
BURTON UPON STATHER PARISH COUNCIL

**MEETING OF THE PARISH COUNCIL
HELD IN THE VILLAGE HALL, TODDS LANE, BURTON UPON STATHER
ON MONDAY 14 SEPTEMBER 2015**

PRESENT:	Parish Councillors:	
	Cllr JRK Mitchell in the Chair	
	Cllr PF Bell	Cllr A Bradley
	Cllr DJ Faulks	Cllr RW Harris
	Cllr W Johnston	Cllr M Peace
	Cllr C Taylor	
	North Lincolnshire Councillors:	Ward Cllr E Marper Ward Cllr R Ogg
	Head of Policy and Research, Planning & Regeneration, North Lincolnshire Council:	Mrs L Potts
	Parish Clerk:	Mrs J Harrison
	St Andrew's Parochial Church Council:	Mrs J Barnes Mr D Warren
	Members of the public:	4
APOLOGIES:	Parish Councillors:	Cllr C Allison Cllr AM Croft Cllr NF Thornes
	Ward Councillor:	Cllr HE Rowson

Prior to the commencement of the meeting the Chairman welcomed those present. He invited the first speaker to address the meeting.

A representative from St Andrew's Parochial Church Council (PCC) commenced by stating they were working to make the church more welcoming. The PCC is making arrangements to install broadband equipment, they have applied for the Post Office Outreach Service to be installed in the vestry and they are looking into better kitchen and toilet facilities. The members of the PCC are asking for ideas on how the church can be used in different ways.

The second speaker was a resident of Normanby who presented a business proposal to provide accommodation for those within the parish and those visiting the area to enjoy. The business would provide accommodation, a fine-dining restaurant, a spa, a gymnasium and meeting room facilities as well as provide work for 30 people. The resident explained there were no plans at the present time but wished to establish whether the residents would support such a project. Members of the council were unable to comment as they can only pass comment on planning applications supplied by North Lincolnshire Council. The resident was however thanked for visiting the meeting and explaining their plans. The resident and his 2 companions left the meeting.

Councillor Marper entered the room.

The third speaker raised concern about the poor condition of the Public Right of Way 171. The resident was advised this has already been reported to the North Lincolnshire Council Public Rights of Way Officer. A further concern was raised relating to the poor condition of the footpaths on Barnston Way, Burton Upon Stather. It was reported there were cracks in the footpath and weeds were growing through these.

To assist the Parish Council in completing a new parish plan and to provide information to North Lincolnshire Council (NLC) Mrs L Potts engaged with members of the community to obtain their views and opinions. Two open meetings were held; one with primary school aged children on 7 July 2015 and the other with residents of Burton Upon Stather Parish on 14 July 2015. She circulated a report for the councillors to read and gave a breakdown of the salient items. A copy of the report is also to be presented to the Burton Upon Stather Primary School. Ward Councillor Mrs Marper thanked Mrs Potts and her team for the work they had undertaken on behalf of the parish. The Chairman also expressed thanks on behalf of the Parish Council. Mrs Potts left the meeting.

Ward Cllr Ogg reported that NLC had received complaints that cars were being parked in front of gateway entrances as well as other parking problems on The Avenue. NLC Highways Department is assessing the problem.

Ward Cllr Marper advised that 'Golden Rivers' had been laid at the edge of Normanby village to monitor the speed of traffic using the road. She then reiterated that NLC were waiting for a costing relating to work to widen the footpath at the top of Stather Road hill and again highlighted the concern that a 3-way traffic system would be required whilst the work was completed.

Three members of the public left the meeting.

Cllr Mitchell thanked the residents and councillors and opened the meeting.

75. Apologies for absence:

As stated on page 21.

76. 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 PF Bell, Cllr Mrs A Bradley, Cllr RW Harris, Cllr J Mitchell, Cllr C Taylor

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 DJ Faulks and Mrs J Harrison

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

Personal and Prejudicial Interest in Item 90: Cllr W Johnston

77. Minutes of the last full Council meeting held on Monday 13 July 2015 and the Planning Meeting held on Monday 24 August 2015 as circulated, were received. The Minutes were agreed and signed as a true record.

78. Burton Playing Field Association

On behalf of the Playing Field Association Cllr Bradley circulated pictures of proposed play equipment for the children of various ages for the play area. She advised the total cost was estimated to be approximately £93k. The Playing Field Association will use the lottery money collected and were applying for grant funding from WREN £50k, Awards for All £10k, North Lincolnshire Council £15k as well as smaller grants. The Parish Council agreed to discuss the provision of a grant at the Finance Meeting to be held in November. They would provide a letter of support in the meantime.

79. Burton Upon Stather Parish Burial Ground

The Chairman of the Burial Ground Committee requested permission to purchase a gift token for £20 to present to Mrs Billam who had entered names into the Remembrance Book of those recently interred in the Burial Ground.

RESOLVED: Councillors agreed to the purchase.

Burton Upon Stather Parish Burial Ground (continued)

The Chairman of the Burial Ground Committee also announced the next meeting would be held on Monday 19 October 2015.

80. Burton Upon Stather Parish Allotments

A request for permission to erect a 'No Unauthorised Entry' sign had been received from the Allotment Association.

RESOLVED: Councillors agreed for a sign to be displayed and advised the Parish Council would purchase this if required.

Councillors discussed the rental of the plots from January 2017.

RESOLVED: To retain the plots at a cost of £40 per full plot, £20 per half plot.

81. Village Hall

The meeting was advised that a new floor covering had been laid in the ladies and gentlemen's toilets as well as the small corridor. The Women's Institute is to purchase a new water heater which is to be fitted in the kitchen during week commencing 14 September 2015.

82. Thealby Play Area

Following the car accident on 4 July 2015 the driver's insurance company is to forward a cheque to cover the damage to the perimeter wall. Following the Safety Check in January 2015 quotations are now being obtained to carry out suggested repairs. A new Service Level Agreement with NLC has also been signed for them to complete the Safety Check in 2016.

83. Police Matters and Safe Neighbourhoods/Neighbourhood Action Teams

Cllr Thornes attended the Neighbourhood Action Team Meeting on 29 July 2015 and the Chairman read out the report on his behalf. It stated there were no issues of concern for residents in the Parish. The Crime Commissioner had attended the meeting and, in the question and answer section, he had stated that it was his intention to protect neighbourhood policing positions. He acknowledged the 101 system of reporting was not working to a high standard and explained that calls were now directed to one hub in Hessele.

84. Highway Repairs or Faults

(a) Footpath, Top of Stather Hill, Burton Upon Stather

Please see the report by Cllr Marper before the commencement of the meeting.

(b) Burton Upon Stather

The name badge on the seat next to the bus shelter on Normanby Road had been secured on the seat.

(c) Thealby

Although NLC had advised the work to the fire hydrant next to the entrance to the side of entrance to Messrs Crowstons had been completed it had not. This had once again been reported to NLC.

85. Community Meeting – Tuesday 14 July 2015

As the results of the community meeting was only circulated at the commencement of the meeting councillors agreed that this item should be placed on the October agenda for discussion. This would allow time for members of the parish council to read the document in detail.

86. Closure of the Post Office

At a meeting in which Mr A Percy, MP, Ward Councillors, selected members of the Parish Council and members of the St Andrew's Parochial Church Council, it had been agreed that the Post Office Outreach Service should be in the vestry of St Andrew's Church. A concern was however raised as to the safety of the steps leading to the church.

A representative from the PCC requested to speak. The Chairman suspended the meeting.

The representative advised that this had been a consideration and users could park in the Sheffield Arms car park and use the path to the side of the church when visiting the post office. A member of the public then aired his disappointment as to the loss of the full-time post office.

The Chairman re-opened the meeting.

A councillor requested that thanks should be minuted for the work completed by the Ward Councillors and Parish Councillors on behalf of the parish as they had tried to retain full-time post office provision.

87. Education and Resource Centre

Permission from the councillors was required to submit a planning application for the Education and Resource Centre to be built at the Burial Ground.

RESOLVED: Six councillors agreed that planning permission should be obtained. Two councillors abstained to vote.

88. Social Housing

This was an item highlighted at the community meeting. Councillors therefore agreed that this item should be placed on the October agenda for discussion.

89. Best Kept Village Competition 2015

It was noted that Burton Upon Stather Parish had not been successful in the Best Kept Village competition. Copies of the result sheets had been circulated to all groups and committees that had been involved.

90. School Safety Zone

Cllr Marper requested to speak. The Chairman suspended the meeting.

The meeting was advised that one email had been received objecting to the installation of a school safety zone.

The Chairman re-opened the meeting.

Discussions ensued. Concern was expressed as to the safety of the children.

RESOLVED: Councillors voted in favour of the installation of a School Safety Zone.

Cllr W Johnston did not take part in the vote.

Ward Councillor Ogg agreed to contact the North Lincolnshire Council Principal Traffic Officer and invite him to attend the full council meeting on 12 October 2015.

91. Life Support Training

It was suggested that the councillors may wish to complete training to use the defibrillator at the Burton Health Centre.

RESOLVED: The councillors agreed to this.

The Ward Councillors left the meeting.

92. Fly a Flag for the Commonwealth – 14 March 2016

RESOLVED: The meeting was advised that the Parochial Church Council would agree to flying the flag at St Andrew's Church on Monday 14 March at 10.00 am.

93. PARISH NEWSLETTER

Councillors were asked to provide items to the editor for inclusion in the October newsletter by the middle of September.

94. North Lincolnshire Council Community Champion Awards

The councillors were asked to nominate a member of the community for an award.

RESOLVED: No nomination made.

95. Christmas Tree Lights

RESOLVED: Councillors Mitchell and Peace agreed to inspect the lights on the Christmas tree and advise the Clerk if new lights are to be purchased.

One resident left the meeting.

96. Christmas Carol Singing

RESOLVED: Not to hold the carol singing on 17 December but to support the St Andrew's carol singing on 21 December 2015. No mulled wine is required.

97. Recording of Meetings Policy

Councillors completed the 6 monthly review.

Resolved: No amendments required.

98. ERNLLCA – Annual General Meeting 2015 – Thursday 17 September 2015

Resolved: Councillors did not wish to attend the Annual General Meeting.

99. Parish Insurance

Annual renewal of parish insurance policy received from Messrs Came & Co. for £1,443.74. A 5% reduction was offered of £1,371.55 if the council entered into a new agreement expiring 30 September 2018.

Resolved: Councillors voted in favour of the new agreement of £1,371.55 expiring 30 September 2018.

100. Burton Upon Stather Emergency Plan 2015

Councillors had received copies of the proposed plan that had been updated.

RESOLVED: A copy of the plan should be submitted to the Humber Emergency Planning Service for their retention.

101.Planning**Planning application received for comment from North Lincolnshire Council:**

No planning applications were submitted for consideration.

102.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 £3.87 totalled £749.96 for July (paid August). The payment of salaries, overtime and contractual commitments including postage £2.16 for August (paid September) totalled £750.65 was agreed. PAYE, National Insurance and Pension contributions paid on behalf of the employee and employer for July (paid August) totalled £218.51 and August (paid September) totalled £218.71 was agreed.
Invoices paid £500 and over:

August		
PWLB Loan	£1,273.87	Car Park Loan
September		
Burton Upon Stather Village Hall	£1,000.00	2015-16 Grant
- iii. **RESOLVED:** To transfer £20k from the Savings to the Current Account.

APPENDIX 1**AUGUST 2015**

DATE PAID	PAYEE NAME	CHEQUE REF	AMOUNT PAID	TRANSACTION DETAIL
27.7.2015	EE & T-Mobile	DD	£11.09	Parish Clerk Mobile Phone
27.7.2015	Pwlb Loan	DD	£1,273.87	Car Park Loan Payment
03.8.2015	Utility Warehouse	DD	£13.,93	Electricity – Parish Office, Glebe Paddock
10.8.2015	Employment Costs	910	£673.60	Contractual Payments
10.8.2015	Employment Costs	911	£76.36	Contractual Payments
10.8.2015	Post Office Ltd	912	£218.51	Contractual Payments
10.8.2015	East Riding of Yorkshire Council	913	£306.84	Contractual Payments
10.8.2015	Pear Technology Services Ltd	914	£90.00	Annual Renewal, Technical Supplies and Updates, Burial Ground
Total:	Gross Payment		£2664.20	
	VAT		£ 18.14	
	Net Payment		£2,646.06	

SEPTEMBER 2015

DATE PAID	PAYEE NAME	CHEQUE REF	AMOUNT PAID	TRANSACTION DETAIL
26.08.2015	EE & T-Mobile	DD	£11.24	Parish Clerk Mobile Phone
01.09.2015	Utility Warehouse	DD	£14.33	Electricity – Parish Office, Glebe Paddock
14.9.2014	Employment Costs	915	£674.29	Contractual Payments
14.9.2015	Employment Costs	916	£76.36	Contractual Payments
14.9.2015	Post Office Ltd	917	£218.71	Contractual Payments
14.9.2015	East Riding of Yorkshire Council	918	£306.84	Contractual Payments
14.9.2015	D Jacklin Ltd	919	£60.00	Treatment re Moles , Thealby PA
14.9.2015	Information Commissioner	920	£35.00	Data Protection Renewal Fee
14.9.2015	Mr M Branton	921	£60.00	Litter/ditch Inspection, Burton Hills
14.9.2015	Birtwhistle Landscaping Ltd	922	£324.10	Ground Maintenance, July 2015
14.9.2015	Burton Upon Stather Village Hall	923	£1,000.00	2015-16 Grant towards toilet refurbishment
14.9.2015	K Sylvester	924	£280.00	Ground Maintenance, Burial Ground and Allotments
14.9.2015	Sir RAB Sheffield Will Trust	925	£200.00	Annual Rent – BUS Parish Allotments
14.9.2015	East Riding Horticulture Ltd	926	£305.10	BUS PFA Novatec N-Max
14.9.2015	PKF Littlejohn LLP	927	£360.00	Annual Return Review 31.3.2015
14.9.2015	Rigby Taylor	928	£300.00	BUS Bowls Premier HG etc
Total:	Gross Payment		£4,225.97	
	VAT		£ 228.12	
	Net Payment		£3,997.85	