

FULL COUNCIL MINUTES
Tuesday 16th November 2021 in the Village Hall

Present: Cllr C Harber (Chair)	Cllr S Bull	Cllr B Burt	Cllr M Collinson	Cllr D Faulks	Cllr W Johnston
Cllr S Nicholson	Cllr P Pringle	Cllr C Sharp	Cllr M Taylor	Cllr R Webber	Cllr E Whittaker

Also present: the Clerk, Ward Cllrs Marper and Ogg

The meeting began at 7.15pm

Public session

There were no members of the public present

Cllr Ogg mentioned that with regards to the footpath from Burton to Thealby, permission had now been given for members of the public to use the permissive track at Thealby.

7.16pm Cllr Marper joined the meeting

Signage would be installed either end of this path to show the permitted route, so that a circular route from Burton to Thealby, along the permitted path, along the road to footpath 164 and then pass the allotments/burial ground could be walked.

7.17pm Cllr Burt joined the meeting

Cllr Ogg suggested that the Parish Council may like to consider purchasing a flashing speed sign to place on the narrow entrance to Thealby. There were also still concerns about the traffic speed as it enters Normanby along park wall. Cllr Marper mentioned that Highways had agreed to paint 'dragon's teeth' on the road there. Cllr Ogg confirmed that Stather Hill road surface would be done and that a handrail would be placed when you enter Burton Hills from Ashwood Close entrance. He agreed to chase the missing finger post on the junction of Darby Road and Tee Lane.

There being no further comments or questions, the meeting was opened at 7.30pm

21/181 Apologies for absence

Apologies were received from Ward Cllr Rowson

21/182 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 Harber, Faulks, Johnston and Sharp for Village Hall

21/183 Acceptance of minutes for the meeting held on Tuesday 19th October 2021

Members had received the draft minutes of the meeting held on Tuesday 19th October 2021 prior to the meeting. Item 21/77 required an amendment from Vicarage Gardens to Vicarage Crescent, which was duly made. It was proposed by Cllr Pringle, seconded by Cllr Johnston and **RESOLVED** with one abstention that after the amendment had been made, the minutes were a true and accurate record. The minutes were duly signed by Cllr Harber.

21/184 Clerk's report

Members had received a report prior to the meeting. The Clerk informed them that a hard copy of the lease for Burton Hills had been received, but it needed to be registered with the Land Registry. This would entail the Clerk taking passport style photographs to the solicitor to have her identity verified. The solicitor would charge £5 for this. It would also cost £40 to register the lease. It was proposed by Cllr Nicholson, seconded by Cllr Whittaker and **RESOLVED** unanimously to get this done. Members were informed that the hole in the tarmac at Todds Lane by the drain cover had been filled in. It was proposed by Cllr Webber, seconded by Cllr Bull and **RESOLVED** unanimously that the Clerk could attend the virtual practitioners conference in February 2022 at a cost of £75. It was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** unanimously that the Clerk could attend the Clerk's catch up and lunch in December 2021 at a cost of £15. Members were informed that NLC would be supplying salt for the green bins but would not place it in them. The Ground's Maintenance Operative had agreed to do this. The salt was for members of the public to use on roads only and there would be no further deliveries.

It was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Ogg could speak.

Cllr Ogg thought this may have been changed and that NLC would fill the green bins with salt.

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to reinstate Standing Orders.

Members were informed that the Ground's Maintenance Operatives appraisal had been completed and that once the Clerks had been done, the Personnel Committee would meet to discuss them. The Clerk informed the Council that herself and Cllr Pringle would be attending a Town and Parish Council Liaison meeting on 18th November to discuss devolution.

21/185 To consider and discuss any issues raised in the public session not covered on the agenda

None

21/186 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
Heritage Group	Request to protect the WW2 gun mountings and consider Historic England listing	It was proposed by Cllr Whittaker, seconded by Cllr Nicholson and RESOLVED unanimously that the Heritage Group could get the gun mountings listed with Historic England

21/187 Councillors' Forum: Councillors' information exchange (10 minutes)

Cllr Webber mentioned that the snicket between Ridgewood Drive and Wood Hill was in a bad condition. The Ward Councillors agreed to raise this.

21/188 Operation London Bridge: to resolve the arrangements

Members had received information on Operation London Bridge prior to the meeting. It was proposed by Cllr Whittaker, seconded by Cllr Webber and **RESOLVED** unanimously to purchase black ribbon for armbands, a loose leave condolence book, black tablecloth and frame. The Clerk would liaise with the Heritage Group with regards to the flag flying. Cllr Johnston agreed to ask the primary school if they had anything planned.

21/189 Local Plan Consultation: to discuss and resolve a response

Cllr Harber mentioned that the proposed development on Darby Road was no longer in the Local Plan. It was agreed to give the following response: 'The Parish Council appreciated that the comments from its public consultation had been taken on board'.

21/190 NLC Ward Boundaries Consultation: to agree on a response and resolve to send it.

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to suspend Standing Orders so that the Ward Cllrs could speak. Cllr Marper mentioned that the wards had never worked with Skippingdale being part of Flixborough and it made more sense to have Roxby-cum-Risby and Appleby Parish Council's included. It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to reinstate Standing Orders. It was agreed to accept the draft suggestions for the ward boundaries and councillors were pleased that there would still be three ward councillors for the ward.

21/191 DEFRA Environmental Permitting Regulations Consultation: to receive a draft response and resolve to send it

Members had received a draft response to the consultation prior to the meeting. It was proposed by Cllr Pringle, seconded by Cllr Webber and **RESOLVED** unanimously to send the draft response.

21/192 Councillor Surgery: to discuss whether to continue them

A discussion took place regarding different options available, which included asking residents at the Christmas Fair, if or when they would like Councillor surgeries. It was proposed by Cllr Pringle, seconded by Cllr Faulks and **RESOLVED** unanimously to continue with the advertised surgeries until the end of the year and then stop.

21/193 Review/acceptance of policies:

- a. Information and Data Protection**
- b. Equality**
- c. Health and Safety**

Cllr Webber enquired as to whether the Equality policy should include diversity and inclusion. The Clerk agreed to look at this policy and bring an amended one to the next Council meeting. It was proposed by Cllr Whittaker, seconded by Cllr Pringle and **RESOLVED** unanimously to accept the reviews of the Information and Data Protection policy and the Health and Safety policy.

21/194 Reports:

a. Burton Playing Fields

The Clerk mentioned that the Grounds Maintenance Operative had been offered two pieces of fencing the same as that around the children's play area which he would keep as spares for £10. It was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to purchase this fencing. Members were informed that the Clerk was still trying to get quotes to paint the pavilion hallway and due to motorcycles going onto the playing field, she would research a suitable barrier for the gap by the MUGA.

b. Village Hall Committee

Cllr Harber mentioned that the refugee collection had now been delivered to Yorkshire Aid and the North Lincs Sanctuary Group and thanked everyone for their help. She had taken the prizes for the poster competition to the school and the winner and runner up would be invited to open the Christmas fair. The other entrants would be invited to attend the fair to receive a consolation prize. A new treasurer would be taking over once the accounts were in order. The Clerk was still trying to get companies to quote for the work highlighted in the survey. Cllr Whitaker asked if the Ward Councillors could help in locating companies. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to suspend Standing Orders so that the Ward Cllrs could

Speak. Ward Cllr Marper said that if they were given details on the work required, they would see if they could help. The Clerk would email them the information.

c. Thealby Play Area

Ward Cllr Ogg mentioned that the hedge outside the play area was overgrown. The Clerk would see if the Ground's Maintenance Operative could cut it back. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to reinstate Standing Orders.

d. Facebook

Members were informed that there had been a few messages but nothing of significance.

e. Burial ground

The Clerk had received a quote for the daily cost to sort out the flooding between the natural burial ground and the allotments. Cllr Nicholson explained that it was difficult to quote a complete cost since there were many unknowns. It was proposed by Cllr Nicholson, seconded by Cllr Johnston and **RESOLVED** unanimously to do initial testing for up to one day at a maximum cost of £180 to find out where the drains lay. Members were informed that the cutting of the hedges had been delayed due to the ground being too wet. The Clerk was still trying to get quotes for plaques in the burial ground and a survey for the Humber low carbon pipelines had been carried out.

f. Allotments

The Clerk mentioned that the allotment renewals had been sent out.

g. Public Rights of Way/Footpaths

Members were informed that the appeal for the Riverside Footpath had not been made since the group of residents had not provided the financial guarantee. Cllr Whittaker mentioned that FP 171 & FP 170 were impassable in some areas especially at the steps. The Clerk agreed to contact NLC to get the repairs done. Cllr Whittaker also enquired about the dyke along FP 7. The Clerk had obtained a quote to cut back the hedge and clear out the dyke early next year. It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to ask the contractor to clear the edge of the dyke now and complete the rest of the work when it was dryer. Cllr Nicholson mentioned that the finger post on FP 7 had been made secure and the gate had been taken down, although leaning at the side.

h. Youth Council

Cllr Harber mentioned that a meeting had been held and four young people had turned up. They would continue to meet on the last Wednesday of each month in the pavilion and the meetings would be youth led with guidance from councillors. She had arranged a date in January to speak with the year sixes at the primary school. It was agreed to promote the next meeting on Facebook. The Clerk would send information to the councillors involved about getting DBS checks completed.

i. NLGEP working group

Members had received the notes from the recent meeting prior to the Council meeting. Cllr Harber mentioned that they were waiting for Solar 21 to put in a planning application to the Planning Inspectorate. The next meeting would be held on 10th January 2022.

j. Platinum Jubilee working group

Members were informed that few people had attended but had received some suggestions for events prior to the meeting. Cllr Webber mentioned that Burton in Bloom had agreed to move its fete on the paddock to the Saturday and the flags would be put up along the High Street.

9.03pm Ward Cllrs Marper and Ogg left the meeting.

The hanging baskets would be red, white and blue and the bikes would be planted up. The Clerk would liaise with the local groups with the suggestions made. Cllr Whittaker mentioned that the new tenants at the Sheffield Arms should be included.

21/195 Grants: to receive a report of progress with grant applications and resolve any actions arising

Members were informed that the Grounds Maintenance Equipment grant had been claimed and the finances would be received soon. The quote had been received for the repairs to the barrier between the playing field and the car park and members were informed that if a grant was applied for from Grange Windfarm, only 90% of the cost would be covered. It was proposed by Cllr Nicholson, seconded by Cllr Bull and **RESOLVED** unanimously to apply for the grant.

21/196 Maintenance in the Villages: To receive a verbal update on any maintenance issues and resolve any actions arising

Members were informed that the Clerk was still getting quotes for the handrail on the ramp at the office. The memorial bench had been ordered and would arrive late January.

21/197 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

There were no further highways issues to discuss.

21/198 To consider the following planning applications:

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

None

b. Planning Applications

None

c. Planning decisions made by NLC

Planning Number	Application	Response
PA/2021/1556	Planning permission to erect an extension, loft conversion and roof lift at Southview Bungalow, 6 Burton Road, Thealby	Permission granted

21/199 Finance:

a. Quarterly Financial Review: to receive and accept the report

Members received a report on the quarterly review prior to the meeting. There were no questions and Cllr Harber thanked the Clerk for her work with the accounts.

9.15pm It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to suspend Standing Orders for fifteen minutes so that the agenda could be completed.

b. Budgets: to receive and discuss the draft budget for 2022/2023

Members had received a draft budget prior to the meeting. It was agreed that from 2022/2023, community groups would be able to apply for one grant anytime throughout the financial year. The Clerk would provide a draft grant policy. Funding for grants was included in the draft budget. The Clerk was asked to provide a breakdown of the playing field expenditure for the next meeting.

c. To consider and approve current income and expenditure

There were no questions on the income and expenditure

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

The Clerk went through the bank account totals. There were no questions on the bank statements.

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

It was proposed by Cllr Pringle, seconded by Cllr Nicholson and **RESOLVED** unanimously to pay the invoices. It was proposed by Cllr Nicholson, seconded by Cllr Pringle and **RESOLVED** unanimously to transfer £8,000 from the Barclays savings account to the Barclays current account to pay the invoices.

HMRC	232.59	Oct Tax/NI
ERPF	584.76	Oct Pension
Employees	2117.89	Oct Salary
EE	25.28	clerk's telephone
Employee	60.15	Christmas Fair expenses
Employee	142.14	bleach/steel/fuel/sand blasting/screws
Employee	126.90	Travel expenses
Lincolnshire Cabinet Makers	204.00	Basketball hoop backs
Baa Yuma Partnership	600.00	Burton Hills maintenance
Mr Therm	201.60	Village Hall Boiler service
Hygiene Hub	4.79	Mop head for village hall
Pestcotek	100.00	Mole removal
NLC	10.50	Duplicate performance licence certificate VH
Normanby Estates	200.00	Allotments rent
Barclaycard	19.69	Postage/poppy wreath
Gillian Hayes	275.00	Grass cutters (grant funded)
J Crowston	85.50	Pavilion/Office cleaning
Mackays	67.20	Red Diesel
Utility Warehouse	291.81	Gas/electricity/broadband
Holls Electrical	204.72	PAT testing Village Hall/office/pavilion
Yards Apart	1989.96	grass verge cutting
NLC	10.00	Market licence Village Hall
Hero Services Ltd	150.00	Travel to charity for refugee collection
Instant Print	302.75	Newsletter printing
	8007.23	

It was proposed by Cllr Nicholson, seconded by Collinson and **RESOLVED** unanimously to reinstate Standing Orders

There being no further business the meeting was closed at 9.20pm. The next scheduled meeting will be held on Tuesday 21st December 2021 at the Village Hall.

Chair's signature..... Date.....