BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
TUESDAY 17TH JUNE 2025 IN THE VILLAGE HALL

Present:	Cllr P Pringle (Chair)	Cllr S Bull	Cllr R Durant	Cllr R Frisbee
	Cllr J Mitchell	Cllr S Nicholson	Cllr M Raeburn	Cllr R Webber

Also present: the Clerk, Ward Cllr Marper and fifteen members of the public

The meeting began at 7.00pm.

Public session

A resident mentioned there was a drain cover on High Street where the tarmac was falling apart and asked if the parish council would help with getting it repaired. Other residents gave their concerns on planning application PA/2025/275 and a discussion took place regarding how it will affect the community of Thealby. One resident mentioned that his property had been damaged by a lorry collecting from the wharf in Burton upon Stather. It was suggested that he report this to DVSA. Another resident mentioned that they had reported the glass that had been dropped on Stather Road to the police and NLC.

Cllr Marper informed everyone that there would be a leaflet delivered to every household in the parish with contact numbers regarding the wharf issues. She had been concerned about the glass on the road. Planning application PA/2025/275 had been called into the planning committee for a decision and she would ask for a site visit. One resident asked if mirrors could be placed on the paddock so that vehicles could see round the bends and Cllr Marper agreed to look into this.

There being no further comments or questions the meeting was opened at 7.30pm

25/93 Apologies for absence

Apologies were received from Cllr Harber. Cllr Tuplin had handed in his resignation.

25/94 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.

Cllr Durant for agenda item 25/110c PA/2025/490 personal and prejudicial

b. To note dispensations given to any member of the council in respect of the agenda items listed below.

Cllr Webber for the village hall and Burton in Bloom, Cllr Raeburn for Burton United Football Club

25/95 Acceptance of minutes of the meeting held on Tuesday 20th May 2025

Members had received the draft minutes of the meeting held on Tuesday 20th May 2025 prior to the meeting. Cllr Webber asked if the following could be added to item 25/86 'While the Parish Council acknowledged that no law was in place, the Parish Council have requested that users of the playing field keep dogs on leads and under control out of consideration for the health and safety of all users.' It was proposed by Cllr Nicholson, seconded by Cllr Mitchell and **RESOLVED** unanimously to accept the minutes as a true and accurate record, with the suggested amendment to be included. Cllr Pringle duly signed the minutes

7.32pm seven members of the public left the meeting

25/96 Clerk's report

Members had received a report prior to the meeting. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously that the Clerk could attend the ERNLLCA conference. PC Bright has been moved to Crosby Ward and the new community police officer will be PC Ollie Ransom. The Penguin Little Book Stop application had been unsuccessful.

It was agreed to bring item 25/110b further up the agenda, for the convenience of the members of public in attendance

25/110b. Planning Applications

Planning Number	Application	Comments
PA/2025/275	Planning permission for the proposed change of use of land to civil engineering contractors yard including storage of heavy plant, the erection of a storage building, above ground refueling tank, wheel wash area, hardstanding and external lighting at Overhall Contractors Ltd, land at the rear of 2 Carr Lane, Thealby	It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously that due to the comments from residents attending the meeting, that the Parish Council would object to this planning application. Cllr Pringle read through a draft response and it was agreed that should the residents wish to have anything further added, then they should email the Clerk. The Clerk would then submit a response.

7.41pm three members of the public left the meeting

25/97 Correspondence to be noted and resolved upon

Prior to the meeting, members had been given a list of all noted correspondence received since the last meeting.

Correspondence to be resolved upon

From	Correspondence	Action
Resident	Concerns about a business being run from a private property	It was agreed to report this to planning enforcement to ensure that should it be required, any material change of use of the property had been applied for.

25/98 Councillors Forum: Councillor's information exchange

Cllr Webber mentioned that the bin at the pavilion was overflowing and it appeared that members of the public were using it. She asked if it could be locked, but it was agreed that this would not currently be possible. Cllr Raeburn mentioned that he had repaired and replaced the 'slow down for horses' sign on The Avenue.

25/99 To receive a draft response to the North Lincs Local Plan Initial Engagement and Call for Sites Addendum and Draft Statement of Community Involvement consultations and resolve any actions arising

Members had received a draft response to the North Lincs Local Plan Initial Engagement and Draft Statement of Community Involvement consultations prior to the meeting. Cllr Nicholson asked if the infrastructure comments could be expanded to clearly explain what was required. It was proposed by Cllr Mitchell, seconded by Cllr Webber and **RESOLVED** unanimously to send the response provided, with the additional elaboration on the meaning of infrastructure. The parish council had no sites that it wished to allocate for development.

25/100 To receive a draft action plan for 2025/26 and resolve any actions arising

Members had received a draft action plan prior to the meeting. It was reviewed and accepted.

25/101 To receive a quote to install the Christmas tree lights and resolve any actions arising

The Clerk had received a quote of £880 + VAT to install the Christmas tree lights. It was proposed by Cllr Mitchell, seconded by Cllr Raeburn and **RESOLVED** unanimously to accept this quote. Cllr Pringle mentioned about installing a fence around the tree and it was agreed that the Clerk would get a quote.

25/102 To receive an update on the actions required for the Local Council Award Scheme

Members were informed that the Clerk was working through the actions for the award, but they would each need to provide her with a profile for the website.

25/103 To receive an update on the stall at Burton in Bloom, including volunteers to help

It was agreed that the residents would be invited to provide contact details so that a mailing list could be set up for information from the parish council. Members were asked to let the Clerk know if they could help at the event.

25/104 To receive a response from Octopus Ltd on the Fan Club and resolve any actions arising

Members were informed that should residents wish to have a Fan Club set up locally, then they should register with Octopus Ltd. Information on this scheme will be published in the next newsletter.

8pm Ward Cllr Marper and two members of the public left the meeting

25/105 Review/adoption of the following policies:

a. Performance Appraisal

It was proposed by Cllr Mitchell, seconded by Cllr Nicholson and **RESOLVED** unanimously to adopt this policy.

b. Adult Safeguarding

c. Child Protection

d. Community Engagement

Members were informed that one amendment had been made to the Community Engagement policy by adding that the minutes were posted on the noticeboards. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to accept this review.

25/106 Reports: to receive the following reports and resolve any actions arising:

b. Burton Playing Fields

Members were informed that the sanitary bins for the pavilion would be installed once the village hall committee had decided on whether to have them for the village hall. The skip had been booked for the work to replace the playing field barrier. The football club had installed the base for the storage unit and the Clerk was getting a quote for the lease to be prepared. A resident had mentioned about the parking on Wiltshire Ave when football matches took place, but Cllr Raeburn informed the members that the club asked the parents of BUFC to park away from the playing field so that the away team could use the car park and they were doing their best to try to keep the road clear. The Clerk had arranged a meeting with Humber Forest to discuss hedges and trees on 2nd July.

c. Village Hall Committee
Cllr Webber read out a report from the Village Hall Committee Chair

d. Thealby Play Area
Members were informed that the wildflower seeds for the banks would be purchased and sown in August.

e. Burial Ground
Members were informed that there would be one interment of ashes and two ashes plots reservations arranged during the next month.

f. Allotments
Members were informed that there were two vacant allotment plots. The Allotment Association had decided that the flooding plot should be left as a grassed area. The next inspection would take place on 3rd July. Cllr Nicholson had asked if there was an update on the drainage being sorted by Normanby Estates and Cllr Mitchell informed him that any work would have to wait until after the harvest.

g. Public Rights of Way/Footpaths/Burton Hills
Members were informed that the diversion order for footpath 7 had been made and would be added to the definitive map. Cllr Mitchell had recently checked the condition of the dyke on Burton Hills and it was free of debris.

h. Kingsferry Wharf
Residents had recently experienced glass falling from a haulage lorry on Stather Road. It had been reported to NLC and the police. NLC and the haulage company had swiftly sent sweepers and with the help of the residents it had been cleared up. Cllr Mitchell had recently met with the MP and the regional director of the Environment Agency, so there was now direct dialogue with the Environment Agency. It was important to continue to report any issues. Cllr Nicholson mentioned that a driver from the haulage company had reported the glass to his manager.

25/107 Grants:

a. To receive a report of progress with grant applications made by the Parish Council and resolve any actions arising
Members were informed that the In Bloom application had been successful and the wildflower seeds for Thealby Play Area would soon be purchased. The grant had to be claimed by 8th September.

b. Update on the Grange Windfarm grant fund
Members were informed that the Burton in Bloom bench was near to being installed. The electrics on the paddock would be completed by 28th June and the village hall roof would be done this week. Once these funds had been paid out, the Clerk would inform Octopus Ltd.

25/108 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising

Cllr Nicholson mentioned that there was a hedge on Stather Road that was overgrowing the footpath. The Clerk would report this to NLC. The Clerk informed the members that the snicket between Beech Grove and Vicarage Crescent had been cut back.

25/109 Highways repairs and other issues: to consider progress on outstanding repairs or other Highways matters to be reported and resolve any actions arising from them

Members were asked about the potholes on the High Street and it was agreed that the Clerk would check with Ward Cllr Marper as to when this road would be resurfaced. Cllr Bull mentioned that there had been a leak on Great Stather close. Cllr Nicholson mentioned that the uneven road area on Stather Road was getting worse. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to suspend Standing Order 3f so that a member of the public could speak. The member of the public mentioned about the uneven footpath opposite the paddock, where the tree roots were pushing it up. Members acknowledged that they were aware of this. It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to reinstate Standing Order 3f.

25/110 To consider the following planning applications:

a. Any applications received after the date of the Agenda being sent out.

Planning Number	Application	Comments
PA/2025/728	Notification to fell a deodar Cedar tree situated within BUS conservation area at 41 High Street, BUS	No comments or concerns
PA/2025/716	Application to prune a yew tree, subject to and within Tree Preservation (15 Main Street, Normanby) Order 2000 at Wayside Cottage, 15 Main Street, Normanby	No comments or concerns
PA/2025/737	Notification to prune and crown lift a silver birch tree, situated within Normanby conservation area at 3 Main Street, Normanby	No comments or concerns

b. Planning applications

Planning Number	Application	Comments
PA/2025/626	Planning permission to erect first floor rear extension, new rear dormer window and front porch at 14 High Street, BUS	The parish council does not agree with the porch being added to the front of the property, since it is not in keeping with the conservation area.
PA/2025/689	Planning permission to install replacement windows to all elevations of the dwelling at 1 Main Street, Normanby	The parish council does not approve of the windows being replaced with uPVC frames, since this property is designated as a building of townscape merit. The parish council would like them to be replaced with white wooden window frames.

c. Planning decisions made by NLC

Planning Number	Application	Decision
PA/2025/370	Planning permission to erect single-storey side and rear ground floor extension at 69 Flixborough Road, BUS	Permission Granted
PA/2025/490	Request to reduce crown by 30% on a lime tree identified as T4 and reduce crown by 30% of beech tree identified as T3, both in and subject to Tree preservation order at 40 Normanby Road, BUS	Permission Granted
PA/2025/505	Planning permission to erect single-storey side and front extension including garage conversion at 20 Huntingdon Crescent, BUS	Permission Granted

25/111 Finance:

a. To approve expenditure from earmarked reserves

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously that the invoice for the Local Council Award Scheme registration should be taken from earmarked reserves.

b. To consider and approve current income and expenditure

The Clerk went through the income and expenditure for the financial year. Up to 29/5/25 expenditure for the year = £27,387, income = £47,952. There were no questions, and it was approved by the Council

c. Monthly balances on accounts and unpresented cheques in the accounting period

The Clerk went through the balances of the accounts. On 29/5/25, Lloyds current account = £829.32, Barclays current account = £19,826.36, Barclays savings account = £62,164.26, CCLA = £59,797.05

d. To approve payment of accounts and receipts and any other outstanding payments

It was proposed by Cllr Webber, seconded by Cllr Mitchell and **RESOLVED** unanimously to pay the invoices for June.

Income	**Amount**
Barclays savings account interest	141.88
NLC - polling station	50.00
Memorial - E2	120.00
Barclays apology fee	50.00
CCLA interest	175.07
Allotment rent	20.00
Pavilion hire - May	450.00
Recycling bin	38.40
	£1045.35

Expenditure		
Company	**GROSS**	**Reason**
Employees	3001.71	June salary
HMRC	906.11	June tax/NI
ERPF	920.41	June pension
EE	21.20	clerk's mobile
Quickline	0.00	Pavilion broadband
Pestcotek	100.00	Mole removal
Barclaycard	398.34	GMOphone/pavilion toilet/defib pads/APM/fuel
J Crowston	97.75	pavilion/office cleaning
Utility Warehouse	92.71	paddock electric box/office broadband

British Gas	33.31	pavilion gas
British Gas	45.02	Office electricity
Yards Apart	2188.95	verge cutting (June)
Instant Print	395.00	Newsletter printing
Screwfix	37.00	Petrol can/bin bags
Lloyds bank	4.25	account fees
Burton in Bloom	1400.00	Grant Aid
NALC	60.00	LCAS registration fee
Employee	12.60	Travel expenses - training
MacKay	92.40	diesel
Waste King	444.00	Skip hire
ERNLLCA	54.00	Planning training
British Gas	91.84	Pavilion electricity
Catridge Save	45.83	Ink cartridges
Harry Stebbing	21.53	Vinyl names for honours board
NLC	510.70	Playing field bin collection
NLC	279.30	Burial ground bin collection
	£11253.96	

There being no further business the meeting was closed at 8.34pm. The next scheduled meeting will be held on Tuesday 15th July 2025 at the Village Hall at 7pm.

Chair's signature……. Date……