

FULL COUNCIL MINUTES
Tuesday 20th July 2021

Present:	Cllr C Harber (Chair)	Cllr S Bull	Cllr P Bell	Cllr D Faulks	Cllr W Johnston
		Cllr S Nicholson	Cllr P Pringle	Cllr R Webber	

Also present: the Clerk and Ward Cllrs Ogg and Rowson

The meeting began at 7.15pm

Public session

Cllr Ogg mentioned that Normanby Estates had sprayed the giant hogweed on Burton Hills and would spray it again since it covered quite a large area. Cllr Nicholson enquired as to why the grass at Wood Top had not been cut, as previously it was suggested it would be in late June, but it had been cut in mid-July. Cllr Ogg agreed to ask about getting the verge from Burton to Thealby cut but confirmed that the number of cuts had been reduced this year since a cabinet member on NLC wanted to encourage the wildflowers and help the wildlife.

Cllr Rowson informed the Council that they had received several objections from residents regarding the proposed North Lincs Green Energy Park.

Since there were no members of the public present, it was agreed to open the meeting at 7.28pm

21/117 Apologies for absence

Apologies were received from Cllrs Collinson, Taylor and Whittaker and Ward Cllr Marper.

21/118 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 for item 21/136d personal and prejudicial.

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

Cllrs Faulks, Johnston and Harber for the Village Hall

21/119 Acceptance of minutes for the meeting held on Tuesday 15th June 2021

Members had received the draft minutes of the meeting held on Tuesday 15th June 2021 prior to the meeting. It was mentioned that the wording in item 21/110b did not make sense and was amended to 'Cllr Harber mentioned that since it was an open area this could not be regulated'. It was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** unanimously that with the one amendment, they were a true and accurate record. The minutes were duly signed by Cllr Harber.

21/120 Clerk's report

Members had received a report prior to the meeting. Members were also informed that the pre-renewal information for the Parish Council insurance had been received and the Clerk had checked through it. The renewal is due in October. It was proposed by Cllr Webber, seconded by Cllr Johnston and **RESOLVED** unanimously that the Clerk should write to the MP regarding getting the legislation changed so that Parish Councils could hold remote meetings when necessary.

21/121 To consider and discuss any issues raised in the public session not covered on the agenda

No members of the public had been present

21/122 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
Police Crime Commissioner	Statement from the PCC regarding the redundancy of the engagement officers and Senior Policy Officer	It was agreed to enquire as to how engagement would take place when there were no engagement officers

21/123 Councillors' Forum: Councillors' information exchange (10 minutes)

Cllr Harber informed the members that she had attended an ERNLLCA meeting where it had been mentioned that Parish Council's cannot maintain an open churchyard. This caused concern since the Ground's Maintenance Operative cut the grass. It could be allowed if all the remaining graves had been reserved and a representative of the church had confirmed this was the case. Cllr Webber mentioned that the hedge along the back of the paddock needing cutting back. The Ground's Maintenance Operative would be asked to do this. Cllr Pringle reminded the members that the next newsletter would be ready for delivery in mid August.

21/124 Boundary Commission for England: to resolve a response to the parliamentary boundary review consultation

Cllr Harber mentioned that the proposed boundary review would move the parish into the same parliamentary MP area as Scunthorpe, but it did include several rural areas as well. After a discussion it was agreed to accept the proposed boundary as long as the parish was properly represented and there was recognition of the rural affairs.

21/125 NLGEP:

a. to receive a draft response to the consultation and resolve to submit it

Members had received a draft response which had been discussed by the working group. Cllr Harber mentioned that there were several roads in the village that had not received the consultation papers, whilst they had been delivered to residents of Scunthorpe. It was proposed by Cllr Pringle, seconded by Cllr Nicholson and **RESOLVED** unanimously that with the additional comment regarding the households not receiving a consultation pack, that the response should be submitted.

b. to discuss the formation of a working group with local Parish Councils and resolve any actions arising

Members discussed setting up a working group so that an effective response could be made when the NLGEP application is made to the Planning Inspectorate. Cllrs Bull, Harber, Johnston and Nicholson agreed to be members of the group. It was proposed by Cllr Nicholson, seconded by Cllr Bull and **RESOLVED** unanimously to set up a working group and invite the local Parish Councils. Cllr Ogg would ask the members of the public who were concerned about the proposed development and would like to join the working group to contact the Clerk.

21/126 Local Council Award Scheme: to confirm and resolve that the Parish Council meets the requirements and can submit the application

Members were informed that everything was now in place to submit the application. It was proposed by Cllr Nicholson, seconded by Cllr Pringle and **RESOLVED** unanimously to accept the Crime and Disorder Policy and Biodiversity Policy showing the Councils duties to these matters. It was proposed by Cllr Nicholson, seconded by Cllr Pringle and **RESOLVED** unanimously that the Parish Council meets the requirements for the Foundation Award.

21/127 Queen's Platinum Jubilee: to discuss and resolve whether/how to commemorate this anniversary

Cllr Webber mentioned that Burton in Bloom would have the flags and hanging baskets on display. It was agreed that Cllr Johnston would enquire as to whether the heritage group had any plans. Cllr Bell suggested that the archives were checked to see what took place for the Golden Jubilee. It was agreed to make some enquiries and to include this item on the next agenda.

21/128 Councillor Surgeries: to discuss and resolve how to arrange them

Cllr Harber mentioned that herself and Cllr Pringle had held fortnightly surgeries and Cllr Nicholson had helped at the last one. Cllr Webber was willing to help with a Saturday one. It was agreed that surgeries would be held fortnightly on a Monday and on the first Saturday of each month from 10.30am to 12 noon. The dates would be placed in the newsletter and the Clerk would send a list of dates to Councillors asking them to confirm when they could attend.

21/129 Review of:

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

It had been suggested that 'all paperwork to be discussed at the hearings should be available prior to the meeting' should be included in the policies. It was proposed by Cllr Faulks, seconded by Cllr Nicholson and **RESOLVED** unanimously to accept the reviews of these policies with the additional sentence of 'All papers that are to be presented at the meeting must be shared with both parties at least 24 hours prior to the meeting' added into the Disciplinary Procedure and the Grievance Procedure.

21/130 Reports

a. Burton Playing Fields

Cllr Harber informed the members that there was damp in the pavilion, but a contractor had been asked to look at it. The concrete posts that supported the barrier onto the playing field were beginning to fall apart. It was agreed to apply to Grange Windfarm for a grant to replace the posts. The insurance company had confirmed that the case regarding the incident at the playing field had now been closed by the plaintiff's solicitor. Cllrs Harber, Pringle and the Clerk had met with a representative of a CCTV company to discuss having the CCTV monitored. He had agreed to supply a quote for this work. The Clerk had asked for another company for a quote.

b. Village Hall Committee

Cllr Faulks informed the members that the Village Hall was now open for hirers and the cleaning schedule had been amended. The boiler was currently out of action and was waiting for a part before it could be repaired. He was waiting for a date to be confirmed for the survey. Cllr Harber asked if the survey could include the garden wall.

c. Thealby Play Area

Nothing to report

d. Facebook

Cllr Harber mentioned that a post had been put on Facebook regarding the riding of e-scooters in the village. A resident had contacted the Council about her concerns over fight night at the playing field and had been told to report it to 101. Cllr Pringle stated that the police were aware and monitoring it. There had been a spate of vandalism over one weekend and residents had been asked to also report this to the police.

e. Burial ground

Cllr Pringle updated the members on a recent visit to a local green burial site, and the working groups meeting. It was proposed by Cllr Webber, seconded by Bull and **RESOLVED** unanimously to keep a grass path cut to the graves so that access can be maintained. Cllr Pringle mentioned that at the green burial site, there were plaques on the graves marking who was buried. It was agreed that the Clerk would get some information on this and bring it to the next meeting.

f. Allotments

The Clerk informed the members that one plot would be vacated at the end of July. The next inspection would take place on 22nd July.

g. Broadband in Normanby

The Clerk had attended a remote meeting with the representative of Openreach and a resident of Normanby. The next stage was to check that all the properties in Normanby had been included in the informal offer and if so to accept this. The resident was checking the properties. It was proposed by Cllr Nicholson, seconded by Cllr Johnston and **RESOLVED** unanimously to accept the offer once the properties had been checked. The Clerk was asked to enquire with Cllr Collinson for the broadband at Thealby.

h. Public Rights of Way/Footpaths

Cllr Harber informed the members that the Council was waiting for a response from NLC, but that it may need to be discussed at the planning committee. NLC still had not responded to footpath 7 enquiries. The Clerk had submitted the draft lease for Burton Hills to a solicitor who had confirmed that it was for buildings and not land. She had passed this onto the Normanby Estates solicitor who was enquiring with the estate. The Clerk would chase this up.

21/131 Grants: to receive a report of progress with grant applications and resolve any actions arising

Members were informed that the grant from NLC for Todds Lane had been received. The Ground's Maintenance Equipment grant still had £1,168 unspent and the ground's maintenance operative had asked if he could have different a type of strimmer and a wider cutting deck for the ride on mower. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to include the strimmer in the NLC grant and to apply to Grange Windfarm for a grant for the cutting deck.

21/132 Maintenance in the Villages: To receive a verbal update on any maintenance issues and resolve any actions arising

Cllr Nicholson mentioned that there were hedges on Stather Road that were overgrowing so that the path could not be used. The Clerk would report this to NLC. Cllr Harber informed the Council that the grassed area at the memorial oaks on Vicarage Crescent had not been cut. NLC had agreed to do an initial cut and then the Parish Council would take it over. Mr T Bell had kindly agreed to let the Parish Council know when the initial cut had been done.

21/133 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 mentioned that several highways' issues had been brought up at a recent councillor surgery. The access to the hills from Ashwood Close was becoming unsafe. NLC Highways had done a repair last year, but this had now been washed away by the rain. Cllr Ogg agreed to investigate getting this repaired. There was an overgrown tree at this access point and Cllr Ogg confirmed that he had been informed but it was on private property. A request had been made for a dropped kerb at the end of Tee Lane and it was agreed to make enquiries with NLC Highways, for this and another at Vicarage Crescent. The finger post sign on the junction of Tee Lane, Darby Road was missing and Cllr Ogg agreed to investigate getting it replaced.

9.00pm Cllrs Ogg and Rowson left the meeting

21/134 Meeting Dates: to consider the dates for future meetings

It was agreed to continue having meetings in the main hall, so meetings would be held on Tuesday's 7th September, 19th October, 16th November and 21st December at 7.15pm.

21/135 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/2021/1112	Planning permission to erect a single-storey extension and make alterations to the dwelling at 31 Thealby Lane, Thealby	No concerns unless the neighbours object
PA/2021/1164	Planning permission to build a first floor bedroom above the garage at 6 Tee Lane, BUS	No concerns unless the neighbours object
PA/2021/1227	Notice of intention to remove a birch and a hazel, both within the BUS conservation area at 27 High Street, BUS	No comment

c. Planning decisions made by NLC

Planning Number	Application	Response
PA/2021/686	Planning permission to erect a single-storey rear extension at 34 Tee Lane, BUS	Permission granted
PA/2020/1949	Planning permission for the change of use of land to permit the siting of static caravans at Brookside Caravan Park, BUS	Refused
PA/2021/304	Planning permission to erect a two-storey rear extension at 7 Waveney Close, BUS	Permission granted

21/136 Finance:

a. To approve for the Clerk to pay the invoices that are due in August

It was proposed by Cllr Bell, seconded by Cllr Nicholson and **RESOLVED** unanimously that the Clerk should pay the August invoices

b. To consider and approve current income and expenditure

The Clerk went through the detailed income and expenditure and explained the additional expenditure for the churchyard. There were no questions from the members.

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

There were no questions on the bank statements. It was mentioned that since Cllr Harber personally banks with Barclays, she uses her personal debit card to gain access to the online banking. It automatically takes her directly to the Parish Council account each time.

9.08pm Cllr Pringle took the Chair

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

It was proposed by Cllr Johnston, seconded by Cllr Nicholson and **RESOLVED** with one abstention to pay the following invoices. It was proposed by Cllr Webber, seconded by Cllr Johnston and **RESOLVED** unanimously to transfer £30,000 from the Barclays savings account to the Barclays current account, to pay the invoices

Company	GROSS	Reason
HMRC	135.58	June Tax/NI
ERPF	282.77	June Pension
Employees	1855.76	June Salary
EE	25.28	clerk's telephone
Employee	149.17	Expenses/extension lead/fuel
Employee	42.75	Travel expenses
Burton in Bloom	450.00	Parish Council grant
T. Rowbotham	90.00	Litter pick April-June
Glovers	480.00	Internal Audit fees
EC Surfacing	10651.32	Todds Lane resurfacing (grant funded)
ERNLLCA	168.00	Training courses
Yards Apart	3979.92	Verge cutting (x2) (grant funded)
Barclaycard	4.99	Stationary
Humber Merchants	84.78	spanners/wellingtons/lawn rake
Humber Merchants	25.67	Fork

Pestcotek	100.00	Mole removal
J Crowston	81.00	Pavilion & Office cleaning
Screwfix	14.99	Bow saw
Hygiene Hub	19.19	litter picker
NS Services	670.00	Side door fitted to garage
Wave	0.00	Pavilion Water (account in credit)
Mackay	100.80	Red Diesel
Utility Warehouse	299.03	electricity/gas/broadband
Cllr Harber	21.57	Expenses (laminating sheets)
	19732.57	

9.10pm Cllr Harber retook the Chair

21/137 Closed session:

a. Grounds Maintenance Operative's probationary review

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to take agenda item 21/137 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 updated on the Ground's Maintenance Operatives recent appraisal. It was proposed by Cllr Pringle, seconded by Cllr Johnston and **RESOLVED** unanimously that the Ground's Maintenance Operative could be enrolled in the Local Government Pension Scheme.

It was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** unanimously to come out of closed session.

There being no further business the meeting was closed at 9.14pm. The next scheduled meeting will be held on Tuesday 7th September 2021 at the Village Hall.

Chair's signature.....

Date.....