

**BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES  
TUESDAY 18<sup>TH</sup> JUNE 2024 IN THE VILLAGE HALL**

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

Also present: the Clerk, Ward Cllrs Marper & Ogg and one resident

The meeting began at 7.00pm.

Public session

The resident was observing the meeting. There currently being no Ward Cllrs present, it was agreed to open the meeting. The meeting was opened at 7.03pm

**24/97 Apologies for absence**

Cllrs Barnes & Tuplin

**24/98 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 for the wharf. Cllr Webber for Burton in Bloom

7.04pm Cllr O’Roarty arrived at the meeting

**24/99 Acceptance of minutes of the meeting held on Tuesday 21<sup>st</sup> May 2024**

Members had received the draft minutes of the meeting held on Tuesday 21<sup>st</sup> May 2024 prior to the meeting. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Pringle duly signed the minutes.

7.05pm Ward Cllr Marper arrived at 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 give a report.

Ward Cllr Marper mentioned that there had been a multi-agency meeting to discuss issues with the wharf. She had spoken with a NLC Highways officer regarding installing a SID on Stather Road and they were alright with this in principle. More HGV signs would be installed near to the Nisa roundabout and the signs on Barnston Way would be kept so that when deliveries took place on the High Street, HGV’s would know not to turn down that road.

7.09pm Ward Cllr Ogg arrived at the meeting

Ward Cllr Marper mentioned that there had been problems with poaching near to Flixborough and that if anything was seen it should be reported to 101. Ward Cllr Ogg gave an update on the flooding by the bungalows on Normanby Road, Normanby. NLC officers were trying to sort out the flow. Cllr Webber enquired with the ward councillors as to why fly tipping on Wood Top, which had been reported in March, had not been collected; one area of knotweed on Wood Top had not been sprayed and what the situation was with parking on verges. Since this had not been enforced, vehicles were parking on the verges again, which makes it difficult for the contractor to cut them. Ward Cllr Marper stated that NLC was looking into its portal reporting system since different departments gave different responses and it needed to be standardised.

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

**24/100 Clerk’s report**

Members had received a report prior to the meeting. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously to have a volunteer litter pod for a trial period. It was agreed that the Clerk would attend the ERNLLCA conference on 24<sup>th</sup> September, Cllr Webber would attend the ERNLLCA AGM via Zoom on 12<sup>th</sup> September and the Clerk would attend the Clerk’s networking day on 8<sup>th</sup> July. Members agreed to register for more information on the Defra Community Green Spaces Fund and the Clerk would write a congratulatory letter to the new MP after the General Election.

**24/101 To consider and discuss any issues raised in the public session not covered on the agenda**

Nothing to discuss

**24/102 Correspondence to be noted and resolved upon**

From	Correspondence	Action
Police Crime Commissioner	Police & Crime Plan Consultation	It was agreed to respond by mentioning the need for more rural police officers and the

Full Council

Tuesday 18<sup>th</sup> June 2024

Initials.....

		attendance of police officers at council meetings
NLC	Invitation to deliver 'Airfryers on a Budget'	Members decided not to accept this invitation

**24/103 Councillors Forum: Councillors information exchange (10 minutes)**

Cllr O’Roarty mentioned that he had heard rumours that a tree opposite the paddock maybe cut down. He suggested that a plaque could be put by it, so that residents knew that the parish council was aware of its importance to the community. It was agreed to discuss this under ‘Highways’ later in the meeting.

**24/104 Approval and signing of the Annual Governance and Accountability Return 2023/2024:**

**a. To receive the Internal Auditor Report**

Members had received the internal auditor report prior to the meeting, which stated that everything had checked out correctly with the accounts.

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

The Clerk read through the Annual Governance Statement and it was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to approve the signing of this statement.

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

Members had received the Accounting Statements prior to the meeting and it was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to approve the signing of these statements.

**d. To agree the publication of the period for the exercise of public rights**

Members agreed that the period for the exercise of public rights would be from Monday 24<sup>th</sup> July to Friday 2<sup>nd</sup> August 2024.

**24/105 To consider installing energy efficient products to council buildings using the Community Energy Fund and resolve any actions arising**

Members were informed that the Community Energy Fund would only fund feasibility studies and initial expenses and not fund the solar panels. Due to the location of the parish office and the risk of damage on the pavilion, it was agreed these buildings were not suitable for solar panels. It was agreed that the Clerk would discuss the possibility of having them on the village hall with the village hall committee.

**24/106 To receive a draft response to the NLC gypsy and traveller site consultation and resolve any actions arising**

Members had received a draft response prior to the meeting and it was agreed to send this to the consultation

**24/107 To receive quotes for the Christmas tree lights for the paddock tree and resolve any actions arising**

A discussion took place as to whether to replace the lights on the current tree or whether to add them to other trees on the paddock. It was agreed that Cllrs Mitchell and Pringle would look at the condition of the current tree and see if there were any alternatives. The Clerk would get quotes to install a second electric box on the paddock. This would be discussed at the next meeting.

**24/108 To receive quotes for an internal auditor and resolve any actions arising**

Members had received quotes from two internal auditors prior to the meeting. An enquiry was made with a third but they are not taking on new clients. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously to accept the quote from Brian Brooks to complete the internal audit for 2024/2025.

**24/109 Review of:**

**a. Financial Regulations**

The Clerk when through the regulations and discussions took place regarding the amendments that needed to be made. It was proposed by Cllr Mitchell, seconded by Cllr Nicholson and **RESOLVED** unanimously to accept the updated Financial Regulations.

**b. Financial Reserves**

**c. Community Engagement**

**d. Councillor Co-option**

Members discussed the other policies. Amendments were made to the Community Engagement policy and it was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** unanimously to accept the review of these policies with the suggested amendments.

**24/110 Reports: to receive the following reports and resolve any actions arising:**

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

Cllr Nicholson mentioned that he had obtained a quote to service the tractor from an alternative company at a cost of £180 plus materials, but the tractor would need to be delivered to their premises. The Clerk would look into this when the next service was due. Members were informed that the planning application for the storage container had been granted. The emergency lights had been serviced at the pavilion and office as well as the alarm at the

pavilion. One of the emergency light bulkheads needs replacing at a cost of £80. It was agreed that the Clerk would get this done. One of the dampers on the children's play area gates had been stolen, so the Clerk had arranged to get it replaced. The monkey challenge equipment will be installed on 10<sup>th</sup> July.

**b. Village Hall Committee**

The Clerk read out a report from the Chair of the management committee.

**c. Thealby Play Area**

The monkey challenge equipment would be installed on 10<sup>th</sup> July.

**d. Burial Ground**

Members were informed that the Clerk had received some free seed bombs which would possibly be placed in the natural burial ground.

**e. Allotments**

There was currently one vacant plot. Some of the sheds had been broken into on the night of 3rd/4th June but nothing had been stolen

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

Members had received the ash tree report prior to the meeting. The tree was in good health and no immediate work was recommended. It was mentioned that there was deadwood near the tree and Cllr Mitchell agreed to inspect this.

**g. Kingsferry Wharf**

Members discussed the suggested siting of a Speed Indicator Device on Stather Road. It was proposed by Cllr O'Roarty, seconded by Cllr Webber and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Marper could speak. Ward Cllr Marper mentioned that she had liaised with a NLC Highways officer who had suggested moving the Wiltshire Ave SID to Stather Road and then purchase a new one with a grant from NLC for Wiltshire Ave. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously to reinstate Standing Orders. Members **RESOLVED** to move the SID on Wiltshire Ave to Stather Road and to purchase a new one with grant funding for Wiltshire Ave. It was suggested to post this information onto Facebook to update residents.

**h. NLGEP**

There was no update due to the decision date being 18 July. Cllr Nicholson mentioned that if there was a change of government they may want to move more towards green credentials

**i. NLC District committee**

Members were informed that there had been a presentation by the Ethical Property Foundation who help organisations to manage their properties sustainably

**24/111 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 money for the Grange Windfarm grant funding had been received along with the funding for the noticeboard. The application to NLC for the paddock footpath had been successful, covering 90% of the cost and the contractor would be in touch with a date for when it will be done. The National Lottery funding had been received for the monkey challenge equipment.

**b. to receive the Parish Council grant application from Burton in Bloom and resolve any actions arising**

Members discussed the grant aid application, and it was proposed by Cllr Mitchell, seconded by Cllr Harber and **RESOLVED** unanimously to award a grant of £1,200 for the hanging baskets and Christmas trees.

**c. to receive the Grange Windfarm grant application from Burton in Bloom and resolve any actions arising**

Members discussed the grant application for a bench on the playing field, plants for the playing field border, a Tommy statue and repairs to the planter by the medical centre. It was proposed by Cllr Mitchell, seconded by Cllr Harber and **RESOLVED** with one against to allow Burton in Bloom to place a carved bench by the flower border on the playing field. It was suggested to place the Tommy statue near to the war memorial. It was proposed by Cllr Mitchell, seconded by Cllr O'Roarty and **RESOLVED** unanimously to award a grant of £1,260 from the Grange Windfarm fund.

**24/112 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising**

Nothing to report

**24/113 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**

Members were informed that the Clerk had met with a NLC Highways officer to discuss reinstating a bollard at the top of Stather Road. The previous one had been sited in the middle of the drop kerb, which is why it was removed. The footpath nearer to the Sheffield Arms is not wide enough to place another bollard and going towards High Flags, the footpath is narrower so also cannot have a bollard installed. Cllr O'Roarty asked if a plaque could be placed by the tree opposite the paddock and whether it could be marked clearer as to where the verge ends, and the private land begins. It was agreed the Clerk would get a quote for a plaque. 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 she could ask NLC to do a land registry search and it was agreed that this would be

beneficial. Ward Cllr Ogg thought this land may belong to Normanby Estates. Cllr Nicholson mentioned that the road surface on Darby Road leaving the village was in a bad state and the Clerk would report this to NLC. Cllr O’Roarty mentioned that the drains on the High Street were blocked causing issues near to the Sheffield Arms and the trees by the Old Vicarage were overhanging the path. This would report this to NLC. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to reinstate Standing Orders. Cllr Harber mentioned that Todds Lane sign on the shop had been splashed with paint and needed cleaning.

**24/114 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 comments sent to NLC since the last meeting**

Planning Number	Application	Comments
PA/2024/624	Notification of proposed work to yew trees and conifers within Normanby’s conservation area at Ivy Cottage, 6 Main Street, Normanby	No concerns or comments

**d. Planning decisions made by NLC**

Planning Number	Application	Decision
PA/2024/408	Planning permission to install a storage unit at the playing fields, Wiltshire Ave, BUS	Permission granted

8.25pm Ward Cllr Marper and Ogg left the meeting

**24/115 Finance:**

**a. To approve expenditure from earmarked reserves**

The Clerk went through the earmarked reserves and informed the members where funds had been spent as previously authorised by the Council. Members approved this expenditure.

**b. To resolve moving £20 budget from chairs allowance to S137**

It was proposed by Cllr Mitchell, seconded by Cllr Bell and **RESOLVED** unanimously to move £20 from budget line chairs allowance to S137 budget line.

**c. 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

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

The Clerk went through the balances of the accounts.

**e. 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 June. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to transfer £11,000 from the Barclays savings account so that the invoices could be paid.

Company	GROSS	Reason
Employees	2822.34	June salary
HMRC	610.21	June tax/NI
ERPF	840.30	June pension
EE	25.69	clerk's mobile (DD)
Quickline	0.00	Pavilion broadband
Pestcotek	100.00	Mole removal
Barclaycard	129.45	GMO phone/fuel/memorial tree/brush/funnel
J Crowston	126.50	Pavilion/office cleaning (paid BACS 4/6/24)
Harry Stebbing	30.24	Honours board letters
Horizon	205.20	Pavilion light sensors
British Gas Lite	32.52	Office electricity - DD
Spitfire Services	418.20	Fire alarm/fire extinguishers/3 hr lighting test-pavilion
Spitfire Services	391.80	Smoke alarm/fire extguishers/3 hr lighting test - office
Cartridgesave	25.16	ink cartridges
Yards Apart	2188.95	Grass verge cutting - June (grant funded)
Glover & Co	528.00	Internal Auditor fees
Instantprint	395.00	Newsletter printing (paid BACS 11/6/24)
MacKay	161.28	diesel
British Gas Lite	450.57	Pavilion electricity (March to June)-DD
GB Sport & Leisure		

Utility Warehouse	184.80	Gate closer broadband/paddock electricity
	109.71	
	<b>9775.92</b>	

8.40pm the resident left the meeting

**24/116 Closed session: To discuss staff matters**

It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to take agenda item 24/116 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 hours being worked by the Grounds Maintenance Operative and it was agreed to let the Clerk authorise some extra hours.

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

There being no further business the meeting was closed at 8.50pm. 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.....