

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

Present:	Cllr P Pringle (Chair)	Cllr S Bull	Cllr C Harber	Cllr S Nicholson
		Cllr E O’Roarty	Cllr R Tuplin	Cllr R Webber

Also present: the Clerk and Ward Cllr Marper

The meeting began at 7.00pm.

Public session

Ward Cllr Marper mentioned that she had received an email from Environmental Health regarding the noise etc from the wharf. They had requested that diary sheets were completed. It was agreed that the Clerk would post the diary sheets template onto the website for residents to access. A discussion took place regarding lorries in the village and historical information. Cllr Webber thanked the ward councillors for their help in getting the restrictions installed on Wood Top and Bottom. Cllr Nicholson thanked them for their support with the wharf. Cllr Webber mentioned that there had been an enquiry on Facebook about continuing the footpath joining the villages, to make it a circular route. Ward Cllr Marper agreed to investigate this.

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

24/55 Apologies for absence

Cllrs Barnes, Bell, Evans and Mitchell and Ward Cllrs Ogg and Rowson

24/56 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 for items 24/62 & 24/72d, personal and prejudicial, Cllr Webber for item 24/60 prejudicial, Cllr Bull for item 24/67f, personal and prejudicial

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

Cllr Harber for the village hall.

24/57 Acceptance of minutes for the meeting held on Tuesday 19th March 2024

Members had received the draft minutes of the meeting held on Tuesday 19th March 2024 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.

24/58 Clerk’s report

Members had received a report prior to the meeting. The mobile polling booth would be at Thealby Play Area on 2nd May. It was agreed that the Clerk would provide a draft response to the consultation on standards in public bodies for the next meeting. Ward Cllr Marper was looking into helping a resident regarding the trees at Normanby Park that are opposite their bungalow. It was agreed to offer the Kings Portrait to the village hall committee, so that it could be hung in the village hall.

24/59 To consider and discuss any issues raised in the public session not covered on the agenda.

Nothing to discuss

24/60 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
Burton in Bloom	Request to put rubbish from Burton in Bloom fete on 29 th June in the village hall and/or pavilion commercial bins	It was agreed that the bin at the pavilion could be used if it was not full at the time. No rubbish was to be left next to the bin.

24/61 Councillor’s Forum: Councillor’s information exchange (10 minutes)

Cllr Webber mentioned that she had recently noticed that there were many dogs on the playing field running around off their leads.

7.24pm Cllr Tuplin joined the meeting

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

Ward Cllr Marper mentioned whether signs could be installed stating that dogs must be kept on their leads. She agreed to check if this was acceptable.

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

24/62 To receive an update on gov.uk email addresses

Members had received a report on providers of gov.uk email addresses. It was agreed to use 'Cloud Next' and ask the current website provider to point the website towards the new domain name once it has been set up.

24/63 To receive a quote from an internal auditor

Members had received a quote from an internal auditor prior to the meeting. The Clerk had tried to get two further quotes, but nothing had been forthcoming. It was agreed that the Clerk would ask again for the contact details of one internal auditor and Cllr Nicholson would seek quotes from some auditors that he knew.

24/64 To receive an update on the annual parish meeting to be held on Tuesday 7th May 2024

Members were updated on the preparations that had been made and asked to attend. The meeting would start at 6pm.

24/65 To consider commemorations for the fiftieth anniversary of the Flixborough Disaster and resolve any actions arising

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

Ward Cllr Marper mentioned that an outdoor service was being held at Flixborough church on Saturday 1st June at 4.30pm. Cllr Nicholson informed the members that Amcotts village had numerous events to commemorate it and thought it important since Burton was also affected. Since residents of Burton usually attend the event at Flixborough, it was agreed that the Clerk would publicise that event.

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

24/66 Review of the following policies:

- a. **Adult Safeguarding**
- b. **Child Protection**
- c. **Investment Strategy**
- d. **Equality & Diversity**

Members discussed these policies, and it was proposed by Cllr Harber, seconded by Cllr Nicholson and **RESOLVED** unanimously to accept the review of these policies.

24/67 Reports:

a. Burton Playing Fields to include an update on the storage container

Members were informed that the Clerk had submitted the planning application for the storage container but had been asked for a scale drawing of it. The football club had agreed to pay for the scale drawing so the Clerk would submit this further information. The site survey for the trim trail would take place later this week with installation on w/c 29th April. Legionella inspections were now in place for the pavilion, and it was agreed the Clerk could purchase a thermometer to check the water temperature.

7.45pm Cllr O'Roarty arrived at the meeting. He had previously informed the Chair that he would be late.

The pavilion five-year electrical inspection had been completed along with the works required. It was agreed that the football club could make improvements to the floodlights. The Clerk was still waiting for a quote to complete the barrier between the car park and the playing field.

b. Village Hall Committee

Cllr Harber read out a report from the Chair of the management committee.

c. Thealby Play Area

Nothing to report

d. Burial Ground

Members were informed that there had been one burial. It was agreed that the Clerk could arrange where to place the memorial tree and members decided not to enter the cemetery awards.

e. Allotments

There was still one vacant allotment plot, and the Clerk would be carrying out an inspection of all the plots later this month.

f. Public Rights of Way/Footpaths/Burton Hills

Members were informed that the ash tree on Burton Hills would be inspected this week. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** with one abstention to ask a contractor to quote for the installation of a handrail to ease access onto the hills from Ashwood Close.

g. Kingsferry Wharf

Members discussed an email that had been received from a resident regarding lorries going to the wharf and it was brought to their attention that as per the parish council's media policy, any requests from the media that affects the

parish council should be directed to and dealt with by the Clerk. It was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** unanimously that the Clerk would email the journalist mentioned in the resident's email, asking them to deal directly with herself and not with any Councillors. Further discussion took place regarding the recent arrival of the first ship.

h. NLGEP

Members were informed that the Secretary of State for the Environment, Food and Rural Affairs had issued a directive to the Environment Agency to temporarily pause the determination of environmental permits for new waste incineration facilities. The Clerk had drafted an email to be sent asking the Secretary of State for Energy Security and Net Zero to delay the decision on this planning application due to no permit currently being able to be given. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to send the email.

8.25pm Ward Cllr Marper left the meeting

24/68 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 table tennis table would be delivered in the next couple of weeks and the grant money had been applied for from NLC. The grant money for the bus shelter repairs had been received from Grange Windfarm and the Clerk had applied to them for a grant for the High Street noticeboard. Grange Windfarm had mistakenly given the money for the village hall grant to the parish council, so the Clerk had returned that amount. She was still waiting to hear if the national lottery grant for the monkey challenge equipment had been successful.

24/69 Maintenance in the Villages:

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

Members had received a quote to repair the footpath by the bus shelter and the Clerk was asked to see if any discount could be offered if it was completed the same time as the paddock footpath. It was proposed by Cllr Pringle, seconded by Cllr Webber and **RESOLVED** unanimously to accept the quote for the repairs to the tractor.

b. to receive an update on the noticeboards and resolve any actions arising

Members were informed that the noticeboard for the High Street was on order and should be delivered in May/June. The resident whose house it would be fixed to had agreed to it being replaced.

c. to receive quotes to resurface the footpath at the paddock

Members were informed that the parish council would have to wait until the end of the year to apply for a grant from Grange Windfarm, so the Clerk would apply to NLC.

24/70 Highways repairs and other issues:

a. To consider progress on outstanding repairs or other Highway matters to be reported and resolve any actions arising from them.

Members were informed that the drain on Stather Road and the double yellow lines that needed repainting opposite Old Row had been reported to NLC. The potholes on Stather Road and Darby Road had been marked out for resurfacing, although not all the area on Darby Road had been marked. The Clerk would check with Ward Cllr Marper regarding the reinstatement of the bollard at the top of Stather Road.

24/71 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

Planning Number	Application	Decision
PA/2024/124	Planning permission to erect a single-storey rear and side extension at 9 Beech Grove, BUS	Permission granted
PA/2024/197	Planning permission for a front porch and changes to the front elevation including a pitched roof and other external alterations at 12 Hillcrest Drive, BUS	Permission granted

24/72 Finance:

a. To consider and approve current income and expenditure

The Clerk went through the income and expenditure for the full financial year, explaining where some budget lines had overspent. There were no questions, and they were approved by the Council

b. To consider moving some of the general reserves into earmarked reserves

Members had received a report prior to the meeting. The Clerk went through the proposed suggestions, and it was agreed to move a further £31,225 into earmarked reserves.

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 Nicholson and **RESOLVED** with one abstention to pay the invoices for April. It was proposed by Cllr Webber, seconded by Cllr Bull and **RESOLVED** unanimously to transfer £18,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

Company	GROSS	Reason
Employees	2912.64	April salary
HMRC	610.21	April tax/NI
ERPF	433.11	April pension
EE	23.96	clerk's mobile
Employee	5.40	Travel expenses
Employee	44.58	PPE t-shirts/petrol
Quickline	0.00	Pavilion broadband
Pestcotek	100.00	Mole removal
Barclaycard	151.75	GMO phne/trning/paper/docking station
J Crowston	117.53	Pavilion/office cleaning
British Gas Lite	72.43	Parish Office Electricity
Portal Plan Quest Ltd	210.50	Planning application fee
Yards Apart	2188.95	Grass verge cutting - March (grant funded)
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ERNLLCA	920.70	Membership
Sir R Sheffield	150.00	Burton Hills Lease
Distorted Thinking	1500.00	Website maintenance
Rialtus	230.40	Accounting software
Core Leisure Ltd	2303.45	Outdoor table tennis (grant funded)
Community Vision	72.50	DBS Check
Screwfix	82.45	GMO PPE/ 2-stroke oil
T Rowbotham	90.00	Litter pick at playing field
Cartridge Save	12.83	Cyan ink cartridge
Wave	24.52	Pavilion water
NLC	493.60	Pavilion waste collection
NLC	270.00	Burial ground waste collection
ICCM	100.00	Membership
	15310.46	

24/73 Closed session: to resolve to go into closed session

It was proposed by Cllr Harber, seconded by Cllr Bull and **RESOLVED** unanimously to take agenda item 24/73 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.

8.55pm Cllr Webber left the meeting

a. To discuss and resolve the nominations for the parish council awards

Members discussed the nominations for the parish council awards and decided on those who should receive them.

9.09pm Cllr Webber returned to the meeting

b. To discuss staff matters

Members agreed to put the grounds maintenance operative into the pension scheme. It was agreed to sort out a payment card for the grounds maintenance operative to purchase petrol.

It was proposed by Cllr Harber, seconded by Cllr O'Roarty and **RESOLVED** unanimously to come out of closed session.

There being no further business the meeting was closed at 9.14pm. The next scheduled meeting will be held on Tuesday 21st May 2024 at the Village Hall at 7pm.

Chair's signature.....

Date.....

Full Council

Tuesday 16th April 2024

Initials.....