

## **Burton-Upon-Stather Parish Council**

Minutes of the meeting of the Parish Council held on 16<sup>th</sup> July 2018

### Public Participation Session

No residents were present.

### Ward Councillors Report

Cllr E. Marper gave the following report:

- At no.17 Normanby Road the hedge is overgrown. The Parish Council will write to the residents/executor requesting that it be cut.
- Stather Hill is currently being speed monitored.
- The De-Fib has now been installed at the Bottom Pub.
- There has been a request for two restricted bays for outside Burton Newsmarket. The owner of the shop also asked if a piece could go in the Parish Newsletter asking residents to park on their drives because the street is becoming congested and he is losing passing trade. The plans were brought to the meeting for the Parish Council to consider at a later date.
- Three bins on the Chicken Fields need replacing and they need to be emptied more regularly.
- Road surfacing for Holme Drive and surrounding area is scheduled for 15<sup>th</sup> July 2018.
- The Dog Waste bin at the top of Wood Hill is full and needs emptying.
- Flixborough Road footpath has been resurfaced.
- It was noted that some of the finger posts on the Parish Paths in Thealby need replacing.
- A complaint has been received regarding a resident using one of the parking spaces in Beech Grove. Unfortunately there is no jurisdiction over who uses the spaces.
- Several events being held at Normanby Park were raised including a new Learning Centre offering workshops, Music in the Park and Mischief Makers.

### Business of the Parish Council

#### 1. Apologies for absence

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

Apologies: Cllrs. A. Croft, H. Rowson and R. Ogg. Clerk Kath Jones.

#### 2. 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. Nothing to report.
- b) To note dispensations given to any member of the council in respect of the agenda items listed below. Nothing to report.

#### 3. Minutes of meetings: To receive the minutes of the Annual Parish Council of 21<sup>st</sup> May 2018, as circulated, to be agreed as a true record.

Cllr R. Webber asked if the minutes could be changed from Cllr R. Marshall to Cllr R. Webber. Cllr M. Peace proposed and Cllr W. Johnston seconded that once amended the minutes would be an accurate record of the meeting. All were in agreement.

#### 4. Councillors' Forum: Councillors Information Exchange

Cllr R. Webber asked for wood to fill in the gaps on the fences along the boundary of the Playing Field. Dog walkers are currently using gaps to cut across the field and breaching the Public Space Protection Order. Children are also using the gap by the Skate Park to access the Burial Ground and Allotments and are vandalising these areas. The Parish Council discussed the request and felt that a substantial fence or some concrete blocks would be suitable. Cllr R. Webber is to obtain quotes for the next Parish Council meeting.

Burton in Bloom are still awaiting a letter and cheque from the Parish Council from this years event.

Cllr C. Harber gave thanks to the Heritage Group for the benches in the Chicken Fields. The Clerk is to send a letter to the Heritage Group expressing the Parish Councils thanks.

Cllr M. Peace informed the Council that there is a bollard missing from the bend before you enter Normanby Park. He also raised the issue of drivers coming out of the field on the tight corner on Normanby Road into traffic. Access needs to be blocked to stop them, Cllr E. Marper will investigate this.

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

- a) Burton Playing Fields Association: The MUGA surround has not been completed, Cllr C. Harber is unsure why this hasn't been finished yet. Burton Football Association asked the PFA if they could pay £950 for their rent. The PFA committee voted against the proposal due to it not being enough to cover the use of the field. The Council agreed that if Burton Football Association refuse to pay the full amount of rent due and continue to use the field that they should not be allowed to continue to play. It was noted that the old noticeboard from the Parish Office has been removed. It has been cleaned up and reinstated at the Playing Fields and looks lovely.
- b) Village Hall Committee: The retaining wall along the garden may be moving. An engineer is to come out and have a look at it. Some pedestrian barriers are going to be obtained by Cllr C. Allison to stop children playing on the uneven area.
- c) Thealby Play Area: The picnic tables donated by Burton in Bloom and Burton Heritage Group are now installed. The date of the installation for the roundabout needs to be agreed. The grass on the Play Area has been cut and is looking good. Cllr M. Peace has cleaned up the equipment and thanks were given.
- d) Burton Hills Picnic Area: Nothing to report.
- e) Superfast broadband grant application: £12,779 needs to be found towards the cost of the broadband. Ideas are ongoing but there was nothing further to report. Cllr R. Webber is to speak to a contact at NLC about grant opportunities for work at the Playing Field and for the broadband.
- f) Parish Paths Partnership: The Clerk has asked for tenders for the work and has only received one quote back from Yards Apart. Cllr A. Craddock is to ask Garden Angels if they have received a tender from the Clerk.

6. PFA Grants: To receive a report of progress with grant applications made to North Lincs Councils' Community Fund and resolve any actions arising.

There was nothing to report.

7. Highways repairs and other issues:

- a) Footpath Burton Stather Hill: Nothing to report.
- b) Normanby Park wall and Normanby Road repairs: The wall is still unrepaired, the road repairs are ongoing as needed.
- c) Burton to Thealby Footpath: No further action.
- d) Replacement of waste bins: Cllr A. Craddock proposed that the bins on the Chicken Fields are replaced. The Parish Council agreed and quotes are to be obtained for new bins. It was noted that the noticeboard for Thealby Lane is still ongoing.

8. Parish Office Development.

The Council have requested a copy of the final drawings from the architect. The Architect is awaiting payment from the Clerk for the work carried out.

9. Finance:

- a) Monthly balances of accounts and un-presented cheques: No bank statements were available so the payments were not approved. The Parish Council expressed their disappointment that the accounts were yet again not available for viewing.
- b) To approve payments of accounts and receipts: Cllr R. Webber confirmed that the PFA had received payment. However it was unclear if other outstanding payments had been sent out. No payments were able to be approved.
- c) To consider and approve the Annual Governance Statement: This is to be discussed at a later meeting due to the Clerks absence tonight. A Finance Committee meeting has been scheduled for Thursday 19<sup>th</sup> July 2018 to consider the Annual Governance Statement. Cllr A. Craddock proposed and Cllr R. Webber seconded that if the information is not available in a satisfactory format at the meeting, then all financial records including the laptop with passwords are to be reclaimed by the Parish Council forthwith. All were in favour of the decision.
- d) To consider and approve the Accounting Statement: This will also be discussed at the Finance Committee meeting taking place on Thursday 19<sup>th</sup> July 2018.
- e) To agree the dates of the Finance Committee meetings for the remainder of 2018: The Council agreed that if financial reports were produced as needed on a monthly basis that there would be no need to agree the dates for the Finance Committee.

Meeting closed 20:29pm

*Holly Scott*

Acting Clerk