

BURTON UPON STATHER PARISH COUNCIL
FULL COUNCIL MINUTES
Monday 11th March 2019

Present: Cllr Allison (Chair) Cllr Bell Cllr Craddock Cllr Croft
 Cllr Harber Cllr Johnston Cllr May Cllr Pringle

Also present: the Clerk and one resident (representative of the allotments)

Public session

The representative of the allotments thanked the Council for arranging the hedge cutting but stated that it was not level and the inside had not been cut. He understood that the Council had agreed to cut the inside with hand trimmers. Cllr Craddock mentioned that this was not in the current contract with the contractor. The Clerk agreed to meet up with the resident in April for a plot inspection.

The public session closed at 7.21pm and the resident left the meeting. Cllr Allison opened the meeting at 7.21pm

19/029 Apologies for absence

Apologies were received from Cllr Peace

19/030 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

Dispensation had been given to Cllrs Craddock, Croft & Harber for the Village Hall.

19/031 Minutes of the meeting held on Monday 11th February 2019

Members had received the draft minutes of the meeting held on Monday 11th February 2019 prior to the meeting. It was proposed by Cllr Craddock, seconded by Cllr Croft and **RESOLVED** unanimously that they were a true and accurate record. The minutes were duly signed by Cllr Allison

19/032 Clerks Report

Members had received a report prior to the meeting. She additionally informed them that the website would be going live on Tuesday 12th March. It was proposed by Cllr Johnston and **RESOLVED** unanimously to renew the support contract for the website. Members agreed for the Clerk to attend the Financial & Management training on 15th July and SLCC regional roadshow on 17th July. It was agreed that the Clerk would be the named user for ERP services and Cllr Allison signed the forms to authorise it. Members were informed that the Clerk would attend the town and parish council liaison meeting at NLC on 27th March and that RBS would set up the accounts for 2019/2020 once the current year end was complete.

19/033 Correspondence to be noted and resolved upon

Prior to the meeting, members had been given a list of all correspondence received since the last meeting, which was to be noted

Correspondence to be resolved upon

Date Emailed	From	Correspondence	Action
28/2/19	NLC	Great British Spring Clean 2019	To be discussed under item 19/036
5/3/19	Calor Rural Community Fund	Win £5,000 for your community	Since the village had mains gas, the Council was not eligible to apply
7/3/19	Ordnance Survey	Parish & Town Council survey: how useful are maps?	It was agreed to complete the survey but the Council did not feel they required maps enough to subscribe

19/034 Councillors' Forum: Councillors' information exchange (10 minutes)

Cllr Craddock informed the members that at the previous meeting he had been asked to find out when the paddock could be given village green status. This was discussed in February 2017 stating that the Council could apply for it in 2020. The Clerk was asked to note this for a future meeting. Cllr Johnston mentioned that he had emailed the distribution list for the newsletter to all members and asked if there were any questions. Cllr Croft was concerned that the Council had agreed to send a thank you letter to David Faulks for his work on the Council but it had not been sent. Cllr Allison informed the members that this was being dealt with. Cllr May updated the members on the Tourism partnership scheme meeting that she had attended. NLC were asking businesses to subscribe to a scheme that would help them with marketing and promoting themselves.

19/035 To receive reports from the following and resolve any actions arising:

a) Burton Playing Fields Association

i. Playing Field Committee

Members were informed that the bank account and Facebook page still needed to be dealt with. The committee still required more members. It was agreed that a key for the barrier would be made available to the parish council so that contractors could get on the field.

ii. Playing Field Footpath

A quote had been received to supply and assemble the fence for £8,226 + VAT. This does not include gates at the end and Cllr Johnston mentioned that he was struggling to get further quotes. Cllr Pringle suggested a company and offered to supply the contact details.

b) Village Hall Committee

Cllr Croft informed the members that the changes had been made to the toilets so that there was now accessibility toilets and baby changing tables in both the ladies and the gents. This is now compliant with the basic standard of provision required. The committee are applying to the NLC Community fund so that a cleaner's cupboard and sink can be installed. The defibrillator provided by the ward councillors has been installed and the committee are seeking training on it for all regular users of the hall.

c) Thealby Play Area

Cllr Croft informed the members that they would soon apply for a grant to tarmac the area in front of the basketball hoop. This and the grant from the Parish Council should cover the cost. Cllr Craddock mentioned that they had two quotes for the work. The polling station caravan would be on site on 2nd May for the elections.

d) Burton Hills Picnic Area

Cllr Johnston informed the members that he had still not received any contact regarding extending the lease. It was agreed to wait until next month to decide further action.

e) Superfast Broadband grant application

Cllr Craddock informed the members that 23 residents and 3 businesses had shown interest in signing up for the ultrafast broadband as laid out in the ward councillors' letter. This means that the finances are nearly in place but there had been no reply from Openreach as to the cost of installing superfast broadband to the residents affected.

f) Parish Pathways Partnership

The payment had now been received from NLC.

g) St Andrew's Church floodlights

Cllr Pringle informed the members that the contractor had been asked to do the work and they were waiting it to be completed.

19/036 NATS meeting: for members to receive a verbal report (Cllr Pringle)

Cllr Pringle had attended the NATS meeting and reported to the members that the crime figures had gone down in the parish. NLC were encouraging parishes to arrange a litter pick and for this parish it had been suggested Darby Road from Burton to Thealby. The Clerk was asked to advertise an event for Sunday 14th April at 11am meeting on Darby Road at the end of Tee Lane. It was suggested to email the information to the school. The Clerk would register the event with NLC. The next NATS meeting would be held at the playing fields pavilion on 6th June.

19/037 PFA Grants: To receive a report of progress with grant applications made to North Lincs Council's Community Fund and resolve any actions arising

Nothing to report

19/038 Highways: Repair and Other Issues: To consider progress on outstanding repairs or other Highway matters to be reported and resolve any actions arising from them

a) Footpath, Burton Stather Hill

Members were still concerned about the footpath and after a discussion, it was agreed that Cllr Craddock and the Clerk would write a letter to Highways, copying in the resident.

b) Villa Farm footpath

Cllr Allison informed the members that NLC were looking into this

c) Normanby Park wall and Normanby Road repairs

The wall had been repaired. Cllr Bell was still concerned about the state of the footpath which went from the main entrance to the car park. The Clerk was asked to write to Highways.

d) Burton to Thealby footpath

Nothing to report

e) Hedge at the Paddock/Darby Road

An article had been put in the Newsletter

f) Name signs at the approaches to the village

Cllr Craddock informed the members that the two signs at Normanby had cost £1,650 and for Burton and Thealby, seven signs would be required. Cllr Allison stated that he was locating a picture for the design and would provide the design at the next meeting.

g) Churchgate road surface

Nothing had been done to the road surface. The Clerk was asked to report this to Highways.

19/039 Burial Ground: for members to receive and discuss a verbal report on the handover to the Clerk and recommendations of work to be done in the burial ground.

Members were informed that the handover of the burial ground paperwork would be passed to the Clerk the following day. They were shown photographs of the burial ground and it was mentioned that it may be best to employ a handyperson to maintain it. Cllr Allison agreed to ask the Normanby Estate if they could help with clearing the compost heap. Cllr Craddock mentioned that a noticeboard inside the gates would help with information. It was proposed by Cllr Croft, seconded by Cllr Pringle and **RESOLVED** unanimously to purchase a noticeboard to the value of £400-£500. Cllr Craddock went through the burial fees and regulations and it was agreed that the Clerk would make the proposed amendments to be accepted at the next council meeting. These would then be issued to the funeral directors. Members were informed that the council's public liability insurance covered incidences in the cemetery except those of a health & safety nature. A risk assessment of the burial ground would need to be done and the Clerk would need to purchase some items to help with the marking out of graves.

19/040 Best Kept Village 2019: For members to decide if they would like to enter

After a discussion, it was agreed that the Clerk and Cllr Craddock would draft a letter to local organisations asking them if they were interested in entering. If enough interest was given, then a meeting would be arranged with these groups.

19/041 Parish Office Development

Cllr Johnston reminded the members that he had received one quote for £54,343 + VAT plus £5,000 +VAT for the drainage despite asking a number of companies for quotes. Cllr Craddock suggested that the council applies to BIFFA for a grant. After a discussion, it was agreed that Cllr Johnston would ask the contractor for a start date and whilst the work was being done, the items in the parish office would be placed in storage.

19/042 To consider the following planning applications:

a) Any applications from the date of the agenda being sent out

Planning Number	Application	Comments
PA/2019/436	To erect a modular nursery unit at Burton Play, Flixborough Road, BUS	Members agreed to support this application

b) Planning applications

Planning Number	Application	Comments
PA/2019/316	Notice of intention to prune a willow tree situated within Burton upon Stather conservation area at 25 High Street, BUS	No objections

c) Planning decisions made by NLC

Planning Number	Application	Decision
PA/2018/2517	To replace windows and external insulated render at 29 High Street, BUS	Permission granted
PA/2018/2384	To fell a willow tree and pollard 2 further willow trees, all within G1 and subject to tree preservation order at Kings Ferry Wharf, Stather Road, BUS	Consent granted

19/043 Finance: To consider and approve current income and expenditure:

a) monthly balances on accounts and unrepresented cheques in the accounting period

Cllr Johnston had provided the members with the monthly balances and unrepresented cheques prior to the meeting and there were no questions. Cllr Craddock proposed and it was **RESOLVED** unanimously to transfer £10,000 from the savings account to the current account.

b) to approve payment of accounts and receipts and any other outstanding payments

It was proposed by Cllr Craddock, seconded by Cllr Pringle and **RESOLVED** unanimously that the Council should pay the following bills

Mrs C Brent	£350.50	Salary – February 2019
HMRC	£88.00	PAYE tax
East Riding of Yorkshire Council	£135.46	Pension
Various	£28.51	Office Expenses
Burton upon Stather Village Hall	£167.53	Village Hall Music Licence
Utility Warehouse	£117.75	Electricity for paddock
SLCC	£156.00	Clerk's membership

19/044 Closed session: to receive and accept the amendments to the Clerk's contract of employment

Members accepted the amendments to the contract of employment and it was signed by the Clerk and the Chair

There being no further business the meeting was closed at 9.21pm. The next scheduled meeting will be held in the Village Hall, Todds Lane at 7.15pm on Monday 8th April 2019

Chairman's signature.....

Date.....