



## **BURTON UPON STATHER PARISH COUNCIL**

**Mrs J Harrison  
Clerk to the Council**

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**C/O 5 Ashwood Close  
Burton upon Stather  
Scunthorpe  
North Lincolnshire  
DN15 9WA**

12 May 2015

Dear Councillor

You are hereby summoned to attend the Annual Council Meeting of the Parish Council at 7.15pm in the Village Hall, Todds Lane, Burton upon Stather on Monday 18 May 2015.

Members of the public and press are welcome to attend any meeting of the Parish Council. Fifteen minutes are available at the beginning of each Council meeting to allow public participation.

Yours sincerely

Mrs J Harrison  
Clerk to the Council

**To receive a report from the Ward Councillors.**

### **AGENDA**

- 1. Election of Chairman.**
- 2. To receive the Chairman's Declaration of Acceptance of Office as Chairman.**
- 3. To receive apologies for absence.**
- 4. Election of Vice Chairman.**
- 5. 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.
  - (b) To note dispensations given to any member of the council in respect of the agenda items listed below.
- 6. To appoint a representative/s to the**
  - a) Village Hall Committee**
  - b) Burton Playing Fields Association.**
  - c) Thealby Play Area**

7. **To appoint committees as follows:**
  - a) **Finance** (7 members minimum including Chairman and Vice Chairman, quorum 4)  
To agree a date for the first meeting of the Finance Committee to elect a Chairman.
  - b) **Planning** (8 members minimum including Chairman and Vice Chairman, quorum 4)  
To agree a date for the first meeting of the Planning Committee to elect a Chairman.
  - c) **Burial Ground** (8 members maximum including Chairman and Vice Chairman, quorum 4)  
To agree a date for the first meeting of the Burial Ground Committee to elect a Chairman.  
To discuss and agree the quorum for the Burial Ground Committee.
  - d) **Personnel** (3 members to include the Chair or Vice Chair plus Chair of a Committee)  
To agree members of the committee.
8. **To appoint a representative to check the work of the Responsible Finance Officer.**
9. **To appoint two voting delegates to attend ERNLLCA's district committee meetings.**
10. **To appoint a representative to attend the Neighbourhood Action Team meetings.**
11. **To appoint a representative to attend the Winterton Landfill Liaison Committee meetings.**
12. **Declarations of Acceptance of Office**  
Councillors to vote on how long it will accept the Declarations of Acceptance of Office that have not been signed between 12 May 2015 and the Annual Council Meeting (Must be no longer than 28 days).
13. **Co-option Procedure**  
To discuss and agree the co-option procedure to be used.
14. **Minutes of meetings:**  
Meetings of the Parish Council held on Monday 13 April 2015 and the Planning Meeting held on Monday 28 April 2015 as circulated to be signed as a true record.
15. **Burton Upon Stather Annual Parish Meeting**  
To note issues raised at the Annual Parish meeting held on 28 April 2015.
16. **Burton Playing Field Association**  
To receive a report from the representative of the PFA.
17. **Burton Upon Stather Parish Burial Ground**  
To receive a report from the representative of the Burial Ground Committee.
18. **Burton Upon Stather Village Hall**  
To receive a report from the representative of the Village Hall Committee.
19. **Police Matters and Safer Neighbourhoods/Neighbourhood Action Teams**  
To note any reported incidents.
20. **Highway Repairs/Issues**  
Progress reports, repairs or other matters to be reported
  - a. **Footpath, Top of Stather Hill, Burton Upon Stather**  
To note the ongoing work to widen the footpath
  - b. **Safety Road Posts, Normanby**  
To note if North Lincolnshire Council has replaced the posts.
  - c. **Normanby**  
To note if there have been any further problems with lorries waiting to access the fields from the B1430 onto fields opposite Normanby Park Wall and causing a backlog.
  - d. **Litter Bin, Thealby**  
To discuss and agree the replacement of a bin situated opposite to the entrance road leading to West Halton from Thealby.
  - e. **Thealby**  
To note if the large G & A lorries are continuing to travel through Thealby village.
21. **ERNLLCA Training Programme**  
Councillors to advise if they wish to attend the training programme 'Being a Good Councillor'.
22. **Newsletter**  
To discuss and agree the newsletter to be circulated in June.

- 23. Vehicles obstructing access to properties on Stather Road**  
To discuss complaints received from residents on Stather Road to vehicles parking in front of their properties and restricting access.
- 24. Closure of Burton Upon Stather Post Office**  
To discuss the temporary branch closure of Burton Upon Stather Post Office.
- 25. Best Kept Village Competition 2015**  
To discuss and agree any action to be taken.
- 26. School Safety Zone**  
To discuss the requirements and implementation of a School Safety Zone.
- 27. Support Contract for Website**  
To agree the renewal of the Support Contract between 1 April 2015 to 31 March 2016.
- 28. ERNLLCA Conference – Friday 23 October 2015**  
To discuss and agree attendance.
- 29. Planning**

**Planning applications granted by North Lincolnshire Council:**

|                       |  |
|-----------------------|--|
| <b>PA/2015/0090</b>   | Planning permission to erect a new build primary school to accommodate 210 pupils on the same site as the existing school, the current school buildings to be demolished following decant into new building. |
| <b>Site Location:</b> | Burton Upon Stather Primary School, Flixborough Road, Burton Upon Stather  |
| <b>Applicant:</b>     | Mr R Hart Galliford Try  |
| <b>PA/2015/0091</b>   | Install a steel container for storage linked to parks and garden maintenance   |
| <b>Site Location:</b> | Normanby Hall Country Park, Normanby Park, Normanby, Burton Upon Stather   |
| <b>Applicant:</b>     | Mr P Beetham   |
| <b>PA/2015/0154</b>   | Planning permission for conversion of stables to form three dwellings.   |
| <b>Site Location:</b> | Little Normanby, access road to Little Normanby Farm, Normanby, Burton Upon Stather  |
| <b>Applicant:</b>     | Normanby Estate Holdings Ltd   |
| <b>PA/2015/0156</b>   | Planning permission to convert redundant agricultural building to create one dwelling.   |
| <b>Site Location:</b> | The Old Dairy, access road to Little Normanby Farm, Normanby, Burton Upon Stather  |
| <b>Applicant:</b>     | Normanby Estate Holdings Ltd   |
| <b>PA/2015/0225</b>   | Conversion and internal and external alteration of existing agricultural Buildings to create two dwellings   |
| <b>Site Location:</b> | Greenhill Farm, 19 Burton Road, Thealby, Burton upon Stather   |
| <b>Applicant:</b>     | Normanby Estate Holdings Ltd   |

- 30. Finance**
- i. To compare and approve income and expenditure.
  - ii. To approve Payment of Accounts and Receipt of Payments.
  - iii. To agree the transfer of monies from the Savings to the Current Account.
  - iv. To approve the draft accounts 2014/15 prepared for submission to the internal auditor, Messrs Littlejohn, Accountants.

**To consider the exclusion of the press and public because of the confidential nature of the business to be discussed**

**17. To resolve employment matters**

Parish Clerk  
Burial Clerk