

FULL COUNCIL MINUTES  
Tuesday 21<sup>st</sup> June 2022 in the Village Hall

<b>Present:</b>	Cllr C Harber (Chair)	Cllr P Bell	Cllr S Bull	Cllr D Faulks	Cllr W Johnston	Cllr J Mitchell
		Cllr S Nicholson	Cllr P Pringle	Cllr C Sharp	Cllr R Webber	Cllr E Whittaker

Also present: the Clerk, Ward Cllrs Marper and Ogg and one resident

The meeting began at 7.00pm

Public session

The resident mentioned that they live in the conservation area and were concerned about the proposed installation of a telecommunications pole next to their property. This pole would be serving only four properties and he was concerned about the impact it would have in the conservation area.

7.11pm the resident left the meeting

Cllr Marper gave the following report:

Community champions

This year is the 10th anniversary of the North Lincolnshire Community Champion Awards. If you know an individual or group that deserves a North Lincolnshire Community Champion Award please nominate them.

The awards ceremony will take place on Thursday 24 November at The Baths Hall in Scunthorpe.

New Online directory

LiveWell North Lincolnshire is an online directory for anyone looking to find information about a range of support activities available locally to improve general health and wellbeing.

The new website lists everything from organisations, support groups, community groups, events and activities from across the county.

LiveWell caters for a wide range of needs, with everything from reminiscence sessions to street sport, music therapy and yoga classes, including social groups, coffee mornings, group walks, and concerts.

This directory provides contact details and brief information on a range of clubs and activities available in North Lincolnshire.

Levelling up

Organisations are invited to apply for share of £5.5m to kickstart projects. Examples of projects eligible for funding include further enhancing:

- town centres and high streets
- arts, cultural, heritage and creative activities
- local sports facilities, leagues and tournaments
- community measures to reduce cost of living

20mph signs are being designed and the Ward Councillors should have more details in the next few weeks.

Cllr Harber asked the Ward Councillors if they knew when Stather Road would be resurfaced and was informed that a third-party contractor was being used. They were waiting for Anglian Water to complete its work in the area. Cllr Harber asked that the residents could be kept informed, and they were assured that residents would be contacted prior to the work being carried out, since the road would have to be closed.

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

**22/90 Apologies for absence**

Apologies were received from Cllrs Collinson and Taylor. It was proposed by Cllr Nicholson, seconded by Cllr Mitchell and **RESOLVED** unanimously to allow Cllr Collinson a six-month sabbatical from Council.

**22/91 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 Whittaker for item 22/95 personal and prejudicial interests, and Cllr Nicholson for item 22/101 personal and prejudicial interests.

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

Cllrs Faulks, Harber, Johnston and Sharp for the Village Hall.

**22/92 Acceptance of minutes for the meeting held on Tuesday 17<sup>th</sup> May 2022**

Members had received the draft minutes of the meeting held on Tuesday 17<sup>th</sup> May 2022 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** unanimously that the minutes were a true and accurate record. The minutes were duly signed by Cllr Harber.

**22/93 Clerk's report**

Members had received a report prior to the meeting. Cllr Ogg agreed to chase up the proposed siting of a defibrillator in Thealby and confirmed that the cars parked at the end of Barnston Way had been ticketed. It was agreed to keep the Ukrainian flags up along the High Street and monitor the situation at the next meeting. It was agreed to let local commercial companies advertise in the newsletter, but a different fee would be considered. The Clerk was asked to write to the local riding school regarding the use of the paddock when they have riding hacks. It was agreed to add a link to the 'Trainline' website onto the Parish Council website. Members were informed that the documentation with the Land Registry for the Parish Council land and buildings had had the contact details amended to the Parish Office. The Clerk showed the Council

an article in 'The Clerk' national magazine where a report had been given which included mentioning the Parish Council receiving its certificate for the Local Council Award Scheme.

**22/94 To consider and discuss any issues raised in the public session not covered on the agenda**

None

**22/95 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
Resident	Concerns over siting of Quickline telecommunications pole	Cllr Harber mentioned that the resident had been offered a site visit with Quickline. It was proposed by Cllr Nicholson, seconded by Cllr Webber and <b>RESOLVED</b> unanimously that the Clerk would arrange a site visit for the Parish Council and include the resident who had attended this meeting.

**22/96 Councillor's Forum: Councillor's information exchange (10 minutes)**

Cllr Harber mentioned that since her daughter's school did not offer work experience, she had asked the Clerk if she would be willing to take her for one week, which had been agreed subject to a work experience policy being accepted, a DBS check carried out and all insurance in place. Members agreed to this subject to the relevant documentation being in place. Cllr Webber had been asked by the Grounds Maintenance Operative to enquire about siting a flowerbed at the far end of the playing field since that area was a bit neglected. She would ask Burton in Bloom if they would plant it up. Members agreed to this. She had also recently attended finance training and she wondered if the risk management assessment should be reviewed more regularly than once a year. It was agreed that it would be reviewed quarterly when the quarterly financial review was carried out and reported to Council. Cllr Nicholson asked if anything had been done about having the village hall as a digital hub and the Clerk was asked to contact the Village Hall Committee to mention it to them.

**22/97 To consider and discuss any outstanding questions from the Annual Parish Meeting and resolve any actions arising**

Cllr Harber mentioned that she was pleased with the number of organisations that had attended and would like to encourage more members of the public to attend in future. It was agreed to launch the awards in memory of Geoff Robinson and Rev Peter Hearn in the next newsletter with further details on how it would be run after Christmas. A discussion took place as to whether the Parish Council should consider developing a Neighbourhood Plan. It was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Ogg could speak. He mentioned that it had taken six years for Appleby Parish Council to develop its plan and that it was essential to have the community involved. It was proposed by Cllr Whittaker, seconded by Cllr Webber and **RESOLVED** unanimously to reinstate Standing Orders. It was agreed to put an article in the next newsletter about developing a Neighbourhood Plan and see if there was any interest from the residents.

**22/98 Approval and signing of the Annual Governance and Accountability Return 2021/2022:**

**a. To receive the Internal Auditors Report and resolve any matters arising from it**

There being no issues with the accounts, the Internal Auditor had not provided a report

**b. Approval and signing of the Annual Governance Statement**

Members had received a copy of the Annual Governance Statement prior to the meeting. The Clerk read through it, they approved the Annual Governance Statement, and the Chair signed the documentation.

**c. Approval and signing of the Accounting Statements**

Members had received a copy of the Accounting Statements prior to the meeting. They approved the Accounting Statements, and the Chair signed the documentation.

**22/99 North Lincolnshire Local Plan (2020-2038): to discuss the publication of the Draft (Regulation 19) Addendum Consultation and resolve any actions arising**

Cllr Nicholson mentioned that he was concerned about the Lincs Lakes development and how it would affect the local area. The report mentioned raising the riverbank on the east side but this would increase flooding on the west side. It was proposed by Cllr Whittaker, seconded by Cllr Webber and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Ogg could speak. Ward Cllr Ogg mentioned that the raising of the riverbank was to protect the east side and the west side would be maintained. Members agreed to raise their concerns about the preventative measures on the east side of the bank in case they increased flooding on the west side. It was proposed by Cllr Whittaker, seconded by Cllr Mitchell and **RESOLVED** unanimously to reinstate Standing Orders.

**22/100 Grass verge cutting: to discuss the extension of the grass cutting agreement with NLC until 31/3/26 and resolve any actions arising.**

Members had received a report prior to the meeting and were informed of the grant being offered from NLC to cover the grass cutting and the cost for the current contractor to continue to cut the grass verges for another three years from April 2023. It was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to accept the quote and continue with the current contractor for the next three years as per financial regulation 11.1 a. iv. It was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** unanimously that the Clerk would sign the 'variation of contract' document with NLC on behalf of the Parish Council.

**22/101 Playing Field Pavilion: to consider future use of the building and resolve any actions arising**

Cllr Harber mentioned that a couple of years ago plans were drafted to amend the internal layout of the pavilion.

8.22pm Ward Cllr Marper returned to the meeting

After a discussion it was proposed by Cllr Mitchell, seconded by Cllr Whittaker and **RESOLVED** with one abstention to set up a working group to discuss this. It was agreed that Cllrs Harber, Faulks, Johnston, Mitchell, Webber and Whittaker would be on the working group. The Clerk would arrange a date for a preliminary meeting.

## **22/102 Review/acceptance of policies:**

### **a. Scheme of Delegation**

### **b. Biodiversity**

### **c. Crime and Disorder**

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

## **22/103 Reports:**

### **a. Burton Playing Fields**

Members were informed that the PAT testing, alarm, fire extinguishers and 3 hour emergency lights servicing had been completed at the pavilion. Cllr Mitchell informed the Clerk on where to purchase the taps, so that they could be replaced. The football club had been asked as to whether they would train at the playing field in the winter if the floodlights were improved but they required light for the size of two football pitches. It was proposed by Cllr Whittaker, seconded by Cllr Bull and **RESOLVED** unanimously to wait until alterations had been agreed for the pavilion. The outstanding invoices had been paid by the football club. Members were informed that the resident who had done the litter pick at the playing fields was no longer able, so the Grounds Maintenance Operative would take this on.

### **b. Village Hall Committee**

Cllr Faulks mentioned that the building engineer who had agreed to look at the sprung floor had said he would be available in 9-10 weeks and since it was now week 8, he would chase this.

### **c. Thealby Play Area**

There was nothing to report

### **d. Facebook**

Cllr Harber mentioned that the Parish Council's Facebook page had been cloned. Residents had been asked to report it. A resident had enquired via a Facebook post as to what was being done about the slow broadband speed in Thealby. Cllr Harber had responded with the following message:

'I've checked with the Parish Clerk. It appears Thealby is no worse than the office speed for broadband. However, if you want to get it improved by Openreach you need to get the residents to approach the PC, who can then approach Openreach to get a price. Once a price has been agreed 50% of the residents of Thealby have to sign up and use the vouchers provided, which is how to get it for free - it's only free if enough residents sign up. This is how it was achieved for the residents in Burton who were served from the exchange not the box, and therefore couldn't be upgraded (from the box if that makes sense?). The other option is that North Lincs Council have some sort of scheme for improving the internet in rural areas so you could register on the website. We will put an article in the next newsletter advising Thealby residents of this, but if you would like to arrange to meet with the Clerk to discuss this further, or ask any questions then email her. She's probably the best person to ask as she knows more about the process than I do! I hope this has been helpful for you and reassures you that the PC will try and help with issues, but it is best if you contact them direct. Posts on Facebook can be easily missed.'

### **e. Burial Ground**

Members had received a report on the 'Cemetery of the Year' awards prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to enter the burial ground into the award.

### **f. Allotments**

Members were informed that there were three vacant plots. One had become available after the tenant had been evicted for lack of work on the plot. It was agreed to not reallocate plot 10A until the problem with the water flooding it had been resolved and the Grounds Maintenance Operative would be asked to keep it trimmed. The allotment association had asked if the two vacant plots could be weed killed prior to them being relet. The Clerk was asked to check the tenancy agreements on whether weed killer could be used on them, but Council were not keen.

### **g. Burton Hills Maintenance**

Cllr Whittaker had noticed that rubble had been fly tipped onto the footpath along the top of the hills. It was agreed to report this to NLC, and the Clerk would write to residents mentioning that this had occurred and asking them to report it to the Parish Council if they see it happening again. Cllr Whittaker also mentioned that the vegetation alongside the footpath was getting overgrown. It was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to suspend Standing Orders so that Ward Cllr Ogg could speak. Ward Cllr Ogg mentioned that a contractor had been used in the past to access the hills and cut back the hedge. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to reinstate Standing Orders. It was agreed the Clerk would arrange a site visit on the hills to see what work was required.

### **h. Public Rights of Way/Footpaths**

Cllr Whittaker mentioned about the width of the footpath between Burton upon Stather and Normanby, since the vegetation was getting overgrown. The Ward Cllrs agreed to investigate this.

### **i. Platinum Jubilee**

Cllrs Pringle and Sharp had attended the primary school to give the pupils the commemorative coins. There were some left over and it was agreed that the Councillors, Youth Councillors and staff could have one each as a keep sake. Cllr Harber went through the responses from the consultation held at the fete and Ward Cllr Marper agreed to enquire with NLC about reinstating Street Sport.

### **j. Youth Council**

The Youth Council had organised a treasure hunt for the platinum jubilee fete.

8.53pm Cllr Bull left the meeting

They had received their t-shirts and had worn them with pride and would paint Normanby bus shelter in the near future. The paint had been kindly donated by a local painter/decorator and Cllr Whittaker mentioned that she may be able to get the brushes donated.

8.55pm Cllr Bull returned to the meeting. Ward Cllrs Marper and Ogg left the meeting.

**22/104 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 claimed the grant from NLC for the resurfacing of the car park entrance and was waiting for payment. The grant with Grangewind Farm was still in progress since the Grounds Maintenance Operative was still waiting delivery of the steel posts.

**22/105 Maintenance in the Villages:**

**a. To receive a verbal update on any maintenance issues and resolve any actions arising**

Cllr Nicholson mentioned that the hedge at the top of Stather Road was very overgrown and the ivy was growing over the verge up to the kerb.

8.58pm Cllr Bull left the meeting

Cllr Nicholson also mentioned that the hedge from Chafer Lane to the planter was also overgrown. It was agreed the Clerk would enquire with Ward Cllr Ogg as to who owned the field alongside this verge.

The Grounds Maintenance Operative had enquired about pruning the tree on the paddock that had the Christmas lights installed. Cllr Johnston agreed to get the lights tested.

**b. To receive a report on the installation of a handrail on the Parish Office ramp and resolve any actions arising**

The Grounds Maintenance Operative would be able to install a handrail and the Clerk would get costings for the next meeting.

9.00pm it was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to continue with the meeting for 15 minutes as per Standing Order 3w.

**22/106 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 and to include:**

**a. Speeding along Thealby Lane**

Cllr Harber mentioned that residents of Thealby had posted on social media about the speeding along Thealby Lane. It was agreed to request from NLC as to whether they could site a vehicle activated speed sign along this road. Members noted that no residents of Thealby had attended the meeting.

**b. Quiet Lanes in the parish similar to those adopted in Suffolk**

Members had received a report on the quiet lanes that had been instigated in Suffolk. It was suggested that Wood Top and Tee Lane to Walcot should be considered. The Ward Cllrs had mentioned in the public session that they would support this, so it was agreed to ask them for their help.

**22/107 To consider the following planning applications:**

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

**b. Planning Applications**

Planning Number	Application	Response
PA/2022/774	Change of use of land to permit the siting of static caravans (resubmission of PA/2020/1949) at Brookside Caravan Park, Stather Road, Burton Upon Stather, DN15 9DH	The Parish Council would like to reiterate its concerns that it made on the previous planning application PA/2020/1949 which are the following: -the impact that it would have on the residents due to the over development of the site -the extra traffic movement and noise it would create -the impact on the local sewerage services and utilities -concerns about the badgers since they will stray further than anticipated -the impact it would have on other wildlife in the area

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

Planning Number	Application	Parish Council Response
PA/2022/881	Householder application for a single storey rear extension and conversion of roof space to habitable use to include a rear dormer at 9 Flixborough Road, BUS	The Parish Council has no concerns with this planning application since the development will take place at the rear of the property.

**d. Planning decisions made by NLC**

Planning Number	Application	Response
PA/2022/660	Planning permission to erect a two-storey side and single storey rear extension at 35 Darby Road, BUS	Permission granted
PA/2202/662	Planning permission to make alterations to the dwelling and to convert the existing garage into habitable space at 10 Burton Road, Thealby	Permission granted
PA/2022/583	Planning permission to erect a two-storey rear and side extension with a single storey rear extension and associated alterations at 26 Tee Lane, BUS	Permission granted
PA/2022/893	Permission to prune an ash and beech tree within group 2 at 5 Glebe Close, BUS	Permission granted

**22/108 Finance:**

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

There were no questions on the income and expenditure reports

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

There were no questions on the bank balances

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

. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to transfer £15,000 from the Barclays savings 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 transfer £3,000 from the Lloyds account to the Barclays current account. It was proposed by Cllr Faulks, seconded by Cllr Mitchell and **RESOLVED** unanimously to pay the invoices.

HMRC	263.44	May Tax/NI
ERPF	588.71	May Pension
Employees	2088.50	May Salary)
EE	27.02	clerk's telephone
Employee	37.55	bolts to secure bench/ fuel/drill heads
Employee	92.48	Aluminium spade/PPE
Employee	175.95	Travel Expenses
Barclaycard	383.02	postage/GMO phone/line paint
Pestcotek	100.00	Mole removal
J Crowston	81.00	Cleaning pavilion/office
Yards Apart	3979.92	Grass verge cutting (x2)
Yards Apart	1989.96	Grass verge cutting
Cord Door Systems	180.00	Pavilion shutter service
Humber Merchants Ltd	83.98	Weedkiller
CPRE North Lincs	30.00	Best kept village entry
Pinders Schoolwear	60.00	Youth Council t-shirts
Spitfire Services	353.40	Alarm/emgcy light/fire extinguisher service
Spitfire Services	120.00	Emergency light replaced - pavilion
Spitfire Services	51.60	Fire extinguisher service - office
T Rowbotham	60.00	Playing field litter pick
CVL Training	192.00	PA1 Pesticide training
CVL Training	227.00	PA6 Knapsack sprayer training
Hemswell Surfacing Ltd	5358.00	Resurface car park (grant funded)
Utility Warehouse	322.20	Gas/electricity/broadband (DD)
Glover & Co	528.00	Internal Audit
Screwfix	39.98	PPE trousers
Mackay	19.20	diesel
	<b>17432.91</b>	

It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to reinstate Standing Orders 3w.

There being no further business the meeting was closed at 9.10pm. The next scheduled meeting will be held on Tuesday 19<sup>th</sup> July 2022 at the Village Hall.

Chair's signature..... Date.....