

FULL COUNCIL MINUTES
Tuesday 7th September 2021 in the Village Hall

Present:	Cllr C Harber (Chair)	Cllr P Bell	Cllr S Bull	Cllr S Nicholson	Cllr M Taylor	Cllr P Pringle
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Also present: the Clerk, Ward Cllr Marper and two residents

The meeting began at 7.15pm

Public session

The first resident talked about planning application PA/2021/1462 and objected to a 3m fence being erected at the end of his garden. He was concerned it would set a precedent and gave his reasons for his objection. The other resident also objected to the planning application. He had also given his comments to NLC via the online portal.

Cllr Marper gave apologies for Cllrs Ogg and Rowson. She mentioned that the results of the recent speed monitoring survey at Normanby, had shown the need for dragons' teeth to be painted on the road surface at the entrance to the village. The 30mph speed signs would also have additional backing. The results of the surveys on Wiltshire Ave and Tee Lane had not yet been completed. She mentioned that there are no verges classed as ornamental on the mapping system for the parish. The ones with signage were from a previous mapping system and no longer relevant, although parking on the verges is not permitted. Cllr Pringle asked if the Wiltshire Ave survey monitored the HGV's going down there and Cllr Marper agreed to check. Cllr Marper informed the members that the officer at NLC had looked at the gate on FP7. There were two options available to either remove the gate or to remove the cottage sign on it. The culverts on Darby Road have been cleared of debris and defibrillators are no longer funded by NLC but a grant can be applied for via the community grant fund. Stather Hill is on the list for resurfacing.

There being no further comments, it was agreed to open the meeting at 7.35pm

21/138 Apologies for absence

Apologies were received from Cllrs Faulks, Johnston, Webber and Ward Cllrs Ogg and Rowson

21/139 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 Pringle for item 21/157d personal and prejudicial.

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

Cllr Harber for Village Hall and item 21/156b as per Standing Orders 13.h.ii

21/140 Acceptance of minutes for the meeting held on Tuesday 20th July 2021

Members had received the draft minutes of the meeting held on Tuesday 20th July 2021 prior to the meeting. It was proposed by Cllr Nicholson, seconded by Cllr Pringle and **RESOLVED** unanimously that they were a true and accurate record. The minutes were duly signed by Cllr Harber.

It was agreed to move item 21/156b application PA/2021/1462 further up the agenda

21/156b Planning Applications

Members discussed the planning application

7.40pm the two residents left the meeting

Planning Number	Application	Parish Council comments
PA/2021/1462	Planning application to erect a new timber fence 3m high to part of the rear boundary at 2 St Barbara's Crescent, BUS	It was proposed by Cllr Nicholson, seconded by Cllr Bull and RESOLVED unanimously that no comments should be made

21/141 Clerk's report

Members had received a report prior to the meeting. It was agreed to accept the Victorian shells for safe keeping in the office and investigate putting them on display.

21/142 To consider and discuss any issues raised in the public session not covered on the agenda

None

21/143 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
CPRE	Best Kept Village Results	It was agreed to ask a resident of Normanby if they would like to attend to collect the certificate for 'Highly Commended'
Resident	Fall over the parish office ramp	It was suggested as a temporary measure to move the litter bin nearer to the ramp. Cllr Marper would investigate this. The Clerk was asked to get quotes to install a handrail.

21/144 Councillors' Forum: Councillors' information exchange (10 minutes)

Cllr Harber informed the members it had been discussed many times about setting up a youth council and she would like to see this happen. She suggested that they work with the primary school year sixes and the village pupils who attended Winterton and Foxhills Academies. Cllr Pringle mentioned that she had met with a teenager who complained about being moved on by residents whenever they sat in open spaces. It was agreed that a meeting would be arranged with those Councillors interested in forming a youth council. Cllr Pringle reminded the members that as part of being a councillor, they were expected to deliver the newsletters. It was agreed to put the newsletter onto the next agenda. Cllr Nicholson enquired about the overgrown hedge on Stather Road and it was agreed that the owners address would be given to the Clerk so that it could be reported to NLC.

21/145 National Resilience Strategy: to discuss and resolve a response to the questions proposed by NALC.

Members had received a suggested response prior to the meeting. It was proposed by Cllr Pringle, seconded by Cllr Harber and **RESOLVED** unanimously to send this response.

8.10pm Cllr Marper left the meeting

21/146 NLGEP: update on the formation of a working group

Members were informed that a meeting had been arranged for Monday 13th September at 7pm in the pavilion. Representatives from Flixborough, Amcotts and Roxby-cum-Risby Parish Councils would also be attending.

21/147 Burton Hills Lease: to approve and resolve to sign it

Members had received an amended draft lease which had been sent to the Council's solicitor. The solicitor had suggested a few minor alterations and it was proposed by Cllr Nicholson, seconded by Cllr Pringle and **RESOLVED** unanimously to return the draft lease to Normanby Estates solicitor with these amendments. If this is accepted by Sir Reginald, then the Clerk could arrange to get the lease signed.

21/148 Queen's Platinum Jubilee: to discuss and resolve whether/how to commemorate this anniversary

Members had received information on how the village had celebrated the Queen's Diamond Jubilee prior to the meeting. The Clerk had received confirmation that Normanby Estates would light the beacon on 2nd June. It was agreed to set up a working group, inviting the local community groups, to organise how to celebrate the Platinum Jubilee.

21/149 Response to the Afghanistan Refugee Crisis

Donations had been received in the Wedgwood Room and would be collected until the end of the week. These would then be taken to Hull Help for Refugees. A request would be made on Facebook for help with a van and/or transporting the items. Cllr Harber would contact the Scunthorpe Telegraph. Residents were thanked for their generous contributions.

21/150 Councillor Surgeries: for members to agree dates when they will attend and to discuss the December 4th surgery

Members agreed to attend the surgeries where there were gaps in the rota. It was agreed to have a table at the village hall Christmas Fair on 4th December.

Monday 13 th September	Simon, Cathy	Monday 8 th November	David
Monday 27 th September	Cathy, Penny	Monday 22 nd November	Cathy,
Saturday 2 nd October	Rachel, Steph	Saturday 4 th December	Rachel, Candace
Monday 11 th October	David, Simon	Monday 6 th December	Simon
Monday 25 th October	Simon, Penny	Monday 20 th December	Cathy, Penny
Saturday 6 th November	Cathy, Penny		

21/151 Review/acceptance of policies:

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

Members had received an amended Document Retention policy prior to the meeting, along with the other policies. It was agreed to keep all documents in the office rather than send them to Lincolnshire Archives. It was proposed by Cllr Bell, seconded by Cllr Nicholson and **RESOLVED** unanimously to accept the reviews of these policies with the amendments to the Document Retention policy.

21/152 Reports

a. Burton Playing Fields

Members were informed that due to the recent antisocial behaviour at the playing fields with broken bottles in the MUGA, the installation company had been asked about monitoring the CCTV. It was agreed to ask for a quote to get the cameras monitored when movement triggers them and to see if a voice could be projected through the microphones. It had been confirmed that the cameras were working and pictures were clear. The Clerk mentioned that NLC had ordered new PSPO signage and in the meantime the community wardens were updating the old ones. Members had received a draft sign for the playing field entrance and the Clerk was asked to arrange a quote for it to be manufactured. A quote had been received to repaint the pavilion hallway, but the Clerk was asked to obtain an additional one. Members were informed that the Grounds Maintenance Operative would work through the play equipment repairs reported in the recent inspection.

b. Village Hall Committee

Cllr Harber mentioned that the survey on the hall had been completed but the report had not yet been received. There had been an incident with COVID in the hall, so it had been closed and given a thorough clean.

c. Thealby Play Area

Members were informed that the Grounds Maintenance Operative would work through the play equipment repairs reported in the recent inspection.

d. Facebook

Nothing to report

e. Burial ground

Members were informed that the natural burial ground was being mowed with a path. The inside hedges had been cut but some of the box hedge had died. It was agreed to purchase a couple of plants. There had been one interment of ashes. Members had been shown suggested plaques for the natural burial ground and it was agreed to contact Laughton Burial Ground about the plaques they use.

f. Allotments

Cllr Nicholson mentioned that he had met a representative of Grove Groundworks and the allotment association secretary at the allotments. The Clerk had received the drainage map for the land and it appeared that several the drains had been sealed off. Cllr Nicholson would obtain a quote to get a drain dug that would link to the other drains, to stop the flooding issue in the allotments.

g. Broadband in Normanby

The Clerk had received one enquiry from Normanby and one from Thealby after the article in the newsletter. She was waiting for the resident of Normanby to get in touch with the amount of interest in Normanby.

h. Public Rights of Way/Footpaths

Members discussed the gate on FP 7 as reported in the public session by Cllr Marper. It was proposed by Cllr Pringle but with no seconder to remove the sign. It was proposed by Cllr Nicholson, seconder by Cllr Bell and **RESOLVED** with four for, one against and one abstention to remove the gate.

9.00pm Cllr Taylor left the meeting

21/153 Grants: to receive a report of progress with grant applications and resolve any actions arising

Members were informed that once the Grounds Maintenance Operative had provided a quote for the caps and drilling of holes into the supports for the playing field barrier, an application would be made to Grange Windfarm for a grant. He was having difficulty in locating the final item of equipment that would be included in the NLC equipment grant. It was agreed to see if one could be found before the next meeting.

21/154 Maintenance in the Villages: To receive a verbal update on any maintenance issues and resolve any actions arising

Members were informed that the broken branch on the sycamore tree in the paddock was being monitored in case it became diseased. The Clerk was getting a quote for the ash tree to be pruned.

21/155 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 NLC had raised the job to repair the loose drain cover on the High Street, nothing could be done about the trees at the Wharf, since they were privately owned and not blocking the highway. The Normanby Road sign had been ordered. The dropped kerbs at the end of Vicarage Crescent and Tee Lane were being chased up. NLC

had agreed to the bench at the end of Vicarage Crescent, but a license had to be obtained. It was agreed the Clerk could sign the application for the license.

21/156 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/2021/1500	Planning permission to erect a single-storey rear extension and garage at 11 Glebe Close, BUS	No comment unless there were concerns from the neighbours

c. Planning application comments submitted since the last meeting

Planning Number	Application	Parish Council Comments
PA/2021/1337	Planning permission to erect a conservatory at 30 Flixborough Road, BUS	No concerns unless the neighbours have some
PA/2021/1394	Notice of intention to prune 3 sycamore and 3 ash trees within the conservation area of BUS at 3 Stather Road, BUS	No comment or concerns
PA/2021/1458	Application to undertake pruning on an Atlantic cedar, known as T1, within and protected by Tree Preservation Order 1999 at 2 Flixborough Road, BUS	No comment or concerns
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. [Amendment] See new plans at 26 Tee Lane, BUS	The Parish Council would like to stand by the comments that it made before which are that it has concerns with: <ul style="list-style-type: none"> the loss of light to the neighbouring properties and how it will affect the owners the layout of the extension means that it will be very close to the property's boundary. This will make it difficult for the neighbours to maintain their own properties

d. Planning decisions made by NLC

Planning Number	Application	Response
PA/2021/1227	Notice of intention to remove a birch and a hazel within the conservation area at 27 High Street, BUS	Permission granted
PA/2021/1164	Planning permission to build a first floor bedroom above the garage at 6 Tee Lane, BUS	Permission refused
PA/2021/1112	Planning permission to erect a rear single-storey extension and make alterations to the dwelling at 31 Thealby Lane, Thealby	Permission granted
PA/2021/1394	Notice of intention to prune 3 sycamore and 3 ash trees within the conservation area of BUS at 3 Stather Road, BUS	Notification received as valid
PA/2021/1337	Planning permission to erect a conservatory at 30 Flixborough Road, BUS	Permission granted

21/157 Finance:

a. To receive the quarterly financial review report

Members received the report prior to the meeting. Cllr Harber thanked those involved with the review.

b. To consider and approve current income and expenditure, including adding an additional budget line and a virement

It was agreed to set up a 'grant' expenditure line for items paid for prior to receiving a grant and to move all those items to it. It was agreed to move £1,270 from GMO salary to pension so that the budgets balanced with expenditure.

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

There were no questions on the bank statements

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

It was agreed to pay the ICO subscription by direct debit since it would be a saving of £5. It was proposed by Cllr Harber, seconded by Cllr Bell and **RESOLVED** with one abstention to pay the invoices.

Invoices paid in August and agreed at July Full Council

HMRC	190.28	July Tax/NI
ERPF	282.77	July Pension
Employees	2039.71	July salary
EE	25.28	clerk's telephone

Employee	25.07	fuel
Employee	39.15	Travel expenses
Mr Therm	98.40	Pavilion boiler serviced
Pestcotek	66.00	Wasp nest removal - Thealby Play Area
Farmstar	271.16	Spare ride on mower wheels
Instant Print	364.00	Newsletter printing
British Gas	35.74	Pavilion electricity (final bill)
Pestcotek	100.00	Mole removal
Pear Technology	102.00	Cemetery software
Gallagher Group	133.97	Tractor insurance
Humber Merchants Ltd	46.19	Socket set
Yards Apart	192.00	Natural burial ground grass cut
Yards Apart	1989.96	Grass verge cutting
Utility Warehouse	267.04	Electricity/gas/broadband
Paul Fox	750.00	Village Hall building survey
J Crowston	81.00	Office/Pavilion Cleaning
Mackays	100.80	Red diesel
Barclaycard	326.32	Line paint/hover/stationary
	7526.84	

September Invoices

HMRC	175.83	August Tax/NI
ERPF	530.62	August Pension
Employees	1938.00	August Salary
EE	25.28	clerk's telephone
Employee	81.11	fuel/screws/cement
Employee	42.75	Travel expenses
ICO	35.00	Data protection fee
Yards Apart	3979.92	Verge cutting (x2)
Yards Apart	480.00	Damaged paddock tree
Forge Welding	1600.00	Security cage
Cartridge Save	46.64	Ink cartridges
Farmstar	367.59	Ride on mower 50 hr service
Humber Merchants	42.44	Metal Fuel can
PKF Littlejohn	480.00	External audit
Pestcotek	100.00	Mole removal
Cllr Pringle	4.60	Tape
Right Action	46.80	Parish Office Fire extinguisher service
Right Action	145.80	Village Hall Fire extinguisher service
Barclaycard	228.51	Phone top up/tyre insulator/phone case
J Crowston	76.50	Pavilion/Office cleaning
Hygiene Hub	7.19	Hoover bags
Employee	29.00	Bump head for strimmer
Came & Co	3783.38	Insurance
	10350.89	

There being no further business the meeting was closed at 9.15pm. The next scheduled meeting will be held on Tuesday 19th October 2021 at the Village Hall.

Chair's signature.....

Date.....

Full Council

7th September 2021

Initials..... 37