

## **BURRINGHAM PARISH COUNCIL**

Minutes of the Burringham Parish Council meeting, held in the Village Hall on Thursday, 14<sup>th</sup> March, 2019, at 6:00pm.

Present - Cllr B Kissaglis (Chairperson), Cllr T Ellerby (Vice-Chairperson), Cllr D Oldfield, Cllr C Brown, Cllr S Roach.

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### **19.03.01 Apologies**

Apologies for absence were received from Cllr P Mills.

### **19.03.02 Declarations of Interests - The Parish Council's (Model Code of Conduct) Order 2011**

None.

### **19.03.03 To approve the Minutes of the Meeting held on 24<sup>th</sup> January, 2019.**

The Council considered the minutes dated 24<sup>th</sup> January, 2019.

**Resolution - The Council agreed the minutes dated 24<sup>th</sup> January, 2019. They were agreed and signed.**

### **19.03.04 Clerk Report**

- Clerk handed out Election forms to all Councillors present and Cllr B Kissaglis will deliver form to Cllr P Mills for completion. Clerk reminded Councillors they need to complete the forms and return them direct to NLC between the dates shown on the Election packs.
- Clerk advised following her recent attendance the Responsible Financial Officers course held by Ernlca the recording of financial transactions with regards to salary and HMRC payments will be recorded separately in the minutes to ensure confidentiality.
- Clerk advised she will reclaim VAT shortly to tie in with the year-end period.

### **19.03.05 (a) - Planning Applications**

- To consider any comments for submission to NLC on the Local Government (Miscellaneous Provisions) Act 1982 - Sex Establishment Policy - information emailed 26.01.2019 - Noted.

(b) - **Decisions** - None.

### **19.03.06 Any update on the Parish Path Partnership Scheme**

Cllr B Kissaglis has been informed by a Contractor to put the public right of way path into good condition it will require 4 days work and use of a digger.

**Resolution - The Parish Council agreed for Clerk to contact Dave Sanderson to request if this amount of work is appropriate and if they will fund, or if not can NLC make the path good.**

### **19.03.07 Correspondence**

- Letter from Zurich Insurance regarding closed claim - Read out and Noted.

- Ernllca Code of Conduct review - Noted.

- To consider the email from resident regarding the dog mess situation in the village - **Resolution - The Parish Council agreed for Cllr T Ellerby to look into signage examples and possibly bag dispensers on lampposts. Cllr D Oldfield suggested to include the school children again to design signage in a competition. Keep on agenda for next meeting.**

- To consider entry to the Best Kept Village Competition 2019 - Noted.

- Great British Spring Clean 2019 (emailed 01.03.19) - Noted.

- Workers Memorial Day invite - Noted, Cllr R Kissaglis will attend to represent the Parish Council. Cllr D Oldfield & Cllr T Ellerby are attending in their role as Ward Councillors.

### **19.03.08 North Lincolnshire Councillors Report**

Cllr D Oldfield reported the following-

- NLC Conservative Group agreed 2.9% in Council Tax. Extra revenue to be into Adult Social Care Pot. NLC reserves have been reduced.
- The Planning Application for the 49 homes at Southview Way, Burringham has not yet been submitted.
- The final Council meeting has been held in the Council Chamber at NLC, as the move to the new premises at Church Square House is almost complete.
- It is the end of the era for Scunthorpe Market, as this will soon be moving to the former BHS building.
- Footpath repair work will shortly commence in Burringham.

Cllr T Ellerby reported the following-

- Cllr T Ellerby is arranging a meeting with the agent of the empty shops in Jubilee Way to see if they can be filled by Charity Shops, rather than have them empty. He is trying to organise an entertainment evening to get the shops used and filled.

### **19.03.09 Any update on the 7-speed reduction sign scheme and competition**

Safer Neighbourhoods have chosen the first 3 winners. The Parish Council will decide the further winners after the Parish Council meeting has closed. The Parish Council will arrange for the certificates and monies to be presented to the schoolchildren.

### **19.03.10 Any update on the Winter in Bloom Grant**

Clerk advised the £250 has been paid by NLC.

Cllr B Kissaglis advised the trees have been successfully planted.

### **19.03.11 Website Update**

The Website is continuing to work well and all statutory information is up to date.

Clerk to check with website and email provider why more junk emails are been received to the Chairperson & Clerk's email addresses.

### **19.03.12 Any update on Stone Lane issues**

The grass has been cut and is slightly improved.

Cllr D Oldfield proposed the Parish Council approach the owners to request permission for the Parish Council to lease the land with a view to tidying it up.

**Resolution - The Parish Council were all in favour for the Clerk to write to the land owners to request to lease the land in order for this to be tidied up.**

### **19.03.13 To discuss incident at Stone Lane/High Street Traffic Island Issues**

Cllr S Roach advised of a recent bad accident at this location.

**Resolution - Cllr D Oldfield agreed to write to NLC Highways regarding the ongoing issues at this location.**

### **19.03.14 (a) Any update on the proposals for Burringham Churchyard**

Cllr B Kissaglis is due to have a meeting with the Church Commissioners and will report any updates.

### **(b) Any updates on applying for a grant from NLC for Burringham Churchyard**

Keep on agenda until further updates/permissions are received from the Church.

**19.03.15 Any update on making good the gate post at the Village Hall**

Cllr R Kissaglis and the Handyman have recently inspected the post and arrangements will be made to repair.

**19.03.16 Any update on the proposals for the use of the Telephone Box regarding the additional defibrillator**

Clerk is waiting for further information from Rob Waltham.

**19.03.17 To consider any proposals for the SSE Grant Funding Application for April 2019 submission following distribution of the grant criteria and**

**Consider quotes obtained for submission for grant funding**

Several quotes were obtained.

**Resolution - The Parish Council agreed for the Clerk to submit 3 grants to SSE 1. Lighting inside and out the Village Hall 2. CCTV & Alarm System. 3. Fencing. Clerk to submit prior to the deadline and submit quotes, complete forms and supporting documents and policies.**

**19.03.18 Any updates on GDPR**

**The Parish Council are monitoring for updates and are acting accordingly.**

**19.03.19 To consider the updated Emergency Plan**

The Parish Council considered the updated Emergency Plan following the addition of Cllr C Brown's details.

**Resolution - The Parish Council approved the Emergency Plan which has been distributed via email to all Councillors. The Clerk handed the Chairperson the Emergency Plan in a box to be stored securely in the Village Hall.**

### **19.03.20 Members Report**

Cllr S Roach advised of the scheme been rolled out in rural areas of Parish Council volunteers being trained to use speed guns to cut down speeding motorists.

**Resolution - The Parish Council agreed for Clerk to write to PCC Keith Hunter's Office expressing interest in the scheme.**

### **19.03.21 (a) Muga Update**

Cllr D Oldfield advised Widdy's will complete once the weather improves.

#### **(b) Any update regarding the rower**

Clerk read out the replies from NLC Inspection Team.

**Resolution - The Parish Council agreed for the Clerk to enquire with the Insurance Company if padding was installed to the rower whether this would affect the insurance.**

#### **(c) To consider the quotation for the removal of the infected trees**

Cllr B Kissaglis advised to cut the 3 trees a quote has been received for £750. However, after inspection it appears, they do not require cutting down, just trimming and monitoring regularly.

**Resolution - The Parish Council agreed for the trees not to be cut down at present, to be trimmed and monitored.**

#### **(d) To consider the quotation for the fence at Burringham Playing Field**

Considered under item 19.03.17.

### **19.03.22 Public Forum**

None.

### **19.03.23 Accounts for payment**

The Parish Council considered the following payments -

- Builder's Merchants - £50.11
- Clerks Expenses - £62.02
- Vision ICT - £42.00
- N Jevic - £98.78
- D Wattam - £218.50

**Resolution - All payments be made as detailed; the cheques were duly signed.**

### **19.03.24 To consider the Internal Auditor arrangements for year ending 31.03.2019**

Clerk advised the present Internal Auditor has agreed to complete for the same price as last year at £225.

**Resolution - The Parish Council has agreed to keep Internal Auditor arrangements the same as the previous year at a cost of £225.**

### **19.03.25 Any update on the NS&I Savings Account**

Clerk presented new mandate forms for completion.

**Resolution - The Parish Council agreed Cllr S Roach to be Treasurer. Clerk to be Secretary. Signatories Cllr B Kissaglis, Cllr T Ellerby and Cllr C Brown. Officers agreed - Cllr P Mills, Cllr D Oldfield and Cllr S Roach.**

### **19.03.26 To confirm the next meeting date as 6pm on 18<sup>th</sup> April, 2019**

The Parish Council agreed to set the next meeting date as 6pm on 18<sup>th</sup> April 2019.

## **Private Session**

### **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

The Chairman will move that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, in that it is of a personal matter.

#### **27. Payroll Information - To approve payment of salaries as per salary schedule circulated**

The Parish Council considered the payroll information.

**Resolution - The Parish Council agreed all payments to be made as detailed; the cheques were duly signed.**