

FULL COUNCIL MINUTES
Tuesday 19th October 2021 in the Village Hall

Present:	Cllr C Harber (Chair)	Cllr P Bell	Cllr S Bull	Cllr B Burt	Cllr W Johnston	Cllr S Nicholson
		Cllr P Pringle	Cllr R Webber	Cllr E Whittaker	Cllr C Sharp (from item 21/163)	

Also present: the Clerk, Ward Cllrs Marper, Ogg and Rowson and seventeen residents

The meeting began at 7.15pm

Public session

The residents had attended regarding the Riverside Footpath and appointed a spokesperson. The spokesperson went through the history as to why they had asked for the Parish Council to apply to put the riverside footpath on the definitive map.

7.20pm Cllr Bell joined the meeting

She mentioned that the residents were not happy in how NLC footpath department had handled the application and was pleased that Cllr Waltham had called a meeting with the officers, the Ward Councillors and some of the Parish Council Councillors. She concluded by thanking the Parish Council for the work it has done with this application.

Cllr Marper informed the Council that the review for the proposed boundaries for NLC wards was currently taking place and that grants could be applied for to help celebrate the Queen’s Platinum Jubilee in June 2022.

There being no further comments, it was agreed to open the meeting at 7.25pm

21/161 Apologies for absence

Apologies were received from Cllrs Faulks and Taylor

21/162 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.

The Clerk mentioned that since all Councillors could have a benefit with agenda item 21/174h, it would be difficult to discuss it, so it only had to be declared if they felt they could not discuss the matter fairly.

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

Cllrs Harber and Johnston for Village Hall

21/163 Parish Councillor Co-option

Cllr Harber introduced Chloe Sharp who had applied to be a Councillor. Miss Sharp explained her reasons for leaving the Council earlier in the year and why she wanted to become a Councillor again.

7.26pm Miss Sharp left the meeting

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to co-opt Miss Sharp to the Parish Council

7.27pm Miss Sharp returned to the meeting

Cllr Harber welcomed Miss Sharp as a Councillor who duly signed the declaration of acceptance of office.

It was agreed to move item 21/174h further up the agenda

21/174h Reports: Public Rights of Way/Footpaths

Members had been informed prior to the meeting that NLC had declined to modify the definitive map for the Riverside Footpath. The Clerk read out a letter from one of the landowners whose land the riverside footpath would go over. The Councillors discussed the points raised in this letter.

7.35pm one resident left the meeting

Members were informed that a meeting was taking place on Monday 25th October with the leader of NLC, the Ward Councillors, some Parish Council members and the footpath officers at NLC to ascertain how the decision had been made. A discussion took place regarding the costs to appeal the decision.

7.40pm it was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to suspend Standing Orders so that a resident could speak.

A resident who had previously been a NLC Councillor on the planning committee, mentioned that as far as he was aware there would be no costs to appeal.

7.42pm it was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** unanimously to reinstate Standing Orders

Cllr Pringle mentioned that the Parish Council must not be pulled into civic action using public money.

7.45pm one resident left the meeting

It was proposed by Cllr Harber, seconded by Cllr Pringle and **RESOLVED** with eight in favour, two abstentions that should NLC not rescind its decision on the Riverside footpath on Monday 25th October and the next stage is to appeal to the Planning Inspectorate then as long as the Parish Council has received a legally binding letter that fees will be covered in the event that the appeal is lost, the Parish Council will appeal the decision not to modify the definitive map to include this footpath.

7.47pm It was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to suspend Standing Orders so that a resident could speak

One resident wanted to check that if the decision was the same after the meeting on Monday 25th October, that the Parish Council had voted to appeal this decision. This was confirmed. Another resident asked about costs but this was not known although in a previous application it had been mentioned at between £3,000-£4,000. It was mentioned that costs would only occur if the landowner took civic action for their costs.

7.48pm It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to reinstate Standing Orders.

7.50pm the remaining residents left the meeting

21/164 Acceptance of minutes for the meeting held on Tuesday 7th September 2021

Members had received the draft minutes of the meeting held on Tuesday 7th September 2021 prior to the meeting. It was proposed by Cllr Nicholson, seconded by Cllr Pringle and **RESOLVED** with six in favour and four abstentions that they were a true and accurate record. The minutes were duly signed by Cllr Harber.

21/165 Acceptance of minutes of the extraordinary meeting held on Tuesday 21st September 2021

Members had received the draft minutes of the meeting held on Tuesday 21st September 2021 prior to the meeting. It was proposed by Cllr Nicholson, seconded by Cllr Whittaker and **RESOLVED** with eight in favour and two abstentions that they were a true and accurate record. The minutes were duly signed by Cllr Harber.

21/166 Clerk's report

Members had received a report prior to the meeting. The Clerk informed them that the lease for Burton Hills had been signed by Normanby Estates and would be released once the Parish Council had paid the rent for the first two years and the solicitors fees which were a total of £1556 + VAT. Councillors signed up for Councillor surgeries until the end of the year. They were reminded of the Good Councillors training in January for new members.

21/167 To consider and discuss any issues raised in the public session not covered on the agenda

None

21/168 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
Resident	Petition to divert footpath 7 to the alternative route as installed by the resident	Noted, since this is being dealt with by NLC
National Grid	Request for permission to survey the natural burial ground and playing field for the Humber Low Carbon Pipelines Project	It was agreed to allow the survey
Burton Heritage Group	Suggested date for the Christmas light switch on the paddock on 3 rd December. Also, to inform the use of the Glebe Paddock for Remembrance Day Service on 11 th November	It was agreed to allow these events. The Clerk was asked to purchase a poppy wreath

21/169 Councillors' Forum: Councillors' information exchange (10 minutes)

Cllr Harber mentioned that she was unable to attend the working group meeting to discuss the celebrations for the Queen's Platinum Jubilee. Cllrs Webber & Whittaker had agreed to attend and Cllr Webber would chair the meeting. Cllr Harber reminded councillors about reading paperwork prior to the meeting. A discussion took place about being informed about matters for debate. Cllr Webber asked about purchasing an A frame to advertise when the Councillor surgeries were on, and it was agreed to borrow one from the village hall.

21/170 DEFRA Local Nature Strategy Consultation: to discuss and resolve a response to the questions proposed by NALC.

Members had received a suggested response prior to the meeting and a couple of amendments were suggested. It was proposed by Cllr Pringle, seconded by Cllr Nicholson and **RESOLVED** unanimously to send this response with these amendments.

21/171 Humber Low Carbon Pipelines Consultation: to agree on a response and resolve to send it.

Cllr Webber had provided a report on the consultation prior to the meeting. It was proposed by Cllr Nicholson, seconded by Cllr Johnston and **RESOLVED** with one abstention to send the following response: 'The Parish Council will reserve judgement until further consultation since the information provided is vague with no substance and is not coherent enough'

8.28pm Cllrs Marper, Ogg and Rowson left the meeting

21/172 Newsletter: update on the next edition

Cllr Pringle informed the members that the closing date for articles was 12th November, for distribution at the end of that month.

8.30pm Cllr Burt left the meeting

21/173 Review/acceptance of policies:

- a. Dignity at Work**
- b. Document Retention**
- c. Social Media**
- d. Removal Media**

Members had received these policies prior to the meeting. Cllr Harber asked that they be amended from 'Chairman' to 'Chair' and that the Lone Worker policy item 11 includes other staff. It was proposed by Cllr Pringle, seconded by Cllr Bell and **RESOLVED** unanimously to accept the policies with these amendments.

21/174 Reports

a. Burton Playing Fields

The Clerk provided a quote for a sign at the car park and mentioned the request from the Grounds Maintenance Operative for 'please close the gate' signs on the play area and gate by The Avenue. It was agreed that further quotes would be obtained. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously that the Grounds Maintenance Operative could purchase steel to repair the playing field bench. It was agreed that wood could be purchased to repair the broken slats in the perimeter fence. Members were informed that the boiler in the pavilion had an error message so the engineer would be asked to look at it since it had not been used since it was last serviced. The trim trail top support had been purchased and would be replaced soon. It was agreed not to pursue looking through the CCTV footage for the police, since it appeared that a football had damaged the pavilion roof tile. Members agreed to the Grounds Maintenance Operative painting yellow stripes on the railing at the car park so that it was more visible. Cllr Webber agreed to meet with the Clerk to see if the outside lights were working and the Clerk confirmed that she was still getting additional quotes to paint the pavilion entrance hall. The Clerk had obtained a provisional quote for installing lights at the MUGA but due to the cost it was agreed to leave this. A statement would be posted on Facebook stating the CCTV cameras were recording images and the police could access them if required.

b. Village Hall Committee

Cllr Harber mentioned that the memorial tea for Anne Croft had been postponed until the New Year.

8.53pm Cllr Webber left the meeting

The Afghan refugee collection had been extremely successful.

8.54pm Cllr Webber returned to the meeting

Cllrs Harber and Pringle would sort the items on Saturday 23rd October. The charity that they were going to be given to had let them down, but the Clerk had other charities to enquire with. Cllr Nicholson mentioned that he may be able to help with providing transport. The Village Hall survey had shown several issues and recommended a structural engineer survey. It was proposed by Cllr Nicholson, seconded by Cllr Johnston and **RESOLVED** unanimously to get quotes for a structural engineer survey. Cllr Johnston mentioned that he was concerned that no financial reports had been received by the Village Hall committee from the treasurer recently. After a discussion it was agreed that Cllrs Webber and Whittaker would attend the next Village Hall committee meeting as representatives of the Parish Council to find out what was happening with the finances.

9.15pm it was proposed to suspend Standing Orders so that the agenda could be completed.

c. Thealby Play Area

Nothing to report

d. Facebook

A resident had enquired about permanently flying the Union Flag at the Paddock. This could not be agreed since the Heritage group arranged when the flags were flown.

e. Burial ground

The Grounds Maintenance Operative had asked if the hedges could be flayed to six foot, since he would then be able to maintain them rather than use a contractor each year. This was agreed.

f. Allotments

The Clerk mentioned that an inspection had been done at the allotments. One tenant had asked to use green manure and this was agreed.

g. Broadband in Normanby & Thealby

There was currently little interest from the residents of Normanby and Thealby.

h. Public Rights of Way/Footpaths

Cllr Whittaker mentioned that a resident whose property backed onto footpath 7 had cut their hedge back and would like it maintained. Cllr Nicholson was concerned about some bins and shrubs that were on the edge of footpath 7, but NLC were considering issues with the footpath.

i. NATS

Cllr Pringle informed the members that the meeting had focussed on anti-social behaviour in Winterton. The crime statistics had not changed much although there had been car thefts on Wiltshire Ave, Burton upon Stather.

j. Youth Council

Cllr Harber mentioned that an open meeting had been arranged for young people to find out about the Youth Council in the pavilion on Wednesday 27th October. 12.15-2.30pm. It would be advertised on social media and in the schools. It was agreed to include young people between 10 and 17 years old. Members were informed that anyone involved with the Youth Council would need to be DBS checked at a cost of £23 per check.

21/175 Grants: to receive a report of progress with grant applications and resolve any actions arising

Members were informed that the Grounds Maintenance Operative had located a strimmer with additional heads at £910 + VAT, which would be the final piece of equipment to purchase. It was agreed by Cllr Johnston, seconded by Cllr Nicholson and **RESOLVED** unanimously to purchase this equipment and add it to the ground’s maintenance equipment grant. The Clerk would then apply to receive the funding from NLC.

21/176 Maintenance in the Villages: To receive a verbal update on any maintenance issues and resolve any actions arising

Members were informed that the Grounds Maintenance Operative wanted to remove a steel upright in the paddock. This was agreed. The tractor would soon need its 200-hour service and it was agreed to purchase a low pressure tyre gauge.

21/177 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 Harber informed the members about the trial to move the High Street bus stop in front of Todds Lane. NLC Highway had been asked to visit Vicarage Gardens to witness how the water flowed since it was raining. The Clerk showed the memorial bench that had been chosen by a resident and would be sited on the corner of Vicarage Crescent and Darby Road. Cllr Bell mentioned vans that parked at the end of Barnston Way making it difficult to turn onto Normanby Road. The Clerk agreed to report it to NLC.

21/178 To consider the following planning applications:

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

Planning Number	Application	Response
APP/Y2003/W/21/3280156	Planning permission for the change of use of land to permit the siting of static caravans	No additional comments

b. Planning Applications

None

c. Planning application comments submitted since the last meeting

Planning Number	Application	Parish Council Comments
PA/2021/1618	Hazardous substance consent to store 36 tonnes of propane gas within storage tank at Sheffield Farm, Bagmoor Lane, Normanby	No comments if the HSE has no concerns
PA/2021/1556	Planning permission to erect an extension, loft conversion and roof lift at South View Bungalow, 6 Burton Road, Thealby	No comments if the neighbours have no concerns

d. Planning decisions made by NLC

Planning Number	Application	Response
PA/2021/287	Planning permission to erect a single and two-storey rear extension and a two-storey side extension, to include a replacement roof at 26 Tee Lane	Refused
PA/2021/981	Planning permission to vary condition 1 of previously approved application WD/2016/332 dated 29/06/2016 at Winterton Landfill Site, Access roads to Landfill Site, Winterton, DN15 9AP	Permission granted
PA/2021/1458	To undertake pruning on an Atlantic cedar at 2 Flixborough Road, Burton upon Stather, DN15 9HD	Permission granted
PA/2021/1462	To erect a new timber fence 2.5m high to part of rear boundary at 2 St Barbara’s Crescent	Permission granted
PA/2021/1500	Planning permission to erect a single storey rear extension and garage at 11 Glebe Close	Permission granted

21/179 Finance:

a. Budgets: to receive the draft budget for 2022/2023

Members received the draft budget prior to the meeting. They were asked if they would prefer to have a grant budget and allow community groups to apply for a grant throughout the year. It was agreed that if this occurred, then there should be a limit on the amount applied for and only one application per year. Members were asked to consider the budget for the next meeting.

b. External audit: to receive a verbal report on the audit conclusion

Members were informed that the external audit had been signed off by PKF Littlejohn with no concerns. It had been published on the website prior to 30 September as legally required and the public rights posted on the noticeboards.

c. To consider and approve current income and expenditure

There were no questions on the income and expenditure

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

There were no questions on the bank statements. It was proposed by Cllr Nicholson, seconded by Cllr Pringle and

RESOLVED unanimously that the HMRC and pension payments could be made on 31st of each month so that no fine was incurred.

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

It was proposed by Cllr Pringle, seconded by Cllr Bell and **RESOLVED** unanimously to pay the invoices. It was proposed by Cllr Nicholson, seconded by Cllr Pringle and **RESOLVED** unanimously to transfer £9,000 from the Barclays savings account to the Barclays current account to pay the invoices.

HMRC	255.29	Sept Tax/NI
ERPF	606.85	Sept Pension
Employees	2191.53	Sept Salary
EE	25.28	clerk's telephone
Employee	192.69	fuel/trailer parts/paint
Employee	135.00	Travel expenses
Mackays	103.68	Red diesel
Utility Warehouse	12.42	Electricity/gas/broadband
Trevor Rowbotham	90.00	Litter pick-playing field
Humber Merchants Ltd	8.47	Hook
J Crowston	91.68	Pavilion/office cleaning
Pestcotek	100.00	Mole removal
Yards Apart	1989.96	Verge cutting
Barclaycard	143.78	tyre solution/wooden support for trim trail
Trade UK	155.00	Angle grinder
Mackays	93.60	Red diesel
Wave	26.95	Pavilion water
Utility Warehouse	236.10	Electricity/gas/broadband
Wilkin Chapman	1806.00	Fees for Burton Hills lease
	8264.28	

21/180 Closed session: staff appraisals

It was proposed by Cllr Whittaker, seconded by Cllr Pringle and **RESOLVED** unanimously to take agenda item 21/180 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 were informed and agreed on the staff appraisal process. It was proposed by Cllr Pringle, seconded by Cllr Nicholson and **RESOLVED** unanimously to come out of closed session

It was proposed by Cllr Pringle, seconded by Bull and **RESOLVED** unanimously to reinstate Standing Orders

There being no further business the meeting was closed at 9.40pm. The next scheduled meeting will be held on Tuesday 16th November 2021 at the Village Hall.

Chair's signature.....

Date.....