of £240 on scaffold tubes.

It was **RESOLVED** to suspend Standing Orders so that Ward Cllr Rowson could speak. She mentioned that NLC now had two teams filling in potholes, so hopefully they would be completed more quickly. It was **RESOLVED** to reinstate Standing Orders.

**b. Village Hall Committee**

Cllr Faulks mentioned that despite progress being slow the committee had now received a quote to complete the required work. The hall outgoings would now be reduced due to the heating not being required during the summer months. SSE had been charging climate change levy which doesn't apply to charities and the wrong VAT rate. The treasurer had made a complaint and was waiting for a response.

**c. Thealby: Play Area**

Nothing to report.

**d. Burial Ground**

A resident had enquired about having a memorial tree in the burial ground in memory of his late wife. Since there were a couple of trees there that needed replacing, it was agreed to ask the resident to replace one of these as a memorial. Members agreed to enter the cemetery of the year award.

**e. Allotments**

Members were informed that the first inspection of the year had taken place and there were about three plots that showed little sign of work. The Clerk had received an email from the Chair of the Allotments Association thanking the Grounds Maintenance Operative for all that he does within the allotments and being proactive in improving the site.

**f. Public Rights of Way/Footpaths/Burton Hills**

The Clerk informed the members that she would arrange for the ditch on Burton Hills to be cleared out. Ward Cllr Marper had received information from residents of Ashwood Close saying that motorbikes were using the snicket to access Burton Hills. The Clerk would ask the residents to monitor this and let her know how often it happened.

**g. Youth Council**

Cllr Harber mentioned that the litter pick had been cancelled due to the weather but would be rearranged. Cllr Pringle informed the members that the Youth Council was planning a film night. They would post on Facebook a selection of five films for young residents to choose from.

**23/68 Grants: to receive a report of progress with grant applications made by the Parish Council and resolve any actions arising.**

Members were informed that the Clerk was still waiting to hear when the ditch for the defibrillator electrics would be dug. The grant request to Grange Windfarm had been successful and the contractor had been informed that the grass seed could be laid, and the chafer grub traps set. The grant application for the pull-up bars was on hold until it had been confirmed that planning permission wasn't required. The Clerk had applied to NLC for a grant for the interactive speed signs.

**23/69 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising.**

The Grounds Maintenance Operative had suggested a footpath on the paddock from the doctor's surgery to the High Street, but since residents were not keen on this previously it was agreed not to pursue it. He had also asked about purchasing a flail, but it was agreed that this equipment would not be required currently. Burton in Bloom had asked about planting bulbs on the bank at Thealby. It was agreed to mention this request to NLC.

**23/70 Highways repairs and other issues: To consider progress on outstanding repairs or other Highway matters to be reported and resolve any actions arising from them.**

Councillors mentioned the condition of the road surface on Darby Road and Thealby Lane. The Clerk would report these to NLC. A resident had mentioned that more cars were speeding along Thealby Lane since the interactive speed sign had been removed and the Clerk had informed them of the planned ones that would be permanently sited along that road. Cllr Nicholson wanted to thank the contractor who recently completed the work on Stather Road.

**23/71 To consider the following planning applications:**

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

None

**c. Planning Applications**

Planning Number	Application	Response
PA/2023/607	Notice of intention to fell a magnolia within Normanby's conservation area at 7 The Old Estate Yard, Normanby	No comment

**d. Planning decisions made by NLC.**

Planning Number	Application	Response
PA/2023/93	Planning permission to erect a single-storey side & rear extension & convert garage to playroom at Allerdale, 33 Tee Lane, BUS	Permission granted
PA/2023/217	Permission to prune a liquidamber as T1 in and subject to Tree Preservation Order at 36 Main Street, Normanby	Permission granted
PA/2023/122	To erect two-storey extensions and alterations including partial demolition of the existing house (resubmission of PA/2022/1755) at Glebe House, 25 St Andrew's Drive, BUS	Permission granted

8.45pm Ward Cllr Rowson left the meeting

**23/72 Finance:**

**a. To consider and approve earmark reserves.**

It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to add the £23,000 that was set aside into the accounts package reserves and to transfer £1,750 as resolved in agenda item 23/67a.

8.47pm Cllr Whittaker left the meeting

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

The Clerk went through the expenditure and income for the 2022/23 financial year.

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

The Clerk went through the balances of the accounts.

Cllr Pringle took the chair for the next agenda item.

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

It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** with one abstention to pay the invoices for April. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** with one abstention to transfer £10,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

<b>Company</b>	<b>GROSS</b>	<b>Reason</b>
EE	21.20	clerk's mobile
Barclaycard	16.00	Pavilion keys cut/GMO mobile
Pestcotek	100.00	Mole removal
J Crowston	99.00	Pavilion/office cleaning
Utility Warehouse	910.76	Gas/electricity/broadband
Humber Merchants Ltd	27.94	Drill head
ERNLLCA	901.39	Annual membership
Hygiene Hub	10.79	Gloves for cleaner
Holls Electrical Ltd	187.29	Repairs to carpark floodlight
Yards Apart	2188.96	grass verge cutting
Sir Reginald Sheffield	150.00	Burton Hills rent
ICCM	95.00	Annual membership
ICCM	162.00	Memorial Management training
Mackay	165.00	Diesel
Wave	13.76	Pavilion water
Distorted Thinking	1080.00	Website support
Employees	2322.73	April salary
ERPF	662.10	April pension
HMRC	333.92	April PAYE/NI
NLC	472.20	Trade Waste - playing field
NLC	259.60	Trade Waste - burial ground
Employee	10.00	Puncture repair - trailer
	<b>10189.64</b>	

Cllr Harber returned to the chair.

There being no further business the meeting was closed at 8.49pm. The next scheduled meeting will be held on Tuesday 16<sup>th</sup> May 2023 at the Village Hall at 7pm.

Chair's signature.....

Date.....