

BURRINGHAM PARISH COUNCIL

Minutes of Burringham Parish Council, held on Monday 21st May, 2018, following the Annual Parish Meeting and Annual General Meeting, at the Village Hall, Stone Lane, Burringham.

Present – Cllr R Kissaglis (Chairperson), Cllr T Ellerby (Vice-Chairperson), Cllr P Mills and Cllr D Oldfield.

AGENDA

18.05.01 **Apologies**

Cllr V Turner

18.05.02 **Declaration of Interests – The Parish Council’s (Model Code of Conduct) Order 2011**

Members are invited to make any declarations of interest in respect of any items On the Agenda stating whether the interest is person or prejudicial.

None

18.05.03 **Minutes**

To approve the Minutes of the Meeting held on 19th April 2018.

The Council considered the minutes dated 19th April 2018.

Resolution – The Council agreed the minutes dated 19th April 2018 were approved and signed.

18.05.04 **Clerk Report**

Clerk advised has been very busy this month sorting policies for the AGM, researching GDPR information and meeting with the Internal Auditor. Will detail further information when these items are covered on the agenda.

18.05.05 (a) **Planning Applications**

Application No: PA/2018/818

Proposal: Application for determination of the requirement for prior approval of an agricultural grain storage building

Site Location: land north of sewage works, East Butterwick Road, Burringham, DN17 3NH

Applicant: A & E Fowler, Ian Fowler & Company

Case Officer: T Coggon

Clerk advised the above determination has been refused as Permitted Development by North Lincolnshire Council and the applicant has been advised Full Planning Permission is required.

(b) **Decisions:**

None

18.05.06 Correspondence

Email from Dave Sanderson at NLC regarding the Parish Paths Partnership – Clerk advised Dave wishes to attend the June meeting – Members agreed to invite him.

Letter from the NLC Leader confirming the Burringham Bypass is in the budget – Read out and Noted.

Police and Crime Commissioner invite – Both the Chairperson & Vice-Chairperson wish to attend – Clerk to reply

18.05.07 To consider any applications for co-option onto the Parish Council for the Casual Vacancy.

No applications received and original application from few months ago, no contact from applicant.

Resolution – The Parish Council agreed to continue to advertise vacancy on the Parish Council website and keep on agenda. Chairperson to put advert in Village Newsletter and Facebook.

18.05.08 Publications: None

18.05.09 North Lincolnshire Councillors Report

Cllr D Oldfield provided the following report:

- The North Lincolnshire Lakes project has not yet begun.
- He is pleased the Burringham Bypass has been acknowledged by the Leader.
- The Flood Protection work is hoped to start soon.
- New NLC Mayor and Deputy have been elected. Mayor is John Briggs and Deputy Mayor is John Evison.
- The way NLC handle petitions is changing.
- Cllr D Oldfield has been appointed on the Planning Committee.
- Cllr D Oldfield recently attended the Safer Neighbourhoods Annual Event at the Baths Hall recently.
- The Community Speed watch is still being trialled, it may be a good idea to consider expressing an interest locally.

18.05.10 To consider asking NLC for a speed bump outside the children's playing field at the Village Hall

The Parish Council considered this issue which was raised by Cllr T Ellerby and agreed to explore options with NLC.

Resolution – The Parish Council agreed for Clerk to write to Highways Department at NLC to request speed bump and playground area signage.

18.05.11 Website update

Clerk advised she is continuing to update the website regularly.

Clerk advised of notice required on website as suggested by Website provider.

Resolution – The Parish Council agreed for Clerk to adapt the suggested notice and display on the website to comply with GDPR.

18.05.12 Any update on Stone Lane issues and response from Land Registry

Clerk advised she has purchased information from the Land Registry which identifies the owner of the site. The Parish Council considered how to proceed with the issue.

Resolution – The Parish Council agreed for Clerk to write to the Owner’s asking them to tidy up the site and also write to North Lincolnshire Council enforcement regarding the issue.

18.05.13 To consider any quotations obtained by Cllr Mills for the photocopier
Keep on agenda for next month.

18.05.14 To consider proposals for Burringham Churchyard
Cllr R Kissaglis advised currently there are 2 burial areas; 1 the Churchyard and 1 the Cemetery. The Churchyard is now full and needs closing. Burringham Parish Council donate £300 per year to the upkeep and Gunness Parish Council donate £500. Currently monies from burials goes to Lincoln.

Cllr R Kissaglis proposed the Parish Council explore options to take over the running of the Cemetery. He is currently waiting to arrange a meeting with the Rural Dean and asked if a letter can be sent from the Parish Council requesting a meeting with the Deacon.

The Parish Council were all in favour of exploring the options.

Resolution – The Parish Council agreed they were all in favour of exploring the options. Clerk to write to Deacon requesting meeting with Chairperson.

18.05.15 Any update on the North Lincolnshire in Bloom planting
Cllr P Mills advised most of the plants have been planted and passed the Clerk receipts from Silica Lodge Garden Centre.

18.05.16 Any update on the adoption of the Telephone Box
The Parish Council considered and accepted the contract which has now been received and agreed the terms.
Resolution – The Parish Council accepted the contract, which the Chairperson duly signed. Clerk to send off and add Telephone Box to the Insurance Policy and Asset Register for an agreed amount of £1,000.

18.05.17 To consider any quotations from the Village Hall Committee to replace the sliding doors in the hall and put up a stud wall
Cllr P Mills presented quotes to the Parish Council. The quote which they wished to proceed with is for an amount of £980 total with no VAT.
The Parish Council considered the quote for £980 and agreed to accept this.
Resolution – The Parish Council accepted the quote for £980 and advised the Village Hall Committee Representative to proceed with the replacement and to submit invoices for payment to the Clerk prior to the next meeting for payment.

18.05.18 Any updates on GDPR & Appointing a DPO
Clerk advised it has been agreed that Parish Councils are exempt from appointing a DPO which is good news. Ernllca are providing GDPR updates regularly.
Clerk read out 2 GDPR statements/forms which Ernllca recommend are added on the website for the Parish Council to consider.
Resolution – The Parish Council agreed for the 2 GDPR statement/forms to be added onto the Parish Council website.

18.05.19 Any further information received for the Emergency Plan
Keep on agenda

18.05.20 Members Report

Cllr P Mills advised Contractors have recently painted the outside of the Village Hall.
Cllr P Mills queried the lack of grass cutting on the corner site. Cllr D Oldfield agreed he would look into this with NLC.

Cllr R Kissaglis advised the Handyman who recently attended the Playground Inspection Course along with himself had discovered a potentially dangerous issue with a swing in the playground. A bearing had collapsed and concerns were raised over the quality of the Inspection carried out by the Insurance Company.

Resolution – The Parish Council agreed for the Clerk to write to the Insurance Inspectors to query how this was missed and to query their level of service and also to write to the Manufacturers to query the design fault of the equipment. (Cllr R Kissaglis to supply Clerk photographic evidence to support.)

Cllr R Kissaglis advised the Rowing Machine is currently out of action, due to a fault. Dave is looking into purchasing a protector for the machine.

Resolution – The Parish Council agreed for Dave to purchase a protector as necessary.

18.05.21. (a) MUGA update

The area is still being well used.

(b) Ground work to level area around MUGA

Clerk advised the Contractor did not seem happy to do the smaller job alone. No further quotes have been received by the Chairperson.

(c) Ground work to level pile of soil & make good

The Parish Council considered the quotes originally supplied by the Contractor with whom Cllr D Oldfield met and it was agreed to accept the quote for an amount of £3,000 total. Clerk advised once the job is complete she can then claim the remaining £1,000 from NLC.

Resolution – The Parish Council accepted the total quote to make the area good at an amount of £3,000 from Whieldon. Clerk to inform the Contractor.

18.05.22 Public Forum

None

18.05.23 To receive the Internal Auditors information and accounts

Clerk read out the Internal Auditors information and accounts to the Parish Council.

Resolution – The Parish Council agreed the information provided by the Internal Auditor and accepted the Accounts as a true and accurate record for year-ending 31.03.2018. These were duly signed by the Chairperson.

18.05.24 To approve and receive the Audit for 2017-2018

The Parish Council went through the Annual Return and completed Section 1 of the Annual Governance Statement as a whole Council and the Annual Return was signed by the Chairperson and Clerk and was approved to be submitted to the External Auditor along with further information which the Clerk is in the process of finalising. The Notice for the Public

inspection of accounts was agreed with dates given by PKF Littlejohn and will be placed on the noticeboard and website.

Resolution – That the Annual Return signed by the Chairperson and Clerk and submitted for External Audit with all necessary paperwork and explanations.

18.05.25 Accounts for payment

The Council considered the following payments:

Clerk Salary -	£313.50
HMRC -	£ 78.37
Clerk Expenses	£ 87.74
D Wattam	£103.75
D Elviss	£430.00
J Routh	£225.00

Resolution – That all payments be made as detailed, the cheques were duly signed.

18.05.26 To confirm the next meeting date as 6pm on 21st or 28th June, 2018

It was agreed the next meeting date as 6pm on Thursday 21st June, 2018 at 6pm.

Resolution – The Parish Council agreed to the date of the next meeting as Thursday 21st June.