

Burton-Upon-Stather Parish Council

Minutes of the meeting held on 13th August 2018 at 7:15pm

PUBLIC PARTICIPATION SESSION

Mr Bernard Regan spoke to the Parish Council about a public footpath at the bottom of Stather Hill that has been closed for some time and is no longer on the definitive map. The councillors asked questions regarding the information presented and they were answered. It was agreed that the Parish Council will vote on it at the next meeting.

WARD COUNCILLORS

Due to the absence of the Ward Councillors there was nothing to report.

1. Apologies for absence

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

Acting Clerk Holly Scott

Apologies: Cllr M. Peace

2. Declaration of Interest

There was nothing to be declared.

3. Minutes of previous meetings

Cllr D. Faulks proposed and Cllr P. Pringle seconded that the minutes for the Annual Parish Assembly held on 16th July and the minutes of the emergency meetings held on 24th July and 31st July were a true record. All were in favour.

4. Councillors Forum

Cllr R. Webber has been approached by a resident who wants to provide free defibrillator training to others in the parish. The training will involve how to use a defibrillator and basic first aid, he would like to use the Village Hall or Pavilion but would not be able to cover the cost of hiring the room. The councillors agreed that this is a good idea and the resident is to be contacted to see what dates and times he can run the sessions.

The Burial Clerk has sent in his resignation but was unsure what to do in the interim period before a replacement is hired. Cllr A. Craddock is to send a letter of thanks for his work and to ask if he can continue to cover the position until the new Burial Clerk has been trained. The Burial Clerk confirmed he has had a final payment of £579.00 on the 24th July but was unsure what time frame this payment covered.

5. Resignation of Parish Clerk

The Clerk has given in her resignation, it was agreed that formal letter should be sent acknowledging this. Mrs Holly Scott has agreed to work as a self-employed Clerk for the Parish Council whilst a new Clerk is recruited. Mrs Scott is to submit monthly timesheets for the Parish Councils approval.

Cllr C. Allison and W. Johnston collected the financial paperwork from the previous Clerk and have passed it to the accountants. The accountant is concerned about the lack of PAYE and Pension information and have suggested that HMRC is to act as the Agent to look at the returns. Cllr A. Craddock proposed that HMRC are to be nominated as the Parish Councils Agent in this matter, Cllr W. Johnston seconded and all were in favour. A full council meeting to discuss the Annual Return was set for Monday 20th August at 6pm. The external auditors, PKF Littlejohn, are aware of the situation with the Annual Return.

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

- a) Burton Playing Fields Association: Burton United Juniors are refusing to pay the hire rate set by the PFA. The PFA are very unhappy as they are receiving personal and bullying emails from the football club. The Parish Council are to meet with the organisers of the club to inform them of the rate and to try and resolve the issue. Cllr R. Webber informed the Council that Julie Reed (Andrew Percys' Community Liaison Officer) is looking into match funding for the Pavillion extension and fencing for the Playing Field. Cllr R. Webber has also cut back all the trees on the Avenue on the Playing Field side and trimmed back the tree by the Skate Park. The Council expressed thanks for the work carried out.
- b) Village Hall Committee: It was confirmed that the Hall is running as normal for this time of year. The exterminator had to be called in to get rid of a wasp nest that was near the front door. Keystone Architectural Services have looked at the bulge in the retaining wall and it needs no further action at the moment. A small section of loose stonework was identified and this is to be removed and repointed, the resident whose driveway runs alongside the wall is to be informed of the proposed work.
- c) Thealby Play Area: It was noted that it has been 5 weeks since the Play Area was last cut, the contractors are to be contacted to ask if they can cut the grass as soon as possible. The picnic benches have been installed and a date for early October has been scheduled for the fitting of the new roundabout.
- d) Burton Hills Picnic Area: Nothing to report.
- e) Superfast broadband grant application: Nothing to report.
- f) Parish Paths Partnership: Cllr W. Johnston presented three quotes for the Parish Paths cutting work. The councillors discussed the quotes and it was agreed that Cllr W. Johnston is to speak to Dave Sanderson.

7. Highways repairs and other issues:

- a) Footpath on Stather Hill: Cllr A. Craddock reported several potholes.
- b) Normanby Park Wall and Normanby Road Repairs: Due to the absence of the Ward Councillors there was nothing to report. The Parish Council expressed concern that repairs had still not been carried out.
- c) Burton to Thealby footpath: Nothing to report.
- d) Replacement of bins on the Paddock: It was agreed that Cllr A. Craddock is to obtain prices for new waste bins and they are to be considered at the next Parish Council meeting.

8. PFA Grants

It was confirmed that the £2,000 grant for North Lincs in Bloom has been received. The application is now in for the final payment for the Bowls Club and this is due to be paid next week.

9. Parish Office development

Cllr A. Craddock confirmed that he is in the process of obtaining quotes for the work needed on the Parish Office. Cllr A. Croft informed the Council that the minutes of previous meetings have to be kept by law and that this information should be passed on to the new Clerk once they have been appointed.

10. Christmas 2018

- a) Christmas Tree lights: The Council discussed obtaining professional Christmas Tree lights. Cllr C. Allison is to obtain prices for the next meeting.
- b) Carol Service: The Parish Council have become aware that there is a desire amongst residents to have a Carol Service on the Paddock. Cllr D. Faulks proposed that the Parish Council should organise a Carol Service on the Paddock for Winter 2018, Cllr W. Johnston seconded and all were in agreement. The School is to be approached by Cllr W. Johnston to see if they would be able to provide carol singers. The date of the Carol Service was agreed for Wednesday 19th December 2018.

11. Parish Magazine

Cllr A. Croft informed the Council that the Newsletter has to include the name Parish Council because it is produced and paid for by the Parish Council. Cllr P. Pringle proposed that the title should be changed to include the word Council on it, Cllr R. Webber seconded and all were in favour except for Cllr W. Johnston who abstained. Cllr A. Croft also informed the Parish Council that councillors should be distributing the magazine but that it wasn't noted in any previous minutes. The Parish Council decided that if Cllr M. Peace is well enough later on in the year then he could be asked to deliver the newsletter.

12. To consider the following planning applications:

- a) PA/2018/1289: No comments were made.
- b) PA/2018/1412: No comments were made.
- c) PA/2018/920: Planning permission has been granted by NLC, no comments were made.

13. Review Asset Register and Village Hall re-valuation

Cllr A. Craddock informed the Parish Council that the Asset Register has already been reviewed and approved at a previous meeting.

The Village Hall has been re-valued and is worth more than it is currently insured for. Cllr A. Craddock proposed that the Village Hall valuation is accepted by the Parish Council and Cllr B. Johnston seconded, all were in favour. The insurance is due to be renewed in September so new quotes to cover the value of the Village Hall will be obtained.

14. Finance

Due to a lack of access the Council is unaware of any payments out or in of the bank accounts, it was noted that it might be best to wait until a new Clerk starts to get the paperwork amended. The Parish Council were informed of the outgoing payments and they were approved:

- Garden Angels Invoice No:1092 £410.00
- Newton Printing Invoice No:5749 £264.00
- Landscape Botanica Invoice No:2061 £420.00
- ICCM Invoice No:4497 £90.00
- Pear Technology Invoice No:121086 £120.00
- G. Pearce Invoice No:018 £40.00
- DDM Invoice No:41957 £300.00

Meeting closed 21:05pm

Holly Scott

Acting Clerk