

**BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
TUESDAY 16TH JANUARY 2024 IN THE VILLAGE HALL**

Present:	Cllr P Pringle (Chair)	Cllr S Barnes	Cllr P Bell	Cllr S Bull	Cllr E Evans
		Cllr C Harber	Cllr J Mitchell	Cllr S Nicholson	Cllr R Webber

Also present: the Clerk, Ward Cllrs Marper & Ogg and three members of the public

The meeting began at 7.00pm. Cllr Pringle welcomed everyone to the meeting and wished everyone a Happy 2024.

Public session

A member of the public who was new to the village asked what was happening with the water tower and Cllr Pringle gave an update. Ward Cllr Marper mentioned that the Ward Cllrs

had complained to Anglian Water and Cllr Pringle confirmed that the parish council had been in contact as well.

7.03pm Ward Cllr Ogg arrived at the meeting

The member of the public also enquired about allotments and was told to contact the Clerk. Another member of the public mentioned that they had children at the primary school and was concerned about the speed that cars travelled along The Avenue. She enquired about placing an interactive speed sign there and was informed that the parish council had asked to place one on The Avenue but since they were solar powered, there was too much tree cover for it to work accurately. The member of the public also asked about reducing the speed limit to 20mph and Ward Cllr Ogg agreed to ask NLC Highways to investigate this. The first member of the public asked if an interactive speed sign could be placed on Tee Lane and was informed that one was going to be placed there, but the residents did not want it. Cllr Harber suggested about placing dragons' teeth on the road as you entered the village on Tee Lane and Ward Cllr Marper said she would enquire with NLC Highways.

Ward Cllr Marper gave a report. She mentioned that there had recently been a car accident on Stather Road, and residents were concerned about the speed that vehicles travelled on that road. She had suggested to them to start up community speed watch and it was agreed that the ward councillors would deliver letters asking if anyone was interested. The Secretary of State had posted the latest information on NLGEP on the National Infrastructure Planning website. Ward Cllr Marper had passed onto NLC the information on suggested verges for tree planting and these areas would be considered. She will be attending a site visit at Normanby regarding the recent flooding of the bungalows and had asked County Turf to clear the road of mud, although nothing had currently come of this, so she would get the NLC officers to chase it up. The access to the permissive path at Thealby had recently been blocked due to fly tipping but Normanby Estates was looking into making it accessible for walkers.

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

24/1 Apologies for absence

None

24/2 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, prejudicial and personnel for 24/17a&b and Cllr Bull, prejudicial and personnel for 24/17f

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

Cllrs Evans and Harber for the village hall.

24/3 Acceptance of minutes for the meeting held on Tuesday 19th December 2023

Members had received the draft minutes of the meeting held on Tuesday 19th December 2023 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** with one abstention that the minutes were a true and accurate record. Cllr Pringle duly signed the minutes.

24/4 To receive the minutes from the personnel meeting held on Tuesday 9th January 2024

Members received and noted the minutes of the personnel meeting held on Tuesday 9th January 2024

24/5 Clerk's report

Members had received a report prior to the meeting. They were informed that the culvert on Ashwood Close had been cleared. The Clerk had gone through the legionella risk assessment, and it had been suggested that she attend an online course so that she could monitor and maintain the control measures. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously that the Clerk should attend an online course costing £31 +VAT. The recent drugs activities at the playing field had been reported to the police. The NLC Community Governance Review would be placed as an agenda item for the next meeting. She would liaise with the Heritage Group regarding Christmas lights for the tree on the paddock. The Speed Indicator Devices had been added to the insurance. Cllr Webber mentioned that the pothole on Flixborough Road had been filled in.

24/6 To consider and discuss any issues raised in the public session not covered on the agenda.

It was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** unanimously to suspend standing Orders. Ward Cllr Marper mentioned that she would continue to ask to have the gutters cleaned out. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously to reinstate standing Orders

24/7 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
Resident	Concerns that the parish council is not bothered about the state of Burton upon Stather	Members noted this correspondence and acknowledged the Clerk's response.
Resident	Road surfaces County Turf	Members noted this correspondence and Ward Cllr Marper had mentioned in her report that she was dealing with this
Resident	Freedom of Information Request	The members were read out the freedom of information request and the Clerk would respond on behalf of the Council as per Standing Orders No. 15.
Resident	Request for further information on an item in last month's minutes	Members noted this correspondence and agreed for the Clerk to respond

24/8 Councillor's Forum: Councillor's information exchange (10 minutes)

Cllr Harber mentioned that the bollard on the Ashwood Close snicket was down. Cllr Mitchell agreed to look at it. She also asked if the Annual Awards could be put in the next newsletter, and it was agreed that this would be done.

24/9 Digital Security: to receive a report and resolve any actions arising (Cllr Nicholson)

Members had received a report prior to the meeting explaining the duty of a public communications provider to retain data. Cllr Nicholson mentioned that he had spoken with the ICO and the Communications Ombudsman and although there was no law to keep communications data, there could be problems if companies were asked to provide the data and couldn't. Cllr Harber informed the members that this would be discussed at the next village hall committee meeting. It was **RESOLVED** that the Clerk would seek further information from the ICO.

24/10 Government Consultation on Street Vote Development Orders: to receive a draft response and resolve any actions arising

Members had received a draft response to the consultation prior to the meeting. It was proposed by Cllr Mitchell, seconded by Cllr Pringle and **RESOLVED** unanimously to send the response and include that those whose property has a boundary with the street should also be consulted.

24/11 Review/Adoption of the following policies:

- a. Councillor/Officer Protocol
- b. Information and Data Protection
- c. Training

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** with one abstention to accept the review of these policies

d. Vexatious Complaints

Cllr Harber mentioned that in section 3.3, it should be included that if a complaint is being dealt with by the council, then the member of the public cannot put in another complaint until the first one has been concluded. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** with one abstention to adopt the Vexatious Complaints policy with this suggested addition.

24/12 Reports:

a. Burton Playing Fields

Members were informed that the 5-year electrical inspection would be done once the electrician booked a date. The light in the showers was no longer permanently on, but this would be checked by the electrician for any fault. Sir Reginald Sheffield had kindly given permission for the monkey challenge equipment, the table tennis table and the advertising boards. The Clerk had asked the primary school to consult with the pupils as to whether they would like the monkey challenge equipment. A consultation would also be placed on Facebook and in the next newsletter. The Clerk had sought pre-application advice from NLC as to whether the storage container requires planning permission and was waiting for a response. Cllrs Nicholson, Bull and the Clerk had met with two managers from the football club. They had asked if they could hollow time the football pitch and install a boot scrapper near to the pavilion. Council agreed to both these requests. They had been informed that the advertising boards could only be on display during matches and the managers stated that this may not be beneficial for them the club and the sponsors.

b. Village Hall Committee

Cllr Harber read out a report from the Chair of the committee. The Clerk had received an email from the insurance company asking for information and she would reply to this in due course.

c. Thealby: Play Area

Sir Reginald Sheffield had kindly given permission for the monkey challenge equipment to be installed.

d. Burial Ground

The Clerk had received an email from a relative regarding the plaques in the natural burial ground and she would respond in due course. She was still in the process of writing to those who had reserved a double depth grave.

e. Allotments

Members were informed that all the renewals had been received and there were currently three vacant plots. It was agreed to install a compost heap on the flooded plot for the new Grounds Maintenance Operative to use. Rats had been seen at the allotments and tenants would be reminded to keep their compost heaps covered and not put waste food in them.

f. Public Rights of Way/Footpaths/Burton Hills

The clearing of the ditch had now been completed and Cllr Mitchell agreed to keep an eye on it. A gravel trap may need to be installed in the Spring. Cllr Nicholson asked if anything was happening with clearing the picnic area, and it was mentioned that Normanby Estates had asked that this was not done, since in the past it had encouraged anti-social behaviour in the area.

e. Kingsferry Wharf

The Clerk read out an email from Associated British Ports which stated that the new lighting at the wharf had been fitted with light defectors to reduce the light pollution, but they had no stipulations for the lighting operational hours on the site. The clerk had written to NLC planning to see if there were any conditions for when the lights should be in use. Cllr Nicholson mentioned that he had spoken with the enforcement officer at NLC and that a site visit would be taking place. Cllr Nicholson asked the members of the public if they would send him photos of any lorries in the village that were not adhering to the weight restrictions. It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to suspend Standing Orders. Ward Cllr Marper mentioned that she had asked for larger weight limit signage. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to reinstate Standing Orders.

f. NLGEP

Members were informed that the latest information requested by the Secretary of State had been posted on the National Infrastructure Planning website. Cllr Nicholson updated the council on information from UKWin and Cllr Bell was concerned about recent deposits from Flixborough chimneys.

24/13 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 grant application had been submitted to NLC for the table tennis table. The Clerk had claimed but not yet received the defibrillator grant from NLC and the grant for the defibrillator and the burial ground bench had been received from Grange Windfarm.

24/14 Maintenance in the Villages:

a. to receive a verbal update on any maintenance issues and resolve any actions arising.

It was agreed to ask NLC to move one of the litter bins in Thealby to the bus shelter

b. to receive a verbal report on the state of the noticeboards

Members were informed that the door on the burial ground noticeboard at the playing field car park no longer shut, and the noticeboard was coming off the post. The back board on the noticeboard on the High Street was warped and getting difficult to post items in. It was agreed that the Clerk would get quotes to replace these noticeboards.

24/15 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.

NLC Highways department had responded to the Clerk regarding the speed limit on Normanby park wall, stating that all issues had been considered and there were no plans to assess A & B roads in the near future. Cllr Mitchell wanted to know why that road had been left at 60mph whereby other roads in the area had been reduced to 50mph. The Clerk was asked to pursue this with NLC Highways. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to suspend Standing Orders. Ward Cllr Marper agreed to support this and would mention it to NLC. It was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** unanimously to reinstate Standing Orders. Ward Cllr Marper had been in contact with a resident regarding leaves on the verges on The Avenue. NLC were still looking into additional devolution to parish councils and would consider the parish council taking over the cutting of the grass verge between Burton and Thealby.

24/16 To consider the following planning applications:

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

None received

b. Planning applications

None received

c. Planning decisions made by NLC

None received

24/17 Finance:

a. To resolve any amendments to the budget since the last meeting

Members were informed that the proposals suggested by the personnel committee for staff salaries had hardly altered the draft budget. It was proposed by Cllr Mitchell, seconded by Cllr Bell and **RESOLVED** with one abstention to accept the budget for 2024/2025 with expected income of £23,383 and proposed expenditure of £108,316

b. To resolve any amendments to the precept since the last meeting

It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** with one abstention to set the precept for 2024/2025 at £84,933.

8.20pm Ward Cllr Marper left the meeting

c. To receive a report on changing energy supplier and resolve any actions arising

Members had received a report prior to the meeting giving a suggestion to change utility supplier to SSE. There were concerns about using this supplier, so the Clerk was asked to get information from an alternative broker

d. To consider and approve current income and expenditure

The Clerk went through the income and expenditure for the financial year so far, explaining why some budget lines were close to their limit. There were no questions

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

The Clerk went through the balances of the accounts.

f. 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 January. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** with one abstention to transfer £6,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

Company	GROSS	Reason
Employee	1394.17	January salary
HMRC	317.44	January tax/NI
ERPF	422.10	January pension
EE	23.96	clerk's mobile (DD)
Quickline	0.00	Pavilion broadband
Pestcotek	100.00	Mole removal
Barclaycard	22.44	Pritt stick/chain engraving/GMO phone (DD)
Mill View Fencing etc	280.00	grass cutting- playing field, burial ground, paddock
Grove Groundworks	1200.00	Burton Hills dyke clearance
T Rowbotham	60.00	Litter pick (Nov-Dec) (cheque)
Fox People Mgmt	889.60	HR support
Wave	24.63	Pavilion water
Utility Warehouse	891.73	Gas/electricity/broadband
	5626.07	

8.25pm Ward Cllr Ogg and the three residents left the meeting

24/18 Closed session: to resolve to go into closed session and discuss staff matters

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to take agenda item 24/18 into Closed Session to members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960, for members to receive updates on items that contained information of a confidential nature. Members discussed the recommendations from the personnel committee meeting held on Tuesday 9th January 2024. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to set the pay scale for the new Grounds Maintenance Operative at that recommended by the committee and to accept the recommended salary scale for the Clerk as well as advertise the Grounds Maintenance Operative position on NLC website.

It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to come out of closed session.

There being no further business the meeting was closed at 8.40pm. The next scheduled meeting will be held on Tuesday 20th February 2024 at the Village Hall at 7pm.

Chair's signature.....

Date.....