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**BURTON UPON STATHER PARISH COUNCIL**


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**MEETING OF THE PARISH COUNCIL  
HELD IN THE VILLAGE HALL, TODDS LANE, BURTON UPON STATHER  
ON MONDAY 11 JANUARY 2016**

<b>PRESENT:</b>	<b>Parish Councillors:</b> Cllr JRK Mitchell in the Chair Cllr A Bradley Cllr DJ Faulks Cllr M Peace	Cllr AM Croft Cllr W Johnston Cllr ES Whittaker (Quorum: 5)
	<b>North Lincolnshire Councillors:</b>	Ward Cllr R Ogg Ward Cllr E Marper
	<b>Parish Clerk:</b>	Mrs J Harrison
	<b>Senior Planning Officer, Regeneration and Planning, North Lincolnshire Council:</b>	Mr D Lofts
	<b>Members of the public:</b>	0
<b>APOLOGIES:</b>	<b>Parish Councillors:</b>	Cllr C Allison Cllr PF Bell Cllr C Taylor Cllr NF Thornes
	<b>North Lincolnshire Councillor:</b>	Ward Cllr H Rowson

Mr D Lofts, Senior Planning Officer, delivered a presentation describing the requirements of a Neighbourhood Plan. He explained the processes and advised any plan must fit within national and local policies and follow the legal requirements. Councillors advised a decision had been taken at the Parish Council meeting held 12 November 2012 not to proceed with a Neighbourhood Plan but to continue with a Local Plan. The councillors requested information relating to Affordable Housing and Mr Lofts circulated a sheet explaining the criteria and gave a brief explanation. There being no further queries Mr Lofts left the meeting.

Cllr Marper thanked Mr Lofts for his presentation and described a breakdown of works being undertaken by North Lincolnshire Council. She advised that Highway Officers had been in contact with Northern Grid who advised all remedial work to the grass verges would be completed in the early spring to repair any damage caused by laying new gas pipes. Cllr Marper advised the 40 mph speed limit between Burton and Normanby had been authorised and would be implemented in the near future. She advised that quotations were being obtained for tarmac patching on the PRow on Old Row although investigations were taking place as to whether this route should be classed at a higher status.

Cllr Marper announced that a meeting is being held at the Civic Centre on 18 January with representatives from Burton Playing Field Association, the Ward Councillors and the Chairman of the Parish Council to discuss a proposed sports facility. She also alluded to an item relating to car parking in Scunthorpe.

The Chairman thanked Cllr Marper for her report and opened the meeting.

**167. Apologies for absence:**

As stated above.

### **168. 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.

Personal interest as a member of the Burton Upon Stather Burial Ground Committee:

Cllr Mrs A Bradley, Cllr DJ Faulks, Cllr J Mitchell

Personal interest as a member of Burton Playing Field Association: Cllr Mrs A Bradley

Personal interest as a member and trustee of the Village Hall Committee: Cllr AM Croft, Cllr DJ Faulks, Cllr W Johnston and Mrs J Harrison

Personal interest as a member of the Thealby Play Area: Cllr M Peace, Cllr A Bradley.

Cllr AM Croft, Mrs J Harrison

Personal and Prejudicial Interest in Item 177: Cllr AM Croft

**169. Minutes of the last full Council meetings held on Monday 14 December 2015** as circulated, were received. The Minutes were agreed and signed as a true record.

### **170. Burton Playing Field Association**

Cllr Bradley announced that two members of the Playing Field Association, Mr G Hall and Mr D Mansell, had completed courses and obtained FA Chartership Level 1 Coaching in Football. Members of the Playing Field Association were still awaiting the results of their grant applications towards the improvement of equipment for the play area.

A councillor reported graffiti at the play area and Cllr Bradley agreed to discuss this at the forthcoming Playing Field Association meeting.

### **171. Burton Upon Stather Parish Burial Ground**

Cllr Bradley advised there was nothing to report.

### **172. Burton Upon Stather Parish Allotments**

Councillors were advised that three half plots were available to lease. Information is displayed on the website, the notice boards and copies of the advertisement had been forwarded to local parishes. The annual fees were being collected although three further payments were awaited. Monies collected in January to date would be credited to the account on 12 January 2016.

### **173. Burton Upon Stather Village Hall**

Cllr Croft advised the toilets were in the process of being refurbished and a new door leading to the store room installed. The committee had raised £690 from the Christmas Fayre towards the running and maintenance of the hall. The pantomime 'Cinderella', produced by hirers 'Free Spirit', had proved a success. There was a further new booking offering Line Dancing on Wednesday afternoons and Thursday evenings.

### **174. Thealby Play Area**

Replacement swing seats received although new bushes for the play equipment and plastic caps were awaited. Duplicate bank mandate received, signed and returned to bank. The contractor was in the process of erecting a new perimeter fence to the play area following damage caused by car.

### **175. Police Matters and Safer Neighbourhoods/Neighbourhood Action Teams**

A councillor advised that an attempt had been made to remove a fork lift truck from Messrs Crowstons of Thealby over the Christmas period.

The date of the next NATs meeting is 3 February 2016 in Winteringham.

## 176. Highway Repairs or Faults

### Burton Upon Stather

#### (a) Footpath, Top of Stather Hill

Although the Parish Council had requested information from the Bridge Engineer, Community Services, Places Directorate, North Lincolnshire Council, as to the type of work to be carried out and when this would be completed, no information had been received. The Parish Clerk to again write asking for the information.

#### (b) FP168, Old Row

Please see information supplied by Cllr Marper on the first page of these Minutes. They relate to the action being taken by North Lincolnshire Council following the concern raised by residents regarding the poor condition of the footpath to the side of the houses on Old Row.

## 177. Parish Communication

Councillors discussed the provision of four newsletters per year rather than three.

**RESOLVED:** To produce 3 newsletters per year in March, June and October/November and to produce a newsletter early in the year if required.

Councillors discussed whether the Parish Council should have a Facebook page.

**RESOLVED:** Not to set up a Facebook page at this time.

## 178. Social Housing

**RESOLVED:** Social Housing to be an agenda item for discussion at the Annual Parish Meeting when councillors can consult with residents regarding future housing requirements.

## 179. Public Rights of Way within the Parish

Tender details and contractor information is awaited from Mr T Allen, North Lincolnshire Council Environment Team Manager, Environmental and Sustainability. Cllr Ogg agreed to contact Mr Allen to discuss.

## 180. Support for the Steel Industry

The Parish Council had received a request to lobby local Members of Parliament to support residents of Burton Upon Stather affected by any closure and loss of employment at Tata Steel.

**RESOLVED:** Councillors agreed to write to local Members of Parliament supporting local workers.

## 181. Burton Upon Stather Emergency Plan

An approach had been received from a member of Winterton Town Council to hold a meeting with neighbouring parishes to agree mutual assistance at a time of emergency.

**RESOLVED:** Cllr Mitchell to represent Burton Upon Stather Parish Council although other councillors would be welcome to attend.

## 182. The Queen's Birthday Beacons – 21 April 2016

Councillors discussed the lighting of the beacon on Burton Hills to commemorate the Queen's 90<sup>th</sup> Birthday.

**RESOLVED:** The councillors agreed to celebrate with the lighting of the beacon. To discuss further celebrations at the February Parish Council meeting.

### 183. Memorial Seats

**RESOLVED:** After considering information obtained and discussed at previous meetings councillors agreed to the purchase of two memorial seats at a cost of £360 each from Messrs Job Earnshaws. The councillors agreed to new plaques being purchased for the seats.

Cllr Whittaker left the meeting

### 184. External Auditor

The Smaller Authorities' Audit Appointments Ltd, which superseded the Audit Commission, has been created to take over the appointment of external auditors and the setting of audit fees for smaller authorities from 2017. The Parish Council was notified that this company will formally appoint external auditors for a 5 year period from the financial year 2017-18 on their behalf unless they opt out and set up an independent Audit Panel to procure external audit.

**RESOLVED:** Councillors agreed that the Smaller Authorities' Audit Appointments Ltd should appoint external auditors for a 5 year period from the financial year 2017-18.

The Ward Councillors left the meeting.

### 185. Planning

#### Planning Application received by North Lincolnshire Council for comment:

**PA/2015/1464:** Application for change of use of post office to dwelling and associated alterations

**Site Location:** 15 High Street, Burton Upon Stather

**Applicant:** Miss H Baker

**RESOLVED:** Councillors voted to support the application.

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

**PA/2015/1414:** Notice of intention to fell a Cherry Tree and undertake pruning works to an Ash and Yew tree, all within the Normanby Conservation Area

**Site Location:** 4 The Old Estate Yard, Normanby

**Applicant:** Miss S Redhead

### 186. Finance

- i. **RESOLVED:** The Parish Councillors agreed the Income and Expenditure.
- ii. **RESOLVED:** The Parish Councillors agreed the Payment of Accounts and Receipt of Payments – see Appendix 1.  
**RESOLVED:** The payment of salaries, overtime, and contractual commitments including postage £9.27 totalled £783.11 for December (paid January). PAYE, National Insurance and Pension contributions on behalf of the employees and employer for December (paid January) totalled £525.55.  
**Invoices paid £500 and over:**  
**January**  
None
- iii. **RESOLVED:** The Parish Councillors voted that the Parish Precept should not increase and should be the same amount as in 2011/12, 2012/13, 2013/14, 2014/15 and 2015/16. To fix the precept £42,271, grant £3,176 making a total of £45,447 (forty five thousand four hundred and forty seven pounds).

**APPENDIX 1****JANUARY 2016**

<b>DATE PAID</b>	<b>PAYEE NAME</b>	<b>CHEQUE REF</b>	<b>AMOUNT PAID</b>	<b>TRANSACTION DETAIL</b>
30.12.2015	EE & T-Mobile	DD	£11.24	Parish Clerk Mobile Phone
04012016	Utility Warehouse	DD	£13.78	Electricity – Parish Office & Feeder Pillar, Glebe Paddock
11.1.2016	Employment Costs	980	£706.75	Contractual Payments
11.1.2016	Employment Costs	981	£76.36	Contractual Payments
11.1.2016	Employment Costs	982	£218.71	Contractual Payments
11.1.2016	Employment Costs	983	£306.84	Contractual Payments
11.1.2016	Mrs A Croft	984	£99.20	Printing of Newsletter
11.1.2016	CPRE	985	£36.00	Annual Subscription
11.1.2016	Webhosting UK COM Ltd	986	£57.48	Webhosting & Domain Renewal
11.1.2016	D Jacklin Ltd	987	£120.00	PFA Mole Control
11.1.2016	Mrs E Lambert	988	£70.00	Bus Shelter Cleaning
<b>Total:</b>	<b>Gross Payment</b>		<b>£1,716.36</b>	
	<b>VAT</b>		<b>£ 33.54</b>	
	<b>Net Payment</b>		<b>£1,682.82</b>	

**The meeting entered into closed session.**

**187.To discuss the resignation of the Parish Clerk.**

Councillors discussed the resignation of the Parish Clerk. The advertisement for a new Parish Clerk was then agreed.