

**BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
TUESDAY 3RD SEPTEMBER 2024 IN THE VILLAGE HALL**

Present:	Cllr J Mitchell (Vice Chair)	Cllr S Bull	Cllr S Nicholson
		Cllr E O’Roarty	Cllr R Webber

Also present: the Clerk, and one resident

The meeting began at 7.00pm. Cllr Mitchell was in the Chair due to the absence of Cllr Pringle.

Public session

The resident was attending to observe the meeting.

The Clerk read out a report from Ward Cllr Marper. The HGV signs are on order and NLC Highways are in discussions with the police regarding additional signs for the A1077. Cllr Nicholson mentioned that he had emailed Ward Cllr Marper about signage that was inaccurate, and it was agreed that the Clerk would chase this. The new government has made changes to the housing targets and there are concerns that since the local allocation has doubled, that open countryside maybe compromised. NLC has a consultation to gauge resident’s opinions and would appreciate if the parish council could promote this locally.

There being no further comments or questions the meeting was opened at 7.08pm

24/135 Apologies for absence

Cllrs Barnes, Harber and Pringle and Ward Cllrs Marper and Ogg.

24/136 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 Bull for item 24/154f personal and prejudicial

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

Cllr Webber for Burton in Bloom

24/137 Acceptance of minutes of the meeting held on Tuesday 16th July 2024

Members had received the draft minutes of the meeting held on Tuesday 16th July 2024 prior to the meeting. It was proposed by Cllr Nicholson, seconded by Cllr Bull and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Mitchell duly signed the minutes.

24/138 Clerk’s report

Members had received a report prior to the meeting. It was agreed that members would sign up to the white ribbon pledge as individuals if they so desired. It was noted that by March 2027, no food waste could be placed in commercial bins. It was agreed that if Sir Nick Dakin MP’s name was pulled out of the ballot for campaigns on 5th September, the Clerk would write to him, asking him to consider the Lithium-ion batteries campaign. The Clerk was given permission to arrange a new contract for her work mobile phone as long as the fee was no more than the current one. No election had been called by residents for the recent councillor vacancy and members were informed that Peter Bell had handed in his resignation. The elections department at NLC would be informed. The newsletter had gone to print and should be available next week for delivery. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously that Cllrs Bull and Nicholson could attend the ‘Listed Buildings, monuments, conservation areas and the planning system’ training on 16th October.

24/139 To consider and discuss any issues raised in the public session not covered on the agenda

Nothing to discuss

24/140 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
Linc & Notts Air Ambulance	Request for financial support	Noted
Member of the public	Request to metal detect on the playing field	Members decided not to allow this since it could leave diverts on the football pitches and encourage others to metal detect without permission
Burton in Bloom	Reply to the parish council’s request to no vehicles on the paddock at the summer fete, to	Members discussed the correspondence, and it was agreed to allow the stall holders to park on the paddock as long as they are in place by 11.30am. Burton in Bloom had agreed to cordon off the

	place two tommy statues by the war memorial and to have a cascade of knitted poppies from a lamp post at the paddock for remembrance	footpath at this time so no vehicles could use it. They would be asked to cordon off the area where cars are parked so that members of the public didn't use it during the afternoon. It was agreed that two tommy statues could be placed in the tarmac either side of the war memorial and that the cascade of knitted poppies could be tied to the lamp post
Octopus Ltd	Proposed wind turbine at Winterton on A1077	It was agreed to wait until the consultation period began and respond then

24/141 Councillors Forum: Councillors information exchange (10 minutes)

Cllr Nicholson mentioned that he had been asked about having a village sign for 'The Stather'. After a discussion it was agreed that the Clerk would get quotes for a village sign like those in the other villages. She would also ask NLC permission to install it on the verge behind the flower planter. Cllr Mitchell had been asked by a resident to check the ash tree on the paddock after the recent storm. It appeared to be in good condition and was checked last year by a tree surgeon.

24/142 To receive an update on the Christmas tree lights and resolve any actions arising

Members had received quotes for Christmas tree lights prior to the meeting. After a discussion it was agreed to get quotes to upgrade the current electricity boxes. It was proposed by Cllr Mitchell, seconded by Cllr Nicholson and **RESOLVED** unanimously to purchase lights for the fir tree from Lite Ltd. The Clerk was asked to enquire with Overhall Ltd to see if they would be able to install the lights.

24/143 To consider improving the biodiversity net gain in the parish and resolve any actions arising

Members were informed that from 1st January 2024, parish council's have a duty to promote biodiversity as per the 2021 Environment Act. It was agreed that the Clerk would update the biodiversity policy to that of SLCC, audit the parish council land to show what is currently being done and propose areas where it could be improved, to council at a future meeting.

24/144 Review of the Emergency Plan and resolve any actions arising

Members reviewed the plan. It was noted that some names and email addresses needed to be updated which the Clerk would get done.

24/145 NPPF consultation: to receive a draft response and resolve to forward it to NALC

Members had received a draft response to the consultation prior to the meeting. It was **RESOLVED** to send this response to NALC.

24/146 Community Governance Review: to consider the NLC recommendation to reduce the number of Councillors to nine and resolve a response to the consultation

Members were informed that there was a meeting which Cllr Pringle had agreed to attend. They were content with the reduction to nine councillors but were concerned as to what would happen to the village of Flixborough, should Skippingdale residents want to be moved into Scunthorpe. It was **RESOLVED** to get Cllr Pringle to ask this and the Clerk would send a response to the consultation after this information had been received.

24/147 Insurance Renewal: to receive a verbal report on the renewal fee and resolve any actions arising

The Clerk had gone through the renewal and informed the members that it covered an increase in the value of all the assets, but not cyber security nor business interruption. This is the final year of a fixed renewal. It was proposed by Cllr Webber, seconded by Cllr Bull and **RESOLVED** unanimously to pay the renewal fee. The Clerk would investigate the cost of including cyber security and whether other parish councils had it included in their insurance.

24/148 Review of the following policies:

- a. **Disciplinary Policy & Procedure**
- b. **Grievance Policy & Procedure**
- c. **Memorial Management**

It was agreed to defer the review of the Disciplinary Policy & Procedure and the Grievance Policy & Procedure until the November meeting so that Cllr Webber could review them. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to accept the review of memorial management policy.

24/149 Reports: to receive the following reports and resolve any actions arising:

a. Burton Playing Fields

Members were informed that a meeting had been arranged with the football club, but no one had turned up. The Clerk was still waiting to hear from them for the match dates and number of matches played since January so that the club can be invoiced. It was agreed that Cllr Nicholson would meet up with the managers to get this information. The zip wire links had been replaced by NLC and the Clerk was waiting for the invoice. The trim trail struts were

loose and some of the cross bars were splitting. The Clerk had arranged for the company to carry out these repairs' w/c 30/9/24. A couple of repairs were required to the children's play equipment and the Clerk would arrange for these to be done. Members had received a quote for signage at the playing field and it was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to order three signs for the playing field and three for the children's play area. Members discussed placing a litter bin by the far gate on the playing field and it was **RESOLVED** to purchase one from Litterbins.co.uk and the Clerk would arrange to have it installed. Members were informed that the remedial work from the 5-year inspection at the pavilion still needed to be done and that a regular hirer had cancelled their booking.

b. Village Hall Committee

The Clerk read out a report from the Chair of the management committee. It was agreed not to invoice the Village Hall Committee the fee for the PAT testing and emergency lights service. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to pay the invoice for the remedial work required at the village hall that was shown up after the emergency lights service. The village hall committee was applying for grants to replace the flat roofs over the kitchen and the toilets. It was agreed the parish council would have a stall at the Christmas fayre with a display of winter scenes in the parish.

c. Thealby Play Area

Nothing to report

d. Burial Ground

Members were informed that one interment of ashes would take place this month and one memorial installed.

e. Allotments

Members were informed that the Clerk was getting a quote to cut the hedge.

f. Public Rights of Way/Footpaths/Burton Hills

Members were informed that the sewage leak on the hills had been sorted by Severn Trent Water. Cllr Bull mentioned that the steps on footpath 7 were becoming uneven by the roots of a tree and that the ivy was growing over the wall at High Flags and along footpath 7. The Clerk would report the uneven steps to NLC and get the GMO to cut back the ivy. Cllr Webber mentioned that the hedge between Burton and Normanby needed cutting back and it was agreed the Clerk would check this with Normanby Estates.

g. Kingsferry Wharf

Cllr Nicholson mentioned that a barge had delivered some goods further up the river and had been a success. The plan was to have it return. He had reported dust issues to the Humber & Goole Port Authority when pumice had been moved during the recent storm. A lorry had recently tried to deliver pallets to the wharf, but the gate was locked.

h. NLGEP

Members were informed that the deadline for a decision had been extended to 18th October and that UKWin and the applicant had submitted documentation regarding this delay. Cllr Webber asked if the Clerk had found out why some of the rail tracks had recently been removed, but she had not been able to find any information. Cllr Nicholson mentioned that the delay could be positive. The Environment Agency was currently not issuing any permits and there was a new report on unrecycled plastics saying that they should not be burnt but placed in clean landfill.

i. ERNLLCA district meeting

Members were informed that the Clerk had attended this meeting on behalf of Cllr Webber. There were currently 179 councils who belonged to ERNLLCA, and its finances were in good health. A presentation was given by a member of the Environment Agency who stated that they were working with Humber 2100+ strategy to help with the risk of flooding in the area.

24/150 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 Clerk was still waiting to hear if the application to the NLC community grants was successful. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously that should this application be successful, the Clerk can pay the NLC invoice to move the Wiltshire Ave SID to Stather Road. The Clerk will arrange to have the footpath at the paddock resurfaced, now that the electricity wasn't being extended to two further trees.

24/151 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising

Members were informed that the 5-yr electrical inspection at the office had shown up some remedial work. It was proposed by Cllr Mitchell, seconded by Cllr Bull and **RESOLVED** unanimously to get this work done despite it taking it over the budget for the office. The tractor had now been repaired and the Clerk was waiting for the invoice.

24/152 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 a resident had asked about having the speed limit reduced on the road between Normanby and Thealby. The Clerk was asked to enquire with NLC and to also include park wall. Cllr Nicholson mentioned that the double yellow lines had still not been replaced on Stather Road opposite Old Row. Cllr Webber enquired about the request for double yellow lines on the corner of Normanby Road and Barnston Way. The Clerk would chase these up.

24/153 To consider the following planning applications:

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

Planning Number	Application	Comments
PA/2024/1008	Notice of intention to prune a sycamore and 2 beech trees all situated within Burton upon Stather conservation area at 27 High Street, BUS	No concerns

b. Planning applications

Planning Number	Application	Comments
PA/2024/912	Planning permission to erect boundary fences and gates at 4 Stather Road, BUS	Members voted on whether they were happy with the fence that had been installed. It was four for and one against. It was agreed to send the following response: 'the parish council has no concerns with the fence remaining, but would prefer if the gates opened inwards to the owner's property so that if they were left open, they did not block the public right of way'

c. Planning Comments sent to NLC since the last meeting

Planning Number	Application	Comments
APP/Y2003/W/24/3346120	Planning appeal for outline planning permission to erect a new dwelling with all matters reserved for subsequent consideration at 1, The Avenue, BUS	Burton upon Stather Parish Council still agrees with the previous comments that it sent for this planning application and is pleased to see that North Lincolnshire Council supported it in its concerns with the new access point and its position. This access point would meet the highway on a blind bend opposite a junction which has the primary school entrance just a few metres from it. Visibility at this access point could be difficult for pedestrians using the footpath and vehicles leaving the site. The number of vehicles using this proposed entrance is not the issue, it is simply that an entrance would be placed in that position for even one vehicle to use. It is imperative that a site visit is made, and this should be done during school dropping off and picking up. Representatives of the parish council would like to attend.

Members were informed that PA/2024/758 would be discussed at the NLC planning committee meeting on 4th September.

d. Planning decisions made by NLC

Planning Number	Application	Decision
PA/2024/562	Planning permission to erect a single storey side and rear extension at 9 Breydon Court, BUS	Permission granted
PA/2024/577	Planning permission to amend condition 1 of PA/2023/1712 namely to alter the position of the dwelling at 16, The Avenue, BUS	Permission granted
PA/2024/546	Planning permission to erect a two-storey extension to rear, single storey front extension, single storey side extension and the insertion of two windows within the first-floor side elevations at The Forge, 2 Carr Lane, Thealby	Permission granted
PA/2024/78	Listed building consent to replace sash windows and door to the front elevation at 23 High Street, BUS	Permission granted

24/154 Finance:

a. To receive the report on the quarterly review

Members had received the report prior to the meeting and there were no questions.

b. To approve expenditure from earmarked reserves

Members agreed to take the cost of the Christmas lights out of earmarked reserves

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 receive the lists of payment of accounts and receipts paid in August as delegated to the Clerk in July

Company	GROSS	Reason
Employees	2832.8	August salary
HMRC	616.85	August tax/NI
ERPF	844.21	August pension
EE	25.69	clerk's mobile (DD)
Quickline	0.00	Pavilion broadband
Pestcotek	100.00	Mole removal
Barclaycard	25.23	GMO phone/fuel/postage

J Crowston	137.53	Pavilion/office cleaning
Utility Warehouse	108.22	broadband/paddock electricity (July)
ERNLLCA	72.00	Planning training
British Gas	31.10	Office electricity
Spitfire Services Ltd	358.80	PAT testing/emergency lights
Pear Technology	108.00	Burial ground software
Yards Apart	2188.95	Grass verge cutting (grant funded)
Wave	18.51	Parish office water (DD)
ICO	35.00	Data protection subscription
Utility Warehouse	109.52	broadband/paddock electricity (August)
British Gas	69.00	Pavilion Electricity
	7681.41	

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** unanimously to pay the invoices for September. It was proposed by Cllr Webber, seconded by Cllr O’Roarty and **RESOLVED** unanimously to transfer £8,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

Company	GROSS	Reason
Employee	39.99	Trailer wheel
EE	25.69	clerk's mobile (DD)
Quickline	0.00	Pavilion broadband
Pestcotek	100.00	Mole removal
Barclaycard	83.78	GMO phone/fuel/mower repairs
Clear Councils	2759.03	Parish Council insurance
Yards Apart	96.00	Spraying around Wiltshire Ave trees
Mr Therm Ltd	125.00	Boiler service -pavilion
Scunthorpe Lawnmowers	65.20	Oil/cord
British Gas	41.52	Office electricity
John White	130.00	Playing field grass cut
Instantprint	360.00	Newsletter
Forge Welding	70.00	Fixing of damper to play area gate
Mackays	124.20	diesel
J Crowston	145.78	Cleaning
Yards Apart	2188.95	Grass verge cutting
Employees	2788.74	September salary
HMRC	643.81	September PAYE/NI
ERPF	840.30	September pension
	10627.99	

8.30pm the resident left the meeting

24/155 Closed session: to resolve to go into closed session to discuss staff matters

It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to take agenda item 24/155 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 GMO’s probationary period, and it was agreed that both staff would have an appraisal in late Sept/early Oct, so that it could be discussed by the personnel committee and then reported to council at the next meeting. It was proposed by Cllr Webber, seconded by Cllr Mitchell 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 15th October 2024 at the Village Hall at 7pm.

Chair’s signature.....

Date.....