

Minutes of the Meeting of the Burton-by-Lincoln Parish Council
Held at the Burton Estate Club on Tuesday 12 July 2011

Present: Fred Myers (Chairman), Steve Chadderton (Vice Chairman), Eric Bell, Peter Cook, Ian Marriott, Roger Vine

In Attendance: Maureen Wheeldon (Parish Clerk)

Also Present: 5 Members of the Public: Mr & Mrs M Hukin, Mrs H Metson, Mrs C Sharples, Mrs H Starkey

7.30pm PUBLIC QUESTION TIME

Mr Mike Hukin enquired about time allocated for Burton Waters' use of 'Smiley Sid', the mobile speed monitor. Clerk advised that Lincs Police had taken control of the device and were administering its use. Clerk to forward a copy of PC Docherty's letter of 31/05/11 to Mr Hukin.

Fred Myers welcomed Roger Vine as a co-opted member of the Parish Council – see item 17 Parish Council minutes 16/05/11. He also thanked the (retiring) Clerk, Maureen Wheeldon, for continuing to do a good job prior to the recruitment of her successor.

7.45pm COUNCIL MEETING

1. Apologies for Absence: Cllr J Brockway, Cllr J Copeland, Cllr D Cotton, Cllr R Sellars. Cllr Myers advised he had to leave the meeting at 8.15 pm.

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

For item 7.5 Dispensations – Additional Expenditure – S137:

Personal Interests: Cllrs Bell (also a trustee), Chadderton, Cook, Myers and Vine as members of the Burton Estate Club. Cllrs Chadderton, Cook, Marriott and Vine as members of the Burton Waters Residents' Association. Cllr Cook as subscriber to the Burton Church Lottery Fund.

3. Minutes of the Last Meeting

Held on 16 May 2011. Minutes agreed – proposed by Cllr Chadderton, seconded by Cllr Marriott. All in favour. **IT WAS RESOLVED** to accept the minutes as a true record of the meeting. Minutes signed by the Chairman.

4. Consideration of Proposed Resolution to allow District and County Representatives present at Burton Parish Council meetings to fully participate at all times in the deliberations of Burton Parish Council

Cllr Copeland had asked that this item be included. Cllr Vine had pointed out (by email to all Burton and the County and District Cllrs 23/06/11) that District and County Cllrs have an important role to play in parish matters but he did not support their having any involvement in decision making at PC meetings. He did support their input into PC meetings when invited. District Cllr Brockway had responded (by email 23/06/11) that the District Cllrs have never made decisions in Burton PC meetings. Reports are given, comments offered to the debate but the District Cllrs have no vote. At this meeting, Cllrs were in unanimous agreement that the status quo for Burton PC meetings be maintained and that no further action was necessary.

5. Reports from District Councillors, County Councillors and Police

Police

PC Martin Docherty – Reported a reasonably quiet 3 months with no thefts. The summer months had seen motor cyclists on the hills and hollows, followed by inherent complaints from neighbours. The Christian Travellers' Gathering of several hundred travellers, pitched near Sturton-by-Stow, had kept the police busy. PC Docherty re-inforced the strategy of using forethought to help the police in crime prevention - keeping possessions safe, locking doors, 'nailing things down'. Anything suspicious – let the police know. 'Smiley Sid' is being deployed on a pro-rata basis between participating villages; a record is kept of dates and locations. It had been positioned in Burton village a couple of weeks previously and had been positioned twice in Burton Waters.

6. Clerk's Report – Including Matters Outstanding

6.1 Resignation of Parish Clerk – Maureen Wheeldon will carry on as Clerk until her successor is appointed – see item 15.

6.2 Clerk attends Saxilby PC meetings and cost cutting remains a priority.

6.3 Parish Website – Gordon Hickmore continues as Webmaster.

6.4 Revised First Edition of 'Standing Orders for Local Councils' – Burton Cllrs, with the exception of Cllr Copeland, had been given this paperwork at the Annual Parish Meeting on 24/05/11. As Cllr Copeland was not at this meeting, Cllr Bell undertook to hand deliver the paperwork to Cllr Copeland.

6.5 Register of Members Interest form – WLDC's letter of 29/06/11 advised of a printing error on the Register of Members Interest forms sent to newly elected Cllrs. Clerk had sent corrected forms to Cllrs Copeland and Vine on 08/07/11. Cllr Vine returned his completed form at this meeting.

6.6 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. News awaited.

- 6.7 Odder Bus Stops – Ongoing, tied in with cyclepath - see item 13.4.
- 6.8 Mains Gas for Burton – Clerk had written to Offgen (11.07.11).
- 6.9 Age Concern - Age Concern had contacted the Clerk about carrying out a presentation at a future PC meeting. The Chairman to contact the organisation. Carried forward - still awaiting action.
- 6.10 Litter – Clerk had contacted WLDC Simon Smoothery (07776 616377) – who had arranged a no-charge, 2 man dedicated litter pick from the A57 roundabout all the way along Fen Lane – for that day, 12/07/11. (Simon had also promised that when the regular Environment Protection Agency lorry (EPA) empties the dog waste bins in Burton village, any litter would also be removed.) Clerk had emailed (11/07/11) thanks for the swift response to Glyn Pilkington, Operational Control Mgr, WLDC, and his team.
- 6.11 Reporting of Problems – Clerk reminded Cllrs that she will gladly report any problem to Highways/WLDC, get report numbers and take follow up action. Using the Clerk as the point of contact saves time and money in avoiding the same problem being reported twice.
- 6.12 Grass Triangle in Burton village – Cllr Copeland had suggested that a gardener be employed to tidy up the grass triangle – see item 13.1 PC minutes 16/05/11. Cllr Bell had advised (23/05/11) that grass had been cut by WLDC.
- 6.13 Lincoln Grand Prix Cycle Race – Problems with A57 Road Closure 08/05/11 – See item 13.6 PC minutes 16/05/11. Clerk had emailed Alan Aistrupp, LCC, and Alan Brown, Lincs Highways Mgr, (11/07/11) in the hope of avoiding like problems in 2012.

The Chairman, Cllr Myers, left the meeting at this point (8.15 pm) and Cllr Chadderton, Vice Chairman, took the Chair.

7. Finance

7.1 Annual Audit - The completed Annual Return for the year ending 31/03/11 was posted by recorded delivery to the external auditors, Clement Keys, on 20/06/11.

7.1.1 Chris Hewis, the Internal Auditor, had been unable to provide a complete set of model regulations – see item 8.2.iv PC minutes 16/05/11. There is a need to determine and compile an acceptable set of appropriate regulations for approval by Burton PC. Clerk will pursue.

7.2 Parish Balance - Bank Statements show:

13 April 2011 Business Money Manager Account	£2812.81
04 July 2011 Current (Community) Account	£5927.78

The Clerk reminded the meeting that the Chairman regularly inspects and signs bank statements and cash reconciliations. All finance documents are available at each PC meeting for inspection.

7.3. Consideration of Petty Cash Top-up - £40.00

The balance of the Petty Cash stands at 0.27p. £40.00 top-up was proposed by Cllr Chadderton, seconded by Cllr Bell. All in favour - see item 7.6.2.

7.4 Consideration of settlement of Staples' stationery invoice - £98.96 - £ 82.47 + Vat £16.49 - total £98.96. Payment proposed by Cllr Chadderton, seconded by Cllr Bell. All in favour – see item 7.6.2.

7.5 Dispensations - Authorisation of Additional Expenditure – S137

In 2010, Cllrs had authorised grants under S137 of the Local Government Act 1972 of £250.00 to the Burton Estate Club, £250 to the Burton Church Fund and £250 to the Burton Waters' Residents Association. Clerk had emailed Katie Coughlan, Snr Democratic Officer, WLDC (01427 676594) on 11/07/11 to clarify how dispensations could apply to the Burton PC in respect of any matters in which more than 50% of Cllrs have a prejudicial interest.

See item 2. which states Burton Cllrs' declarations of personal interest in respect of the Burton Estate Club, Burton Church and Burton Waters Residents' Association. As a consequence, Burton Cllrs felt able to consider S.137 grants for the 3 organisations. Cllr Chadderton proposed and Cllr Marriott seconded, that Councillors consider, under Section 137 of the Local Government Act 1972, for the Financial Year 01 April 2011 – 31 March 2012, proposals for grants as follows:

7.5.1 - £300.00 to the Burton Estate Club; £250.00 as the Parish Council grant and £50.00 to cover room hire for Parish Council meetings.

7.5.2 - £250.00 to the Burton Church Fund as a contribution towards the upkeep of the church fabric and churchyard.

7.5.3 - £250.00 to the Burton Waters Residents' Association as a contribution towards its insurance costs.

All in favour – see item 7.6.2

7.6 Authorisation of Cheques

7.6.1 Cheques issued since last meeting – 16/05/11

Cheque 100421	WLDC Direct Costs Election Invoice No: 1106035273	£138.50
---------------	---	---------

7.6.2 Cheques authorised at this meeting:

Cheque 100422	M Wheeldon Petty Cash Top Up	£ 40.00
Cheque 100423	Staples UK Ltd – Stationery Invoice No: 8998549	£ 98.96
Cheque 100424	Mrs M Wheeldon Clerk's Salary 03/05/11 – 27/06/11 Invoices 3.2011 & 4.2011*	£273.20
Cheque 100425	HMRC Tax Clerk's Salary Invoices 3.2011, 4.2011*	£ 68.40
Cheque 100426	Burton Estate Club Section 137 Grant	£300.00
Cheque 100427	Burton Waters Residents' Assoc. Section 137 Grant	£250.00
Cheque 100428	Burton Church Fund Section 137 Grant	£250.00

* Payments on cheques 100424 and 100425 were proposed by Cllr Chadderton, seconded by Cllr Vine. All in favour.

8. Planning Matters

Declarations: : Cllr Bell personal interest as a neighbour in item 8.1

8.1 125378/125379 – Old Coach House, Burton – See item 9.2 PC minutes 16/5/11. On 12/05/11 – Kirsty Catlow (01427 676646) , WLDC Development Team had advised the proposal was acceptable and resolved, provided that the issue of bats was appropriately resolved. The submission of a full bat survey is awaited.

8.2 028436 - New Farm, Fen Lane, Burton – Fell 5 ash trees along roadside. WLDC 05/05/11 consent to T16, T29, T30, T65 – Refusal to T64.

8.3 127075 - 136 Park Lane, Burton Waters – Plan appn for single storey extension – WLDC consent 11/05/11.

8.4 127086 - 95 Park Lane, Burton Waters – Plan appn for 2 storey extension to replace extant planning permission 123979 – WLDC consent 17/05/11.

8.5 127119 - Park Lane Burton Waters – Advertisement consent sought to display 1no non-illuminated promotional advertisement. WLDC letter 23/05/11 – appn withdrawn.

8.6 127248 - China House, Hall Yard, Burton – Plan appn for single storey extension. Obs sent 23/05/11 – WLDC consent 14/06/11.

8.7 028550 - Dunster Lodge, Fen Lane, Burton – Remove 2 lower sycamore branches/Remove 3 poplar trees within A1 of Burton – Obs sent 25/05/11.

8.8 028541 – Deeping Cottage, Hall Drive, Burton – Prune and rebalance magnolia, within conservation Area – WLDC letter 10/05/11. Not circulated to Cllrs. WLDC to carry out amenity assessment to see if appropriate for a Tree Preservation Order.

8.9 127355 - BW Marina, Burton Waters – Plan appn for single storey extension to chandlery building – Obs sent 20/06/11.

8.10 028586 – Garden House, Main St, Burton – Crown lift one chestnut tree within conservation area - WLDC letter 13/05/11. Not circulated to Cllrs. WLDC to carry out amenity assessment to see if appropriate for a Tree Preservation Order.

8.11 028587 - Land opposite New Farm, Fen Lane, Burton – Tree crown reduction to approx 500mm – Obs sent 04/07/11.

8.12 028598 - St Vincents Church, Burton – WLDC letter 20/06/11 - Not circulated to Cllrs. WLDC to carry out amenity assessment to see if appropriate for a Tree Preservation Order.

9. Community Facility

History: A presentation had been given at the Burton Annual Parish meeting on 24/05/11 by WLDC Planning Dept Officers – Simon Sharp, Development Manager Team Leader and Nick Ethelstone, Contributions Officer (for Section 106). WLDC Core Strategy sees Planning Policy at Parish level as part of a Parish Plan. The provision of a Community Facility as part of the first phase of development at Burton Waters had not been handled properly by WLDC and an apology was given for this. Its provision as a condition of approval for the proposed 47 homes had to relate to the scale of that phase of the development; it could not now relate retrospectively to the whole scheme. Accordingly the requirement related to those 47 homes now amounted to the provision of a shared use facility, funded by the Developer. This would be for an agreed number of hours per month, to be provided in perpetuity. Planning permission had now been granted for the 47 homes and that provision of a rented, shared room, at Burton Waters, was commensurate with the scale of that development. It was conceded that the 350 properties at Burton Waters did not have provision for a Community Facility but the Developer may have a moral obligation to make provision. Provision of a Community Facility was now outside the Planning remit. The meeting had suggested that it may be possible to negotiate a buy out clause, if a monetary value could be agreed. If it could be shown that the Burton Estate Club was suitable for use by Burton Waters residents, perhaps the condition could be changed and maybe a change in the Club's constitution might allow money to be provided by the Developer to be used for improvements. WLDC would not oppose any such negotiations and there was a consensus that discussion with the Developer was the best way forward. The Chairman had undertaken to contact Rick Costall, Land Director for Beal Homes, to discuss a voluntary contribution.

At this meeting (12/07/11) Cllr Chadderton advised that the Club was loath to take a decision until an offer of money had been made. Cllr Vine considered, with the agreement of the meeting, that Beal Homes should be approached on the grounds of moral obligation, goodwill and kudos to the Company. Cllr Vine proposed, seconded by Cllr Chadderton with all in favour, that a meeting be arranged between Beal Homes, the Chairman and the Vice Chairman. This could then be followed up by a meeting to which the WLDC Planning Officers could be invited.

10. Correspondence

LCC: DirectLinc live wef 23/5/11; Emergency Traffic Restriction Odder 06/06-01/07/11;

Temp Road Closure & Restrict Lincs Show 22/06 – 23/06/11; Temp Road Closure Odder/Broxholme 27/06–11/11/11;

Temp Road Closure Odder/Broxholme 27/06–11/11/11

Lincs Police: 'Smiley Sid' Speed Device; WLDC: Post Election Matters – Revised Register of Member's Interests.

LALC: LALC News Summer 2011;

May/June/July Editions – Clerks & Councils Direct; West Lindsey News, County News

11. Risk Assessment Register Review

Cllrs had reviewed the register on 16/05/11 and approved the updated version at this meeting.

12. Burton Waters and Odder

12.1 Cyclepath Access for Burton Waters Residents - No decision had been received from Rick Costall about the additional access to the cycleway where its proposed route passes Burton Waters along the towpath through the existing (padlocked/chained) gate currently restricted to maintenance vehicles.

12.2 Cyclepath Access for the Public at Burton Waters - Les Outram, LCC Technical Services, had advised (11/07/11) that, in the next few weeks, LCC engineers are going to modify the kissing gate arrangement such that cycles don't need to be lifted; the path from the Navigation Bank top to the carriageway would be completed and drop kerbs would be installed on both sides of the carriageway. The final wearing course to the exiting carriageway and footways are still to be completed by other contractors but LCC will 'feather in' its work so as to reduced the harshness of the levels. Once the cyclepath is completed, Clerk will contact WLDC about provision of dog waste bins as the cyclepath is suffering from excessive amounts of dog excrement. Odder - see item 13.4 .

13. Highways & Road Safety.

13.1 Problems reported

13.1.1 WLDC:

21/05/11 Flytipping Odder Old A57 to new cyclepath bridge - Remains of a fridge and miscellaneous household 'junk' ref no 113996.

13.1.2 Lincs Highways:

08/07/11 Big Potholes Woodcote Lane - ref no 1055645.

05/07/11 Overhanging trees/shrubbery over cyclepath A57 near Saxilby - Louise Gibbs, the Saxilby Clerk, had reported this - Highways are writing to ask residents to deal with this problem as it falls within their individual responsibility.

13.2 Fen Lane - Clerk had written to Alan Brown (11/07/11) about repairing many small potholes and to enquire about the road repairs, hopefully, scheduled for this summer.

13.3 Fly Posting at the A57 Burton Waters Roundabout - See item 13 PC minutes 16/05/11. 28/04/11 - Catherine Bentley, WLDC Snr Enforcement Officer, was looking into this problem. She had undertaken to visit site to check if there is a by-law to prevent flyposting; also to check if fines could apply. Nothing had been heard. Advised by Cllr Cotton, Clerk had written (11/07/11) to Chris Allen, WLDC and Alan Brown, Lincs Highways Mgr.

13.4 Pyewipe to Saxilby Cyclepath - Clerk had emailed Les Outram, LCC Technical Services (11/07/11) following Cllr Cook's concerns about excessive traffic speeds and the warning road markings prior to the cyclepath crossing at Odder. Cllr Cook feels that the double white lines should begin 200m either side of the central refuges. Cllr Cook proposed, seconded by Cllr Vine, that a formal letter be sent to Alan Brown, Lincs Highways Mgr and Alan Aistrupp, LCC. Cllrs agreed to this proposal with the exception of Cllr Chadderton, who abstained.

14. BT Broadband - Poor Service

See item 15 PC minutes 16.05.11. Nothing new to report; the Chairman remains committed to seeking a solution to this problem. Ongoing.

15. Vacancy for Parish Clerk

Cllrs had met on 08/07/11 and the recruitment plan devised, based upon LALC recommendations. It was agreed that the Chairman, Vice Chairman and Cllr Vine be appointed to oversee the recruitment process, including the interviewing of short listed candidates, and to make a recommendation for appointment to the PC meeting on 11/10/11. The vacancy advertisement had been hand delivered to houses at Burton Waters. It will be displayed on to the parish notice boards and forwarded to LALC.

16. Dates of Next Meeting

Tuesday 11 October 2011 Burton Parish Council Meeting, Burton Estate Club - 7.30 pm

The meeting closed at 9.20 pm.

Steve Chadderton
Vice Chairman, Burton Parish Council