

Lindsey Lodge Hospice	Get involved with Lindsey Lodge's Festival of Lights!	The Clerk would make enquiries with the charity
The Planning Inspectorate	Appointment of the Examining Authority and invitation to the Preliminary Meeting and Notification of Hearings and Accompanied Site Inspection	The Clerk will read through the documentation and email the Council the relevant information, so that at least one Councillor would attend. She would also notify the working group.

22/135 Councillor's Forum: Councillor's information exchange (10 minutes)

Cllr Johnston mentioned that the Grounds Maintenance Operative would trim the Christmas tree but there were many lights not working. It was agreed to purchase some outside lights locally for this year and investigate purchasing higher quality ones for 2023.

22/136 Playing Field Pavilion: to receive a report on responses to lease the building

Members had received a report showing the interest received on leasing the pavilion. It was agreed to ask two of the proposals to submit a business plan.

22/137 Kings Coronation: to consider how to celebrate the occasion and resolve any actions arising

Members agreed to arrange a working group with the local community groups. Cllr Mitchell agreed to investigate about having the beacon lit. Cllrs Bull, Mitchell and Whittaker agreed to be on the working group.

22/138 Action Plan: to suggest projects to be added to the three-year plan

It was agreed that there were enough projects currently in progress. The plan would be looked at again in one year.

22/139 Review/acceptance of policies:

- a. **GDPR Forms that haven't been updated**
- b. **Dignity at Work**
- c. **Document Retention**
- d. **Lone Worker**
- e. **Member/Officer Protocol**

Members reviewed the above policies. It was proposed by Cllr Mitchell, seconded by Cllr Whittaker and **RESOLVED** unanimously to accept the reviews of these policies.

22/140 Reports:

a. Burton Playing Fields

Members were informed that an incident had taken place on the playing field where a young person had been bitten by a dog. It had been reported to the police. It was agreed to report this to the dog warden, insist with NLC that dogs should not be allowed on the field and to put up notices stating that dogs must be kept on a lead on the playing field. The Grounds Maintenance Operative had enquired about purchasing heavy duty tyres/wheels for the tractor, but members felt these were not necessary. Council also agreed to wait until the barrier between the car park and field was installed to see if reflective tape was required for it. Cllrs Bull and Johnston had agreed to attend a meeting with the football managers.

b. Village Hall Committee

It was mentioned that three companies were going to quote for the work required on the floor and stage area.

c. Thealby: Play Area and defibrillator

Nothing to report on the play area. The Clerk was asked to enquire with Overhall Contractors Ltd about installing a defibrillator at their premises.

d. Facebook

Nothing to report

e. Burial Ground

Members were informed that a request had been received for the base of a memorial to be 15" wide. There was currently no maximum measurement in the regulations. It was agreed to put a maximum width of the base as 15" into the regulations. Members agreed to let the Grounds Maintenance Operative purchase £100 worth of saplings for the burial ground hedge. The Clerk had asked Winterton Lions to consider replacing the bench in the burial ground but had not received a response. It was agreed that the Parish Council would replace the bench.

f. Allotments

Members were informed that the allotments had been inspected in October and the renewals had all been sent out.

g. Public Rights of Way/Footpaths/Burton Hills

It was agreed to replace the benches on Burton Hills. The Clerk was meeting with a contractor to get a quote for the Ash tree on Burton Hills. She was asked to inquire as to when the ditch would be cleared out.

h. Youth Council

Members were asked if they would be able to attend the next Council meeting, but since no one present had an up-to-date DBS check, they could not attend. They were asked to help at the Halloween party arranged for Saturday 29th October, 3pm to 5pm.

i. Newsletter

Members were informed that the next newsletter would be distributed in mid-November so articles would be required by the end of October.

22/141 Grants:

- a. to receive a report of progress with grant applications made by the Parish Council and resolve any actions arising.

Members were informed that an accessible gate for Thealby Play Area may make it easier for motorbikes to get onto the land. It was agreed to remain with the current gates. NLC was offering an In Bloom grant and it was agreed to work with Burton in Bloom and apply for plants for the new border on the playing field.

- b. To receive grant aid applications and resolve any actions arising

Members had received a grant application from Normanby Park Sport & Activity Club for a survey of twenty trees. Councillors agreed they would like to know more information, so Cllr Mitchell agreed to meet with them.

22/142 Maintenance in the Villages: To receive a verbal update on any maintenance issues and resolve any actions arising

Members agreed the ramp posts at the parish office should be silver. They were informed that ten cuts had taken place for the grass verges this year, but since there were funds in the budget these could continue until the grass slowed down its growth.

22/143 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

Members were informed that the resurfacing of the rest of Stather Road was in progress, but no date had been set. The request for double yellow lines on the top bend of Stather Road had been sent to NLC traffic control. A lorry had recently damaged the upright paving slabs at the edge of the path at the top of Stather Road. NLC had raised a ticket to repair them. Cllr Bell mentioned the vans parked at the end of Barnston Way. Cllr Mitchell mentioned the corner of High Street and Normanby Road. The Clerk would enquire with NLC traffic control to see if double yellow lines could be painted. She was also asked to enquire about the road surface at Thealby Lane. Cllr Bull asked if warning signs for deer could be installed on Burton to Thealby road and Burton to Alkborough Road. The Clerk would make enquiries.

22/144 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/2022/1725	Application to prune 2 x beech trees, subject to & within G1 of the Tree Preservation (Burton upon Stather) Order 1961 at 4 Glebe Close, BUS	No concerns
PA/2022/1715	Application to prune a Beech and Horse Chestnut, subject to & within G1 and G2 respectively of the Tree Preservation (Burton Upon Stather) Order 1961 at 6 Glebe Close, BUS	No concerns
PA/2022/1755	Planning permission to erect two-storey extensions and alterations including partial demolition of the existing house at Glebe House, 25 St Andrews Drive, BUS	No comments if the neighbours had no concerns
PA/2022/1825	Notification of intention to remove a conifer within Normanby's conservation area at 3 Main Street, Normanby	No concerns

- c. Planning decisions made by NLC

Planning Number	Application	Response
PA/2022/1424	Approval of reserved matters (access, appearance, landscaping, layout and scale) pursuant to outline application to erect a dwelling at land rear of 17 Normanby Road, Burton upon Stather, DN15 9EZ	Permission granted
PA/2022/1611	Notice of intention to undertake pruning on two silver birch and a rowan all within Normanby's conservation area at 16 The Old Estate Yard, Normanby	Approved
PA/2022/1293	To vary conditions 3 & 9 of planning permission PA/2019/830 to amend the end date for the development at Roxby Landfill Site	Permission granted

22/145 Finance:

- a. Budget – to receive a draft budget and consider any amendments to it.

Members had received a draft budget prior to the meeting. Some amendments were made, and it was agreed to consider it again at the next meeting.

- b. To consider and approve current income and expenditure

The Clerk mentioned relevant budget lines. 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. She mentioned that during September she had transferred £2,000 so that the account would not go over drawn when the insurance invoice was paid.

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

It was proposed by Cllr Johnston, seconded by Cllr Whittaker and **RESOLVED** unanimously to transfer £12,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid. It was proposed by Cllr Mitchell, seconded by Cllr Johnston and **RESOLVED** unanimously to pay the invoices for October.

HMRC	209.12	Sept Tax/NI
ERPF	586.18	Sept Pension
Employees	2131.64	Sept Salary
EE	27.02	clerk's telephone
Employee	146.52	paint for car park/gloves/fuel etc
Employee	75.15	travel expenses
Barclaycard	14.49	Flowers/ paper/GMO phone
Pestcotek	100.00	Mole removal
J Crowston	109.82	Pavilion/office cleaning
Utility Warehouse	281.88	Gas/electricity/broadband - Aug
PKF Littlejohn	480.00	External Audit fees
ERNLLCA	78.00	Clerks/Councillor training (x3)
Humber Merchants	24.00	Rechargeable torch
Humber Merchants	210.00	Grounds maintenance equipment
BHIB	2842.59	Parish Council insurance
Yards Apart	3979.92	Grass verge cutting (x2 invoices)
Right Action	165.60	Fire extinguisher service/VH
NLC	1116.96	Playground inspections/bin emptying
Hygiene Hub	23.98	Bleach
ERNLLCA	72.00	Chairs training (x2)
ERNLLCA	36.00	Finance training
ERNLLCA	36.00	Intro to planning training
Hygiene Hub	34.75	mop heads/hand towels - pavilion
Wave	0.00	Pavilion water
Sir Reginald Sheffield	200.00	Allotments rent
Utility Warehouse	179.10	Gas/electricity/broadband -Sept (DD)
Farmstar	455.49	400 hr tractor service
Mackay	216.00	120 litres diesel
	13832.21	

22/146 Closed session: to receive recommendations on staff salaries from the personnel committee

It was proposed by Cllr Mitchell, seconded by Cllr Whittaker and **RESOLVED** unanimously to take agenda item 22/146 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. Cllr Pringle informed the members of the personnel committees' recommendations. It was proposed by Cllr Mitchell, seconded by Cllr Whittaker and **RESOLVED** unanimously to raise the Clerk's salary to Level 22 of the NJC (National Joint Council for Local Government Services) salary scales and the Grounds Maintenance Operative's salary to be raised to Level 6 from 1st October 2022 as previously set in the budget. It was proposed by Cllr Whittaker, seconded by Cllr Mitchell and **RESOLVED** unanimously to come out of closed session.

There being no further business the meeting was closed at 8.45pm. The next scheduled meeting will be held on Tuesday 15th November 2022 at the Village Hall at 7pm.

Chair's signature.....

Date.....