

BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES  
TUESDAY 18<sup>TH</sup> JULY 2023 IN THE VILLAGE HALL

Present:	Cllr P Pringle (Chair)	Cllr S Barnes	Cllr P Bell	Cllr C Harber
		Cllr J Mitchell	Cllr S Nicholson	Cllr R Webber

Also present: the Clerk, Ward Cllrs Marper & Ogg

The meeting began at 7.00pm

Public session

Ward Cllr Marper gave the following report:

COMMUNITY SPEED WATCH: The Ward Cllrs are drafting letters to residents to publicise the scheme  
STATHER ROAD: Footpath and overgrown hedge, checking to see if the parish council can cut it. The drains have been reported and programmed for clearing. Yellow lines on the corner of Stather Hill have been investigated by Highways who do not see as a major issue currently. It will be monitored and if the residents/parish council can provide further information of actual problems then they will look to see if restrictions are required. The cracking on the road surface needs treatment and works will be arranged.

NORMANBY: The yellow lines have now been reinstated on the new road patching near the roundabout  
GPO/BT TELEPHONE BOX HIGH STREET: a response has been received from Openreach to the request to repaint the cabinet. Openreach states that approval must be given which includes completing a form. The householder's views will be checked since initially about a year ago the Ward Councillors asked for the box to be removed due to its dire state in the Conservation area. Openreach are now saying it is not a redundant box. I asked if it could at least be painted and Openreach are now assuming we want to do some fancy art project. Just wanted it GREEN really.

BRIDLEWAY BURTON HILLS: Now open for horses and people, there are still some boards to replace (10 on order) but is safe we are informed

FLY TIPPING: Ward Cllr Ogg has reported various fly tipping and it will be cleared

THEALBY: Fading white lines near bend and Dragons Teeth have been reported and chased

DOG POO SIGNS: Chased and response received today from James Todd *'the artwork has now been updated to include the offence of not having the means of picking up after your pet. This is now with printers, and we are hoping to take delivery soon.'*

DRAIN OUTLET NEAR ASHWOOD CLOSE: Reported for clearance

There being no further comments or questions, the meeting was opened at 7.15pm.

**23/114 Apologies for absence**

Apologies were received from Cllrs Bull and Evans and Ward Cllr Rowson

**23/115 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 Nicholson for item 23/119 (second item)

**b. To note dispensations given to any member of the council in respect of the agenda items listed below.**  
Cllr Harber for village hall.

**23/116 Acceptance of minutes for the meeting held on Tuesday 20<sup>th</sup> June 2023**

Members had received the draft minutes of the meeting held on Tuesday 20<sup>th</sup> June 2023 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** with unanimously that the minutes were a true and accurate record. Cllr Pringle duly signed the minutes.

**23/117 Clerk's report**

Members had received a report prior to the meeting. It was agreed to create a community nature trail with the Eden project. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously that the Clerk should attend 'Levelling Up' training in January 2024. Cllr Webber mentioned that NLC had sprayed the weeds in Ridgewood Drive but had also sprayed the wildflowers under her hedge. Ward Cllr Marper asked to be sent a photo of this. It was agreed to move the broadband in the office to an 18-month contract for £36 per month. It was proposed by Cllr Mitchell, seconded by Cllr Barnes and **RESOLVED** with two abstentions that Cllr Harber could attend Good Councillor training parts 2&3 and social media skills training and Cllr Webber could attend Good Councillor training part 3. Members were informed that the overgrown hedge at the Telephone Exchange on Vicarage Crescent had been reported to BT.

**23/118 To consider and discuss any issues raised in the public session not covered on the agenda.**

None

### 23/119 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	Decision
Keep Britain Tidy	Love Parks week 28 July – 6 August	It was agreed to sign up to this campaign and to nominate the Grounds Maintenance Operative for the Love Parks Award

7.25pm Cllr Nicholson left the meeting

From	Correspondence	Decision
NLC	Standards Complaints SC/21/31	It was proposed by Cllr Harber, seconded by Cllr Webber and <b>RESOLVED</b> unanimously to accept the recommendation from the Standards Hearing Panel to not allow Cllr Nicholson to represent the parish council on outside bodies until 18/10/23

7.30pm Cllr Nicholson rejoined the meeting

### 23/120 Councillor's Forum: Councillor's information exchange (10 minutes)

Cllr Pringle mentioned that the 30mph speed signs at Thealby were obscured by the hedge and Cllr Webber added that the signs on park wall and The Avenue were also difficult to read due to the vegetation. It was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Ogg could speak. Ward Cllr Ogg informed the members that he had asked NLC Highways to cut back the vegetation on park wall and that it appeared that some hedge cutting had been done today at Thealby. It was **RESOLVED** to reinstate Standing Orders. Cllr Barnes mentioned that the school sign on The Avenue needed cleaning; the Grounds Maintenance Operative would be asked to do this. Cllr Webber stated that the verge up to Ridgewood Drive snicket hadn't been cut so the Clerk would ask the contractors. She also mentioned that the potholes on Flixborough Road had not been filled in yet. Cllr Pringle reminded the members that the next newsletter would be printed at the end of July and distributed in August.

### 23/121 ERNLLCA AGM: to receive and resolve a draft motion to be submitted to the AGM

Members had received a draft motion prior to the meeting asking to remove the condition of having to have 2/3 of councillors stand for election in order to apply for the Quality & Gold Council Award Scheme and the General Power of Competence. It was proposed by Cllr Barnes, seconded by Cllr Nicholson and **RESOLVED** unanimously to forward this motion to ERNLLCA.

### 23/122 D-Day commemorations: to discuss whether to arrange an event and resolve any actions arising

Cllr Mitchell agreed to consult with Sir Reginald Sheffield regarding the lighting of the beacon and would inform the Ferry House Inn of the occasion. The Clerk would contact the primary school.

### 23/123 To consider the purchase of a mobile phone for the Ground's Maintenance Operative and resolve any actions arising

Members discussed purchasing a rugged mobile phone for the Ground's Maintenance Operative. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to purchase one up to a maximum price of £130.

### 23/124 Burton in Bloom: to receive the consultation results and resolve any actions arising

Members had received the results of the consultation that was held at the Burton in Bloom fete. It was agreed to ask NLC Highways if the bench outside the primary school on Flixborough Road could be moved to the verge on the other side of the road. Members did not agree that a water fountain was required at the playing field, more seats were required around the parish nor a mirror on the bends on Flixborough Road.

### 23/125 Review/Adoption of the following policies:

- a. Disciplinary Procedure
- b. Disciplinary Hearing Procedure
- c. Grievance Procedure
- d. Grievance Hearing Procedure

It had been noted that there were discrepancies in how the to carry out the procedures. The Clerk was asked to research other parish council's procedures and return the policies to the September meeting.

### 23/126 Reports:

#### a. Burton Playing Fields

Members were informed that the PAT testing had been completed at the pavilion and parish office. Everything had passed including the pavilion fridge. The annual inspection of the play equipment had been completed and the floating walk on the trim trail had cracks. The Grounds Maintenance Operative would monitor this. A new instruction sign for the leg press had been ordered. It was agreed that the Grounds Maintenance Operative could find out the price for a second-hand roller and it would be appreciated if he would take over the watering of the new flower bed. The pavilion boiler would be serviced on 24<sup>th</sup> July.

**b. Village Hall Committee**

Cllr Harber read out a report from the Chair of the committee: 'Four grant applications have been submitted, with the help of our Parish Clerk, and these are being processed. I am hopeful that a favourable decision from North Lincs Council for a new boiler system will be made this week – I understand that the relevant Council committee is meeting imminently. We have received and accepted a quote from AJG services to repair a section of flooring. Any rotten joists will be removed and replaced. The actual flooring isn't damaged – whether that can be reused depends on how it has been fixed to the timbers underneath. A grant application has been made to Grange Windfarm and this will be looked at this week. The grant application includes work on smaller and surface cracks in the main hall, the Wedgwood room and one of the toilets, as well as some plastering work in the cleaner's cupboard. AJG Services will also do this work. I am waiting to hear if a grant application from Quickline for new disabled toilet attachments and new mirrors has been successful. I will be contacting them this week to get an update. The last application is towards some repairs to the structure of the building. There is a government Community ownership fund. This is at a relatively early stage. We have expressed interest in applying for £50k. There is some match funding, but we expect to be able cover this by using the best possible way that benefits us financially with minimal financial impact. Burr Solutions have agreed to come and assess the more serious cracks under and behind the stage. I will be meeting them on Thursday (hopefully). I am very grateful to Candace in her help and experience in submitting what we hope will be successful applications. Spitfire did PAT testing of electrical equipment last week – all items passed'. Cllr Webber enquired about the account's deficit, and it was mentioned that savings were currently being used but when the boiler is replaced, this should cut costs with the gas bills. Cllr Harber mentioned that the committee was grateful to the new Chair and all the proactive work he was doing.

8pm Ward Cllrs Marper & Ogg left the meeting.

**c. Thealby: Play Area**

Members were informed that the annual inspection had been completed and every item had passed.

**d. Burial Ground**

Members were informed that the bench had been replaced and made secure. A relative had enquired about installing a memorial bench. It was agreed to allow a memorial plaque on the current bench or to allow a memorial bench to be installed somewhere in the parish with suggestions of Tee Lane or Wiltshire Ave.

**e. Allotments**

Members were informed that an inspection had been carried out and there was evidence of work being done on all the plots. The next inspection had been arranged for 5<sup>th</sup> October.

**f. Public Rights of Way/Footpaths/Burton Hills**

The Clerk had provided a second quote to have the ditch cleared on the hills. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to accept this second quote of £1,200.

**g. Youth Council**

Cllr Harber mentioned that no meeting had taken place, but since one member was still very keen, it was agreed to enquire at the primary school in October to see if any pupils would like to join.

**h. NATs**

Members had received the minutes of the last NATs meeting. There were no questions asked.

**23/127 Grants: to receive a report of progress with grant applications made by the Parish Council and resolve any actions arising.**

Members were informed that the Clerk had responded to numerous queries from NLC regarding the grant applications for the pull-up bars and the interactive speed signs. Once these grants had been confirmed she would apply for a grant for the table tennis table. The electrics still needed to be installed for the defibrillator.

**23/128 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising.**

Members were informed that the roof on Normanby Road bus shelter had a tile missing and the inside was constantly flooded. It was agreed the Clerk would get quotes for the work. Quotes had been received to check the condition of the trees on the paddock, the burial ground and the one by the parish office. It was proposed by Cllr Mitchell, seconded by Cllr Barnes and **RESOLVED** unanimously to accept the second quote of £650 + VAT.

**23/129 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.**

It was agreed that the Clerk would chase having the potholes on the High Street and Flixborough Road filled in. The double yellow lines on Stather Road near to Old Row needed replacing after the tarmac was redone. Cllr Bell asked about double yellow lines at Barnston Way junction, and the Clerk would chase this with Ward Cllr Marper.

**23/130 To consider the following planning applications:**

**c. Any applications from the date of the Agenda being sent out.**

Planning No.	Application	Response
PA/2023/1185	Planning permission to erect a single storey rear extension at 21 Flixborough Road, BUS	No comments

**d. Planning Applications**

None

**e. Planning decisions made by NLC**

Planning No.	Application	NLC Decision
PA/2022/2152	Planning permission for the retention of 1800mm high timber waney edge fencing, fence posts and gate at Sheffield Arms, High Street, BUS	Permission granted

**23/131 Finance:**

**a. To receive the quarterly financial review report**

Members had received the quarterly financial review prior to the meeting. There were no questions.

**b. To delegate to the Clerk the payment on 16<sup>th</sup> August of invoices received by that date**

It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously that the Clerk can pay any invoices on 16<sup>th</sup> August that had been received by that date. These would be reported at the September meeting.

**b. To consider and approve current income and expenditure**

The Clerk went through the expenditure and income for the financial year so far. There were no questions

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

The Clerk went through the balances of the accounts.

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

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to pay the invoices for July.

It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to transfer £6,700 from the Lloyds current account to the Barclays current account so that the invoices could be paid. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to move a maximum of £10,000 from the Barclays savings account to the Barclays current account on 16<sup>th</sup> August to pay the August invoices.

Company	GROSS	Reason
EE	23.96	clerk's mobile (DD)
Barclaycard	254.67	line paint/GMO mobile/postage/training refreshments
Pestcotek	100.00	Mole removal
J Crowston	99.00	Pavilion/office cleaning (paid BACS 03/07/23)
Utility Warehouse	318.31	Gas/electricity/broadband (DD)
Yards Apart	2188.96	grass verge cutting (grant funded)
Employee	14.00	fuel
Employee	1.84	Travel expenses
ERNLLCA	30.00	bid writing training (paid BACS 21/6/23)
Quickline	0.00	Pavilion broadband
Farmstar	459.51	Tractor service
Spitfire Services Ltd	169.20	Emergency Light replacement - office
Wave	24.44	Pavilion water (DD)
Mackay	232.56	diesel
Spitfire Services Ltd	56.88	PAT testing - office & pavilion
Pear Technology	108.00	Cemetery software
	<b>4081.33</b>	

There being no further business the meeting was closed at 8.37pm. The next scheduled meeting will be held on Tuesday 6<sup>th</sup> September 2023 at the Village Hall at 7pm.

Chair's signature.....

Date.....