



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**

3 September 2013

Dear Councillor

You are hereby summoned to attend the meeting of the Parish Council at 7.15pm in the Village Hall, Todds Lane, Burton upon Stather on Monday 9 September 2013.

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 Ward Councillors.

AGENDA

1. **To receive apologies for absence.**
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. 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.
3. **Minutes of meetings:**

Meetings of the Parish Council held on Monday 8 July 2013 and the Planning Committee held on Monday 5 August 2013 and Monday 19 August 2013, as circulated to be signed as a true record.
4. **Burton Playing Field Association**

To receive a report from the representative of the PFA.
5. **Burton Upon Stather Parish Burial Ground**

To receive a report from the representative of the Burial Ground Committee.
6. **Burton Upon Stather Village Hall**

To receive a report from the representative of the Village Hall Committee.
7. **Burton Upon Stather Parish Council Website**

To receive a report on the progress of the new website.
8. **Police Matters and Safer Neighbourhoods/Neighbourhood Action Teams**

To note any reported incidents.
9. **Highway Repairs/Issues**

Progress reports, repairs or other matters to be reported

 - a. **Normanby Road, Thealby**

To note progress of North Lincolnshire Council to the proposed change in the weight limit following objection.
 - b. **Damage to wall at Normanby Hall**

To note if the repairs have been completed.
 - c. **Blocked Drain, junction of Thealby Lane/Coleby Road, Thealby**

To note if the drain/grid is clear.
 - d. **Wood Hill, Burton Upon Stather**

To note what further work has been completed by Severn Trent to rectify the problem.
 - e. **Footpath, Top of Stather Hill, Burton Upon Stather**

To note the progress of the proposed improvements to the footpath by North Lincolnshire Council
 - f. **Drain, Stather Hill, Burton Upon Stather**

To establish whether the water level has receded to enable North Lincolnshire Council and Severn Trent to complete investigations/repairs.
 - g. **32 Stather Road, Burton Upon Stather**

To establish whether North Lincolnshire Council has been in contact with the landowner and if work is to proceed to stem the water leak.
 - h. **Chafer Lane**

To note if the repair work to the lane been completed.
 - i. **Beech Grove**

To discuss the progress of the installation of the 5 car parking bays for the residents of the bungalows.
10. **Archive/Resource Material**

To discuss proposal to provide a storage facility for archive/resource material and offices for the clerks at the Burial Ground.
11. **Seat in grounds of St Andrew's Church**

To provide an update regarding the purchase and installation of the seat.
12. **Best Kept Village Competition 2013**

To discuss the results of the competition and the attendance at the presentation evening.
13. **North Lincolnshire Council Collective Switching Scheme**

To discuss the promotion of 'Collection Switching', allowing the individual to switch energy and fuel providers and agree whether to invite North Lincolnshire Council to hold a session within the parish.

- 14. Tree, Parish Office**
To discuss and agree to trim/crown the tree
- 15. Public Rights of Way, Burton Upon Stather Parish**
To receive a report from councillors regarding the maintenance work to PRow's within Burton Upon Stather.
To agree the principle of 'P' Frames on Public Rights of Way in Burton Upon Stather Parish.
- 16. NALC – A New Future: developing the strategy**
To discuss and comment on the proposed strategy documents produced by NALC (National Association of Local Councils)
- 17. ERNLLCA AGM – 19 September 2013**
To discuss and agree delegates to attend the meeting.
- 18. ERNLLCA – Development Programme Autumn 2013**
To discuss and agree the names to be submitted for training.
- 19. ERNLLCA – Being a Good Employer**
To discuss and agree the names to be submitted for training.
- 20. Yorkshire & Humber Regional Training Partnership**
To discuss and agree the names to be submitted for training.
- 21. Grounds Maintenance Programme 2014-2017**
To discuss and agree the requirements for the cutting of the grass within specified areas of the parish for tender.
- 22. Christmas Carol Singing**
To discuss and agree the arrangements for the Carol Singing to be held in December 2013.
- 23. Winter Service Review**
To discuss and agree the requirements for the winter programme 2013/14.
- 24. Planning**
Planning Permission refused by North Lincolnshire Council:
PA/2013/0624
To undertake various works on trees involving:
1. Felling a willow tree.
2. Reducing the crown of two willow trees by pollarding.
3. Felling a rowan tree.
4. Felling two lime trees to be replaced with two cherry trees.
Location: Kingsferry Wharf, Burton Upon Stather
Applicant: Mr M Smith
- 25. Finance**
- i. To discuss and agree renewal of the Parish Council Insurance under 3 year contract until 30 September 2014 at £1,381.62 or whether to enter into a new 3-year binding contract with reduced premiums, until 30 September 2016, at £1,312.54.
 - ii. To acknowledge completion of the Annual External Audit by Messrs PKF Littlejohn and their confirmation that regulatory requirements have been met.
 - iii. To compare and approve income and expenditure.
 - iv. To approve Payment of Accounts and Receipt of Payments.
 - v. To approve the implementation of the 2013/14 National Salary Award for the Parish Clerk and the Burial Clerk as recommended by the National Association of Local Councils and Society of Local Council according to their contract of employment.

For the exclusion of the press and public because of the nature of the business to be discussed.

- 26. To discuss protocol for Parish Councillors**