

BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES  
TUESDAY 20<sup>TH</sup> JUNE 2023 IN THE VILLAGE HALL

Present:	Cllr P Pringle (Chair)	Cllr S Barnes	Cllr P Bell (from item 23/98)	Cllr S Bull
		Cllr J Mitchell (Chair for item 23/114c)	Cllr S Nicholson	Cllr R Webber

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

The meeting began at 7.00pm

Public session

The resident was attending the meeting due to her having a planning application being discussed. There being no further comments or questions, the meeting was opened at 7.04pm.

**23/96 Apologies for absence**

Apologies were received from Cllrs Evans and Harber and Ward Cllr Rowson

**23/97 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 Pringle personal and prejudicial for item 23/114c

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

None

It was agreed to move item 23/113a up the agenda to be discussed.

**23/113a To consider the following planning applications**

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

It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to suspend Standing Orders so that questions could be asked of the applicant.

Planning Number	Application	Response
PA/2023/796	Planning permission to alter and replace existing garden wall at 1 Church Farm Mews, BUS	Numerous questions were asked by the council to the applicant

It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to reinstate Standing Orders

7.15pm a resident arrived at the meeting

It was **RESOLVED** to respond that the parish council had no concerns with this application.

**23/98 Councillor Co-option**

It was mentioned that due to not getting their application in for the May elections, the resident would like to return to the parish council and be co-opted back on. Members were all in favour to co-opt Mr Bell, who duly signed the declaration of acceptance of office and joined the councillors.

**23/99 Acceptance of minutes for the meeting held on Tuesday 16<sup>th</sup> May 2023**

Members had received the draft minutes of the meeting held on Tuesday 16<sup>th</sup> May 2023 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** with one abstention that the minutes were a true and accurate record. Cllr Pringle duly signed the minutes.

**23/100 Clerk's report**

Members had received a report prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Bull and **RESOLVED** unanimously that the Clerk should attend the NALC training on 'Making the planning system work for local councils' on 22<sup>nd</sup> November 2023. It was agreed that the ribbons on the streetlamps would be removed after the Burton in Bloom weekend 24/25 June.

**23/101 To consider and discuss any issues raised in the public session not covered on the agenda.**

There were no additional issues raised.

**23/102 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	Decision
ERNLLCA	Request to submit motions to be discussed at the AGM	It was agreed to submit a motion that the General Power of Competence & the Local Council Award Scheme could only be applied for when two thirds of the council has stood for election, which was prohibiting the work of certain councils. The Clerk would put together a report for the next meeting.

Better Housing Better Health	Free online training for those working with the public and to learn how to help those in fuel poverty on Thursday 6 <sup>th</sup> July 3-4pm	Noted
Resident	Concerns over neighbour planning to remove boundary wall to increase size of garden in a conservation area.	This had been discussed with the planning application

7.25pm Ward Cllr Marper arrived at the meeting

It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Marper could give her report.

Ward Cllr Marper mentioned that she had reported the parking problems on Barnston Way at the NATs meeting earlier that evening. Some of the issues were NLC's responsibility whilst others were a police matter.

7.28pm Ward Cllr Ogg arrived at the meeting

The trees requested for the verges would not be planted until the autumn so there was time to decide where to plant them. Fly tipping was still a problem. Over the next four years, NLC would be looking into areas where the speed limit should be reduced to 20mph. She would suggest to NLC that a village sign for Normanby should be placed just before the cottages on Normanby Road. Cllr Bell asked about the double yellow lines on Barnston Way and was informed that it had been mentioned to NLC. Ward Cllr Marper mentioned that NLC would be writing to the residents who were affected by the flash floods on 6 May and Ward Cllr Ogg said that there had been conversations with Anglia Water and in some villages, people had been advised not to flush sanitary items down the toilet. Members were informed that Armed Forces Day was taking place on 24<sup>th</sup> June.

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to reinstate Standing Orders.

### **23/103 Councillor's Forum: Councillor's information exchange (10 minutes)**

Cllr Nicholson mentioned that rumours were spreading that the wharf on Stather Road would be reopening. He was concerned about long queues of HGV's.

It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Marper could speak.

Ward Cllr Marper mentioned that there had been problems with HGV's using the High Street and they had been told they should use Darby Road, but you can't stop HGV's parking on the highway.

It was proposed by Cllr Webber, seconded by Cllr Bull and **RESOLVED** unanimously to reinstate Standing Orders. Cllr Mitchell mentioned that few businesses had lasted long in that area.

### **23/104 Approval and signing of the Annual Governance and Accountability Return 2022/2023**

#### **a. To receive the Internal Auditors Report**

Members had received the report prior to the meeting and noted the comments.

#### **b. Approval and signing of the Annual Governance Statement**

Members had received a copy of the Annual Governance Statement prior to the meeting. The Clerk read through it, the Council approved the Annual Governance Statement, and the Chair signed the documentation. Cllr Webber thanked the Clerk for her work in completing the year end accounts.

#### **c. Approval and signing of the Accounting Statements**

Members had received a copy of the Accounting Statements prior to the meeting. The Council approved the Accounting Statements, and the Chair signed the documentation. The Clerk mentioned that the notification of the public rights to view the accounts would go on the noticeboards and website at the end of the week.

### **23/105 Review/Adoption of the following policies:**

- a. Media policy**
- b. ICT**
- c. Crime & Disorder**
- d. Biodiversity**

It was agreed to make the media policy gender neutral. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to accept the reviews/adoptions of the above four policies.

### **23/106 Annual Parish Meeting: to discuss the outcome of the meeting.**

Members were informed that the shields had been inscribed with the names and the honours board was on order. Cllr Pringle mentioned that it was good to see the families of the late residents who the awards were named after.

### **23/107 Emergency plan: to update contact details on the response questionnaire.**

Members were informed that the previous Chair was included as a key holder for buildings that she no longer had a key for. The contact details were updated, and the Clerk would forward the questionnaire to the Humber Emergency Planning Service

**23/108 To consider making a community asset application for the Sheffield Arms**

The Clerk informed the council on how to apply for a building to become a community asset and what would happen should it ever be sold. A discussion took place and members voted to not currently apply to register the Sheffield Arms as a community asset but would consider it, should the property be at risk of being sold.

**23/109 Reports:**

**a. Burton Playing Fields**

Members were informed that the grass seed on the main football pitch had not taken very well. The Clerk had received concerns from a resident that the chafer traps had been catching bees. It was agreed that she would contact the contractor to find out how long the traps should be in place.

**b. Village Hall Committee**

It was proposed by Cllr Webber, seconded by Cllr Bull and **RESOLVED** unanimously to pay half the fee for the bid writing training that the chair of the village hall committee had attended with ERNLLCA. Members were informed that the Clerk had submitted an expression of interest to apply to the government’s community ownership fund. If this were successful, members agreed that an application would be made by the parish council in collaboration with the village hall committee for the work that was required at the village hall. Cllr Harber had provided the following report: ‘We have applied for grants from NLC for a new boiler and from Quickline for replacement bars in the disabled toilets, mirrors and a new noticeboard. A joiner is interested in doing some of the work required and is due to meet with Ian later in the week. The Committee has agreed to lend tables to Burton in Bloom and the Parish Council are also borrowing a table.’ Members were also informed that a builder would be meeting with the Chair of the committee to discuss the work required.

**c. Thealby: Play Area**

Nothing to report.

**d. Burial Ground**

Members were informed that the kerbing and stones had been removed from the grave as requested. A relative had mentioned that the tree near her parent’s grave was not that healthy. It was agreed that the Clerk would get quotes for an arboriculturist to check the trees in the burial ground. They would also check those on the paddock and the cherry tree by the office.

**e. Allotments**

The Clerk had recently inspected the allotments and had written to one plot holder regarding the condition of their plot. Cllr Nicholson mentioned that he was still pursuing the problem with the flooding with Normanby Estates, but until the drains had been washed through, there was no point in installing a ditch along the end of the burial ground. He would continue to liaise with Normanby Estates.

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to suspend Standing Orders so that the resident could speak.

The resident asked if anything could be done about the condition of the public right of way that went to the allotments since in the winter it was difficult to use. She was informed that the Grounds Maintenance Operative had put chippings down to help with the matter, but the path was the responsibility of NLC. Ward Cllr Marper agreed to investigate this.

It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to reinstate Standing Orders.

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

Members received a quote to clear out the dyke on Burton Hills.

8.15pm the resident left the meeting

It was agreed that the Clerk would try to get a second quote and Cllr Mitchell agreed to meet with the contractor.

**g. Youth Council**

Cllr Pringle mentioned that the Youth Council had not met since the last council meeting but were hoping to meet later this month.

**h. NLC planning reporting consultation.**

Cllr Pringle had attended this consultation. She mentioned that NLC was updating its website and asking for people’s views.

**i. National Grid North Humber to High Marnham upgrade consultation**

Cllrs Nicholson & Webber had attended this consultation. The pylons would be placed within a parameter of the existing route and not be that close to the parish. It was agreed that no comment was required to this consultation.

**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 coronation grant from NLC had been received along with the grass seed grant from Grange Windfarm. The second half payment for the defibrillator from NLC and the bench and defibrillator installation from Grange Windfarm would be claimed once the defibrillator had been installed. This had been delayed due to the electrics not currently being in place. The Clerk had submitted grants to NLC for the interactive speed signs and the pull up bars and was waiting to see if they were successful. She still needed to apply to NLC for a grant for the outside table tennis table.

**23/110 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising.**

It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to accept the quote and have the emergency light in the office toilet replaced as per the recent inspection. Members were informed that

next year the fire extinguishers at the pavilion and office would need replacing and a quote had been received so that it could be included in next year's budget.

8.25pm Ward Cllrs Marper & Ogg left the meeting

The fridge at the pavilion had failed the PAT test last year so it was agreed the Clerk would get quotes for a new one. Members decided that the parish council should continue to have the tractor serviced by the contractor. It was agreed to let the war memorial maintenance fund regild the war memorial lettering.

**23/111 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.**

The Clerk had received concerns from a resident about the number of lorries and the speed of drivers along Thealby Lane. Cllr Webber mentioned that she had recently seen a traffic police officer along there. The Clerk would mention this concern to the Ward Councillors. Members were informed that NLC parking services would check on the cars parking over the dropped kerb on Barnston Way and report the request for double yellow lines to the traffic department. The Clerk would also mention again the request for double yellow lines at the top of Stather Road bend and report a pothole outside the methodist church on the High Street.

**23/112 To consider the following planning applications:**

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

This had been discussed earlier in the meeting.

**b. Planning Applications**

None

**c. Planning decisions made by NLC.**

None

**23/113 Finance:**

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

The Clerk went through the expenditure and income for the financial year so far. There were no questions.

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

The Clerk went through the balances of the accounts.

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

Cllr Mitchell took the Chair. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** with one abstention to pay the invoices for June. It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** with one abstention to transfer £12,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

Company	GROSS	Reason
EE	23.96	clerk's mobile
Barclaycard	35.13	postage/ APM refreshments/bunting/GMO mobile
Pestcotek	100.00	Mole removal
J Crowston	94.50	Pavilion/office cleaning
Utility Warehouse	710.91	Gas/electricity/broadband
Yards Apart	4377.92	grass verge cutting (x2) (grant funded)
AJ Gallagher	324.02	Tractor insurance
Glover & Co	528.00	Internal audit/payroll
Farmstar	97.10	Tractor belt
Employeee	66.15	travel expenses
Cartridge save	101.88	ink cartridges
Quickline	0.00	pavilion broadband
Burton in Bloom	1000.00	Parish Council grant
Spitfire Services Ltd	158.40	Fire extinguisher/smoke alarm service-office
Spitfire Services Ltd	237.00	Fire extinguisher/ alarm/lights - pavilion
Cllr Pringle	407.00	newsletter/shield printing
ERNLLCA	332.32	Good Councillor training
ERNLLCA	84.00	Chairs training
ERPF	790.02	June pension
HMRC	570.19	June tax/NI
Employees	2645.03	June salary
Hygiene hub	20.38	floor cleaner/disposable gloves

Employee	<u>34.20</u> <b>12738.11</b>	tyre inner tube/bench supports
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Cllr Pringle returned to the Chair.

There being no further business the meeting was closed at 8.37pm. The next scheduled meeting will be held on Tuesday 18<sup>th</sup> July 2023 at the Village Hall at 7pm.

Chair's signature.....

Date.....