

Burton Upon Stather Parish Council

Minutes of the Parish Council meeting held on 10th September 2018 at 7:15pm at the Village Hall

PUBLIC PARTICIPATION SESSION

Michael Collins addressed the Parish Council about the overgrown hedge on Burton Hills. They have not been cut in the past three years and are significantly affecting the properties 13-31 Holme Drive. Michael informed the Parish Council that he had received a letter from NLC on 18th February 2018 stating that NLC would cut the hedge. However this appears to no longer be the case. Cllr R. Ogg informed the Parish Council that the hedge is their responsibility and should be cut by the Parish Council. A meeting will be arranged after 17th September with NLC and the Parish Council to discuss the best approach to getting it cut.

Mr Bernard Regan addressed the Parish Council about the Villa Farm Footpath. He informed the Parish Council of the flaws in the original report regarding the closed footpath from Villa Farm to the tank ramp. The Parish Council asked questions regarding the report and they were answered.

WARD COUNCILLORS

Cllr R. Ogg informed the Parish Council that there is a NLC grant available for the end of WW1 celebrations. He also informed the Parish Council that the hedge on Normanby Road from Lodge Corner to the roundabout is going to be flailed.

1. Apologies for absence

Present: Cllrs C. Allison (Chair), P. Bell, D. Faulks, P. Pringle, A. Croft, C. Harber, A. Craddock and W. Johnston

Apologies: Cllrs M. Peace, H. Rowson and E. Marper

Residents

Acting Clerk Holly Scott

2. Declaration of interests:

- a) Record any declarations made: none were made.
- b) Record any dispensations given: none were given.

3. Approve the minutes of the meeting held on 13th August and of the closed meeting held on 20th August

Cllr P. Pringle proposed to accept that the minutes for the meeting held on the 13th August are to be accepted as a true record, Cllr A. Craddock seconded and all were in favour. The Council were unable to vote on the minutes of the closed meeting held on the 20th August as the Clerk had not sent them out. They will be approved at the next Parish Council meeting.

4. Villa Farm Footpath

Cllr C. Allison felt that there was support from residents for the footpath to be opened, however he highlighted the importance of the Ward Councillors support. It was strongly felt that as the residents wanted the footpath to be opened then the Parish council should support the application. Cllr D. Faulks proposed that the Parish Council should support the application, Cllr W. Johnston seconded and all were in favour.

5. Resignation of Parish Clerk

Cllr D. Faulks has been in touch with ERNLLCA to provide the information that they requested regarding the Clerks duties but they have not yet been back in touch.

The Parish Council discussed the draft Job Description. Cllr A. Craddock proposed that the Job Description is accepted as long as it states that Councillors would be asked for any input to the Personnel Committee before the PDR by the Personnel Committee. This is so that possible training or action would be more relevant, then, as usual, report back to full Council., Cllr P. Pringle seconded and all were in favour. It was agreed that once the pay information comes back from ERNLLCA for the Clerk and Burial Clerk vacancies that the advert can be put out.

Cllr A. Craddock proposed that once the Burial Clerk job description has been amended to include Jack Statins' comments that it should be accepted and put up alongside the Clerks Job Description, Cllr C. Harber seconded and all were in favour.

6. Councillors Forum

Cllr W. Johnston informed the Parish Council that he had attended a meeting about the Grass Verge Cutting Scheme that is being offered by NLC. If the Parish Council agrees to the scheme than they will be provided £14,000 for the grass verge cutting in Burton-Upon-Stather with extra money on top for the cutting in Normanby and Thealby.

Cllr A. Craddock has written to the previous Burial Clerk and thanked him for his work.

The Council had received information regarding the NLC Statement of Community Plan, it was confirmed that the Parish Council had already commented on this.

Cllr A. Craddock has found the names and address of those responsible for looking after the bus shelters in the Parish.

7. To receive reports from the following and resolve actions arising:

a) Burton Playing Field Association

- i. Playing Field Committee: The Parish Council discussed the various options of running the Playing Field as the Committee has been disbanded. It was decided that keys are to be provided to all regular users of the hall so that they can access the Pavilion as needed. Cllr A. Craddock proposed that a letter of thanks goes to the Playing Field Committee for all their work, Cllr W. Johnston seconded and all were in favour. The Parish Council discussed the resignation of councillor Rachel Webber, an expression of thanks was given for all her hard work for the Playing Fields.

Cllr C. Allison is to speak to the cleaner and ensure she is paid for the work carried out.

All invoices are to go to the Clerk and she is to contact all regular users of the hall to explain that they will be issued with keys. Cllr P. Bell proposed that in the short term the Parish Council are to pay for all the PFA invoices and are to be reimbursed once a Committee is up and running, Cllr A. Craddock seconded and all were in favour. The Clerk is to send out paperwork for weekly checks so that it can be carried out by Parish Councillors.

Cllr A. Craddock will be writing up a job description for someone to run the PFA and it will be discussed at the next meeting.

- ii. Playing Field Footpath: Cllr C. Allison informed the Parish Council that a footpath could be instated across the bottom of the Playing Field to join up the paths adjacent to the Playing Field on either side. The path would be fenced so that it is separate to the Playing Field. Cllr P. Pringle proposed that quotes for the work are to be obtained, Cllr W. Johnston seconded and all were in favour. Cllr W. Johnston will get a price for a fence and to look inform NLC as there might be money available to pay the cost.

b) Village Hall Committee: The Christmas Fair is being held on 8th December.

The hire rates for the hall are due to go up and this will be discussed at the next meeting after consulting with the regular users of the hall.

- c) Thealby Play Area: The fitting of the new roundabout is scheduled for 8th October. Cllrs W. Johnston and A. Craddock are to discuss the grass cutting with Yards Apart. Two brass plates for the new picnic table have been received.
- d) Burton Hills picnic area: There was nothing to report. Cllr W. Johnston is to contact Gilles Johnson of Normanby Estates regarding the extension of lease to the Parish Council.
- e) Superfast Broadband grant application: The grant application is currently £13,000 short of its target. Cllr A. Craddock had a meeting with Rob Waltham and Julie Reed and is awaiting further information.
- f) Parish Paths Partnership: The Paths have all been cut by Yards Apart, one area was not cut as specified. The Parish Council are still awaiting the Dog Poo signs from Daniel Marsh. The access to the woods/footpath via Ashwood Close was brought up by Cllr W. Johnston as it has proven to be difficult for people with reduced mobility. He requested that he be allowed to raise the matter with NLC with a view to remedial action being taken by them to allow ease of access under the 3P agreement. Cllr P. Pringle proposed and Cllr A. Craddock seconded agreement, all were in favour.
- g) Allotment Association: The Clerk had been asked by members of the allotment association if current plot holders could rent unlet plots if there was no waiting list. The Parish Council confirmed that this is fine.

8. PFA Grants

There was nothing to report.

9. Highways Matters

- a) Footpath, Burton Stather Hill: The Parish Council discussed the repairs needed to Todds Lane. It was suggested that NLC could be approached due to the impact the road could have on the Health and Safety of its users.
- b) Normanby Park Wall and Normanby Road Repairs: Issues are still ongoing.
- c) Burton to Thealby Footpath: Cllr W. Johnston is to ask Mr J. Johnson about this.
- d) Replacement of waste bins: Cllr A. Craddock circulated the quotes he had received for new bins. Cllr D. Faulks proposed that they go with the quote costing £115. 86 per bin, Cllr P. Bell seconded and all were in favour.

10. Parish Council insurance renewal

The Parish Council had received three quotes from the broker Came and Company for the Parish Council insurance renewal. Cllr A. Craddock proposed that they sign up for the cheapest quote of £1878.67 with Ecclesiastical Insurance, Cllr P. Bell seconded and all were in favour.

11. Parish office development

Awaiting quotes for the proposed work.

12. Planning:

- a) PA/2018/1631: No comments or objections were made.
- b) Any other applications since the date of the agenda being sent out: No other applications had been submitted.

13. Christmas 2018

- a) Christmas tree lights: Quotes for the lights had been obtained, unfortunately it was too costly for an electrical company to install the lights. Cllr C. Allison is to obtain further quotes for consideration at the next meeting.
- b) Carol service: Cllr W. Johnston is awaiting a response from the Primary School. It was confirmed that Steve Smith will be able to supply mulled wine and obtain the necessary license for the event. Cllr C. Allison is to look into other food that could be sold at the event.

14. Parish council newsletter

There was nothing to report. Cllr A. Croft asked if payments from advertisers went into the Parish Council bank account and Cllr W. Johnston confirmed that they did.

15. Finance

- a) Monthly balances: The Parish Council now have access to the Barclay Account statements and the old Clerk does not have access to the accounts any more. Cllr A. Craddock informed the Parish Council that there were discrepancies in the Clerks pay. Cllr A. Craddock is to write a letter on behalf of the Parish Council asking for an explanation for the discrepancies and a copy is to be sent to the accountants.
- b) Approve payments: The following payments were approved by the Parish Council;
 - NI 2017-2018 £358.08
 - NI 2018-2019 £1024.20
 - Pension July 2018 £383.97
 - Pension August 2018 £262.27
 - G Pearce £90.00
 - SLCC Membership Fee £150.00
 - Acting Clerks Pay £106.75
 - Rialtus Fee £142.80

The quotes for outsourcing the payroll of the Clerk and Burial Clerk were discussed.

Meeting closing 21:34pm

Holly Scott

Acting Clerk