

**BURTON UPON STATHER PARISH COUNCIL**

**MEETING OF THE FINANCE COMMITTEE  
HELD IN THE VILLAGE HALL, TODDS LANE, BURTON UPON STATHER  
AT 7.15 PM ON MONDAY 25 NOVEMBER 2013**

**PRESENT:** Councillor PF Bell in the Chair  
 Cllr Mrs A Bradley Cllr Mrs AM Croft  
 Cllr DJ Faulks Cllr J Mitchell  
 Cllr NF Thornes (Quorum 4)

Parish Clerk: Mrs J Harrison

**APOLOGIES:** 0

**THE PARISH PRECEPT 2014/15**

**5. Attendance Register**

No apologies were received

**6. 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 Burial Ground Committee: Cllr Mrs A Bradley, Cllr PF Bell, Cllr Mrs AM Croft, Cllr DJ Faulks.

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

Personal interest, Burton in Bloom: Cllr J Mitchell

**7. Payments To The End Of The 2012/13 Financial Year**

Members considered payments still to be made in comparison with budget allocations. Further purchases were for an additional notice board, seat refurbishment/replacement and crown trimming of the tree outside the parish office. All other expenditure was as forecast at this time.

**8. Administration Budget 2013/2014**

**I. Councillors discussed the clerk's salary.**

**RESOLVED:** To follow the guidelines proposed by The National Association of Local Councils (NALC).

**II. To confirm Parish Council Insurance Cover**

The Parish Council entered a 3 year long term insurance agreement in 2011 with renewal 1 October 2014.

**III. To discuss the office and property owned by the Parish Council and the personal equipment used by the Parish Clerk.**

A laptop and telephone owned by the Parish Council is used by the Parish Clerk. To use home office equipment as required (laser printer, colour printer, scanner).

**RESOLVED:** Parish Clerk to clarify back-up facility.

**IV. Councillors discussed the Burial Clerk's salary.**

**RESOLVED:** To follow the guidelines proposed by The National Association of Local Councils (NALC).

**V. To discuss personal equipment used by the Burial Clerk.**

A laptop and telephone owned by the Parish Council is used by the Burial Clerk. To use home office equipment as required (printer).

## 9. Grounds Maintenance

### I. Grounds Maintenance – Burton and Thealby

Tenders had been requested from 9 contractors for a 3 year fixed price contract from 1 April 2014 to 31 March 2017 to complete ground maintenance work within the parish. Five completed tenders were received. As different cuts are required in the Burton Upon Stather Parish Burial Ground and Allotments councillors agreed to divide the contract.

**RESOLVED:** To award the larger contract to Birtwhistle Contracting Ltd together with cutting the grass at the Burton Upon Stather Natural Burial Ground. To award the smaller contract to K Sylvester to cut the grass in the conventional cemetery at the Burton Upon Stather Parish Burial Ground and the 'T' Section at the Allotments.

### II. North Lincolnshire Council

To commence the third year of a 5 year fixed agreement to expire 31 March 2017 for the cutting of grass on The Avenue and the emptying of bins on Glebe Paddock.

### III. Reimbursement of grounds maintenance costs for St Andrew's Churchyard

**RESOLVED:** to recommend that £1,500 is allocated for the ground maintenance work.

To recommend that £300 is allocated to cover the cost of electricity and for the maintenance of the floodlights.

## 10. Development Budget

The councillors were of the opinion that it was important to maintain the burial ground at a high standard and support should be available as required. The amount allocated would include the cost of the grounds maintenance.

**RESOLVED:** to recommend a further £4,000 be granted towards the Burial Ground.

## 11. Grant Applications

The Parish Council has specific powers to fund grants requested by parish organisations. The councillors considered the following requests:

### Village Hall Committee:

£2,500 – Letter enclosing detailed statements and accounts received.

**RESOLVED:** to recommend that a one-off payment of up to £2,500 is allocated towards the purchase of a boiler.

(LGA 1972 s.133)

Cllr Faulks and Cllr Croft did not take part in the vote.

### Burton Playing Field Association:

£3,000 – Letter and detailed statements received.

**RESOLVED:** to recommend that £3,250 is allocated for general ground maintenance and utility bills.

(LG Misc Provisions Act 1976 s.19)

Cllr Mrs Bradley did not take part in the vote.

### Burton Bowls Club:

Letter and detailed statements received requesting a grant of £250.

**RESOLVED:** to recommend that £250 is allocated.

(LG Misc Provisions Act 1976 s.19)

### Thealby Play Area:

No information was received from the Chairman of the Thealby Play Area. Enquiries are to be made to ensure the appropriate inspections have been completed.

**RESOLVED:** to recommend that £500 is allocated

(LG Misc Provisions Act 1976 s.19)

**Grant Applications (continued)****Methodist Church:**

Letter, bank statement and accounts received with a request for grant towards replacement gas heaters.

**RESOLVED:** To recommend that £2,500 is allocated.

(LGA 1972 s.133)

Cllr PF Bell did not take part in the vote.

**1<sup>st</sup> Burton Brownies:**

Letter requesting £100 towards hall rental and guiding subscriptions.

**RESOLVED:** to recommend that £100 is allocated.

(LG Misc Provisions Act 1976 s.19)

**Voluntary Car Service**

**RESOLVED:** to recommend that £60 is allocated.

(LG and Rating Act 1997 s.30)

**Burton in Bloom:**

£400 requested for the reimbursement for plants used in baskets and planters.

**RESOLVED:** to recommend that £350 is allocated.

(LGA s.144)

Cllr J Mitchell did not take part in the vote.

**Jubilee Organising Group (JOG), Normanby**

Letter received advising they do not require a grant for 2014/15.

**RESOLVED:** No funds allocated.

(LGA s. 144)

**Friends of Burton School – Summer Fayre**

£100 to purchase items for sale at the fayre.

**RESOLVED:** to recommend that £100 is allocated.

(LGA s. 144 (b))

**12. Repayment Of Public Works Loan For Car Park**

**RESOLVED:** Parish Council contracted to make the payment of £2548.00 in 2014/2015.

**13. BMX/Skate Park**

**RESOLVED:** If not already claimed in 2013/14 to continue with the pledge of up to £5,000 to match-fund monies allocated by the Parish Council for use in 2014/2015. The development must be agreed by the Burton Upon Stather Playing Field Association. The monies cannot be used for any other purpose. These monies to be met from the parish reserves. (LG Misc Provisions Act 1976 s.19)

**14. Provision of building of office**

**RESOLVED:** If not already claimed in 2013/2014 to continue with the pledge of up to £10,000 to match-fund monies for the build in 2014/2015 if agreed by the Parish Council. The monies cannot be used for any other purpose. These monies to be met from the parish reserves. (LGA 1972 s 111)

**15. Maintenance Of Website**

**RESOLVED:** to recommend a budget of up to £300 to include the hosting/registration costs and a support contract to include 6 hours of time at £30 per hour.

**16. Parish Precept 2014/15**

After considering essential spending, grant allocations and the estimated balance at 31 March 2014:

**RESOLVED:** to recommend that the Parish Precept 2014/15 should not increase and should be the same amount as in 2011/12, 2012/13 and 2013/2014 at £45,000 (Forty five thousand pounds).