

## **Burton Upon Stather Parish Council**

Minutes of the Parish Council meeting held on 8<sup>th</sup> October 2018 at 7:15pm at the Village Hall

### **PUBLIC PARTICIPATION SESSION**

No residents were present.

### **WARD COUNCILLORS**

Cllr R. Ogg gave the following report:

- The footpath that runs opposite Normanby Park wall side is due to be flailed back.
- It was confirmed that NLC have not adopted Todds Lane and they are looking in to who owns the street so that the road surface can be repaired.
- Cllr A. Craddock reported that the new street light opposite 65 Holme Drive is not working.
- Cllr W. Johnston is to speak to Dawn Ling about applying to the World War II Grant for a Flag Pole to be sited in the Chicken Fields.
- Residents have complained that the hedges by the Chicken Fields need cutting. Cllr C. Allison is to look into this so that the hedges can be trimmed.
- Cllr E. Marper confirmed that NLC would not be able to help with the installation of an AED at the shop due to the close proximity of the AED at the Medical Centre.

### **BUSINESS OF THE MEETING**

1. Apologies for absence

Apologies: Cllrs P. Pringle, A. Croft, M. Peace and H. Rowson

Present: Cllrs C. Allison (Chair), P. Bell, D. Faulks, C. Harber, A. Craddock, W. Johnston, R. Ogg and E. Marper.

Acting Clerk

2. Declarations of Interest

- a) Declarations given: There was nothing to report.
- b) Dispensations given: There was nothing to report.

3. Minutes of the meeting held on 10<sup>th</sup> September 2018

Cllr W. Johnston proposed that the minutes were an accurate record of the meeting, Cllr A. Craddock seconded and all were in favour.

4. Resignation of Parish Clerk

Cllrs D. Faulks and P. Bell circulated a draft copy of the Clerks and Burial Clerks Job Advert. It was agreed that the job adverts are to be put up as soon as possible on the noticeboards and on the website.

The acting Clerk informed the Parish Council that she would be unable to work for them after the meeting in December due to other commitments.

5. Councillors' Forum

Cllr C. Harber informed the Parish Council of rumours of a fight club on the MUGA on a Friday evening. Parents have been advised that they need to report the incidents to the Police. The Ward Councillors advised that Cllr P. Pringle is to raise the issue at the next NATs meeting and Cllr R. Ogg is to raise it with the local PCSO so that the Police are aware of the situation.

The Cinnamon Trust have been in contact with the Clerk on behalf of a resident. The resident is housebound and is looking for a local dog walker. Cllr C. Harber knows someone in the village that might be able to help and the Clerk is to pass the details on to Cllr C. Harber.

A resident has written to Highways asking if Wood Hill could be repaired as it is in a bad state. This is being looked into by NLC.

Cllr C. Harber reported fly tipping down Wood Hill.

Cllr A. Craddock asked if a letter of thanks had gone out to the PFA as agreed last month, it is due to be sent out over the next few days.

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

a) Burton Playing Fields Association

- I. Cllr A. Craddock circulated a draft Playing Fields Manager job description. It was decided that adverts for PFA Committee members are to go out on the noticeboards for the time being. The Clerk informed the Parish Council that the cleaner has handed in her notice and an advert for the post is to go out.

The Clerk is to contact the gentleman who carries out the play inspection informing him that invoices need to come to herself.

- II. Quotes are needed to turn the flailed footpath at the bottom of the Playing Fields into a permanent path and Cllr W. Johnston is to look obtain these.

Cllr W. Johnston has spoken to Gilles Johnson about footpath 164 being extended to go back towards Normanby Hall Golf Club and this is going to be raised with the landowner.

- b) Village Hall Committee: A resident has put a fence up against the Village Hall wall and Cllr A. Craddock will speak to them about this.

- c) Thealby Play Area: The roundabout is due to go in this week, Cllr W. Johnston is to check the installation on Friday.

- d) Burton Hills Picnic Area: Cllr W. Johnston informed the Parish Council that the lease on the Burton Hills Picnic Area is due to expire in 2020. The landowner and Gilles Johnson have confirmed that the lease can be extended and the work to do this is ongoing.

- e) Superfast Broadband Grant application: Cllr A. Craddock has met with Rob Waltham and Julie Reed about funding. This item is ongoing.

- f) Parish Pathways Partnership: The Council have had their first cut with Yards Apart and all went well except for one section that was misunderstood by the contractor. Yards Apart have been back and rectified the mistake.

7. Request for Dog Waste bin on Tee Lane

A resident new to the Village had requested a dog waste bin on Tee Lane. They have subsequently found out that the multi waste bin on Tee Lane accepts dog waste and have withdrawn their request.

8. AED Training

Cllr D. Faulks attended the session and the training was very good. The provider has asked for another session to be run, it was suggested that the next session should be promoted in the Parish Newsletter to increase attendance.

9. PFA Grants

Three quotes to extend the pavilion are ongoing. In the absence of a PFA Committee this item will be discussed at the next parish council meeting.

10. Highways Matters

- a) Footpath Burton Stather Hill: Works are ongoing.

- b) Normanby Park Wall: Nothing to report.

- c) Burton to Thealby Footpath: Nothing to report.

- d) Replacement of waste bins: It was agreed that the bins are to be ordered by Cllr C. Allison.

#### 11. Parish Office Development

Quotes for the Parish Office are ongoing, the drainage is an ongoing issue that is causing a problem.

#### 12. Planning Applications

- a) PA/2018/1848 Planning permission to erect a single storey front and side extensions at 20 Norfolk Avenue, Burton Upon Stather, DN15 9EW: No comments were made.
- b) PA/2018/1853 Listed building consent to replace all external windows and doors, remove cellar window, reinstate internal wall and make alterations to chimney breast at 22 Thealby Grange, Thealby, Dn15 9AD: No comments were made.
- c) PA/2018/1841 Planning permission for parking for existing building at 16 Carr Lane, Thealby, Burton Upon Stather: No comments were made.
- d) Nothing has come in.

#### 13. Christmas 2018

- a) Christmas tree lights: Cllr C. Allison has obtained quotes for Christmas tree lights. He informed the Parish Council of the details. Cllr A. Craddock proposed to buy the lights that cost £788.00 plus VAT, Cllr C. Harber seconded and all were in favour.
- b) Carol Service: Burton Upon Stather Primary School have confirmed that the School Choir will be attending the Carol Service. Cllr A. Craddock will also invite the Vocalizers to the event. A small marquee is to be put up for the event and a PA system is to be booked by Cllr C. Allison.

#### 14. Finances

Cllr P. Bell gave thanks for the work that Cllr A. Craddock and W. Johnston have carried out over the past few months on the finances.

Cllr A. Craddock has looked into the Garden Angels invoice for August and found some discrepancies. Garden Angels have sent a letter apologising for the mistake and are looking into the errors.

Items requiring payment at the PC meeting 8<sup>th</sup> Oct 2018:

- A) Miss Lesley Potts - £24.99 – for Chafer Grub Killer
- B) Burton upon Stather Bowls Club – £250.00 – Grant monies
- C) PKF Littlejohn-External Audit - £360.00
- D) Glover & Co. - £900.00 – accounting work to date
- E) Yards Apart – Invoice 2941 - £264.00 – Cutting Thealby Park and Glebe Paddock – June invoice
- F) Yards Apart – Invoice 3024 - £396.00 – Cutting Thealby Park and Glebe Paddock August invoice covering July and August
- G) Yards Apart – Invoice 3027 – £683.88 - Cutting Burton public footpaths as per the P3 agreement.
- H) Mrs H Scott Hours: £103.55
- I) Cleaning at the Pavillion £20.00
- J) Information Commissioner: £40.00

Balance in Lloyds bank account at end of September £8010.39

No outstanding payments

Balance in Barclays current account at end of September £6,065.53

One outstanding cheque – 100214 - £150.00 for SLCC

Balance in Barclays Premium Account at the end of September £96,712.63

Cllr A. Craddock proposed that all payments should be made, Cllr C. Harber seconded and all were in favour.

Meeting Closed at 20:58pm.

*Holly Scott*

Acting Clerk