

FULL COUNCIL MINUTES
Monday 9th December 2019

Present: Cllr Craddock (Chair) Cllr Bell Cllr Croft
Cllr Harber Cllr Johnston Cllr Pringle

Also present: the Clerk and Ward Cllr Ogg

Public session

Cllr Ogg mentioned the recent smells at Roxy landfill and a meeting had been arranged by the Environment Agency. Cllr Craddock had agreed to attend. The water across the road on Stather Road was ongoing. It had been reported to the drainage team. The Clerk was asked to check if a planning application had been approved for the housing plot nearby. Cllr Croft mentioned the pot holes on Stather Road and was assured that Cllr Marper had reported these.

There being no further questions from the public session, the meeting was opened at 7.20pm.

19/0203 Apologies for absence

Apologies were received from Cllrs Allison, Faulks and May and ward Cllrs Marper and Rowson

19/0204 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 Craddock declared a personal and prejudicial interest for item 19/0218 b) ii)

Cllr Bell declared a personal and prejudicial interest for item 19/0218 a)

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

Cllrs Craddock & Croft had dispensations for the Village Hall and Thealby Play Area. Cllr Harber had dispensations for the Village Hall

19/0205 Acceptance of minutes for the meeting held on Monday 11th November 2019

Members had received the draft minutes of the meeting held on Monday 11th November 2019 prior to this meeting. It was proposed by Cllr Croft, seconded by Cllr Pringle and **RESOLVED** unanimously that they were a true and accurate record. The minutes were duly signed by Cllr Craddock

19/0206 Clerks Report

Members had received a report prior to the meeting. The Clerk had received the credit card and asked the members for permission to set up a direct debit to pay the whole bill when it was issued. It was proposed by Cllr Bell, seconded by Cllr Pringle and **RESOLVED** unanimously to set up the direct debit. The telephone line for the broadband would be installed on 23rd December. It was agreed that a phone and answer machine should be used in the office as well as the mobile phone. Cllr Johnston enquired as to the complaint made about the footpath along the riverside to the tank ramp and was informed that it had been made by a landowner. He also enquired as to whether a reply had been received regarding the illegal fencing at Stather Road near the Ferry House Inn and Cllr Craddock stated that if the footpath was successful, then this fence would have to be removed so it was agreed to wait until the footpath had been concluded. Cllr Johnston enquired about the publishing of the 2006 parish plan and it was agreed that when the survey went out in the newsletter, residents would be informed that a copy could be provided by the Clerk. The Clerk was asked to send the survey to all Councillors.

19/0207 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

Date Emailed	From	Correspondence	Action
15/11/19	What3words	Request to promote	It was agreed to promote this on the Council Facebook page
21/11/19	ERNLLCA	NALC Consultation: Strengthening police powers to tackle unauthorised encampments	Noted

19/0208 Councillors' Forum: Councillors' information exchange (10 minutes)

Cllr Craddock thanked the Heritage Group for the Christmas light event held on the paddock and Cllr Johnston thanked the Parish Council, on behalf of the Heritage Group, for agreeing to pay the insurance premium, which had been funded from the Christmas events budget. Cllr Croft was concerned about the number of signs that were being displayed on the Highways by private companies. She had located a form to apply for permission, so the Clerk was asked to check if permission had been given by NLC for these signs. Cllr Ogg agreed to get some clarification as to whether these signs were allowed. Cllr Johnston mentioned that a couple of people had informed him that the church gate was hard to open. Cllr Pringle agreed to get the church to look into it.

19/0209 To receive reports from the following and resolve any actions arising:

a) Burton Playing Fields

The hirer at the Pavilion had agreed to return the furniture as to how it was found prior to the booking.

b) Village Hall Committee

Cllr Croft mentioned that the Christmas fair had been successful. All stalls had been taken although one pre-paid stall holder did not turn up. A good amount had been raised and she thanked everyone who had been involved. She had printed 15 calendars with the winning poster entries and 13 had been sold. The last two would be donated to the school. The hall was booked for the general election and there were currently no problems with the hall.

c) Thealby Play Area

The caravan for the general election had arrived, but would be moved slightly since it was blocking the gate.

d) Make Burton Accessible

Cllr Harber had nothing to report since they were still waiting to hear from NLC Highways. Cllr Marper would be asked to see if she could intervene. Cllr Harber would be meeting with the resident involved in the New Year.

e) Parish Pathways Partnership

Nothing to report. This would be removed from the agenda.

f) Burial Ground

The Clerk had now been trained on PEAR technology and would update the records.

g) Allotments

Members had received a list of questions from the Allotment Association prior to the meeting. The Clerk would be attending their AGM on 20th January and agreed to give the Council's replies. Currently ten out of twenty two allotment holders had paid their rent for 2020. One allotment holder had decided to reduce his plot to half a plot, so the other half would be offered to a resident on the waiting list in January.

19/0210 BPF Grants: To receive a report of progress with grant applications made to North Lincs Council's Community Fund and resolve any actions arising

Cllr Craddock mentioned that another meeting was to take place with the Ward Councillors and Cllr Waltham but nothing had been arranged. He wanted to put a counter proposal to the request for a mower from the football club. Currently the Council spent £9,200 per annum for contractors to cut the grass. If the Council employed a grounds person, this would enable them to work 14 hours a week to cut the grass and do other jobs as required. Cllr Allison had sourced a suitable mower for £9,000 plus a roller at £1,000. Cllr Craddock suggested that a request to the Community Fund could be made for £15,000 which would include improving security at the garage. After a discussion, it was agreed that Cllr Craddock would put this suggestion into a readable format and send it to all Councillors.

The application for floodlights would require planning permission before anything could be done. It was proposed by Cllr Johnston, seconded by Cllr Croft and **RESOLVED** unanimously to apply to NLC for planning permission.

19/0211 Maintenance in the Village: for members to receive a verbal update on any maintenance issues.

Cllr Marper had received a concern about an ash tree on the paddock and reported it to the Parish Council. Since it was in the conservation area, permission would need to be requested before any work could be done. It was proposed by Cllr Harber, seconded by Cllr Pringle and **RESOLVED** unanimously to apply to NLC for permission for work to be carried out.

19/0212 Highways: Repair and Other Issues: To consider progress on outstanding repairs or other Highway matters to be reported and resolve any actions arising from them

a) Footpath, Burton Stather Hill

This had been discussed in the public session

b) Footpath from the churchyard to St Andrew's Drive

Since nothing had been heard about this since it was reported to NLC, the Clerk was asked to chase it up with Colin Wilkinson at NLC.

c) Name signs at the approaches to the village

Cllr Bell enquired as to why the Council did not get this work completed rather than wait for the grant from NLC. After a discussion, it was agreed that the Clerk would produce a financial report for the next meeting showing whether funds were available for this expenditure.

19/0213 Community Emergency Support Team: for members to decide whether to accept this support

Cllr Craddock mentioned that they were asking for volunteers but it looked like a large commitment. It was agreed to promote it on the Parish website and Facebook page. A discussion took place about the Emergency Plan and the Clerk agreed to put contact details on the office noticeboard.

19/0214 VE Day Commemorations: for members to receive a verbal report from the meeting held on 2nd December

Cllr Craddock informed the members that the primary school were arranging a parade on the morning of Saturday 9th May, followed by a picnic and 1940's games at the school. The programme of events would be published in the next newsletter.

19/0215 Best Kept Village: for members to receive a verbal report from the meeting held on 2nd December

Cllr Craddock informed the members that a contact had been found at NLC to potentially help with the wildflower areas on Tee Lane/Darby Road and Wiltshire Ave/The Ave. The Clerk would try to arrange a meeting.

19/0216 Parish Office Development

Cllr Craddock mentioned that the files were gradually being unpacked and the Clerk should be working in the office from the New Year. She would be available to the public each Tuesday from 10.30am till 12 noon. At other times, the office would be open to the public by appointment only.

The solicitor had provided a draft licence for the storage of the Chinese takeaway bins, which had been circulated to members prior to the meeting. After a discussion, it was agreed that seven amendments would be required. It was agreed by Cllr Harber, seconded by Cllr Pringle and **RESOLVED** unanimously to accept the licence, with the seven amendments and once altered to send it to the proprietor of Mai Ling Chinese takeaway.

19/0217 To consider the following planning applications:

a) Any applications from the date of the agenda being sent out

Planning Number	Application	Comments
PA/2019/2011	Notice of intention to fell a Leyland Cypress within Normanby's conservation area at 26 Main Street, Normanby	No comments

b) Planning applications

Planning Number	Application	Comments
PA/2019/1959	Proposed phone call box removal. Public call box, Stather Road, BUS	The consultation period for this had expired

c) Planning decisions made by NLC

Planning Number	Application	Decision
PA/2019/1617	Planning permission to erect a 1.5 metre timber fence and associated works at the corner of High Street/Norfolk Ave, BUS	Permission granted

Members were informed that the architect had been informed and the builder would install the fence as soon as possible

8.34pm Cllr Ogg left the meeting

19/0218 Finance:

a) To receive and agree the draft budget for 2020/2021 (including the grant applications)

The Clerk had provided the draft budget and grant applications to members prior to the meeting. Cllr Craddock went through the draft budget explaining any additions that were being suggested. It was agreed that the amendments to the website were too costly for the budget, so these would not be made. Members discussed the grant aid applications, which if they were all given an allocation, the budget would not need to increase from 2019/2020. Members were unsure as to the amount that the primary school were asking for so it was agreed that Cllrs Craddock and Harber would meet with the school to get more clarification. It was agreed to reissue the draft budget with the additions to the next Council meeting, for members to agree the budget.

b) To consider and approve current income and expenditure

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

Cllr Craddock explained the bank accounts to the members. It was agreed that the next quarterly review with Cllrs Craddock and Johnston would take place towards the end of January.

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

It was proposed by Cllr Harber, seconded by Cllr Johnston and **RESOLVED** unanimously to pay the following invoices.

Company	Amount Gross	Reason
HMRC	0.00	Tax & NI
ERPF	255.49	Pension
Employee	972.70	Salary
Employee	105.68	expenses
EE	12.13	clerk's telephone (DD)
BT	61.68	CCTV Wifi at Pavilion(DD)
Utility Warehouse	14.38	Electricity Paddock/Office
British Gas	39.00	Gas at Pavilion
Hygiene Hub	73.04	Office supplies
DDM	300.00	Revaluation of Parish Office
Cllr Craddock	149.72	Reimbursement
Barton Carpets & Vinyls	1100.00	office carpet
Right Action	208.80	Fire extinguishers
Royal British Legion	20.00	Poppy Wreath
Office Furniture Online	261.60	Chairs for office
SLCC	52.30	Clerk's manual 2019
Hygiene Hub	29.97	bins for office
Direct Removals	180.00	Returning office furniture

Symes Bains Broomer	903.60	Bowls Club lease
Methodist church	300.00	Parish grant
Furniture at Work	1212.00	Office furniture
Heritage Group	137.98	Insurance for Christmas event
J Crowston	66.47	Pavilion cleaner
Yards Apart	264.00	Grass Cutting
Newton Printing Services	438.00	Newsletter Printing
Various	450.00	Bus shelter cleaning
Total	7608.54	

There being no further business the meeting was closed at 9.10pm. The next scheduled meeting will be held in the Village Hall, Todds Lane at 7.15pm on Monday 13th January 2020.

Chairman's signature.....

Date.....