

**Minutes of the Meeting of the Burton-by-Lincoln Parish Council**  
**Held at the Burton Estate Club on Tuesday 06 July 2010**

**Present:** Fred Myers (Chairman), Steve Chadderton (Vice Chairman), Eric Bell, Peter Cook, Joan Osterfield (arrived 9.00 pm)

**In Attendance:** Maureen Wheeldon (Parish Clerk)

**Also Present:** District Cllr D Cotton, District Cllr J Brockway

**7.30pm PUBLIC QUESTION TIME**

Mr Mike Hukin asked about the Pyewipe to Saxilby Cyclepath; see item 12.4.

Cllr Cook mentioned \*the noise and noxious smell from the abattoir adjacent to Burton Waters\* – a resident has complained to NKDC. Cllr Cotton advised that WLDC had registered a complaint with NKDC.

\*amended on all copies of minutes at the meeting, in longhand, to read - “the noise from the abattoir and the noxious smell from the adjacent land.”

**7.45pm COUNCIL MEETING**

**1. Apologies for Absence:** Cllr I Marriott, Cllr J Moore, County Cllr R Sellars. Cllr Osterfield had advised she may be late.

**2. Declarations of Interest in Accordance with the Local Government Act 2000**

Cllr Myers declared an interest in item 3.

**3. Tillage Event at Burton – 14 September 2010 – Mr Terry Metson**

Mr Metson (07977 495190) is Farm Manager for Leverton Farms Ltd, which is to host Tillage 2010, in conjunction with Riseholme College. This national demonstration day of farming equipment will take place at place at Burton Cliff Farm, Burton-by-Lincoln on 14/09/10 from 8 am – 3 pm. As a rough estimate, 1500 farmers, 30 – 40 manufacturers and 750 car movements are expected. A traffic plan will be in place preventing access to the event via Burton village. HGV only access via A1500, Tillbridge Lane; no access to be allowed via A1398, Middle St.

**4. Minutes of the Last Meeting**

Annual Parish Council Meeting held on Tuesday 04 May 2010 – Cllr Bell proposed, Cllr Chadderton seconded - agreed. Signed by the Chairman.

**5. Reports from District Councillors, County Councillors and Police**

**District Councillor Cotton**

Had nothing to add to Cllr Brockway’s report.

**District Councillor Brockway**

Is a member of WLDC committee looking at expenditure. The aim is to avoid loss of services and jobs, especially in front line services.

Some areas have suffered instant cuts. Areas under scrutiny are staff travelling expenses and holiday allowances.

Increased use of email could save up to £80,000 per year on the cost of paperwork for Cllrs.

Sensitive handling, with union involvement, is avoiding an atmosphere of fear. Ideas welcomed for saving money; these will go forward to the full Council.

Central Govt reviewing retention of bus pass scheme.

**Police**

PCSO Daren Grace had no crime to report for Burton although Nettleham had suffered 20 burglaries in the last month – 95% of which were at unoccupied properties.

Cllr Cook advised of confrontations with Eastern Europeans trying to fish at night at Burton Waters. PCSO Grace will liaise with Burton Waters’ Security about this problem.

**6. Clerk’s Report – Including Matters Outstanding**

6.1 Receives support from the Saxilby Parish Clerk - attends the Saxilby PC Meetings.

6.2 Cost Cutting – Continues to be a priority.

6.3 Parish Website – Gordon Hickmore continues as Webmaster.

6.4 Discharge of Sewage within Burton Village – Public foul sewer to be provided to Burton village within defined area. WL finalising Business Plan with Ofwat, for period April 2011 to March 2015 – ongoing.

- 6.5. Coal Bed Methane Extraction – Cllr Cotton reported difficulty with this initiative, as oil had been found on site - ongoing
- 6.6. Electricity Supply to Burton Village – EON (Central Networks) had done a presentation at Burton’s Annual Parish Meeting on 17/05/10. Burton Waters’ new cable had been laid towards the canal and railway track but overhead supply still in use pending legal negotiations with British Rail and British Waterways. Saxilby, Burton, Burton Waters have the longest rural circuit that Central Networks owns; this is constantly patrolled by linesmen. Importance of Quality of Service, remedial work and good customer relations emphasised. Winter Warmer packs were provided for issue to the elderly. Clerk has good link with Julie Heffer, Customer Liaison.
- 6.7. Odder Bus Stops – Ongoing
- 6.8. Allotments – Letter from Mr Mark Fort about allotment provision – to Cllrs 07/06/10. WLDC Planning had asked Mr Fort to contact the Clerk, in the first instance, to check if there are any allotments within the parish/area and to explore views and opinion of the PC. Cllrs’ observations were that Ellis’ farm was a good spot near to Lincoln and that Burton Waters’ residents have allotments on Long Leys Road, Lincoln. No knowledge held of demand, supply or availability. Cllrs need to know where Mr Fort is proposing to site the allotments; also if proposed allotments were to be privately owned or a PC responsibility. Clerk will contact Mr Fort to obtain further information.
- 6.9. Flood Risk Management - Mitigation Grant Scheme - WLDC letter 12/05/10. Cllrs’ observations to WLDC 11/06/10: PC has no need to apply for a grant under either scheme as:
- properties in Burton village are not in any great danger of flooding;
  - properties in Burton Waters are fairly well protected by the present flood alleviation system on the River Till;
  - it is appreciated that there is always a chance of a major flood event from either the River Trent or the River Witham catchment area.
- 6.10. Lincs Co Co Exhibition 08/09 & 10/07/10 – Lincoln East West Link Road – We Need Your Views - letter received 01/07/10 - to Cllrs 01/07/10 + Website 02/07/10.
- 6.11. Lincolnshire Alliance Area Highway Maintenance Teams – letter dated 27 May 2010 - list of work to be submitted every 6 months. Circ to Cllrs 07/06/10 – Cllrs’ list of work to WLDC 11/06/10, as follows:
- Now pressing as the situation has continued for over 2 years - Remove dangerous stub of lamp standard at A57 Burton Waters roundabout. There is a serious risk of it overturning a vehicle in the event of loss control or collision.
  - Fen Lane, Burton Waters Roundabout to Burton Village:
    - This lane experiences heavy volumes of traffic as it serves as a 'rat run' between the A57 and the B1398. There is a risk of a serious accident if vehicles lose control when passing each other. The road should be single track with passing places - or widened and repaired properly.
    - There needs to be a possible restriction of through traffic in addition to the existing 7.5 tonne limit.
    - Fen Lane needs resurfacing.
    - Whole stretches of the road margins are badly eroded by heavy goods vehicles. These represent a major hazard to the stability of passing vehicles and need repairing properly.
    - There are deep potholes.
    - There are overhanging trees.
  - Main Street, Burton Village  
Noel Robinson, Lincs Highways, has undertaken to refresh the white lining on Fen Lane in due course. This work remains outstanding.

## 7. Finance

- 7.1. Annual Audit - The Annual Return for the year ending 31/03/10 was sent to the external auditors, Clement Keys, on 11 June 2010. Letter from Clement Keys dated 01/07/10 requiring a brief explanation for the variance for Box 3 (Total Other Receipts): Box 3 - Yr End 31/03/09 £315 (bank interest, Springline donation, LALC bursary, VAT refund); Yr End 31/03/10 £24 (smaller bank interest, smaller VAT refund). Letter in reply sent 04/07/10.
- 7.2. HMRC- Since PC registered earlier this year, on-line returns being made regularly. Demand from HMRC for a penalty of £1200.00 due to no return made 2009/2010 Tax Year i.e. before PC was registered as an employer. Letter of explanation to HMRC requesting penalty to be cancelled. HMRC Amended Penalty Determination dated 29/06/10 adjusts penalty to £0.00
- 7.3. Parish Balance - Bank Statements show:
- |  |          |
|--|----------|
| 13 April 2010 Business Money Manager Account | £2810.85 |
| 04 June 2010 Current (Community) Account     | £3653.67 |
- 7.4. Consideration of Parish Council Insurance Renewal Premium – See PC minutes of 04/05/10 item 9.4 re query with Aon Ltd for clarification of the ‘population’ premium. Aon Ltd have confirmed that the premium of £344.03 for 2010, wef 01/06/10, is for a population of less than 1000. See item 7.9.
- 7.5. Consideration of upgrade of website software – Gordon Hickmore, webmaster, has sought approval for the expenditure of £29.95 to upgrade the Serif Webplus software for the parish website? The upgrade is from Webplus12 - Webplus14 and has a number of additional features and an upgrade of JavaScript. Invoice has been received. Council agreed, as proposed by Cllr Chadderton, seconded by Cllr Cook – see item 7.9.

7.6 Consideration of increase of webhosting limit for 2011 – Gordon has also sought approval for an increase in the webhosting limit from January 2011 from 250mb – 500mb as current operating is close to the limits, particularly for email. Current charge is £35pa; this would increase to £65pa (plus VAT) on renewal in January 2011. Council agreed, as proposed by Cllr Chadderton, seconded by Cllr Bell.

7.7 Consideration of Petty Cash Top-Up - £40.00 – Although £40.00 was granted at the PC Meeting of 04/05/10 – refreshments at Annual Parish Meeting had cost £36.35 and the balance is now £7.04. Council agreed, as proposed by Cllr Chadderton, seconded by Cllr Bell - See item 7.9.

7.8 Consideration of settlement of Staples' stationery invoice - £47.85 – paper, printer cartridge. - awaiting bill. Council agreed, as proposed by Cllr Chadderton, seconded by Cllr Bell.

#### 7.9 Authorisation of Cheques

7.9.1. Cheque 100397 £26.83, issued on 06/07/10, to Mr G Hickmore for payment of Serif Website Upgrade was cancelled and replaced by Cheque 100400 £29.95 – see item 7.9.3

7.9.2. Cheques issued since last meeting – 04/05/10:

Cheque 100392	Burton Waters Residents' Assoc. Section 137 Grant	£250.00
Cheque 100393	Burton Estate Club Section 137 Grant	£250.00
Cheque 100394	Burton Church Fund Section 137 Grant	£250.00
Cheque 100395	AON Ltd Insurance Renewal - 11/AC/05/190707/06	£344.03
Cheque 100396	Mr C Hewis Internal Audit Invoice No: 590	£100.00

7.9.3. Cheques Authorised at this meeting:

Cheque 100398	M Wheeldon - Petty Cash Top-Up	£40.00
Cheque 100399	M Wheeldon Clerk's Salary 23/04/10 – 21/06/10	£341.60
Cheque 100400	Mr G Hickmore Website Upgrade – Web PlusX4 Serif Invoice No: E79984045	£29.95

## 8. **Planning Matters**

8.1 122793 Site B - Park Lane Burton Waters - 47 dwellings, commercial floor space, landscaping, visitor car parking and community facility. WLDC's letter 05/12/08 - planning permission granted, subject to the conditions concerning the provision of the community facility - ongoing.

8.1.1. Community facility plans – Update – As minuted at PC Meeting 02/03/10, Aida McManus, WLDC, had undertaken to contact the Clerk as soon as WLDC and the developer had concluded, or almost finalised, their position in relation to the affordable housing. A meeting would then be arranged between WLDC, the developer and Burton PC. Nothing heard – email sent to Ms McManus on 01/05/10 – no response. Cllr Cotton advised Clerk to contact Simon Sharpe, at WLDC. Letter sent to Simon Sharpe on 19/06/10, together with copies of all correspondence and emails, Email from Nick Ethelstone, WLDC, 24/06/10, who has taken over from Ms McManus. Discussions still taking place in respect of affordable housing – Mr Ethelstone requests a breakdown of build costs and how the Beal's offer of £100,000 was arrived at. Cllr Cotton will contact WLDC raising concerns about the matter.

8.2. 125409 – Plot 2 Park Lane, Burton Waters – Proposal for detached dwelling & resiting of carpark. Cllr obs sent 16/02/10. Granted 13/05/10

8.3 125378/125379 – Old Coach House, Burton - Proposal to extend dwelling house. To Cllrs 11/02/10. Cllr obs sent 08/03/10. Cllr Cotton reported that English Heritage did not approve the proposals and will be in touch with the applicants.

8.4 125599 – China House, Burton – Proposal to extend to dwelling house. To Cllrs 18/03/10. Cllrs obs sent 05/04/10. Granted 29/05/10

## 9. **Correspondence**

Correspondence received included the following items:

WLDC Gains Constit Parl Election 06/05/10 – Declaration of Result of Poll

WLDC Flood Risk Management – Extn of Consultation Period; LCC - Lincs Alliance Area Highways Maintenance Teams Mbr of Public – Feasibility of Allotments at Burton; LCC – Community Risk Register

WLDC – Meeting the Needs of Gypsies Travellers – One Square Mile DVD; WLDC – Parish News

EON – Letter following Presentation at Annual Parish Meeting 17/05/10; NHS Lincs – Research & You

NHS Lincs – Shaping Health for Gainsboro' – Stakeholder Event; LALC News

Campaign Rural England – Lincs Annual Report + AGM Invitation; Lincs Police – Chief Constable's Review

LCC – Lincoln East West Link Road Exhibitions

May/June - Editions – Clerks & Councils Direct, Lincs C.C Inside Lincolnshire, Rural Lincs, WL News

## **10. Risk Assessment Register Review**

Cllrs reviewed the Register following the election of the new Chairman, Cllr Myers and the new Vice Chairman, Cllr Chadderton. Responsibilities recorded on the Register to be unchanged.

## **11. Burton Waters and Odder**

See Public Question Time above.

## **12. Highways & Road Safety**

12.1. a. Problems reported

12.1.a.1 WLDC - Nil

12.1.a.2 Lincs Highways

Grass in need of cutting outside Mr Mick Rylatt's café at Odder – 10.06.10 Mr Rylatt emailed complaint to the Burton webmaster. 10/06/10 Clerk spoke to Highways (Mark 01522 782070) Ref No 968560. 15/06/10 – grass had been cut. .

12.1.b Renewal of white lines on the bends on Main St, Burton Village – Lincs Highways have undertaken to refresh the white lining between the B1398 and A57 in due course – see item 11.1a PC Meeting 02/03/10; also item 6.11 above.

12.2 Traffic Lights problems & potential solutions

29/06/10 - Site meeting took place at the Traffic Lights with Mr Steve Empson, Lincs Road Safety Partnership; Cllrs Sellars, Bell, Chadderton, Cook and the Clerk in attendance. (Mr Alan Brown, Lincs Highways Manager, did not attend.) Mr Empson agreed to do a traffic survey and monitor instances of red light jumping. He will report his findings to the PC.

12.3 Fly-posting at the A57 Burton Waters roundabout. – The problem continues. Cllr Cotton advised the Clerk to email Nigel Perriam at WLDC Waste Services.

12.4 Pyewipe to Saxilby Cyclepath – The Clerk had emailed Les Outram, Technical Svcs, Lincs CC on 24/06/10. There had been no response to her previous email of 24/01/10 which raised Burton Cllrs' concerns about the proposals for the Burton Waters section of the route and the safeguarding of the Beal Homes' contribution, £90,000 under Section 106. Mr Outram had replied on 05/07/10, confirming that, in addition to the Phase 1 construction works which were undertaken in March 2010, Technical Services were continuing with the design of the remainder. Design concerns meant that they had had to revisit the line of the route from Pyewipe Lane to Burton Waters; the crossing point of the new A57. These issues involved discussion with landowners. Mr Outram is confident that irrespective of the outcome, a route will still be engineered and that this work will be completed by March 2011.

## **13. Problem with Dog Fouling in Burton Village – Consideration of Sites for Dog Waste Bins**

29/06/10 - Cllrs Myers, Bell and Chadderton and the Clerk had met Simon Smoothey, of WLDC Streetscene Services. Two sites were considered suitable for the location of dog waste bins – the corner of Woodcote Lane and the corner of Manor Lane. A large red metal dog waste bin was shown to Cllrs at the PC meeting. Cllr Cotton suggested green bins would be more in keeping with Burton's status as a conservation area. Clerk will pursue with WLDC.

## **14. Date of Next Meeting - Tuesday 05 October 2010 - 7.30 pm – Burton Estate Club**

The meeting closed at 9.30 pm

F H Myers  
Chairman Burton Parish Council