

BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
TUESDAY 5TH SEPTEMBER 2023 IN THE VILLAGE HALL

Present:	Cllr J Mitchell (Chair)	Cllr S Barnes	Cllr P Bell	Cllr E Evans	Cllr R Webber
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Due to the absence of Cllr Pringle (Chair), Cllr Mitchell (Vice Chair) chaired the meeting.

Also present: the Clerk, Ward Cllr Marper

The meeting began at 7.00pm

Public session

Ward Cllr Marper gave the following report:

Cllr Marper mentioned that there were still problems with residents parking on verges and that NLC could provide leaflets to deliver to the roads with issues. Cllr Webber mentioned that these had been placed on cars in the past but made little difference. It was agreed to insert the leaflets with the next newsletter. Cllr Marper also mentioned that speed monitoring would be taking place on the B1430 near the haulage company due to the swans walking on the road. It would also take place on Normanby Road, Thealby due to the number of lorries going through the village. Ridgewood Drive residents had asked for the trees to be cut back in the woods since they were overhanging their gardens. A flood letter would be sent to residents along with information on community speed watch. The GPO box on the High Street would be removed since it was no longer in use and the post at the top of Stather Road, to stop HGV's turning, was corroding so she was looking into this. The need for double yellow lines at the bend on Stather Road was being monitored.

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

23/132 Apologies for absence

Apologies were received from Cllrs Bull, Harber and Pringle and Ward Cllrs Ogg and Rowson

23/133 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 Evans for village hall.

23/134 Acceptance of minutes for the meeting held on Tuesday 18th July 2023

Members had received the draft minutes of the meeting held on Tuesday 18th July 2023 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Mitchell duly signed the minutes.

23/135 Clerk's report

Members had received a report prior to the meeting. The school had been informed about the D-Day celebrations. There were concerns about moving the bench from outside the school to the opposite side of the road in case pupils saw friends waiting by it, became distracted, and ran across the road, despite being educated not to. It was agreed not to move the bench. The donation from a resident would be earmarked for the burial ground. It was proposed by Cllr Webber, seconded by Cllr Bell and **RESOLVED** unanimously that the Clerk could attend the 'Closed Churchyards' webinar and the Clerk's networking day. It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously that the Clerk could pay the insurance premium when it arrives since this is year two of a three-year contract that the parish council signed. Members agreed that the tractor must be serviced at Farmstar but the Grounds Maintenance Operative is capable to change a tyre should it get a puncture. They were informed that Kubota had recalled the tractor due to a problem with the headlights. Farmstar had the parts on order and would change them when they arrived.

23/136 To consider and discuss any issues raised in the public session not covered on the agenda.

None

23/137 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	Decision
White Ribbon Campaign	To consider becoming accredited or a supporter to the white ribbon campaign to stop men's violence on women	It was agreed to note this campaign and that the parish council would be aware of these issues. They would be dealt with if and when they occurred.
Rural Services Network	Offer of six months free subscription with the option to then subscribe.	It was agreed to accept the six months trial and decide at the end of that whether to subscribe
NALC	Consultation on Local Plans – response to be returned to NALC by 22 nd September	Members noted this consultation, and the Clerk would respond if time allowed

NALC	Request to ask MP to attend the Commons Report Stage debate for the energy bill and make two points	It was agreed to ask the MP if he would attend this debate
NALC	Financial Regulations consultation	It was agreed that the Clerk would respond to this consultation

23/138 Councillor's Forum: Councillor's information exchange (10 minutes)

Nothing to report

23/139 Community Speed watch: to consider setting this up and resolve any actions arising

Members were informed that an article had been published in the newsletter and the ward councillors would be sending out a letter. It was agreed to see if any interest was shown by residents and discuss this at the next meeting.

23/140 To consider ways that the parish council can help with climate change and resolve any actions arising

The Clerk mentioned that it was recommended that the parish council considers its impact on climate change. It was agreed to respond to new build planning applications with requests to reduce their effect on climate change. It was also suggested to install some wildflower verges. The Clerk had been in touch with a contractor who could advise and supply suitable seeds. It was agreed that she would enquire with NLC as to whether wildflower verges could be placed on the corner of Wiltshire Ave/The Avenue and Tee Lane/Darby Road. Cllr Webber had suggested some areas where trees could be planted on the verges and it was agreed that the Clerk would pass these onto Cllr Marper for NLC to consider.

23/141 Review/Adoption of the following policies:

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

It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to adopt these policies.

23/142 Reports:

a. Burton Playing Fields

Members received quotes for legionella testing at the pavilion and office. It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to accept the quote for the risk assessment provided by GES Water. They were informed that a dog had been taken into the children's play area in August despite signs saying 'no dogs allowed'. The Clerk was in the process of trying to get larger signs from NLC. There was also no signage stating that the play area was used at own risk or an age limit. The Clerk was asked to enquire with NLC as to their guidance and signage for their play areas. Members were informed that whilst going through old paperwork for the playing field association the Clerk had found payment for hire from 2018. This would be banked and earmarked for the pavilion.

b. Village Hall Committee

The Clerk read out a report received from the Chair of the committee. 'The grant application to NLC for the new boiler system had been successful and the company doing the work was able to start immediately. The committee is waiting to hear from AGJ Services about when the floor can be done. Burr Solutions assessed the cracks below the stage and by both toilets behind it. Their opinion is that they were caused by some 'settlement' and have fitted four 'tell tale' plates in the relevant areas. These will be checked to see if there is any further movement in the building. Once that is confirmed, Burr solutions can affect the necessary repairs. Recently, after heavy rain, water came into the bottom of the boiler house, which needed to be addressed urgently. After some advice and talking to the Parish Clerk, it was decided to contact DynoRod to arrange for an inspection to be made. DynoRod used cameras to check inside the drains and soakaways and it turned out that the soakaways had become very clogged up with mud, silt and stones. The ones near the boiler house have been cleaned. Others around the Hall will be checked and cleaned and a yearly inspection and clean up should keep things in order. They also advise that an air brick at ground level near the boiler house door be taken out and be raised.

It was proposed by Cllr Evans, seconded by Cllr Bell and **RESOLVED** unanimously to pay the invoice for the drain clearing for the Village Hall Committee.

c. Thealby: Play Area

Nothing to report

d. Burial Ground

Members were informed that the topple testing had been completed on all the memorials. One was found to be slightly loose but would be monitored and tested again next year. It was agreed to investigate further the cost of having digital records with Epitaph and to replace the damaged tree with a Ceanothus which would be paid for by a resident in memory of his late wife. Members decided that the parish council would continue to cut the hedge between the burial ground and the bowling green and it was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to purchase 50 blackthorn and hawthorn to fill in the gaps of the burial ground hedge.

e. Allotments

Members were informed that the next inspection would take place on 5th October. It was agreed that the Grounds Maintenance Operative could rotavate the empty plot and the Clerk would ask if the allotment association had one he could borrow. It would be considered to have the plot as a wildflower area.

f. Public Rights of Way/Footpaths/Burton Hills

Nothing to report

23/143 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 electrician had been asked to install the defibrillator at Thealby now that the site was ready and was waiting to receive a date for the installation. The grants from NLC for the hand pull-up bars and the interactive speed signs had been successful. The pull-up bars were on order and the speed signs had been delivered to NLC. It was agreed that the Clerk would sign the disclaimer forms for the posts as requested by NLC. Once these grants were concluded the Clerk would apply for a grant to NLC for an outdoor table tennis table.

8.00pm Cllr Marper left the meeting

23/144 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising.

Members were informed that the arboriculturist report had been received and brought up three recommendations. Cllr Mitchell agreed to look at the protective metal railing on the tree on the paddock and the one at the playing field. It was agreed to accept the quote from Sheffield Tree Care to crown the cherry tree next to the office and that the Grounds Maintenance Operative should place mulch around the base of the trees at the burial ground. It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to accept the quote from Essential Building and Maintenance to repair the bus shelter on Normanby Road. The Clerk would apply for a grant from Grange Windfarm. It was proposed by Cllr Webber, seconded by Cllr Bell and **RESOLVED** unanimously to replace the dead tree on the paddock with a cherry tree at a maximum price of £70. It was agreed to monitor the condition of the fascia on the bus shelter at Normanby.

23/145 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.

Cllr Webber mentioned that the potholes on Flixborough Road had still not been repaired. The Clerk would chase this up again as well as the ones outside the methodist church.

23/146 To consider the following planning applications:

a. Any applications from the date of the Agenda being sent out.

None

b. Planning Applications

Planning Number	Application	Response
PA/2023/1384	Planning permission to erect a single-storey front, rear and side extensions at 1 The Avenue, BUS	No comments

c. Planning comments submitted to NLC since the last Council meeting

Planning Number	Application	Comments given to NLC
PA/2023/1250	Planning permission for a two-storey side extension, and a single storey side and rear extension, dormer window and boundary walls and gates 18 The Coppers, Normanby Road, Thealby	No concerns or comments

d. Planning decision made by NLC

Planning No.	Application	NLC Decision
PA/2023/796	Planning permission to alter and replace existing garden wall at 1 Church Farm Mews, BUS	Permission granted
PA/2023/1185	Planning permission to erect a single-storey rear extension at 21 Flixborough Road, BUS	Permission granted
PA/2023/1250	To erect a 2-storey side extension, and a single storey side and rear extension, dormer window and boundary walls and gates 18 The Coppers, Normanby Road, Thealby	Permission granted

23/147 Finance:

a. To receive the quarterly financial review report

Members had received the quarterly financial review prior to the meeting. There were no questions.

b. To consider and approve current income and expenditure

The Clerk went through the expenditure and income for the financial year so far. There were no questions

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 made in August as delegated to the clerk at July meeting

Members accepted the following payments that had been paid in August.

Company	GROSS	Reason
Employees	2622.67	July salary
HMRC	553.54	July tax/NI
ERPF	781.32	July pension
EE	23.96	clerk's mobile
Barclaycard	135.98	GMO mobile/sim
Pestcotek	100.00	Mole removal
J Crowston	102.62	Pavilion/office cleaning
Utility Warehouse	439.41	Gas/electricity/broadband
Yards Apart	4377.92	grass verge cutting (x 2) (grant funded)
Employee	49.69	cement & ballast/fuel
Employee	49.95	Travel expenses
Wicksteed	47.51	Leg press plaque for gym equipment
Quickline	0.00	Pavilion broadband
Sheffield Tree Care Ltd	780.00	Tree survey
ICO	35.00	Subscription
Wave	19.29	Office water
Screwfix	59.96	PPE
Hygiene Hub	9.56	mop heads
	10188.38	

e. To approve payment of accounts and receipts and any other outstanding payments

It was proposed by Cllr Barnes, seconded by Cllr Bell and **RESOLVED** unanimously to pay the invoices for September. It was proposed by Cllr Webber, seconded by Cllr Barnes and **RESOLVED** unanimously to transfer £28,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

Company	GROSS	Reason
Employees	2645.04	August salary
HMRC	570.19	August tax/NI
ERPF	790.02	August pension
EE	23.96	clerk's mobile
Employee	78.85	wooden post/fuel/grease/flexi drive/air filter
Mr Therm	119.76	Pavilion boiler service
Quickline	0.00	Pavilion broadband
Instantprint	474.00	newsletter printing
NLC	2976.59	installation of speed signs (grant funded)
Elancity	13500.00	Interactive speed signs (grant funded)
Barclaycard	106.90	Training/A4 paper/box hedge/GMO mobile
J Crowston	90.00	Pavilion/office cleaning
Pestcotek	100.00	Mole removal
Employee	3.60	Travel expenses
Bibby Factors Yorkshire	900.00	Drain clearance - Village hall
Yards Apart	2188.96	verge cutting (grant funded)
	24567.87	

There being no further business the meeting was closed at 8.12pm. The next scheduled meeting will be held on Tuesday 17th October 2023 at the Village Hall at 7pm.

Chair's signature.....

Date.....