BURTON UPON STATHER PARISH COUNCIL FULL COUNCIL MINUTES
Tuesday 15th September 2026 in the Village Hall

Present:	Cllr C Harber (Chair)	Cllr S Bull	Cllr A Collins (from item 26/129)	Cllr R Frisbee
	Cllr Nicholson	Cllr P Pringle	Cllr M Raeburn	Cllr R Webber

Also present: the Clerk, Wards Cllr Marper & Ogg and one member of the public (until item 26/129)

The meeting began at 7.00pm.

Public session

Ward Cllr Marper enquired as to whether the parish council was still writing to residents with overgrown hedges and was informed that these were being reported to NLC. The planning application for Overhalls was being discussed at the planning committee meeting on 23rd September. Roxby Landfill had submitted another planning application which would reinstate the site in eight years. The previous refusal had been appealed to the Secretary of State. There were complaints about Overhalls lorries driving through Thealby and the SID information had been passed to NLC. Complaints had been received about the school flashing lights that were difficult to see due to overgrown hedges. Cllr Ogg would be bringing sign cleaning equipment from NLC.

A minutes silence was held for former councillor, Mick Peace

There being no further comments or questions the meeting was opened at 7.11pm.

26/126 Apologies for Absence
Apologies received from Cllr O'Roarty and Ward Cllr Rowson.

26/127 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.
None
b. To note dispensations given to any member of the council in respect of the agenda items listed below.
Cllr Raeburn for Burton United Football Club, Cllr Webber for Burton in Bloom

26/128 Councillor Co-option
The member of the public explained why they would like to become a councillor. The council voted and it was agreed to co-opt Amy Collins to the council. Cllr Collins duly signed the declaration of acceptance of office and joined the meeting.

26/129 Acceptance of minutes of the meeting held on Tuesday 21st July 2026
Members had received the draft minutes of the meeting held on Tuesday 21st July 2026 prior to the meeting. It was proposed by Cllr Nicholson, seconded by Cllr Pringle and **RESOLVED** unanimously that the minutes were a true and accurate record. Cllr Harber duly signed the minutes.

26/130 Clerks Report
Members had received a report prior to the meeting. It was proposed by Cllr Webber, seconded by Cllr Bull and **RESOLVED** unanimously to include the annual inflationary increase payment with the insurance renewal. It was agreed to give the community police officers a key to the pavilion so that they could access it for their drop-in surgeries. Members agreed to consider running a one-day course for the community on how to use a defibrillator.

26/131 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	A phone call was received from a resident of Normanby Road, complaining about the sewerage smell each day between 12-12.45pm when the sluice gate is opened. She has contacted Anglian Water and Severn Trent but had no success. Anglian Water checked the drains and said they were not blocked.	Cllr Nicholson mentioned that there had been odours from the sewage works recently. 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 suggested the odour could be due to the drains converging by the Sheffield Arms. It was proposed by Cllr Webber, seconded by Cllr Harber and **RESOLVED** unanimously to reinstate Standing Order 3f. Members noted these concerns.
NLC	Community Safety Funding Grant	Noted

26/132 Review of:
a. Document Retention Policy
It was proposed by Cllr Webber, seconded by Cllr Raeburn and **RESOLVED** unanimously to accept the review of this policy.

26/133 Councillors Forum: Councillor's information exchange (10 minutes)
Cllr Harber suggested that a black ribbon should be fixed to the back of the chain of office so that it would be more comfortable to wear. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously that the Clerk should get this done. Cllr Harber mentioned that she had been thinking about the future of the parish and suggested planting trees on the verges. It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to suspend Standing Order 3f so that Ward Cllr Marper could speak. She mentioned that NLC may still have some trees available. Cllr Collins wondered if a pond could be installed at the paddock and it was agreed to investigate this.

7.37pm Ward Cllr Ogg arrived at the meeting.

Cllr Collins also enquired about holding a sustainability event. It was agreed to have a sustainability agenda item at the next meeting. Cllr Webber mentioned that she was still treating the knotweed on Wood Top. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to suspend Standing Order 3f so that Ward Cllr Ogg could speak. He had brought a cleaning backpack and brush from NLC for the parish council to clean the signs and bus shelters in the parish.

7.45pm Ward Cllr Ogg left the meeting. It was proposed by Cllr Nicholson, seconded by Cllr Webber and **RESOLVED** unanimously to reinstate Standing Order 3f.

26/134 To receive a draft response to the Doncaster Airport Airspace Consultation and resolve any actions arising
Members had received a draft response prior to the meeting. A discussion took place and it was proposed by Cllr Raeburn, seconded by Cllr Harber and **RESOLVED** unanimously to submit this response to the consultation.

26/135 Update on the preservation of the gun mountings and resolve any actions arising
Members were informed that two quotes had been received to install steel fencing around the gun mountings. It was agreed that the Clerk would investigate applying for a grant. It was also agreed that the Clerk should get them registered with Historic England.

8.03pm Ward Cllr Marper left the meeting

26/136 Update on the informal meeting with other councils and resolve any actions arising
Members were informed that councillors from Flixborough and West Halton & Coleby would be attending the event on 6th October at 7pm in the village hall. It was agreed to go ahead with this event.

26/137 To receive an update on the installation of water fountains in public places and resolve any actions arising
Members had received a quote from Anglian Water prior to the meeting, and it was agreed that to have the water installed to the paddock was expensive. It was agreed that the Clerk would investigate having a drinking fountain installed outside the pavilion. This would be included under the sustainability agenda item at the next meeting.

26/138 To discuss how to move forward with having cool spaces for the community and resolve any actions arising
Members considered using the church, Westlands Club, the bowls club and the methodist church as cool places for people to use. It was agreed the Clerk would contact the venues. Cllr Collins suggested having a splash pad at the playing field and it was agreed that this would be considered.

26/139 Update on the meeting with the community police officer and resolve any actions arising
A meeting had been held with the community police officer to discuss the issues with off road bikes and quad bikes in the area. He updated the council on what the police were doing and had provided the council with an email address to report issues. It was agreed that if this was a public email then the Clerk would post the information onto Facebook.

26/140 Reports: to receive the following reports and resolve any actions arising
Members had received quotes to cut the burial ground/allotments hedge and along the north side of the playing field. It was proposed by Cllr Webber, seconded by Cllr Pringle and **RESOLVED** unanimously to use contractor two and take the cost out of earmarked reserves.

a. Burton Playing Fields
Members were informed that the play equipment repairs had been completed at the playing fields. The rates had been reassessed for the pavilion, and they would now cost £1,545 a year. BUFC had entered a draw to win a free kitchen from Howdens. The Clerk had received a booking for the pavilion for an evening, and it was agreed to accept it and provide a key to the hirer.

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

c. Thealby Play Area
Members were informed that the spinner had been provided from an American company and parts were no longer available in the UK. Since it would be cheaper to install a new spinner, the Clerk had provided quotes. It was agreed to use Kompan to install a new spinner.

d. Burial Ground

Members were informed that the Environment Agency did not see the burial ground as a high risk and burials could continue as long as they were not in flooded areas or within ten metres of a watercourse. They did suggest that the council might like to consider installing a drain to alleviate the flooding, The Clerk would get a quote for this.

e. Allotments

Nothing to report

f. Paddock

The heritage group would be installing the information board on 22nd September and having an unveiling after the remembrance commemoration on 11th November. Branches from one of the oak trees were overhanging the footpath. The Clerk will apply for permission to cut this back.

g. Public Rights of Way/Footpaths/Burton Hills

The decision on the diversion of FP7 would be decided by an enquiry with the Secretary of State. The Clerk had received an email asking for signs on Burton Hills reminding people to pick up dog excrement. It was suggested to install dog poo bag dispensers and the Clerk would investigate this. She would also chase NLC about replacing the worn out dog bins. Cllr Raeburn mentioned that he had been informed about a broken tree branch on bridleway 167, but this had now been cleared away.

h. Kingsferry Wharf

Cllr Harber mentioned everyone was aware of the recent issues with the wharf and was disappointed that the meeting with the representative had been cancelled. She encouraged everyone to submit any evidence to the Clerk and a message would be posted on Facebook informing the residents that a meeting had been arranged. It had been suggested to try and get the original planning application from the archives, and it was proposed by Cllr Raeburn, seconded by Cllr Pringle and **RESOLVED** unanimously to allocate a budget of £500 for Cllr Nicholson and the Clerk to access this information.

26/141 Grants: to receive an update on grant applications

Members were informed that the garage roof should be replaced later this month. The fence around the playing field would be replaced in October and the In Bloom grant funding had been received. Octopus had offered further funding of £12,000 once the annual report had been submitted.

26/142 Maintenance in the villages: to receive a verbal update on any maintenance issues and resolve any actions arising

Nothing to report

26/143 Highways repairs and other issues: To consider progress on outstanding repairs or other Highway matters to be reported and resolve any actions arising

Cllr Nicholson mentioned that the tree opposite the paddock close to the highway was showing signs of fungal growth at the base. Cllr Harber asked if the vegetation could be cut back that was covering the 30mph sign on park wall. Cllr Webber mentioned that the gullies on The Avenue needed to be cleaned out due to leaves falling. Cllr Nicholson mentioned that the slabs at the edge of the footpath at the top of Stather Road were beginning to lean towards the road. It was agreed that the Clerk would chase when the High Street would be resurfaced. Cllr Pringle mentioned that there was a post outside 7 Normanby Road that had rusted at the base and Cllr Nicholson asked about the replacement finger post at Tee Lane that was still missing.

26/144 To consider the following planning applications:

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

Planning Number	Application	Parish Council Comments
PA/2026/882	Application to prune eastern side by 1m and western side by 1.5m to suitable pruning of a beech identified as T2 (T1 on application form) in and subject to Tree Preservation (Main Street, Normanby) Order 2017 at land between no.15 & no. 17 Main Street, Normanby	No objection

b. Planning Applications

Planning Number	Application	Parish Council Comments
PA/2026/986	Application to amend condition 2 of PA/2025/626 namely to alter the rear catslide dormer to duo pitch design with raised eaves at 14 High Street, BUS	No objection
PA/2026/993	Planning permission to erect single-storey annexe at 25 St Andrews Drive, BUS	Request to use LED lights, renewable energy and have the annexe carbon neutral

c. Update on planning applications discussed at NLC planning committee

Planning Number	Application	Outcome
PA/2025/269	Planning permission for change of use from storage to offices, including proposed single-storey extension for storage use at Overhall Contractors Ltd, Carr Lane, Thealby,	Permission granted
PA/2025/275	Planning permission for the proposed change of use of land to a civil engineering contractors' yard, including storage of heavy plant, the erection of a storage building, above-ground refuelling	Being discussed at NLC planning committee on 23/9/26

	tank, wheel-wash area, hardstanding and external lighting at Overhall Contractors Ltd, land to the rear of 2 Carr Lane, Thealby	

d. Planning applications that closed prior to the meeting

Planning Number	Application	Parish Council Comments
PA/2026/834	Notice of intention to remove two ornamental conifer trees within Normanby's conservation area at 2 The Old Estate Yard, Normanby	For information only

e. Planning decisions made by NLC

Planning Number	Application	NLC Decision
PA/2026/615	Notification to remove close to ground level Cypress tree identified as TG1 and TG5, also to remove close to ground level and treat stumps with herbicide to inhibit regrowth to Laurel, Sycamore and Oak trees identified as S4,T8 and T9 in BUS conservation area at 4 Stather Road, BUS	Permission granted
PA/2026/672	Planning application to vary condition 2 of PA/2025/626 in order to increase height to provide adequate (compliant) headroom to bathroom and re-build ground floor due to structural issues at 14 High Street, BUS	Permission granted
PA/2026/706	Notification for removal of basal growth and crown lift to 7 metres of sycamore identified as T1 and removal of basal growth and crown lift to 7 metres of sycamore identified as T2. Both trees are in Burton upon Stather's conservation areas at 25 St Andrews Drive BUS	Permission granted
PA/SCR/2026/272	Environmental Impact Assessment screening request for the construction of data centre buildings with associated solar farm, including installation of external plant equipment and structures, landscaping and other associated ancillary works at Land east of Normanby Road, Scunthorpe	Conclusion that there are no significant environmental impacts for an Environmental Impact Assessment to be carried out or an Environmental Statement to be submitted.
PA/2026/834	Notice of intention to remove two ornamental conifer trees within Normanby's Conservation area at 2, The Old Estate Yard, Normanby	Permission granted
PA/2026/591	Notice to fell ash tree identified as T1, thin the canopy of beech tree identified as T2. Both trees are subject to Tree Preservation (Burton upon Stather) Order 1961 at 5 Glebe Close, BUS	Permission granted to thin the canopy of beech tree identified as T2, but no work to the ash tree identified as T1

9.00pm It was proposed by Cllr Webber, seconded by Cllr Nicholson and RESOLVED unanimously to suspend Standing Order 3w so that the final items could be discussed.

26/145 Finance:

a. To receive the quarterly review report

Members received the quarterly review report prior to the meeting. There were no questions

b. To receive information on a new contract for the Clerk's mobile phone and resolve any actions arising

Members had received information on a new contract prior to the meeting. It was proposed by Cllr Harber, seconded by Cllr Webber and **RESOLVED** unanimously to accept the phone contract that included a new phone.

c. To approve expenditure from earmarked reserves

Members had agreed to take the cost of the tree work and the spinner from earmarked reserves.

d. To receive the external auditors report

Members were informed that the external audit had been completed and in 'Other Matters' it was reported that one item had been incorrectly completed but amended. The conclusion of audit had been posted on the noticeboards and the website. Members accepted the report from the external auditor.

e. To consider and approve current income and expenditure

The Clerk went through the income and expenditure for the financial year. On 28/08/26 expenditure for the year = £107,371, income = £120,204. 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 28/8/26, Barclays current account = £6,923.79, Barclays savings account = £63,141.80, CCLA = £80,979.24

g. To receive the list of payment of accounts and receipts in August as delegated to the Clerk in July

Members were informed that £10,000 had been transferred from the Barclays savings account to the Barclays current account to pay the August invoices.

Income	Amount
2nd half of precept	46083.00
Burial & reservation - H3	1000.00
Inpost box - quarterly rent	300.00
Bowls club - 1/3 water bill	14.22
CCLA reinvestment	316.26
Recycling bin	64.00
Northern Powergrid - compensation	195.00
TOTAL	**£47972.48**

Expenditure - Company	GROSS	Reason	Power to spend
Employees	3155.77	Salary - August	LGA 1972 s112
HMRC	957.01	Tax/NI - August	LGA 1972 s112
ERPF	799.45	Pension - August	LGA 1972 s112
EE	24.80	clerk's mobile (DD)	LGA 1972 s111
Quickline	0.00	Pavilion broadband	LG (Miscellaneous Provisions) Act 1976 s19
Pestcotek	130.80	Mole removal	Open Spaces Act 1906 s9
DWM Plumbing & Heating	612.00	Hive smart system - village hall	LGA 1972 s133
British Gas	32.26	Pavilion gas	LG (Miscellaneous Provisions) Act 1976 s19
Screwfix	49.99	GMO - boots & t-shirts	LGA 1972 s111
British Gas	43.34	Office electricity	LGA 1972 s133
Simon Nicholson	15.56	Purchase of parts for pavilion gutter repairs	LG (Miscellaneous Provisions) Act 1976 s19
Barclaycard	57.50	Fire blanket/ sign/GMO phone/fuel/battery	Various
Yards Apart	2188.95	Grass verge cutting	Highways Act 1980 subsec 43&50
Pear technology	114.00	Burial ground software	LGA 1972 s214(6)
Cobweb crystal	30.00	Engraving of Chair's chain of office	LGA 1972 s15(5) & 35(5)
Pozitive Energy	33.75	Paddock electricity	LGA 1972 s145
Brazuk Services	381.30	Cleaning	LG (Miscellaneous Provisions) Act 1976 s19
RFS Ripon Ltd	29687.26	John Deere Tractor	Open Spaces Act 1906 s9
RFS Ripon Ltd	-5000.00	Trade in for Kubota tractor	Open Spaces Act 1906 s9
NLC	615.65	Rates 2026/27 - pavilion (Apr 26-Sept 27)	LG (Miscellaneous Provisions) Act 1976 s19
JPP - UK	360.00	Submission to EA - burial ground	LGA 1972 s214(6)
AJGIBL	118.84	tractor insurance	Open Spaces Act 1906 s9
Mackays	140.30	Diesel	Open Spaces Act 1906 s9
Wave	20.35	Office water	LGA 1972 s133
Mr Therm	129.90	Boiler service - pavilion	LG (Miscellaneous Provisions) Act 1976 s19
Utility Warehouse	52.20	Office broadband	LGA 1972 s133
TOTAL	**£34750.98**		

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

It was proposed by Cllr Raeburn, seconded by Cllr Harber and **RESOLVED** unanimously to pay the invoices for September. It was proposed by Cllr Webber, seconded by Cllr Nicholson and **RESOLVED** unanimously to transfer £13,000 from the Barclays savings account to the Barclays current account so that the invoices could be paid.

Income	Amount
CCLA reinvestment	264.69
Barclays interest	139.38
Recycling bin	67.80

Pavilion hire - BUFC	20.00
Pitch hire - BUFC	100.00
TOTAL	**£591.87**

Expenditure - Company	**GROSS**	**Reason**	**Power to spend**
EE	24.80	Clerks mobile	LGA 1972 s111
Quickline	0.00	Pavilion broadband	LG (Miscellaneous Provisions) Act 1976 s19
ICO	47.00	Data protection fee	LGA 1972 s111
NLC	155.00	Pavilion rates	LG (Miscellaneous Provisions) Act 1976 s19
Kompan	922.15	Play equipment repairs	Open Spaces Act 1906 s9
Screwfix	18.98	bin liners	Open Spaces Act 1906 s9
Ian Cross PAT Services	41.75	Pavilion PAT testing	LG (Miscellaneous Provisions) Act 1976 s19
Ian Cross PAT Services	52.00	Office PAT testing	LGA 1972 s133
Scunthorpe Lawnmowers	36.00	Strimmer cord	Open Spaces Act 1906 s9
British Gas	41.94	Pavilion gas	LG (Miscellaneous Provisions) Act 1976 s19
SLCC	46.20	NPPF training	LGA 1972 s111
British Gas	45.37	Office electricity	LGA 1972 s133
Pestcotek	130.80	Mole removal	Open Spaces Act 1906 s9
Yards Apart	2188.95	Grass verge cutting	Highways Act 1980 subsec 43&50
AJ Gallagher	4025.92	Parish Council insurance	LGA 1972 s111
Brazuk Services	305.04	Cleaning	LG (Miscellaneous Provisions) Act 1976 s19
PKF Littlejohn	504.00	External Audit fees	Local Audit & Accountability Act 2014
Barclaycard	20.99	GMO phone/display board	Various
Scunthorpe Lawnmowers	69.60	Strimmer repairs & service	Open Spaces Act 1906 s9
Employees	3721.35	Salaries - Sept	LGA 1972 s112
HMRC	1234.84	NI/PAYE - Sept	LGA 1972 s112
ERPF	958.56	Pension- Sept	LGA 1972 s112
Pozitive Energy	33.75	paddock electricity	LGA 1972 s145
Mackay	71.04	diesel	Open Spaces Act 1906 s9
Employee	13.80	Travel expenses	LGA 1972 s111
Employee	11.00	PPE t-shirts	LGA 1972 s111
Ripon Farm Services	84.10	Coolant/oil	Open Spaces Act 1906 s9
TOTAL	**£14804.93**		

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

There being no further business the meeting was closed at 9.03pm. The next scheduled meeting will be held on Tuesday 20th October 2026 at the Village Hall at 7pm.

Chair's signature……. Date……