

BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
TUESDAY 17TH OCTOBER 2023 IN THE VILLAGE HALL

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

Also present: the Clerk, Ward Cllr Ogg and one member of the public

The meeting began at 7.00pm

Public session

The member of the public was representing Burton United Football Club. The club was pleased with the fencing alongside the football pitch and the parents could watch the match from behind it. They were considering offering club sponsorship to local companies and asked if they could put advertising hoardings along the fence. They were willing to share the fee with the parish council. Storage space was becoming a problem in the garage so they asked if they could have a container placed along side the garage for their equipment. The floodlights were in use, so winter training would take place on the playing field. The batteries were being charged in the pavilion and timers would be purchased.

Ward Cllr Ogg mentioned that the interactive speed signs appeared to be making a difference. The Clerk read out a report from Ward Cllr Marper.

There being no further comments or questions, the meeting was opened at 7.20pm. The member of the public left the meeting.

23/148 Apologies for absence

Apologies were received from Ward Cllrs Marper and Rowson

23/149 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 Harber, prejudicial and personnel for 23/164a

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

Cllrs Evans and Harber for the village hall.

23/150 Acceptance of minutes for the meeting held on Tuesday 5th September 2023

Members had received the draft minutes of the meeting held on Tuesday 5th September 2023 prior to the meeting. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Pringle duly signed the minutes.

23/151 Clerk's report

Members had received a report prior to the meeting. It was proposed by Cllr Mitchell, seconded by Cllr Nicholson and **RESOLVED** with one abstention that the Grounds Maintenance Operative could attend 'Emergency First Aid at Work' training at a fee of £70 + VAT

23/152 To consider and discuss any issues raised in the public session not covered on the agenda.

Members discussed the requests from Burton United Football Club. It was proposed that the football club should provide the size of the hoardings and how many were to be placed on the fence. The Clerk would check whether permission was required from NLC. Members discussed the siting of the storage container. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to suspend Standing Orders, so that Ward Cllr Ogg could speak. Ward Cllr Ogg mentioned that Winterton had recently installed a storage container on the playing field, and they had to get planning permission. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to check the size of the container and enquire as to whether planning permission would be required. It was proposed by Cllr Webber seconded by Cllr Harber and **RESOLVED** unanimously to reinstate Standing Orders. Members discussed installing a shelf for the floodlight batteries to be charged on. It was agreed that a shelf could be fitted, and the Clerk would pass a key to the cupboard onto the football club.

23/153 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
NALC	Utility Aid – offer of help to check if council is overpaying on its utility bills and to purchase through group energy purchasing	It was agreed that the Clerk would enquire to see if the utility bills could be reduced. She would also enquire with a second broker.
NLC	Occasional Market consent – Christmas Fayre	Noted
Lives	Request for donation	It was agreed to ask LIVES to apply for a grant

23/154 Councillor's Forum: Councillor's information exchange (10 minutes)

Cllr Webber reported on the Town & Parish Council liaison meeting and the Rural Market Town Group meeting that she had attended. Cllr Pringle mentioned that the fence at the Sheffield Arms had still not been stained. The Clerk had reported this to planning enforcement but would chase it up. She would also report the overflowing bins to Environmental Health.

23/155 Action Plan: to review and update the three-year plan and resolve any actions arising

Members discussed and updated the action plan

23/156 Community Speed watch: to receive an update on resident interest and resolve any actions arising

Members were informed that an article had been published in the newsletter asking for volunteers, but no one had come forward. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Ogg could speak. Ward Cllr Ogg mentioned that generally a more passive approach tended to work best. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to reinstate Standing Orders. This would be considered should anyone come forward to volunteer.

23/157 To receive a verbal update on the planting of wildflower verges and resolve any actions arising

Members were informed that the Clerk had received confirmation from NLC to plant wildflowers on the verges of Tee Lane/Darby Road and Wiltshire Ave/The Avenue. Borders would need to be dug so it was agreed to ask the Grounds Maintenance Operative if he had the time to dig the borders and maintain the flowers.

23/158 Review/Adoption of the following policies:

a. CCTV

b. Volunteer

c. Risk Management Assessment

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

23/159 Reports:

a. Burton Playing Fields

Members were informed that a resident had been asked if they would litter pick the playing field whilst the Grounds Maintenance Operative was on annual leave. It was proposed by Cllr Harber, seconded by Cllr Mitchell and **RESOLVED** unanimously to give a donation of £15 for the work done. Farmstar had offered to demonstrate a flail with the tractor, and it was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to arrange for a demonstration. The fish and chip van was planning on being at the playing field car park on the last Wednesday of each month. The trim trail had received a few repairs but is coming to the end of its life. It was agreed that the Clerk would get some quotes to replace it. The legionella assessments for the pavilion and office would soon be booked in once the invoice had been paid. As from 1st October 2023 the fire risk legislation had been amended. All public buildings must now have a written risk assessment. The Clerk would follow the government guidelines and do this. A new public space protection order sign had been installed at one of the play area gates. The Clerk had asked for two more for the other gates. It was agreed that the running club could have access to the pavilion for the use of toilets and there would be no charge. Members discussed the difference between having a table tennis table and a teqball table at the playing field. It was agreed that since they were similar in price to apply for a grant and discuss this further. Cllr Nicholson mentioned about the Grounds Maintenance Operative not being allowed to service the tractor. This would be added to the next meeting agenda.

b. Village Hall Committee

Cllr Harber read out a report from the Chair of the committee and members had received the monthly accounts prior to the meeting. Members discussed the siting of the honours board, and it was agreed to suggest to the village hall committee that it could be placed in the entrance hall.

c. Thealby: Play Area

Nothing to report

d. Burial Ground

Members agreed a single memorial could be moved at a later date to between two graves. It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to add to the burial ground regulations that all memorial masons must be registered with either NAMM or BRAMM

e. Allotments

Members were informed that an inspection had taken place and five allotment holders had been written to. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously that the Grounds Maintenance Operative could hire a rotavator for a day at a cost of £60 to rotavate vacant plot 10A.

f. Public Rights of Way/Footpaths/Burton Hills

The ditch would soon be cleared out on Burton Hills

23/160 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 grant application to Grange Windfarm for the bus shelter repairs had been successful and the Clerk was waiting for a date from the contractor. The pull-up bars had been installed and the

grant claimed. The grant money had been received from NLC for the interactive speed signs and after a discussion it was agreed to ask to place the 5th on Tee Lane near to the bungalows. The Clerk would claim the rest of the grant for the defibrillator now that it had been installed in Thealby.

23/161 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising.

Cllr Evans mentioned that a resident in a mobility scooter had complained about the state of the footpath on the paddock. It was agreed that the Clerk would get some quotes to repair it. He also mentioned that it was difficult to get past the 'fairy tree' but was informed that the route through the paddock had been made more accessible so that people didn't need to struggle past the tree. Cllr Evans also mentioned that a resident had complained about the snicket at the end of the High Street which would benefit from a streetlight at the dog leg. The Clerk would enquire with NLC. Cllr Nicholson informed the members that there was a large overgrown hedge on Stather Road and Cllr Webber had received a report of one on Holme Drive. It was agreed that the Clerk would write asking the residents to cut their hedges back from the footpaths. It was agreed that a cherry tree may not be the best replacement for the dead tree on the paddock and was proposed by Cllr Mitchell, seconded by Cllr Harber and **RESOLVED** unanimously to replace it with a walnut tree. The Clerk was still waiting for permission to cut the cherry tree by the office. Cllr Mitchell had looked at the cage around the tree on the paddock and the roots were growing into it. He would investigate removing it and placing the plaque nearby.

23/162 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.

The potholes on Flixborough Road and Normanby Road had been filled in. Cllr Harber mentioned that there was a large pothole as you turned right out of Vicarage Crescent onto Darby Road. The Clerk would report this to NLC. Cllr Pringle had been informed that the cars were still parking too close to the turning of Barnston Way with Normanby Road. It was proposed by Cllr Harber, seconded by Cllr Nicholson and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Ogg could speak. Ward Cllr Ogg mentioned that this had been a problem in Winterton, and it had been dealt with by the community police officers. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to restore Standing Orders. The Clerk would report this to the community police officer. Cllr Nicholson mentioned that there were still concerns of a serious accident on the bend at the top of Stather Road and double yellow lines were required. He also mentioned that when the resurfacing was done on Stather Road, the double yellow lines weren't reinstated. He was concerned that the road on the hill was showing further signs of subsidence. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Ogg could speak. Ward Cllr Ogg thought that the road had been like this for decades, but he would mention these issues to the relevant officer at NLC. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to reinstate Standing Orders.

8.45pm Ward Cllr Ogg left the meeting

Cllr Nicholson mentioned that when traffic turned right out of Stather Road there was a weight restriction sign but not one at the other end of the High Street. The Clerk would enquire with NLC regarding this.

23/163 To consider the following planning applications:

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

Planning Number	Application	Response
PA/2023/1688	Planning permission for the removal of existing double concrete sectional garage and erection of a larger double garage at 6 Somerset Drive, BUS	No comment

b. Planning Applications

Planning Number	Application	Response
PA/2023/1630	Planning permission for single storey front extension at 16 The Avenue, BUS	No comments

c. Planning comments submitted to NLC since the last Council meeting

Planning Number	Application	Comments given to NLC
PA/2023/1563	Planning permission to erect an upgrade electrical substation at Brookside Caravan Park, Stather Road, BUS	No concerns

d. Planning decision made by NLC

Planning No.	Application	NLC Decision
PA/2023/1384	Planning permission to erect a single-storey front, side and rear extensions at 1 The Avenue, BUS	Permission granted

23/164 Finance:

a. Budget: to receive a draft budget and consider any amendments

Members had received a draft budget prior to the meeting. The Clerk took them through the budget lines, and it was agreed to consider this at the next meeting.

b. External Audit: to receive a verbal report and accept the conclusion of audit

Members were informed that the external audit had been returned with no problems/recommendations and been advertised on the noticeboards and website. Members congratulated the Clerk.

c. 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 Nicholson and **RESOLVED** unanimously to pay the invoices for October. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to transfer £15,000 from the Lloyds savings account to the Barclays current account so that the invoices could be paid.

Company	GROSS	Reason
Employees	2629.77	September salary
HMRC	558.86	September tax/NI
ERPF	783.93	September pension
EE	23.96	clerk's mobile
Employee	30.76	fuel
BAPP	32.40	Combination padlock
MacKay	265.20	Diesel - August
NLC	1230.77	playground inspections/bin emptying
SLCC	54.00	closed churchyard training
Clear Councils	2696.70	Parish Council insurance
GES Water	396.00	Legionnaires Risk Assessment - office
GES Water	396.00	Legionnaires Risk Assessment - pavilion
Humber Merchants	22.78	Dustbin liners
Scunthorpe Lawnmowers	31.00	Oil
PKF Littlejohn	504.00	External auditor fees
Utility Warehouse	122.15	Electricity/gas/broadband- Sept
J Crowston	90.00	office & pavilion cleaning
ERNLLCA	90.00	Conference
Barclaycard	6.00	GMO mobile (DD)
Qickline	0.00	Pavilion broadband
Yards Apart	4377.92	grass verge cutting (x2) (grant funded)
Harry Stebbing Workshop	749.44	Honours board for annual awards
Pestcotek	100.00	Mole removal
BAPP	95.70	Gloves/PPE boots
Employee	18.30	Travel expenses - ERNLLCA conference
KOMPAN	5302.56	Pull-up bars (grant funded)
Hygiene Hub	26.39	hand towels
Sir R Sheffield	200.00	allotment land rent
MacKay	187.20	diesel - September
Employees	2479.82	October salary
HMRC	449.47	October tax/NI
ERPF	724.54	October pension
Utility Warehouse	433.97	Electricity/gas/broadband- Oct
Wave	22.85	pavilion water

ERNLLCA	12.00	Clerk's training & networking
	<u>25144.44</u>	

23/165 Closed session: to resolve to go into closed session and discuss staff matters

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to take agenda item 23/165 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. After a discussion it was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** with one abstention to trial the reporting of matters by an employee to a specific councillor. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to come out of closed session.

There being no further business the meeting was closed at 9.05pm. The next scheduled meeting will be held on Tuesday 21st November 2023 at the Village Hall at 7pm.

Chair's signature.....

Date.....