

**BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES  
TUESDAY 21<sup>ST</sup> MAY 2024 IN THE VILLAGE HALL**

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

Also present: the Clerk and Ward Cllr Ogg

The meeting began at 7.00pm.

Public session

Ward Cllr Ogg mentioned that the footpath in Burton Wood would have barriers installed to stop vehicles accessing it. Three vehicles had been reported acting suspiciously at Burton Wood. The trees opposite the bungalows on Normanby Road had been checked and were in good health. NLC was investigating the flooding in that area. Cllr Pringle read out Ward Cllr Marper’s report which stated that any issues with the wharf should be reported to 101.

There being no further comments or questions, the meeting was opened at 7.10pm.

**24/74 Election of the Chair**

It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously to elect Cllr Pringle as Chair for 2024/25. Cllr Pringle duly signed the declaration of acceptance of office.

**24/75 Election of the Vice Chair**

It was proposed by Cllr Harber, seconded by Cllr Pringle and **RESOLVED** unanimously to elect Cllr Mitchell as Vice Chair for 2024/25. Cllr Mitchell duly signed the declaration of acceptance of office.

**24/76 Apologies for absence**

Cllrs Bull & Bell and Ward Cllrs Marper and Rowson

**24/77 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.**

Cllr Harber for the village hall. Cllrs Mitchell, Nicholson & Tuplin for the wharf.

**24/78 Acceptance of minutes of the meeting held on Tuesday 16<sup>th</sup> April 2024**

Members had received the draft minutes of the meeting held on Tuesday 16<sup>th</sup> April 2024 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Pringle duly signed the minutes.

**24/79 Clerk’s report**

Members had received a report prior to the meeting. The Clerk would contact the website support with regards to moving the website to the gov.uk domain. It was agreed that the Clerk would look into installing a cash machine in the village. Cllrs agreed to help with the stall at Burton in Bloom and to hand out stickers for Stop the Wharf.

**24/80 Review of delegation arrangements to staff**

Members discussed the delegation arrangements to staff, and it was agreed to increase the financial levels for delegation from £500 to £1,000 in consultation with the Chair.

**24/81 Review of terms of reference for the Personnel Committee**

Members discussed the terms of reference for the Personnel Committee and agreed that no amendments were required

**24/82 Appointment of members and election of the Chair to the Personnel Committee**

Cllrs Bull, Harber, Mitchell and Webber were elected to the Personnel Committee with Cllr Webber as Chair.

**24/83 Appointment of members to conduct the quarterly financial review**

Cllrs Barnes, Bull & Pringle were elected to conduct the quarterly financial review

**24/84 To elect Councillors to represent this Council at the ERNLLCA district committee meetings, NATS meetings, Roxby Landfill, StoptheWharf and any other meetings as mentioned by the Council and to include arrangements for reporting back.**

The following Councillors were elected to represent the council at the following meetings: Cllrs Harber & Webber - ERNLLCA district meetings, Cllrs Harber & Pringle - NATS, Cllr Nicholson – Roxby Landfill, Cllrs Mitchell & Nicholson – StoptheWharf, Cllrs Pringle & Webber – NLC Town & Parish Council liaison, Cllrs Bull & Nicholson –

Burton United Football Club. Members were to inform the Clerk when they attend a meeting so that it can be added to the next agenda.

**24/85 Review of the following policies:**

- a. Standing Orders**
- b. Financial Regulations**
- c. Complaints Procedure**
- d. Sickness Policy**
- e. Child Protection Policy**

It was agreed to review Financial Regulations at the next meeting since numerous changes had been made by NALC. The child protection policy was updated in line with NLC, and members accepted the review of the other policies.

**f. Arrangements for insurance cover**

Members agreed to review the insurance cover when it is renewed in September.

**g. Council subscriptions**

Members had received information on the subscriptions prior to the meeting which were accepted

**h. Council direct debits**

Members had received information on the direct debits prior to the meeting which were accepted

**i. Expenditure incurred under s137 of the Local Government Act**

Members were informed that the only expenditure under s137 of the Local Government Act for 2023/24 was the poppy wreath at £20

**24/86 To agree the time and place of ordinary meetings until the next annual meeting**

Members agreed to the suggested dates for council meetings until May 2025.

**24/87 To consider and discuss any issues raised in the public session not covered on the agenda**

None

**24/88 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.

<b>From</b>	<b>Correspondence</b>	<b>Action</b>
CPRE	Invitation to enter the Best Kept Village Competition	Members decided not to enter
Smart Wheelie	Potential to purchase wheelie bin stickers at cost of £102 for 100	Members decided not to purchase these stickers
Midlands Net Zero Hub	Potential to apply to the Community Energy Fund	It was agreed that the Clerk would look into this
UK Parliament researcher	Request to support the campaign to improve the safety of lithium batteries in e-scooters and their disposal	It was agreed to support this campaign

**24/89 Councillor's Forum: Councillor's information exchange (10 minutes)**

Cllr Harber mentioned that there had been confusion about the police community drop in at the Westlands Club recently, with some residents believing it was a StoptheWharf meeting that they had not been informed about. It was good to see representatives of StoptheWharf using it to speak with the police, but it was an event so that the police could be seen, and residents could make enquiries with them.

Cllr Webber mentioned that she had reported a pothole on the Avenue, but nothing had been done. The Clerk would report this again. Cllr Nicholson mentioned an overhanging hedge on Stather Road. Cllr Harber thanked the Chair & Vice Chair for all the work they had done the previous year.

**24/90 To receive a draft response to the Standards in Public Life Consultation and resolve any actions arising**

Members had received a draft response prior to the meeting, and it was agreed to forward that to the government committee on Standards in Public Life

**24/91 To consider purchasing lamp post signs to commemorate D-Day and resolve any actions arising**

It was agreed not to purchase the lamp post signs, but to tie the red, white & blue ribbons onto the lamp posts in the High Street and paddock. Cllrs O'Roarty and Tuplin agreed to put them up.

**24/92 To receive the agreement with Grange Windfarm for grant applications and resolve for the Clerk to sign it**

It was agreed to accept the terms and conditions of the agreement with Grange Windfarm for grant applications and let the Clerk sign it on behalf of the Council.

**24/93 To review the annual parish meeting held on Tuesday 7<sup>th</sup> May 2024**

Members felt that the annual parish meeting had gone well. There were no questions from the residents to consider.

**24/94 Reports:**

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

Members were informed that the planning application for the storage container should have a decision soon after 30<sup>th</sup> May. The trim trail had been installed and passed the inspection. The National Lottery grant for the monkey challenge equipment had been successful and would be installed w/c 10<sup>th</sup> July. An electrician had changed the faulty light sensors at the pavilion and the 3-hour electrical check, alarm service and fire extinguisher check would be done w/c 27<sup>th</sup> May at the pavilion and the office. The Clerk would enquire with Ward Cllr Marper about the dogs on leads signs.

**b. Village Hall Committee**

Cllr Harber read out a report from the Chair of the management committee. She mentioned that the Lincs Lotto was an effective way to support the village hall and asked councillors to encourage residents to sign up to it.

**c. Thealby Play Area**

It was agreed that the Clerk and Grounds Maintenance Operative would decide on the siting of the monkey challenge equipment.

**d. Burial Ground**

Members were informed that one memorial had been installed and the memorial tree had been planted. The Clerk would look into getting the gate repaired.

**e. Allotments**

The allotment inspection had been carried out.

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

Members were informed that the ash tree on Burton had been inspected and the Clerk would check the report. The grassed area on the hills had been mowed but the edges left for wildlife. Cllr Tuplin mentioned that the footpath at the top of Stather Road was in bad condition. The Clerk agreed to report this to NLC. Cllr Nicholson mentioned about reinstating the bollards at the top of Stather Road and it was agreed that the Clerk would arrange a site visit with Ward Cllr Marper and officers from NLC.

**g. Kingsferry Wharf**

Members were updated on recent events and meetings that had taken place with the local police officers.

**h. NLGEP**

Members were informed that the Secretary of State for Energy Security and Net Zero had postponed a decision until 18<sup>th</sup> July 2024. One of the reasons given was the temporary pause for the determination of environmental permits for new waste incineration facilities until 24<sup>th</sup> May 2024.

**24/95 To consider the following planning applications:**

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

None received

**b. Planning applications**

Planning Number	Application	Comments
PA/2024/546	Planning permission to erect a two-storey extension to the rear at The Forge, 2 Carr Lane, Thealby	No comment as long as there are no concerns from the neighbours
PA/2024/562	Planning permission to erect a single storey side and rear extension at 9 Breydon Court, BUS	No comment as long as there are no concerns from the neighbours

**c. Planning decisions made by NLC**

Planning Number	Application	Decision
PA/2023/1636	Outline planning permission to erect a new dwelling with all matters reserved for subsequent consideration on land at 1 The Avenue, BUS	Permission refused
PA/2024/264	Planning permission to erect a single-storey rear and side extension and new roof over garage conversion at 33 Tee Lane, BUS	Permission granted

**24/96 Finance:**

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

The Clerk went through the income and expenditure so far for the financial year. There were no questions, and they were approved by the Council

**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**

The Clerk went through the recent invoices from Farmstar and explained the reason for a new estimate. It was agreed to accept the estimate for the replacement tractor axle. It was proposed by Cllr Webber, seconded by Cllr O’Roarty and **RESOLVED** unanimously to pay the invoices for May. It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to transfer £8,000 from the Barclays savings account and £11,025 from the Lloyds current account to the Barclays current account so that the invoices could be paid.

<b>Company</b>	<b>GROSS</b>	<b>Reason</b>
Employees	2822.14	May salary
HMRC	610.41	May tax/NI
ERPF	840.30	May pension
EE	25.69	clerk’s mobile
Quickline	0.00	Pavilion broadband
Pestcotek	100.00	Mole removal
Barclaycard	33.86	GMO phone/fuel/extsion lead/award shields
J Crowston	136.19	Pavilion/office cleaning
Cloud Next Ltd	71.98	gov.uk email addresses
British Gas Lite	73.64	Pavilion electricity-April
Utility Warehouse	346.17	gas/electricity/broadband
Yards Apart	2188.95	Grass verge cutting
Sheffield Tree Care	408.00	Ash tree Burton Hills - inspection
AJGIBL	313.70	Tractor insurance
Creative Play	11025.60	Trim Trail
Harry Stebbing	1597.20	High Street noticeboard (grant funded)
Farmstar	699.54	Tractor 800 hr service
Hygiene Hub	26.39	Hand towels - pavilion
Wave	19.32	Office water
Mackays	57.60	diesel
Utility Warehouse	108.90	gas/electricity/broadband- May
Farmstar	1287.22	Water pump/front axle leaks
Farmstar	2268.95	Tractor deck repairs
British Gas Lite	66.77	Pavilion electricity-May
Employee	7.65	travel expenses
Mill View Fencing	70.00	burial ground grass cut - March
British Gas Lite	67.73	Parish Office electricity
	<b>25136.17</b>	

There being no further business the meeting was closed at 8.29pm. The next scheduled meeting will be held on Tuesday 18<sup>th</sup> June 2024 at the Village Hall at 7pm.

Chair’s signature.....

Date.....