

BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
Tuesday 21st March 2023 in the Village Hall

Present:	Cllr C Harber (Chair)	Cllr E Evans	Cllr D Faulks	Cllr J Mitchell
		Cllr S Nicholson	Cllr P Pringle	Cllr R Webber

Also present: the Clerk, and Ward Cllr Marper

The meeting began at 7.00pm

Public session

Ward Cllr Marper gave a report. The locations of the speed signs had been assessed and four of them would be suitable for solar powered signs.

7.03pm Cllr Nicholson arrived at the meeting

NLC would be in touch once further studies had been completed.

The drop kerbs on Stather Road had nearly been completed and Ward Cllr Marper agreed to chase the outstanding works. The local elections would be held on 4th May and Normanby Hall had applied for occasional market licences. She agreed to attend the Youth Council litter pick on 13th April. The attendance at the NLGEP hearings was disappointing, but UKWin was on board and were very thorough. Ward Cllr Marper agreed to chase the dog poo signs for FP 164 (beside the allotments) and to get an update on having double yellow lines on the corner of Barnston Way and Normanby Road.

There being no further comments or questions, the meeting was opened at 7.14pm.

23/35 Apologies for absence

Apologies were received and accepted from Cllrs Bull and Collinson. Also, apologies received from Ward Cllrs Ogg and Rowson.

23/36 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

Cllrs Faulks & Harber for the Village Hall

23/37 Acceptance of minutes for the meeting held on Tuesday 21st February 2023

Members had received the draft minutes of the meeting held on Tuesday 21st February 2023 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Harber duly signed the minutes.

23/38 Clerk’s report

Members had received a report prior to the meeting. It was agreed that banners were not allowed on the railings or fence at the playing field but Quickline could have a smaller sign placed on the outside of the pavilion. The Clerk would provide a report of suitable shields and honours boards at the next meeting for council to decide which to purchase for the Annual Parish Meeting. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously that the Clerk could attend the ERNLLCA conference. Members were informed that a thank you card had been received from His Majesty King Charles for the letter of condolence sent when the Queen died.

23/39 Grant Application: to consider and resolve on any grant applications received

Members discussed the grant application but since the grant policy stated that the group must have a constitution, they were unable to provide a grant. The Clerk would inform the group that if they produced a constitution and completed the application form, their request would be considered at a future meeting.

23/40 To consider and discuss any issues raised in the public session not covered on the agenda

Nothing to be discussed

23/41 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
NLC	Request for occasional market at Normanby Hall on 28/5/23 & 18/6/23	Members had no concerns regarding the markets

NALC	Civility and Respect training – courses can be purchased for £16 per module	It was proposed by Cllr Pringle, seconded by Cllr Nicholson and RESOLVED unanimously to purchase the training courses
NLC	Workers Memorial Day – 28 th April	Noted

23/42 Councillor’s Forum: Councillor’s information exchange (10 minutes)

Cllr Nicholson mentioned that it appeared that the distribution of the newsletters was falling on too few people. Cllr Pringle mentioned that she had intended to ask for more delivery people in the last newsletter and will put an article in the next one, but a number of people had been unavailable when the last one was delivered. Cllr Harber thanked Cllr Pringle for all that she does editing and distributing the newsletter.

23/43 NLGEP: to receive an update on the recent Issue Specific Hearings held on 7-9 March

Members were informed that the last hearings considered the compulsory purchase of land and buildings. The next hearing will be held at Forest Pines on 29th March and will consider the visual design. Cllr Nicholson mentioned that he had enquired as to whether everything would be built at the same time, but not received a reply, although Ward Cllr Marper thought the examiner had said that it had to be everything in the application or nothing. Cllr Nicholson also mentioned that bat roosts had been located under the railway bridges.

7.33pm Ward Cllr Marper left the meeting

23/44 Emergency Plan: to consider updating the plan using the templates provided by Humber Emergency Planning Service

Members discussed the template provided and agreed that it would be easier to use than the current plan. The Clerk would return the completed questionnaire to Humber Emergency Planning Service so that the two page document could be completed. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to collate a list of vulnerable people in the parish and of volunteers who are willing to help in an emergency. A request would be put in the next newsletter.

23/45 Asset Register: to review and update the register

The Clerk informed the members that she had added some newly purchased items onto the asset register and removed the bench from Thealby Play Area, since it was no longer there. Members accepted these amendments to the asset register.

23/46 Coronation: to receive a verbal update on the working group meeting held on 13th March

Members were informed that NLC Highways had given permission for bows to be tied to the lampposts on Burton upon Stather High Street, in Normanby and Thealby. They would also be tied to the bikes around the village. Burton in Bloom would decorate the paddock and bunting would be placed around the parish office. The office window would display pictures drawn by the school pupils. On 7th May, residents would be invited to bring tables and gazebos to the paddock for a picnic and an ice cream van would attend. The WI had been asked to provide cakes. The BBMF hurricane would do a flypast at 14.59 and the school fancy dress parade would coincide with this. Burton in Bloom would try to do a litter pick on the Monday.

23/47 Review/acceptance of policies:

a. Adult Safeguarding

Members agreed to include the definitions of female genital mutilation and cuckooing into the policy, as well as accept the amendments from NLC.

b. Child Protection

Members agreed to include the definition of child criminal exploitation into the policy, as well as accept the amendments from NLC.

c. Financial Reserves

d. Investment Strategy

Members also reviewed the financial reserves and investment strategy policies. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to accept the reviews of these policies, with the amendments suggested.

23/48 Reports:

a. Burton Playing Fields

Members were informed that the Clerk had enquired with the insurance broker about letting the football club charge the floodlights in the pavilion. It was agreed that as long as the floodlights were charged for no longer than the manufacturer’s recommendation and a timer was used that the pavilion could be used to charge them up. The Grounds Maintenance Operative had been in discussion with the football club managers regarding moving the pitches and would permanently mark them out. Members asked for him to be thanked for taking this on. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to purchase up to date CCTV signage. The pavilion floodlight facing the car park had been repaired. Members agreed to placing the charity clothes bin just inside the entrance to the car park. Council was informed that the Clerk, Grounds Maintenance Operative and Cllrs Nicholson and

Bull had met with a contractor to discuss the problems with chafer grub on the playing field. The best solution would be to trap the male beetle so that they could not breed later in the year and reseed the field. The football pitch areas would also be fertilised and the weeds treated. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to apply for a grant to purchase traps and get the playing field reseeded. The football club would be asked if they could contribute to the fertiliser and weed control on the pitches. Cllr Webber mentioned that Burton in Bloom had planted the flowerbed and were looking into installing a plaque.

b. Village Hall Committee

Cllr Evans informed the members that a builder had visited to look at the work required in the village hall and the committee was waiting for him to provide a quote. Cllr Harber mentioned that the accounts had been audited and everything was in order.

c. Thealby: Play Area and defibrillator

Nothing to report

d. Burial Ground

Members were informed that there was a burial taking place in a couple of weeks.

e. Allotments

Cllr Nicholson mentioned that he had been in touch with Normanby Estates regarding the flooding in the top corner of the allotments but currently there was still not enough water to flush through the drains. The Clerk would check with the allotment association as to whether there is still a problem with flooding when she does the inspection in April.

f. Public Rights of Way/Footpaths/Burton Hills

Members were informed that FP 164 was very slippery near to the allotments so the Grounds Maintenance Operative had put chippings down. Cllr Mitchell mentioned that oak trees that were direct descendants from Sherwood Forest had been planted on Burton Hills.

g. Youth Council

Cllr Harber mentioned that the Youth Council had their next meeting on 22nd March in the pavilion and they had arranged a litter pick on 13th April at 1pm meeting at the pavilion.

23/49 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 would apply for a grant to NLC for the interactive speed signs once she had received more information from Highways. She would also apply to NLC for a grant for the pull-up bars now that the adult safeguarding and child protection policies had been updated. She had claimed part of the grant from Grange Windfarm and once the defibrillator had been installed and the burial ground bench arrived, she would claim the rest. The In Bloom grant had been received and Burton in Bloom had been reimbursed their costs. The application to NLC for a grant to celebrate the Kings Coronation had been successful and £250 had been offered.

23/50 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising

Nothing to report

23/51 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 Nicholson asked if there was an update on having double yellow lines painted on the bend at the top of Stather Road. The Clerk would ask Ward Cllr Marper to chase this up.

23/52 To consider the following planning applications:

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

None

c. Planning Applications

Planning Number	Application	Response
PA/ 2023/245	Planning application to erect a single-storey side and rear extension at 9 Breydon Court, BUS	No comments as long as there are no concerns from the neighbours
PA/2023/257	Planning application for single storey side and rear, and first floor extensions, (resubmission of PA/2022/2004) at 35 Holme Drive, BUS	No comments as long as there are no concerns from the neighbours

d. Planning decisions made by NLC

Planning Number	Application	Response
PA/2022/2214	Planning application to erect a single-storey rear extension at 30A High Street, BUS	Permission granted

23/53 Finance:

a. To approve the internal auditor for 2023/2024

It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to continue to use Glover & Co for the internal audit.

b. To consider and approve current income and expenditure

The Clerk explained expenditure against the budget. She would discuss putting funds into earmark reserves at the next meeting. There were no questions on the reports.

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** unanimously to pay the invoices for March. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to transfer £6,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

Company	GROSS	Reason
Employees	2189.82	March salary
HMRC	248.13	March Tax/NI
ERPF	611.57	March Pension
EE	25.03	clerk's telephone
Employee	77.85	travel expenses
Employee	81.02	Fuel/cement & ballast
Barclaycard	65.99	Microsoft subscription/GMO mobile
Pestcotek	100.00	Mole removal
J Crowston	96.04	Pavilion/office cleaning
Instant Print	395.00	Newsletter printing
Allied Westminster	403.22	Village hall insurance
Insignia	285.00	Coronation bookmarks
Farmstar	105.73	tractor blades
BAPP	102.29	PPE equipment
Holls Electrical	108.67	parish office light
Scunthorpe Lawnmowers	43.14	STIHL flexidrive
ERNLLCA	42.00	Good Employer training
ERNLLCA	36.00	Chairing meetings training
Waterplus	193.29	Surface water drainage - Parish Office
Burton in Bloom	300.00	In Bloom grant from NLC
Utility Warehouse	696.08	Gas/electricity/broadband
	6205.87	

There being no further business the meeting was closed at 8.20pm. The next scheduled meeting will be held on Tuesday 18th April 2023 at the Village Hall at 7pm.

Chair's signature.....

Date.....