

Burton upon Stather Parish Council

Annual Meeting of the Parish Council held in the Green Room of the Village Hall, Todds Lane, Burton upon Stather on Monday 14 May 2007.

PRESENT Cllr R.W.Harris in the Chair
Councillors G.E.Anderson, G.M.Aykroyd, Mrs J.A.Cooper,
Mrs P.J.Cooper, C.Curtis, Mrs G.M.Overington, M.Peace.
North Lincolnshire Councillors Linda Cawsey, Bernard Regan
and Allan Smith.
Mrs P.Denby – Clerk
No members of the public were present.

1. Election of Chairman

Proposed by Cllr C.Curtis
Seconded by Cllr M.Peace
that Cllr R.W.Harris should be Chairman.

RESOLVED unanimously.

Cllr R.W.Harris in the Chair

2. The Chairman signed the Declaration of Acceptance of Office of Chairman.

3. Unfilled Vacancy on Burton Parish Council Following Elections

RESOLVED that the vacancy should be widely advertised and that applications should be submitted to the Clerk by 24 June 2007.

4. Election of Vice Chairman

Proposed by Cllr C.Curtis
Seconded by Cllr Mrs P.A.Cooper that Cllr G.M.Aykroyd should be Vice Chairman.

RESOLVED unanimously.

5. Appointment of Representatives

a) Village Hall Committee

RESOLVED that Cllr Mrs A.Bradley should be asked to be the Parish Council representative on the Village Hall Committee.

b) Burton Playing Fields Association

RESOLVED that Cllr N.F.Thornes should be asked to be the Parish Council representative on the Playing Fields Committee.

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Signed:

6. Appointment of Committees

- a) Finance Committee** (7 members minimum, including the Chairman and Vice Chairman, quorum 4)

RESOLVED that the following councillors should be appointed to the Finance Committee:

Councillors R.W.Harris, G.M.Aykroyd, P.F. Bell and C.Curtis.

- b) Planning Committee** (8 members minimum, including the Chairman and Vice Chairman, quorum 4)

RESOLVED that the following councillors should be appointed to the Planning Committee:

Councillors R.W.Harris, G.M.Aykroyd, G.E.Anderson, Mrs J.A.Cooper, Mrs P.J.Cooper, Mrs G.M. Overington and M.Peace.

- c) Cemetery Committee** (14 members maximum, including the Chairman and Vice Chairman quorum 5).

RESOLVED that the following councillors should be appointed to the Cemetery Committee:

Councillors R.W.Harris, G.M.Aykroyd, Mrs P.J.Cooper, C.Curtis, Mrs G.M. Overington and M.Peace.

RESOLVED that absent councillors should be appointed to committees at the first opportunity;

that dates should be arranged for the first committee meetings as soon as possible.

- 7. APOLOGIES for absence** were accepted from Councillors P.F.Bell, Mrs A.Bradley, Mrs C.A.Middleton, S,G.Sowerby and N.F.Thornes.

Councillors were reminded that they should give a reason for absence from meetings to which they have been summoned (Local Government Act 1972 s.85).

8. Declaration of Interest – Model Code of Conduct Order 2001 and Completion of New Registers of Members’ Interests

Members were reminded to record any declarations of personal or prejudicial interest in respect of items on the agenda.

They were also reminded to complete a new Register of Interests, to be sent out by North Lincolnshire Council in the near future, within 28 days of election to office.

- 9. Minutes of the last full Council meetings held on Wednesday 11 April, Tuesday 17 April and 3 May 2007**, as circulated, were signed as a true record.

10. Standing Orders, Financial Regulations, Risk Assessment and Insurance Cover.

Councillors considered a written report by the Clerk and Responsible Finance Officer.

RESOLVED that the following recommendations should be implemented

- a) Standing Orders should reflect the adoption of the Model Code of Conduct 2007, including paragraph 12(2) see item 11.
- b) Signatories to the Parish Council bank accounts should reflect any changes after the election of chairmen of committees.
- c) Cllr G.E.Anderson should act as the internal financial control on the work of the Clerk and Responsible Finance Officer.
- d) The risk assessment revealed that the Parish Office fire extinguisher should be checked.
- e) The Clerk should be given an appraisal.
- f) A risk assessment should be undertaken before the new Cemetery is brought into use.
- g) The Finance Committee should consider the Internal Auditor's recommendation that a larger projected reserve fund should be held.
- h) Insurance cover:

The following items should no longer be insured: 20 old public seats, Gateway computer and the old lawnmower which had been traded in for a new one at St Andrew's Church. The Clerk should make enquiries about other possible reductions in premium if certain other items were removed, for example the bus shelters.

Personal accident cover should be added for the part time Burton Hills ditch inspector and litter collector.

11. Adoption of the Model Code of Conduct 2007 no 1159

RESOLVED that the new Model Code of Conduct 2007 no. 1159 including paragraph 12(2), as circulated, should be adopted.

12. **Burton upon Stather Annual Parish Meeting**

Minutes of the Annual Parish Meeting held on 16 April 2007, as circulated, were noted, together with issues raised.

RESOLVED that the Clerk should investigate the provision and cost of cctv for the next meeting;
 that the vandalism-prone Norfolk Avenue seat and High Street telephone box should be monitored for the time being, not removed;
 that the Clerk should investigate the possibility of increasing revenue from glass and cans at the playing field recycling banks by encouraging residents to leave them there;
 that the Clerk should liaise with the PFA regarding the possibility of a visit from the North Lincolnshire Sports bus to Burton.

13. **Burton Hills – Maintenance**

The Clerk reported that Coin Horton, North Lincolnshire Council Public Rights of Way, had confirmed that some work had commenced on Burton Hills, but that he had not yet had time to produce a maintenance plan.

Members were asked to consider whether or not they wished to continue to lease a part of the Hills area off Stather Road, which was inaccessible.

RESOLVED that there should be no change to the area of leased land held by the Council.

14. **Burton Playing Field Association**

No member of the Burton PFA was present to give a report.

Councillors considered quotations from 2 of the 3 contractors contacted for an alteration to the car park barrier to ensure that it could be locked and unlocked without the use of steps or sticks. Both Tim Allen and Kevin Booth had approved design alteration.

RESOLVED that the cheapest quotation should be accepted and the work begun as soon as possible, on the understanding that North Lincolnshire Council would fund it.

Councillors were reminded that P.C.Jeff Sewell had suggested that bollards might deter young motorists from congregating in the playing field car park during the evening. On the request of a councillor, the Clerk had sought a revised quotation for the bollards from P & H Construction Ltd, but none had been received. It was agreed that no further action should be taken to provide bollards, but that Humberside Police should be asked to deal with any problems caused by the young car drivers.

The Chairman of the Burton PFA had been asked to respond to a letter of concern regarding a possible future conflict between the financial viability of the Village Hall and a new recreational building at the playing field.

15. Village Hall

No member of the Village Hall Committee was present to give a report.

The Clerk explained that she had sought information about providing a brown tourist information sign to show the location of the Village Hall, but that the application alone would cost £50 and the sign £300, if it complied with the criteria set for tourist signs.

RESOLVED that the Clerk should seek further information on alternative signs, on whether or not permission would be required from North Lincolnshire Council and possibly permission from adjacent property owners to mount signs on both sides of Todds Lane.

16. New Cemetery

Members considered details of a tree seat for the new cemetery.

RESOLVED that the seat should be purchased, but stored until required in the autumn.

It was noted that a working party was still needed to weed the cemetery hedge.

17. Police Matters

The next meeting of the Burton and Winterton Neighbourhood Action Team was to be held at 6.30pm on 6 June 2007 at the Winterton Old School Hall.

It was agreed that this should be advertised in the next newsletter.

There had been no response to the letter of concern sent to Inspector Brett Rutty regarding the first Neighbourhood Action Team meeting.

A "Tackling Drugs Day" was to be held between 10.00 am and 1.00 pm on Wednesday 23 May 2007 at Shelford House.

An evening session on substance misuse was to be held at 7.00pm at the Wortley House Hotel on 23 May 2007.

18. North Lincolnshire Council

Progress reports, repairs or other routine matters to be reported.

1. High Street potholes:

North Lincolnshire Council had confirmed that the road from Normanby through Burton had been marked ready for patching.

2. Complaint about grasscuttings:

Public Rights of Way grasscutters had been asked to avoid leaving grasscuttings on pedestrian paths. Neighbourhood Services confirmed that their grasscutters used air blowers to clear the paths, but did not collect grasscuttings.

18. North Lincolnshire Council

3. Hillcrest Drive: new signs had been ordered and the old ones scrapped.
4. The Clerk agreed to remind Tim Allen about coppicing elms and an ash tree at the rear of Westover Drive.
5. North Lincolnshire Council was to be asked if they would cut more of the sloping verge on the north side of Wood Hill.
6. The Definitive Map route of Public Footpath 171 had been re-opened.
7. Work was about to begin on the Nature Trail, restoring the missing steps.
8. Cllr B.P.Regan reported some progress with Severn Trent Water: they had agreed to jet the sewers every 3 months, assess the sewers and repair them at the expense of the residents, then adopt them.

19. Best Kept Village Competition

The Clerk was asked to make enquiries about storing dustbins at the front of properties and if fines were imposed.

It was agreed that no special litter clearance days should be organised.

20. Alkborough Parish Plan

A copy of the Alkborough Parish Plan 2007 was received and noted..

21. Summer Newsletter

The draft newsletter and new distribution rounds were approved, ready for the end of May.

22. BMX Track

The Clerk had sought information from Barrow on Humber Parish Council regarding the provision of a BMX track. At Barrow on Humber, the National Playing Field Association owned the land and insured it, unlike Burton. The Barrow Playing Field Association would manage it.

The Normanby Estate was keen to lease out a piece of land specifically for a BMX track to stop other Estate land being dug up. It was noted that Public Footpath 7, Burton Hills, was also being dug up to provide ramps.

RESOLVED that the Parish Council should wait to see if the newsletter article prompted any parents to volunteer to manage such a facility, if it were provided.

23. New Display Boards

RESOLVED that the Clerk should use most of the remaining Parish Plan fund to purchase an additional set of matching display boards ready for the Burton in Bloom Weekend;

that she should try to source spare parts for the old Marler-Haley display boards using up to £50.00.

24. Business in the Community

Details were noted of the “Prohelp” scheme, which assists Parish Councils and other organisations, using the services of local professionals.

25. Burton Health Centre

RESOLVED that the Clerk should seek a response from the Winterton Medical Practice regarding the long-term viability of the Burton branch surgery.

26. The Funding Maze

It was noted that a free funding seminar would be held at the Ashby Community Centre from 10.00 – 3.00 pm on Thursday 17 May 2007.

27. Re-opening of Kingsferry Wharf

It was confirmed that a bulk fertilizer firm was to begin operating at the Stather Road wharf and that a change of use planning application was not required. The Stather Traffic Action Group had circulated a leaflet in Stather Road advising residents on contacts in the event of any problems arising.

North Lincolnshire Councillors B.P.Regan and A.Smith stated that they were to meet Mr G.Popple regarding the proposed route of the lorries.

RESOLVED that the information on contacts should be included in the newsletter for distribution to all residents;

that the Clerk should write to North Lincolnshire Council voicing the Council’s concerns about possible damage by heavy lorries to the High Street Conservation Area and to the new drainage system along Stather Road;

that the Clerk should contact the Fire Service to ask if the wharf complied with current regulations regarding emergency exits.

28. Schedule of Meetings

RESOLVED that full Parish Council meetings should be held on the second Monday of each month, excluding August, to allow for the Clerk’s annual leave. Finance Committee meetings should be held on a suitable date in May/June and November/December and as required. Planning, Cemetery and all other Committee meetings should be held as and when necessary.

29. PLANNING

Planning applications submitted to North Lincolnshire Council and passed to Burton upon Stather Parish Council for comments:

- 2007/0583** Planning permission to erect a new detached dwelling with attached garage (amendment to proposal, mainly removal of garage to side, replaced with integral garage. Proposed 1.8 metre fence along southern boundary to be reduced to 1 metre.)
Land adjacent to 23 Hillcrest Drive, Burton upon Stather.

Letters of objection to the application were noted, together with a copy of correspondence from the Normanby Estate stating that it would not oppose the application.

RESOLVED that the Parish Council should OBJECT to the amended application for the following reasons:

1. The erection of a two storey house and garage will block the view over the Trent valley and is therefore contrary to Policy H5 (h) of the North Lincolnshire Local Plan in that it will detract from and obscure the landscape beyond, depriving the village of a public amenity.
2. To comply with H5 (i) the applicant is depriving the village of valuable public amenity by using land designated as high landscape value in LC8 (i), where any proposed development should be subject to special scrutiny. The proposal is contrary to LC10 (i) as there will be significant adverse impact on the special scenic quality of the landscape. The proposed wooden fencing would lead to an unacceptable loss of view over the Trent valley.
3. The two storey house would be inappropriately sited and would not reflect the existing street scene as the view over the valley will be blocked by brick walls. The proposal is therefore contrary to Policy LC13. The 3 cul de sacs – Westover Drive, Linton Rise and Hillcrest Drive were specifically designed to afford clear views over the Trent valley with publicly maintained grassed viewing areas at the bottom of each road. In order to create additional space for a new house and garden, land has been acquired outside the current development limits, which is contrary to the spirit of Policy ST3 and HE3.
4. The proposed new dwelling plot is cramped and out of keeping with the size, form and character of Hillcrest Drive, therefore contrary to H3 (ii).
5. Burton is a minimum growth settlement where there is no need for additional housing, particularly one which deprives the village of open views over the Trent. It is therefore contrary to Policy H4 paragraph 4.37, which states “the piecemeal residential development of private gardens can, if uncontrolled, create an adverse impact and destroy the character of settlements. Any new development should enhance and improve the local environment”.
6. The proposal is contrary to H5 (j) and DS 1 (i), (ii), (iii), (vii) and (viii) in that the two storey building will result in overlooking, loss of privacy, unacceptable vehicular access and loss of amenity to neighbouring properties.

7. The land acquired at the western edge appears to compromise Public Footpath 171 and is therefore contrary to Policy R5 (iv) in that the existing right of way is being restricted.

Burton upon Stather Parish Council has recently resolved to oppose any diversion of FP 171 and has written to North Lincolnshire Public Rights of Way to confirm that the Parish Council wishes to see the footpath, as designated on the Definitive Map, fully reinstated.

8. If this development were allowed to go ahead, it would be contrary to policies DS1 and DS5 in that the erection of the house and double garage would introduce a visually intrusive and prominent feature in the street scene of Hillcrest Drive.

It would set a dangerous precedent for the partial demolition of other properties along the western escarpment, particularly on Linton Rise and Westover Drive, which would further erode village amenity in depriving the village of important views over the Trent valley.

9. The Parish Council urges North Lincolnshire Planning Committee to visit the site and to take all residents' letters of objection into consideration before making any decision.

Members agreed to allow the Hillcrest Drive residents to meet in the Parish Office.

2007/0738 Planning permission to erect a domestic garage.
1 Church Gate, Burton upon Stather.

RESOLVED that the Parish Council should OBJECT to the application for the following reasons:

1. The proposed garage is too large and dominant for the plot, particularly as there is already a very large shed on the site. The garage appears to be the size of an average 3 bedroomed bungalow.
2. The design of the garage is too elaborate and is not in keeping with the Burton Conservation Area.

Full Planning Permissions and Refusals of Planning Permission as notified by North Lincolnshire Council – NONE.

Planning Correspondence:

It was noted that North Lincolnshire Council had imposed a Tree Preservation Order on a sycamore tree at the rear of The Old Vicarage Lodge.

RESOLVED that the Clerk should query the imposition of a Tree Preservation Order on the sycamore tree and ask if it could be rescinded, as sycamore trees are frequently self set, are not a native tree and are actually being removed from Normanby Park.

Members expressed dissatisfaction that Parish Council comments on Planning Applications did not appear to be taken into account on some occasions.

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Signed:

30. FINANCE

i. RESOLVED that, from 1 April 2007, the Clerk's pay scale should be confirmed at the NALC scale: 16 hours per week at LC1 Spinal Column Point 23 at £9. 872 per hour.

ii. RESOLVED that the report from the Internal Auditor, Mr A.G.Porter, should be received and noted;
that the Finance Committee should consider the recommendations and report back to full Council.

iii. RESOLVED that the Statement of Accounts 2006/7 and the Annual Governance Statement should be approved and signed by the Chairman and Clerk/ Responsible Finance Officer.

iv. Payment of Accounts and Receipt of Payments

Councillors compared and approved income and expenditure so far against the budget allocation for the year 1 April 2007 – 31 March 2008.

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Signed:

30. FINANCE**iv. Payment of Accounts and Receipt of Payments**

North Lincs CPRE (Best Kept Village entry fee)	284861	10.00
Danwood Group Ltd (Photocopier maintenance and copies £47.40 + £8.30 vat)	284862	55.70
Graham Wagstaff Ltd (£85.96 + 15.04 vat) Normanby Park Cricket Club grant 07-08)	284863	101.00
Lincsgreen Ltd PFA grant 2007/8 £217.50 +38.07 vat)	284864	255.57
Burton upon Stather Village Hall Committee (Hire of Hall – 6 months)	284865	36.00
Mrs P.Denby (Salary new contract from April 1 st 2007: April salary SCP23 16 hpw @£9.872 per hour = £684.46, less PAYE £24.04 and pension £41.07 = £619.35, plus expenses April £36.76 + £1.55 vat)	284866	657.66
Post Office Ltd (PAYE £24.04 and NI £31.93)	284867	55.97
East Riding of Yorkshire Council (Pension April 2007: Clerk pays 6% of salary = £41.07, Council pays 21.3% = £145.79 for period up to 01.04.08)	284868	186.86
NPOWER (Office supply £40.42 +2.02 vat)	284869	42.44
NPOWER (Feeder pillar Glebe Paddock £47.47 + 2.37 vat)	284870	49.84
M.Branton (Ditch inspection and litter collection – Burton Hills. Quarterly payment)	284871	60.00
A.G.Porter (Internal audit fee)	284872	250.00
Burtonfest Ltd (Grant to promote Burton Music Festival 2007)	284873	750.00
Cllr R.W.Harris - Chairman's allowance 2007-8	284874	250.00
St Andrew's PCC (Grounds maintenance reimbursement 2007-8)	284875	181.37
Birtwhistle Landscaping Ltd (Burton PFA grounds maintenance 2007-8 £150 + £26.25 vat)	284876	176.25
Birtwhistle Landscaping Ltd (Grounds maintenance Burton and Thealby£406.24+£71.09 vat)	284877	477.33
TOTAL		3595.99

RESOLVED that these accounts should be paid.

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Signed:

30. FINANCE**iv. Payment of Accounts and Receipt of Payments**

RECEIPTS	
Bank of Ireland monthly interest (April) No bank statement received by 14.05.07	
Precept Half of annual precept received from North Lincs Council	20,000.00
VAT reimbursement for 2006-7	1,416.42
TOTAL	21,416.42

Bank Statements

Lloyds TSB statement at 30 April 2007	5,883.15
Lloyds TSB passbook. No transactions since 15 June 2005	76.61
Bank of Ireland – No statement received by 14.05.2007.	
TOTAL	

Total includes amount outstanding to pay for the playing field car park (£35,000), plus half yearly repayments to the Public Works Loan Board (£1,273.88), remaining Parish Plan grant and £900.00 Village of the Year and Best Kept Village prize money.

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Signed:

Date: