

FULL COUNCIL MINUTES
Tuesday 15th March 2022 in the Village Hall

Present:	Cllr C Harber (Chair)	Cllr S Bull	Cllr W Johnston	Cllr J Mitchell	Cllr S Nicholson
	Cllr P Pringle	Cllr C Sharp	Cllr M Taylor	Cllr R Webber	Cllr E Whittaker

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

The meeting began at 7.15pm

Public session

The member of public was attending to see what happens at Council meetings.

Cllr Marper mentioned that she had asked for the litter bin on Darby Road to be replaced. Since there had not appeared to be an increase in litter in the area, NLC were monitoring as to whether one was required. The Great British Spring Clean was taking place from 25th March to 10th April. Cllr Harber mentioned that the Youth Council would be doing a litter pick on 6th April at 1.30pm meeting at Tee Lane.

7.24pm Cllr Whittaker joined the meeting

Cllr Marper informed the members that the Council tax bills had been delivered. Orchard Drive and Barnston Way should be resurfaced next week and the over 75-year-old booster vaccinations for COVID should be starting in early April. The tyres at the picnic area would be collected by NLC and the Ward Councillors had asked about having the track to the car park improved.

7.28pm the resident left the meeting

Cllr Mitchell mentioned about installing a barrier to stop high sided vehicles using it and Cllr Marper agreed to look into this. The phone box by Kingsman Cottage was not being used so Cllr Marper had enquired with BT about having it removed due to it being vandalised. The road surface at The Paddocks would be done in a future programme due to it having an unusual surface. Thealby Lane should be resurfaced in March 2022 with Stather Road planned for May/June 2022.

7.31pm the resident re-joined the meeting

There being no further comments or questions, the meeting was opened at 7.31pm.

22/34 Apologies for absence

Apologies were received from Cllrs Collinson and Faulks. Also, from Ward Cllr Rowson

22/35 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.

None

b. To note dispensations given to any member of the council in respect of the agenda items listed below
 Cllrs Harber, Johnston and Sharp for Village Hall.

22/36 Acceptance of minutes for the meeting held on Tuesday 15th February 2022

Members had received the draft minutes of the meeting held on Tuesday 15th February 2022 prior to the meeting. It was proposed by Cllr Mitchell, seconded by Webber and **RESOLVED** with four abstentions that the minutes were a true and accurate record. The minutes were duly signed by Cllr Harber.

22/37 Clerk's report

Members had received a report prior to the meeting. It was agreed that the Clerk and Grounds Maintenance Operative should attend a first aid course at the cost of £60 each. The documentation to change the contact address on all Parish Council land had been sent to the Land Registry. The plaques for the gym equipment had been ordered. The 'Fairy tree' opposite the paddock had been checked for disease by NLC. It had signs of 'ganoderma' fungus and would be assessed in the summer to see if it was affecting the canopy with dieback. It was agreed to accept the offer of the framed map of Burton which would be displayed in the Parish Office. The local collection points for the Ukraine donations and the government donation page would be advertised on Facebook. The Councillor vacancy had been advertised for residents to request a by-election. If none is requested by 22nd March then a co-option can take place.

22/38 To consider and discuss any issues raised in the public session not covered on the agenda

None

22/39 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 Competition 2022	Members agreed not to enter Burton this year due to the work being done on the paddock

		hedge. Residents of Thealby and Normanby would be asked if they would like to enter.
Boundary Commission	Review of Parliamentary boundaries	Noted
Resident	Support for flying flags down high street	It was proposed by Cllr Mitchell, seconded by Cllr Whittaker and RESOLVED unanimously to ask Burton in Bloom for a second flag holder and fly both the Ukraine and Union Flag at the Parish Office.
Police & Crime Commissioner (SPOC PCC)	Community Payback team	It was agreed that Councillors would consider any suitable projects.

22/40 Councillors' Forum: Councillors' information exchange (10 minutes)

Cllr Pringle mentioned about the start time of meetings and it was agreed that future meetings would begin at 7pm. Cllr Johnston enquired about the Parish Council donating to the Ukraine appeals, but was informed that donations can only be given to organisations that benefit the local community. Cllr Nicholson mentioned about the group VanAid that he was involved with. It had recently been set up to transport aid to the Ukraine. It was applying for charity status but was in need of financial donations since currently those transporting the items were personally funding the cost as well. Cllr Harber congratulated him on the work that he had been involved in with this group. Cllr Sharp had had a request from a resident about having a duck pond on the paddock. It was agreed that this would involve many health and safety issues as well as insurance problems so would not be pursued.

22/41 Annual Parish Meeting: to agree on the format of the meeting and resolve any actions arising

Cllr Harber mentioned that it would be good to encourage more residents to the meeting so suggested to invite local groups to have a display, invite the school choir to sing and have a suggestion box. The Clerk informed the members that Dave Lofts (NLC) would speak on Neighbourhood Plans. It was agreed to hold the meeting at 6pm on 24th May and to bring suggestions for awards to the next Council meeting.

22/42 Emergency Plan: To review and update the plan

Members agreed to update certain Council contacts for the emergency plan. It was agreed that Cllrs Harber and Pringle would contact the organisations mentioned in the plan to check that the details were still correct. Once completed all the organisations would be given a copy of the plan.

22/43 Asset Register: To accept the updates to the register

Members were informed that the grounds maintenance equipment and memorial bench had been added to the asset register. The Council accepted the amendments.

8.10pm Cllr Marper left the meeting

22/44 Review/acceptance of policies:

a. Financial Reserves

b. Investment Strategy

It was proposed by Cllr Whittaker, seconded by Cllr Webber and **RESOLVED** unanimously to accept the reviews of the policies.

22/45 Reports:

a. Burton Playing Fields

The Clerk mentioned that the gutter straps on the side of the pavilion had been replaced. She had provided two quotes for the replacement taps at the pavilion. Cllr Mitchell agreed to try to source some taps. Members were shown designs of signs for the car park asking for cars to switch off their engines when stationary. It was agreed not to purchase them since they most likely would be ignored.

8.15pm Cllr Marper re-joined the meeting

b. Village Hall Committee

Cllr Sharp updated the members on the plans for the memorial tea party on Saturday. The plaque was in place for its unveiling and the committee would be grateful for any help. Cllr Harber mentioned that the village hall account has fallen victim to a bank scam. It was being investigated by the bank and more stringent safety measures had been put in place to stop it happening again which included trying to get the account set up for two-person authorisation for online banking. Cllr Johnston mentioned that for the audit trail written confirmation would be required from the bank. Cllr Harber updated the members on the survey for the hall stating that she would chase up the company that had offered to provide contact details of companies that may be able to help with the work required.

c. Thealby Play Area

Members were informed that the Clerk had closed the Thealby Play Area Charity online and waiting for it to be confirmed by the Charity Commission.

d. Facebook

Members were informed it had been reported that a crow scarer had nearly scared a horse along bridleway 304.

e. Burial ground

The Clerk informed the members that there had been a couple of requests to reserve plots in the natural burial ground. The plaques were still being arranged with the memorial mason.

f. Allotments

The Allotment Association AGM had taken place with a few queries being asked of the Council. It was agreed to amend the tenancy agreement to state that if renewals were not paid by 31st December then the plot holder would be immediately evicted. Renewals would go out at the end of October to give the tenants time to pay. The rain water had overflowed into the allotments again, but Normanby Estates would not be able to look into this further until after harvest.

g. Public Rights of Way/Footpaths

Members were informed that the Clerk had discovered that the handrail on Ridgewood Drive snicket had been installed by NLC so she would mention this to the footpath officer to see about the resurfacing being done. The path from St Andrew’s Drive to the church had never been adopted by NLC so the Clerk would contact Lincoln Diocese to mention this. Cllr Taylor mentioned that the path at the end of the Ashwood Close entrance to Burton Hills was unsafe. Cllr Ogg stated that NLC had been asked to install a handrail. Cllr Johnston mentioned that the Heritage Group would start work near to the picnic area. The dyke still needed clearing out and the Clerk stated this was in progress.

8.35pm Cllr Ogg left the meeting

h. Platinum Jubilee

Members were informed that a meeting had been held to arrange the events for the jubilee weekend. A town crier had been arranged but he would like to have a costume. It was suggested to go halves for the cost with the heritage group. It had also been suggested to purchase two platinum jubilee flags for the flagpoles on the paddock at a cost of £30 each plus delivery. There was £62 left in the budget for the jubilee and since Burton upon Stather would not be entering the Best Kept Village competition there was £60 left in that budget line. It was **RESOLVED** to purchase two flags and the amount left over could be put towards the town crier’s costume.

i. Youth Council

Cllr Harber updated the members stating that a logo had been designed for the Youth Council but was currently having some amendments. A litter pick would take place on 6th April at 1.30pm meeting on the corner of Tee Lane/Darby Road. An easter egg hunt is taking place at the playing field on 5th April in the hope to encourage more young people to join the Youth Council.

22/46 Grants: to receive a report of progress with grant applications and resolve any actions arising

Members were informed that an application had been made to NLC Community Grants to resurface the entrance of the playing field car park. The Adult Safeguarding and Child Protection policies had been rejected due to some amendments being required and they were past their review date. It was proposed by Cllr Webber, seconded by Cllr Johnston and **RESOLVED** unanimously to accept the amendments on these policies. The Clerk has made the claim for the Platinum Jubilee grant from NLC.

22/47 Maintenance in the Villages: To receive a verbal update on any maintenance issues and resolve any actions arising

Members were informed that the village sign at Normanby was in the process of being repaired. Cllr Johnston enquired whether the owner, where the wall on Wiltshire Ave was being built had applied for planning permission but was informed that due to its height it could be built under permitted development.

22/48 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 Mitchell asked if NLC could make sure that Stather Road resurfacing did not clash with the Jubilee weekend. All other highways issues were mentioned in the public session.

22/49 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/2022/348	Planning permission to erect a two-storey side extension at 16 Carr Lane, Thealby	No comments
PA/2022/406	Notice of intention to prune two Yew trees within Normanby’s conservation area at Wayside Cottage, 15 Main Street, Normanby	No comments

c. Planning decisions made by NLC

Planning Number	Application	Response
APP/Y2003/W/21/3280156 (PA/2020/1949)	Planning permission for change of use of land to permit the siting of static caravans at Brookside Caravan Park, Stather Road, BUS	Appeal dismissed

PA/2022/166	Notice of intention to undertake pruning of a tree in Burton upon Stather's conservation area at 29a High Street, BUS	Permission granted
APP/Y2003/D/21/3288264 (PA/2021/287)	Planning permission to erect a single and two-storey rear extension and two storey side extension to include a replacement roof at 26 Tee Lane, BUS	Appeal dismissed

8.51pm Cllr Marper left the meeting

22/50 Finance:

a. To consider and approve current income and expenditure

The Clerk went through the Detailed Receipts and Payments by Account Report. There were no questions on the report.

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

The Clerk went through the bank account totals. There were no questions on the bank statements.

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

It was proposed by Cllr Webber, seconded by Cllr Whittaker and **RESOLVED** unanimously to transfer £6,400 from the Barclays savings account to the Barclays current account so that the invoices could be paid. It was proposed by Cllr Nicholson, seconded by Cllr Taylor and **RESOLVED** unanimously to pay the invoices.

HMRC	123.97	Feb Tax/NI
ERPF	480.90	Feb Pension
Employees	1772.67	Feb Salary
EE	25.28	clerk's telephone
Employee	227.70	travel expenses
Employee	285.95	PPE/angle iron/gutter straps/mesh
CVL Training	762.00	Chainsaw training
Greenstripe	89.98	Gloves/chainsaw boots
Barclaycard	85.99	Microsoft renewal/phone top up/doorbell
Pestcotek	100.00	Mole removal
J Crowston	77.95	Cleaning pavilion/office
Mackay	90.00	Red diesel
ERNLLCA	78.00	Project Management training
Scunthorpe Sheet Metal	60.00	square caps for playing field barrier
British Hardwood Nursery	166.50	blackthorn/hawthorn plants + guards
Holls Electrical	63.90	Emergency light service - pavilion
Allied Westminster	372.52	Village hall insurance
Burton Bowls Club	250.00	Grant Aid
Wicksteed	158.52	Outdoor gym equipment plaques
Utility Warehouse	397.33	Electricity/gas/broadband
Farmstar	266.70	200 hr tractor service
Upper Crust	400.00	Memorial tea party - food
	6335.86	

22/51 Closed session: Clerk's time owed

It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to take agenda item 22/51 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 informed that the Clerk's pay increase had been agreed between the government and the unions. It would be back paid from April 2021. It was proposed by Cllr Webber, seconded by Cllr Taylor and **RESOLVED** unanimously that from April 2022 the Grounds Maintenance Operative's pay scale would be Level 5 and the Clerk's Level 18 of the National Joint Council for Local Government Services salary scales. It was proposed by Cllr Mitchell, seconded by Cllr Sharp and **RESOLVED** unanimously to come out of closed session

There being no further business the meeting was closed at 8.57pm. The next scheduled meeting will be held on Tuesday 19th April 2022 at the Village Hall.

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

Full Council

15th March 2022

Initials..... 12