

**Burton Upon Stather Parish Council
Annual Parish Council Meeting Minutes 8 May 2017**

7.15 – 7.30 Public Participation Session

Present: Cllrs Craig Allison, Alan Craddock, Ann Croft, Cathy Harber, David Faulks, Mick Peace, Penny Pringle, Noel Thornes.

In attendance: Parish Clerk Kath Jones

Members of the public present: 3

Ward Councillors: Elaine Marper and Ralph Ogg

Cllr Allison opened the session at 7.15

Two members of the public gave a short presentation on the Park Runs, which take place on Saturdays at 9am at Normanby Park and regularly attract 350-400 participants. They explained that Park Run costs about £6k per annum, with Park Run UK providing £3k and local fundraising attracting the rest. The speakers also invited wider participation as either runners or volunteers. A brief information exchange followed about potential sources of local funding.

In response to a question, arrangements for grass cutting and billing arrangements at Burton Playing Fields were confirmed, with a letter to the PFA Chair to follow.

Three members of the public left the meeting.

Report from Ward Councillors. Cllr Ogg reported that a consultation on the new proposals for the school safety zone would be undertaken shortly.

Cllr Allison closed the public session at 7.30

Cllr Faulks opened the Parish Council meeting at 7.30 and assumed the Chair for the two following items.

1.17 Cllr Allison was proposed as Parish Council Chairman by Cllr Faulks, seconded Cllr Craddock, and carried.

2.17 Cllr Allison signed the Chairman's Declaration of Acceptance of Office and assumed the Chair.

3.17 Apologies for absence: Cllr Peter Bell

4.17 Cllr Johnston was proposed as Vice Chairman by Cllr Craddock, seconded Cllr Harber and carried

5.17 Cllr Johnston signed the Vice Chairman's Declaration of Acceptance of Office

6.17 Declaration of Interest: There were none.

7.17 Application for co-option: None had been received.

8.17 Representatives were appointed to the following bodies:

- a) Village Hall Committee** Cllr Croft, moved Cllr Johnston, seconded Cllr Harber
- b) Burton Playing Fields Association** Cllr Harber, moved Cllr Thornes, seconded Cllr Pringle
- c) Thealby Play Area** Cllr Peace, moved Cllr Pringle, seconded Cllr Harber

9.17 Membership of Parish Council's Committees was appointed as follows:

a. Finance (7 members' minimum, including Chairman and Vice Chairman, quorum 4). Cllrs Allison, Bell, Craddock, Croft, Faulks, Harber, Johnston and Thornes. Date for the first meeting of the Finance Committee to elect a Chairman Monday 7 June 2017

b. Planning (8 members' minimum, including Chairman and Vice Chairman, quorum 4) Cllrs Allison, Bell, Craddock, Croft, Faulks, Harber, Johnston, Peace, Pringle, Thornes. Date for the first meeting of the Planning Committee to elect a Chairman, Monday 7 June 2017.

c. Burial Ground (8 members' maximum including Chairman and Vice Chairman, quorum 4) Cllrs Allison, Craddock, Faulks, Johnston, Harber, Pringle Date for the first meeting of the Burial Ground Committee to elect a Chairman, Monday 7 June 2017.

d. Personnel. It was agreed that the Chairman or Vice Chairman, plus the Chairs of two Committees will be appointed by the Council as required.

10.17 Cllr Johnston was appointed as representative to check the work of the Responsible Finance Officer. Moved Cllr Croft, seconded Cllr Thornes.

11.17 No appointments were made as the two voting delegates to attend ERNLLCA's district committee meetings.

12.17 Cllr Thornes was appointed as representative to attend the Neighbourhood Action Team meetings. Moved Cllr Faulks, seconded Cllr Croft.

13.17 Cllr Peace was appointed a representative to the Winterton Landfill Liaison Committee meetings. Moved Cllr Faulks, seconded Cllr Thornes

14.17 Councillors agreed unanimously not to accept those Declarations of Acceptance of Office signed 28 days after 8 May 2017.

15.17 Minutes of meetings: Meetings of the Annual Parish Council meeting on 9 May 2016, Parish Council on Monday 10 April 2017 and the Planning Meeting held on Tuesday 2 May 2017, as amended, were agreed and signed as a true record.

16.17 Burton Upon Stather Heritage Group: the Parish Council received a proposition from Burton Heritage Group who wish to carry out the work needed to re-establish the picnic area on Burton Hills. The Parish Council supported this in principle, subject to the necessary permissions that may be required and clarification of who will be responsible for the future upkeep of any public furniture thereafter. Cllr Cradock will act as a liaison point and report back to the PC as an agenda item.

17.17 It was noted for information that arrangements for both the Normanby 10k run and the Burton in Bloom weekend were well advanced.

18.17 Reports from representatives to the following organisations were received:

a Burton Paying Fields Association. A new Committee has been fully elected. The previous Lottery has now ceased, with revised arrangements launched in late May. Following on from the points in the public participation session, it was noted that the PFA own a ride-on mower.

b. Village Hall Committee. The Committee are still waiting for three quotes for replacing the kitchen, pointing the whole building and works to the toilet roof and backstage area. A plumbing issue with the men's toilet has now been resolved. Two new groups (Slimming World and a choir) have made regular bookings and the Village Hall will be used as a polling station in the forthcoming General Election.

c. Thealby Play Area. Work on the safety of tiles around the slides is ongoing. Grass cutting has not been satisfactory, which will be raised with the contractor. The Area will be used as a polling station in the forthcoming General Election.

d Neighbourhood Policing. Following recent thefts from cars and damage, an arrest has been made. Otherwise there has been nothing to report.

19.17 PFA Grants: Progress on Community Grant funding applications to North Lincs was reported. An application for funding equipment has been accepted and orders placed. A second application had been submitted two weeks ago and a decision on an application for professional services awaited. A Finance Committee will be convened to discuss future administrative arrangements, meanwhile an existing Parrish Council bank account will be dedicated to processing Community Grant and other funds associated with the Playing Fields' development.

20.17 It was agreed to leave repairs to the Footpath, Burton Stather Hill as a Highways agenda item and await the outcome of a current planning application for clarification.

21.17 The poor state of repair of the wooden parish noticeboards in Burton Upon Stather was noted and Cllrs Johnston and Craddock's offer to refurbish them was accepted.

22.17 a. It was reported that early problems arising from the new grounds maintenance contracts are currently being dealt with case by case. **b.** The Advice to Contractors guidance previously issued, particularly about payment schedules, was noted.

23.17 Finance:

a. Payment of Accounts and Receipts for 11 April 2017 to 03 May, attached as Appendix One, was approved. Moved Cllr Faulks, seconded Cllr Craddock.

b. Councillors were advised that, as dates required for submission of the Annual Return 2016-17 did not meet the existing meetings' schedule, an additional short meeting would be required.

Cllr Allison closed the meeting at 8.45

Appendix One

BUSPC payments made 11 April – 03 May 2017 Minute 23a.17

Payment ref	Payeee	Item	Amount	Notes
DD	EE-Tmobile	Clerks Phone	11.10	
DD	Utility Warehouse	April Electricity	88.89	Disputed payment on estimate
0035	ERNLLCA	County Assn Annual membership 17/18	752.88	
0036	Inst Crem & Cem Mgmnt	Burial Clerk corp membership 17/18	90.00	
0037	D Jacklin Ltd	PFA moles Jan-March 17	120.00	