BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
TUESDAY 21ST OCTOBER 2025 IN THE VILLAGE HALL

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

Also present: the Clerk, Ward Cllrs Marper and Ogg and two residents

The meeting began at 7.00pm.

Public session

The residents had put in a planning application which had been refused by North Lincs Council and an appeal had been submitted. They wanted to explain why certain materials would be used and the reasons why.
Ward Cllr Marper gave the following report: she would ask for the dragon's teeth to be repainted on park wall and the Hull City Council bin had now been removed from that road. Overhall's planning application would be heard by committee the next day and Roxby tip had applied for a ten-year extension to use the site. There had been few complaints about smells from the tip recently. There may be a company interested in sub-letting the wharf from MCL Solutions. Two abatement notices had been given to them for noise from NLC. Ward Cllr Marper had attended a webinar about Tesco grant funding and would forward the details to the Clerk.

There being no further comments or questions the meeting was opened at 7.15pm

25/148 Election of the Vice Chair
Cllrs Raeburn and Harber were both proposed and seconded for Vice Chair. A vote took place and Cllr Harber was elected Vice Chair with five votes. Cllr Harber signed the acceptance of office as Vice Chair.

25/149 Apologies for Absence
None received

25/150 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 Harber for 25/169a. personal and prejudicial, Cllr Pringle for 25/153 (St Andrew's Church), 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, Cllr Raeburn for Burton United Football Club

25/151 Acceptance of minutes of the meeting held on Tuesday 2nd September 2025
Members had received the draft minutes of the meeting held on Tuesday 2nd September 2025 prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Bull and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Pringle duly signed the minutes.

25/152 Clerk's report
Members had received a report prior to the meeting. It was proposed by Cllr Harber, seconded by Cllr Frisbee and **RESOLVED** unanimously that the Clerk could attend Cemetery Operations and Regulatory Compliance training and CCTV and Data Protection training. It was agreed that the Clerk would get quotes to have the trees surveyed in 2026. It was agreed to have a stall at the Christmas Fayre.

25/153 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
St Andrew's PCC	Request for replacement noticeboard that was damaged by the Grounds Maintenance Operative	It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to pay for a new noticeboard for the church and take the cost out of general reserves.
NLC	Occasional Market Consent – BUS village hall committee	Noted
Normanby Hall	Reply to the traffic concerns at the Country fayre in August	It was agreed that Cllrs Nicholson and Webber would meet with the Business Development Manager of NLC.

25/160 Councillors Forum: Councillor's information exchange (10 minutes)
Cllr Webber mentioned that Burton in Bloom had received a request to plant bulbs on the verge at the top of Stather Road, but the hedge would need cutting back. Ward Cllr Ogg agreed to ask at the Estate Office. She had attended a webinar on Martyn's Law and updated the council. Cllrs Harber and Pringle had attended the recent NATs meeting which had mainly covered issues relating to Winterton. Cllr Nicholson asked as to why the local police were not dealing with lorry issues when he reported them It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to suspend Standing Order 3f so that Ward Cllr Marper could speak. She mentioned that

NLC had looked into the Traffic Regulation Order that had been requested in the past but it was agreed that this would simply push the issue further back. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to reinstate Standing Order 3f. Cllr Harber commented on how lovely the flowers in the bicycle baskets looked.

It was agreed to bring item 25/168c, planning application PA/2025/689 further up the agenda

25/168 c. Planning applications received but not commented on

Planning Application	Application	Comments
PA/2025/689	Appeal made on the decision for planning permission to install replacement windows to all elevations of the dwelling at 1 Main Street, Normanby	Members discussed the planning application and their previous comments. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to suspend Standing Order 3f so that the Ward Cllrs and residents could speak. A discussion took place and it was concluded that the Parish Council did not want to rescind its previous comment since that could set a president for future applications. The parish council was unable to put forward any further comments to the appeal.

8pm Ward Cllr Marper and the two residents left the meeting. It was proposed by Cllr Harber, seconded by Cllr Nicholson and **RESOLVED** unanimously to reinstate Standing Order 3f

25/161 To consider reducing the speed limit outside the primary school to 20mph and resolve any actions arising

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to ask NLC to reduce the speed limit outside the primary school on The Avenue and Flixborough Road to 20mph.

25/162 To receive quotes for Cyber Insurance and resolve any actions arising

Members had received quotes for cyber insurance prior to the meeting. A discussion took place and it was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** with four in favour and four abstentions to take out cyber insurance with Coalition Risk Solutions Ltd (via the broker A J Gallagher) for one year.

25/163 Review of the following policies:

a. Sickness & Absence

b. Memorial Management

c. CCTV

d. Document Retention

e. Risk Management Assessment

It was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** unanimously to accept the review and amendments to these policies.

25/164 Reports: to receive the following reports and resolve any actions arising:

a. Burton Playing Fields to include the lease of the storage container

Members went through the queries from the solicitor regarding the licence for the football club's storage container and it was agreed that once the final version was received the Clerk would arrange for two councillors to sign it in her presence. It was agreed that the Clerk could get quotes to replace the playing field fence. The Clerk was asked to get quotes for the fire safety assessment which included the village hall as well as the pavilion and the office. The legionella assessment at the pavilion would take place the following week. It was agreed that the football club should purchase a line marker themselves and the other one would be kept for the adult football team, who would be expected to clean it out.

8.40pm Ward Cllr Ogg left the meeting

It was proposed by Cllr Raeburn and **RESOLVED** unanimously to support the grass roots football club with its proposal to seek funding to improve the playing field surface, and request receipt of insurance, risk assessment, proof of training to enable them to contribute to the maintenance.

b. Village Hall Committee

Cllr Harber read out a report from the Village Hall Committee Chair. Cllr Webber mentioned that Anglian Water had accepted that the water meter for the social club was not shared with the village hall. They would install a meter near the boiler room and be asked to monitor the water consumption. Any payments made in excess over the last ten years would be reimbursed. It was proposed by Cllr Raeburn, seconded by Cllr Pringle and **RESOLVED** unanimously to pay for the fire extinguisher service.

c. Thealby Play Area

It was proposed by Cllr Raeburn, seconded by Cllr Harber and **RESOLVED** unanimously to purchase a cradle swing to replace the one that was cracking.

d. Burial Ground

The Clerk had carried out the topple testing on the memorials and there were no issues.

e. Allotments

The Clerk had carried out an inspection and one tenant had given up their plot due to this. There would be one other vacant plot at the end of the year. The renewals would be sent out at the end of October and since there was no waiting list, the Clerk would put an article in the next newsletter advertising the vacant plots.

f. Paddock
Members had received information on an information board that the Heritage Group would like to place in the paddock. The Clerk had submitted a pre-planning application to NLC to find out if planning permission was required. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to allow the information board to be sited in the paddock by the lamppost and if planning permission was required, then the Clerk could submit it. The Heritage Group would be asked to take on the responsibility of keeping the information on the QR codes up to date. Cllr Nicholson mentioned that the lettering on the memorial had been renewed, and a coffee morning had been held to finance it. Members were informed by the Clerk that the electricity for the Christmas tree would be completed by mid-November and once permission was given by NLC to cut back the Oak tree, the Grounds Maintenance Operative would get the low branches done. It was agreed to get a further quote for the metal fencing around the Christmas tree.

g. Public Rights of Way/Footpaths/Burton Hills
Nothing to report

h. Kingsferry Wharf
Since one of the parish council representatives on the StoptheWharf committee had resigned it was proposed by Cllr Bull, seconded by Cllr Harber and **RESOLVED** unanimously that Cllr Pringle should be the council's second representative

i. Town & Parish Council Liaison meeting
Cllr Webber gave a verbal report on the meeting that she had recently attended

9pm: It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to continue for a further 15 minutes as per Standing Order 3w.
It was agreed to move item 25/169 further up the agenda so that the finance decisions could be made.

25/169 Finance:

a. To receive a draft budget for 2026/27 and resolve any actions arising
Members had received a draft budget prior to the meeting and the Clerk went through the budget lines that would need to be amended. It was agreed that the members would consider these items for discussion at the next meeting.

b. To receive the report from the quarterly review
Members had received the quarterly review report prior to the meeting. There were no questions.

c. To receive the external auditors' report
Members had received the external auditors' report prior to the meeting. There were no questions.

d. To approve expenditure from earmarked reserves
It was proposed by Cllr Nicholson, seconded by Cllr Frisbee and **RESOLVED** unanimously to take the payment for the barrier at the playing field from the playing field earmarked reserves.

e. To consider and approve current income and expenditure
The Clerk went through the income and expenditure for the financial year. Up to 29/9/25 expenditure for the year = £74,031, income = £121,433. There were no questions, and it was approved by the Council

f. Monthly balances on accounts and unpresented cheques in the accounting period
The Clerk went through the balances of the accounts. On 29/9/25, Barclays current account = £10,202.86, Barclays savings account = £62,007.69, CCLA = £97,240.67

g. To approve payment of accounts and receipts and any other outstanding payments
It was proposed by Cllr Harber, seconded by Cllr Bull and **RESOLVED** unanimously to pay the invoices for October

Income	**Amount**
NLC - grass verge grant	10106.00
CCLA reinvestment - Sept	337.54
Recycling bin- Aug	62.00
Pitch Hire - BRFC	33.00
Pitch Hire - BRFC	47.00
Barclays interest	225.91
CCLA reinvestment - Oct	321.65
Fern Community Grant	12000.00
Pitch Hire - BRFC	40.00
Recycling bin - Sept	80.00
HMRC - VAT reclaim	2305.01
Total	**25558.11**

Expenditure		
Company	**GROSS**	**Reason**
EE	21.20	Clerks mobile
Quickline	0.00	Pavilion broadband
Barclaycard	354.50	Wildflower seeds/GMO phone/postage/fuel

Mackay	112.32	Diesel
Utility Warehouse	110.00	Broadband/ paddock electricity
ERNLLCA	72.00	Conflict in Council training (x2)
ERNLLCA	36.00	HR training
British Gas	66.76	Office electricity
British Gas	138.35	Pavilion electricity
British Gas	19.17	Pavilion gas
Russells Ltd	38.27	tractor gauge wheel
Yards Apart	360.00	burial ground/allotments hedge
Yards Apart	2188.95	grass verge cutting
Pestcotek	100.00	mole removal
Brazuk Services	305.04	cleaning - pavilion/office
Mill View Fencing	2640.00	Playing field barrier
Barclaycard	6.00	GMO mobile
Mackay	51.95	Diesel - Sept
Sir Reginald Sheffield	200.00	Allotment rent
British Gas	102.57	Pavilion electricity
Wave	34.57	Pavilion water
Utility Warehouse	108.14	Broadband/ paddock electricity
Village Hall Committee	585.00	Reimbursement for tree work
Employee	12.15	travel expenses
HMRC	693.88	Tax/NI - Oct
Employees	2669.06	Salary - Oct
ERPF	801.74	Pension - Oct
Total	**11827.62**	

25/165 Grants:

a. Update on the Grange Windfarm grant fund

Members were informed that the grant funding had been received from Octopus Ltd. The Clerk would put information about it in the next newsletter asking community groups to apply.

25/166 Maintenance in the Villages: to receive a verbal update on any maintenance issues and resolve any actions arising

Members were informed that the contract for the cutting of the grass verges was in its final year. It was agreed that the Clerk could get quotes ready in the hope that it would be devolved again by NLC to the parish council.

25/167 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

Ward Cllr Marper had received a response from NLC Highways regarding the speed limit on park wall and Main Street, Normanby. Previous research showed that the average speed on park wall was 43mph. They would install loops on Main Street to investigate the speed and volume of traffic there.

25/168 To consider the following planning applications:

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

None

b. Planning applications

Planning Number	Application	Comments
PA/2025/904	Advertisement consent for one internally-illuminated fascia sign at 19 High Street, BUS	It was agreed to rescind the previous months comment as long as the light continued to remain off.
PA/2025/1074	Planning permission to vary condition 6 of WD/2006/0411 to extend the life of the adjacent Roxby Landfill Site to allow landfilling to continue until 10th May 2037, restoration by 10th May 2042 and for all items to be removed from the site by 10th May 2042 (EIA Development) at Roxby Landfill Site, Winterton Road, Roxby	No comments or concerns
PA/2025/1075	Planning permission to vary condition 2 of 2022/1293 to extend the expiry date for development at the site until 10th May 2042 and refer to condition 3 instead of condition 4 for	No comments or concerns

	the restoration to be completed in accordance with details to be submitted and approved by the LPA (EIA development)	

c. Planning applications received but not commented on

Planning Number	Application
PA/2025/1077	Notification of proposed work to an oak tree within Burton upon Stather's conservation area at Glebe Paddock, High Street, Burton upon Stather
PA/2025/1090	Notification to fell a willow tree, situated within Normanby conservation area at 19 Main Street, Normanby, SCUNTHORPE, DN15 9HY

d. Planning decisions made by NLC

Planning Number	Application	Decision
PA/2025/888	Planning permission to install an automated teller machine at 19 High Street, BUS	Permission granted

25/170 Closed session: to receive information on the government pay award

It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to take agenda item 25/170 into Closed Session to members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960, for members to receive updates on items that contained information of a confidential nature. Members were updated on the government pay award and appraisals. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to come out of closed session.

It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to reinstate Standing Order 3w

There being no further business the meeting was closed at 9.15pm. The next scheduled meeting will be held on Tuesday 18th November 2025 at the Village Hall at 7pm.

Chair's signature……. Date……