

BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
Tuesday 16th May 2023 in the Village Hall

Present:

Cllr C Harber (Chair for item 23/73)	Cllr S Barnes	Cllr S Bull	Cllr E Evans
Cllr P Pringle (Chair from item 23/74)	Cllr J Mitchell	Cllr R Webber	

Also present: the Clerk, Ward Cllrs Marper & Ogg and three residents

The meeting began at 7.00pm

Public session

Two residents informed the Council that they were not content with the siting of the clothes recycling bin at the playing field. They suggested an alternative position for it to be placed in the car park. Cllr Harber mentioned that it was currently there for a six-month probationary period, but would be discussed later in the meeting at item 23/87

7.05pm the two residents left the meeting

The third resident, Mr A Craddock, mentioned that he was present due to him standing for co-option to the parish council.

Cllr Harber congratulated the ward councillors on being re-elected to North Lincs Council. Ward Cllr Marper mentioned that there had been severe flooding on Wiltshire Ave the previous week and a site meeting had been held with Highways, who were looking into this. She mentioned that it is important to report any manhole covers that are uplifted by heavy rain directly to NLC. Since the peacock at Normanby Hall had been hit by a car, she had asked for a survey to be done into having an interactive speed sign along Normanby Road, Normanby. She asked to have minuted that the Parish Council was doing excellent work for the community.

There being no further comments or questions, the meeting was opened at 7.20pm.

23/73 Election of the Chair

Cllr Harber explained why she was stepping down as Chair of the Council and thanked the Clerk and Vice Chair for their support over the last two years. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously that Cllr Pringle should be elected Chair. Cllr Pringle signed the declaration of acceptance of office to be Chair. She chaired the meeting from this point.

23/74 Election of the Vice Chair

Cllr Pringle proposed, Cllr Harber seconded, and it was **RESOLVED** unanimously that Cllr Mitchell should be elected Vice Chair. Cllr Mitchell signed the declaration of acceptance of office to be Vice Chair.

23/75 Apologies for absence

Apologies were received from Cllr Nicholson and Ward Cllr Rowson

23/76 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 Evans & Harber for the Village Hall, Cllr Webber for Burton in Bloom

23/77 Councillor Co-option

It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to suspend Standing Orders so that Mr Craddock could speak. He explained his reasons for wanting to return to the parish council and as to why he had not stood for election. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to reinstate Standing Orders.

7.30pm Ward Cllrs Marper & Ogg and Mr Craddock left the meeting

Members discussed the application and took a vote by show of hands.

7.40pm Ward Cllrs Marper & Ogg and Mr Craddock returned to the meeting

Cllr Pringle informed Mr Craddock that he unfortunately had not received a majority vote.

7.41pm Mr Craddock left the meeting.

23/78 Acceptance of minutes for the meeting held on Tuesday 18th April 2023

Members had received the draft minutes of the meeting held on Tuesday 18th April 2023 prior to the meeting. It was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Pringle duly signed the minutes.

23/79 Clerk's report

Members had received a report prior to the meeting. ERNLLCA could offer Civility & Respect training for the whole council, and it was agreed that the Clerk would ask neighbouring parish council's if they would like to join it. It was agreed to monitor the tree on the paddock and to send a letter of congratulations to the King & Queen on their recent coronation. The Clerk would send information to 'Clerks & Councils Direct' on the recent celebrations held in the parish for the coronation.

23/80 Review of delegation arrangements to staff

Members discussed the delegation arrangements to staff, and it was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to increase the amount of maximum expenditure to £500.

23/81 Review of terms of reference for the Personnel Committee

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** with one abstention to accept the review of the terms of reference for the Personnel Committee

23/82 Appointment of members and election of the Chair to the Personnel Committee

It was **RESOLVED** to elect Cllrs Bull, Harber, Mitchell and Webber to the Personnel Committee. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously to appoint Cllr Webber as Chair to the Personnel Committee.

23/83 Appointment of members to carry out the quarterly financial review.

It was **RESOLVED** that Cllrs Bull, Barnes and Pringle would conduct the quarterly financial reviews.

23/84 To elect Councillors to represent this Council at the ERNLLCA district committee meetings, NATS meetings, Roxby Landfill and any other meetings as mentioned by the Council.

It was **RESOLVED** that Cllrs Harber & Webber would represent the Council at ERNLLCA district committee meetings, Cllrs Mitchell & Pringle at NATS meetings, and Cllr Nicholson at Roxby Landfill meetings.

23/85 Review of:

- a. Standing Orders
- b. Financial Regulations
- c. Co-option Procedure
- d. Complaints Procedure

It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously to accept the reviews of the above four policies.

e. Arrangements for insurance cover

It was proposed by Cllr Mitchell, seconded by Cllr Pringle and **RESOLVED** unanimously to review the insurance cover when the policies were up for renewal.

f. Council subscriptions

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to continue with the current subscriptions.

g. Council direct debits

It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to continue with the current direct debits.

h. Expenditure incurred under s137 of the Local Government Act

Members were informed that the only expenditure under s137 of the Local Government Act in 2022/2023 was the poppy wreath at £20.

23/86 To agree the time and place of ordinary meetings until the next annual meeting

Members had received a list of meeting dates prior to the meeting. It was agreed to hold the meetings on these dates.

23/87 To consider and discuss any issues raised in the public session not covered on the agenda.

Members discussed the resident's views regarding the siting of the clothes recycling bin. It was agreed to ask the Grounds Maintenance Operative to flatten the ground near to the garage and ask the charity to re-site the bin.

23/88 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	
AJ Gallagher	Insurance renewal for tractor	It was proposed by Cllr Harber, seconded by Cllr Mitchell and RESOLVED unanimously to renew the tractor insurance
ERNLLCA	Councillor training for the whole council	It was proposed by Cllr Barnes, seconded by Cllr Bull and RESOLVED unanimously to book councillor training for the whole council.
Burton in Bloom	Enquiry as to whether the parish council would like a stall at the fete on 24 th June	It was agreed to have a stall at the fete. Cllrs Barnes, Bull & Pringle offered to help, and Cllr Webber offered the use of her gazebo

Residents	Concerns over driveway installed at Old Estate Yard	It was agreed that since this is a NLC issue, the parish council would email planning enforcement.
NLC	Request to attend a research session on how to improve on how NLC is informed online about road issues	Cllr Pringle agreed to attend on 23 rd May at 11.45am. Councillors were asked to pass any comments that they had to her.

23/89 Councillor's Forum: Councillor's information exchange (10 minutes)

Cllr Webber mentioned a number of maintenance issues that she had noticed around the parish. These were emailed to the Clerk and would be passed onto the Ward Councillors. Cllr Barnes mentioned that vehicles had been parking on the verge on the corner of Barnston Way and Normanby Road. He was asked to get further information and pass it onto the Clerk. Cllr Bull mentioned that she had been approached by a resident regarding the condition of the churchyard. Cllr Pringle mentioned that that Grounds Maintenance Operative was working his way around to cutting the grass and that the areas between the cremated remains were the responsibility of the relatives. The church was investigating installing stones around these graves.

8.17pm Ward Cllrs Marper & Ogg left the meeting

23/90 Annual Parish Meeting (23/5/23): update on the preparations and to resolve any actions arising.

Members were informed that the shields had been ordered and numerous community groups would be attending. Tea and coffee would be provided. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to purchase the honours board as per the quote provided.

23/91 Coronation: to receive an update on the events over the weekend

Cllr Pringle mentioned that there had been a good turn out on the paddock for the celebrations and the flypast had been successful. It was agreed that members could receive a bookmark each.

23/92 Reports:

a. Burton Playing Fields

Members were informed that a site visit had taken place to discuss where to put an outdoor table tennis table and it had been suggested to put it at the end of the children's play equipment. It was agreed to apply to NLC for a grant and if successful, to progress with the purchase. The playing field had been reseeded and the chafer traps set.

b. Village Hall Committee

Cllr Evans informed the members that another company had declined to quote for the work at the village hall. The Clerk had informed the insurance company of the issues but was asked to see if they had any companies that they could recommend.

c. Thealby: Play Area

The polling station had been sited at the play area.

d. Burial Ground

Members were informed that kerbing and stones had been placed in front of a memorial. The Clerk had written to the relative and if they were not removed within a month, the items would be taken away.

e. Allotments

Members were informed that the recent heavy rain had caused flooding in the allotments and there was much standing water in the burial ground. It was agreed to get a quote to insert a drain along the bottom end of the burial ground.

f. Public Rights of Way/Footpaths/Burton Hills

Members were informed that signs had been placed on the bridleway warning equestrians that the bridge at the top of Burton Hills was not safe, but someone had removed the bottom sign. This had now been put back. Cllr Mitchell agreed to meet with the contractor to get a quote to clear the ditch. The entrance to the hills from Ashwood Close had lost some of the chippings, so Grounds Maintenance Operative would make this area safe.

g. Youth Council

Cllr Pringle mentioned that the Youth Council were planning a film night but were waiting to hear if they could use the village hall free of charge. If not, then they would like the fee to come out of their parish council funding. They would suggest five films, post them on Facebook and see which film the majority would like to watch.

23/93 Grants:

a. 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 had sent the claim to NLC for the coronation grant and had applied to them for grants for the pull-up bars and the interactive speed signs. She had sent the claim to Grange Windfarm for the grass seed and chafer grub traps grant and would claim the bench and defibrillator grant from them once the defibrillator had been installed. She was currently waiting to hear from Overalls that the ditch for the electrics had been dug.

b. to consider the grant application from Burton in Bloom and resolve any actions arising.

Members were informed that the monitoring form for last year's grant had not been returned. Cllr Webber agreed to get this sorted. It was proposed by Cllr Mitchell, seconded by Cllr Bull and **RESOLVED** with one abstention to provide a grant of £1,000 to Burton in Bloom for the hanging baskets and Christmas trees.

23/94 To consider the following planning applications:

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

None

c. Planning Applications

None

d. Planning decisions made by NLC.

Planning Number	Application	Response
PA/2022/2196	Installation of flat dormer window to the rear at 7 The Old Estate Yard, Normanby	Permission granted
PA/2023/245	To erect a single-storey side and rear extension at 9 Breydon Court, BUS	Permission granted
PA/2023/607	Notice of intention to fell a magnolia tree within Normanby's conservation area at 7 The Old Estate Yard, Normanby	Permission granted
PA/2023/257	To erect single-storey side and first-floor extension (re-submission of PA/2022/2004) at 35 Holme Drive, BUS	Permission granted

23/95 Finance:

a. To resolve additional signatories on the bank accounts.

The Clerk would get online access to the accounts for Cllr Webber. It was agreed that currently there were enough signatories on the accounts.

b. To consider and approve current income and expenditure.

The Clerk went through the expenditure and income for the financial year so far.

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

The Clerk went through the balances of the accounts.

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

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to pay the invoices for May. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to transfer £11,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

Company	GROSS	Reason
EE	24.59	clerk's mobile
Barclaycard	256.82	CCTV sign/ A4 paper/ribbon/GMO mobile
Pestcotek	100.00	Mole removal
J Crowston	90.00	Pavilion/office cleaning
Utility Warehouse	852.23	Gas/electricity/broadband
Rialtas Business Solutions	210.59	Accounts software
Quickline	0.00	Pavilion broadband
Scunthorpe Lawnmowers	35.00	Strimmer harness
Yards Apart	2188.96	Grass verge cutting (grant funded)
Employee	7.20	travel expenses
Employee	76.82	Cement/fuel/tap
Cobweb Crystal	154.40	APM awards
Wave	15.43	Office water
Derek Denby	4.45	Expenses -memory stick
Broxap	1058.40	burial ground bench (grant funded)
Screwfix	44.97	trousers/fleece/screwdriver bits
MacKay	252.00	diesel
Employees	2522.33	May salary
ERPF	741.30	May pension
HMRC	480.10	May PAYE/NI
Complete Weed Control	2388.00	Chafer traps/grass seed at playing field (grant fd)
Humber Merchants Ltd	21.26	Wood preserver
	11524.85	

There being no further business the meeting was closed at 8.50pm. The next scheduled meeting will be held on Tuesday 20th June 2023 at the Village Hall at 7pm.

Chair's signature.....

Date.....