

## BURTON UPON STATHER PARISH COUNCIL

### Minutes of the meeting 13 February 2017

#### 7.15 – 7.30 Public Participation Session

**Present:** Cllrs Craig Allison (Chair), Peter Bell, Alan Craddock, Ann Croft, David Faulks, Cathy Harber, Bill Johnston, Michael Peace, Penny Pringle

**In attendance:** Parish Clerk Kath Jones

**Ward Cllrs present:** Elaine Marper, Ralph Ogg,

**Members of the Public:** None

Cllr Allison opened the Public Participation Session at 7.15

Ward Councillors reported on progress with the PFA Burton Sports facility and that, following a meeting held at the end of January, and a community grant application is in preparation.. Next joint meeting will be 12th April. Planning applications for jet skiers at Blue Lagoon has been withdrawn and 30 High Street was refused due to adverse impact on neighbouring properties. Flixborough Road was monitored for excessive speeding following residents' concerns. On average 752 vehicles use the road with an average speed 28mph so does not qualify for calming measures. Highways officers are awaiting response from Parish Council re school safety zone. Access to the cottage on Stather Road is still with North Lincs officers. The roundabout on St Barbara's Crescent has been repaired and reseeded as cars parked nearby make it difficult for lorries to manoeuvre, damaging the verges. Complaints about smell coming from the landfill site are being followed through by Ward Councillors.

Cllr Allison closed the Public Participation Session at 7.30

Cllr Allison opened the Council meeting at 7.30

**103.16 Apologies for absence:** Cllr Noel Thornes

**104.16 Declaration of Interest:** as members of the Burial Grounds Committee Cllrs Allison and Faulks; as members of the Village Hall Committee Cllr Crawford, Croft, Faulks and Harber; as members of the Thealby Play Area Committee Cllrs Allison, Croft and Peace; as a member of the Playing Fields Association steering group Cllr Johnston

**105.16 Minutes of meetings:** Minutes of the Parish Council meeting held on Monday 30 January 2017 were signed as a true record. Minutes of the Finance Committee held on Monday 30 January were signed as a true record.

**106.16 Reports were received from:**

- a. **Burton Paying Fields Association.** Cllr Johnston reported that a community grant application for work on the skatepark had been submitted to North Lincs Council the previous week and was now in process. Competitive quotes had also been received for project management of overall works.
- b. **Village Hall Committee.** Cllr Croft reported that an Environmental Health inspection had identified essential works to the kitchen which needed remedial action if it is to remain open. These are underway. Fire doors in the main hall require finishing. Bookings are going smoothly. Craig Simpson has stepped down as Treasurer and Judy Harrison as Secretary and the roles have been taken up respectively by Cllr Alan Craddock and Christine Craddock jointly and Cllr Cathy Harber.
- c. **Thealby Play Area.** Cllr Croft reported that the weather has been too bad to lift the tiles around the slide. Craig Simpson has stepped down as Treasurer and Judy Harrison as Secretary and the roles have been taken up respectively by Cllr Alan Craddock and Christine Craddock jointly and Cllr Cathy Harber.

**107.16 Reports were received on the following Highways repair and related issues**

- a. **Footpath, Burton Stather Hill:** Ongoing access issues had been covered under the earlier Ward Councillors report
- b. **School Safety Zone, Burton Stather:** An exchange of correspondence with North Lincs Highways about resident consultation is in progress.
- d. **Village signage:** The Clerk reported that Normanby Community Group will be making a grant application to the Parish Council to part-fund the bespoke village signage they have identified.

**108.16 Tender process, Grounds Maintenance contracts post April 2017:**

Councillors considered the Finance Committee's recommendations on the award of grounds maintenance contracts and **resolved** to adopt them. Moved Cllr Faulks, seconded Cllr Craddock. The awards are attached as Appendix One.

**109.16 Policies:** A model Grievance and Disciplinary Policy had been received by the Clerk too late for circulation and it was agreed to defer the item to the Council's March agenda.

**110.16 Parish Office:** Notes of an informal meeting on 12 January were received and it was **resolved** to press ahead with the option of actively bringing the building into use as office accommodation. Moved Cllr Pringle, seconded Cllr Harber. Next actions are to establish the building's physical possibilities and limitations. The successful tenderer for the Playing Fields' project management will be approached for initial advice.

**111.16 Registering Glebe Paddock/Chicken Field as a Village Green:** The Clerk had received correspondence from the Open Spaces Society encouraging Parish Councils to formally register common lands as Village Greens to protect them from enclosure and development. The criteria is to prove unrestricted public use has been allowed for a 20 year period, which can entail considerable work to establish if the owner is not benign. In discussion, it was agreed that, as owner of the land in question, the Parish Council has allowed this use or the last seventeen years, so will wait until 2020 to register the land, which should then proceed as a matter of course.

**112.16 Planning:** Planning application PA/2016/699 was considered and it was agreed to register no comment on the application.

**113.16 Updates were received on the following Communication issues**

- a. **Newsletter:** Cllr Johnston reported that the next edition is due for delivery at the end of February/beginning of March
- b. **Website:** It was noted that, in its present form, the website has served well since 2011, which is also considerably longevity. However, as well as needing some visual renewal, because of its age the software underpinning the site is running out of support availability and needs a new infrastructure. It was agreed that Cllrs Allison and Johnston and the Clerk will take an early opportunity to meet with the Council's website provider to discuss this, with a view to introducing a refreshed website early in the next financial year.
- c. **Facebook:** In light of the website refresh, it was agreed any future social media presence should be integrated into those developments.

**114.16 Finance:** It was **resolved** to approve payment of accounts 10 January 2017 to 8 February 2017.

EE-T-Mobile Clerk's phone £11.10; D Jacklin Thealby Play Area mole control £60.00; E Lambert Bus shelter cleaning Thealby 2016 £70.00 ; Assn Local Council Clerks 17/18 membership £10.00; Society of Local Council Clerks 17/18 membership £139.00

Cllr Allison closed the meeting at 8.30

**Appendix One**

**Burton upon Stather Parish Council  
Grounds Maintenance Contract Awards 2017/18-2019/20**

<b>Lot Number &amp; Tender Award</b>	<b>2017/18 price – ex VAT</b>	<b>3 year fixed price 2017/20 – ex VAT and maximum annual cost</b>
<b>One:</b> Grass cutting The Avenue, Burton upon Stather, verge area opposite the playing field Both sides of B1030 <b>Award- Tender 4</b>	Approx. 4234m2 £300	£288 Contract life £864
<b>Two:</b> Empty dog bins Glebe Paddock, Darby Road <b>Award Tender 4</b>	£450	Contract life £1350
<b>Three:</b> Grass cutting Glebe Paddock, Darby Road <b>Award Tender 2</b>	£675	2019 £681.85 2020 £688.87 Contract life £2045.72
<b>Four:</b> Hedge cutting and hedgerow weed clearance Glebe Paddock, Darby Road <b>Award Tender 2</b>	£120	2019 £121.80 2020 £123.05 Contract life £364.85

<b>Lot Number &amp; Tender Award</b>	<b>2017/18 price – ex VAT</b>	<b>3 year fixed price 2017/20 – ex VAT and maximum annual cost</b>
<b>Five:</b> Grass cutting behind Holme Drive Burton Hills <b>Award Tender 3</b>	£300	£312 Contract life £924
<b>Six:</b> Path beside concrete drainage channel cleared of overgrowth Burton Hills <b>Award Tender 3</b>	£250	£260 Contract life £770
<b>Seven:</b> Litter collection and disposal, undertake and advise on ditch inspection, Burton Hills Open ditch from Ashwood Close to Burton picnic site <b>Award Tender 3</b>	£100	£104 Contract life £608

<p><b>Eight:</b> Hedge cutting at rear of properties on Holme Drive/Ashwood Close Burton Hills</p> <p><b>Nine:</b> Trim foliage bordering Burton Hills and the top of Stather Hill Burton Hills</p> <p><b>Award Tender 2</b> Offered as inclusive price for 8 &amp; 9</p>		<p>2018 £120 2019 £121.80 2020 £123.05 Contract life £364.85</p>
<p><b>Ten:</b> Grass cutting Thealby Play Area</p> <p><b>Award Tender 2</b></p>	<p>£375</p>	<p>2019 £378.80 2020 £382.70 Contract life £1106.50</p>
<p><b>Eleven:</b> Grass cutting 67m frontage area Burton Playing Field, off Wiltshire Avenue</p> <p><b>Award Tender 3</b></p>	<p>£1560</p>	<p>£1622.40 Contract life range £4804.80 - £4867.20</p>

Lot Number & Tender Award	2017/18 price – ex VAT	3 year fixed price 2017/20 – ex VAT and maximum annual cost
<b>Twelve:</b> Hedge trimming Burton Playing Field, off Wiltshire Avenue <b>Award Tender 2</b>	£120	2019 £121.80 2020 £123.85 Contract life £365.65
<b>Thirteen:</b> Grass cutting, blue area Burton upon Stather Parish Burial Ground <b>Award Tender 3</b>	£400	£416 Contract life range £1232 - £1248
<b>Fourteen:</b> Grass cutting green and red areas: Burton upon Stather Parish Burial Ground <b>Award Tender 3</b>	£450	£468 Contract life max £1386

<b>Lot Number &amp; Tender Award</b>	<b>2017/18 price – ex VAT</b>	<b>3 year fixed price 2017/20 – ex VAT and maximum annual cost</b>
<b>Fifteen:</b> Hedge trimming, interior perimeter Burton upon Stather Burial Grounds, off Wiltshire Avenue <b>Award Tender 2</b>	£120	2019 £121.80 2020 £123.05 Contract life £364.85
<b>Sixteen:</b> Grass cutting, T junction Burton upon Stather Allotments, off Wiltshire Avenue <b>Award Tender 3</b>	£250	£260 Contract Life £770
<b>Seventeen:</b> Hedge cutting, interior perimeter and hedge top Burton upon Stather Allotments, off Wiltshire Avenue <b>Award Tender 2</b>	£120	2019 £121.80 2020 £123.05 Contract life £364.85