

Minutes of the Annual Parish Council Meeting of the Burton-by-Lincoln Parish Council
Held at the Burton Estate Club on Tuesday 04 May 2010

Present: Steve Chadderton, Fred Myers, Eric Bell, Peter Cook, Ian Marriott, John Moore

In Attendance: Maureen Wheeldon (Parish Clerk)

Also Present: Cllr D Cotton, Cllr R Sellars

7.30pm PUBLIC QUESTION TIME

Mrs Liz Cousins raised the problem of dog fouling on Woodcote Lane, Burton. There are no dog-waste bins on this lane, part of which is privately owned. Clerk will contact WLDC to request provision of dog waste bins for the section of the lane that comes within WLDC's jurisdiction.

7.45pm COUNCIL MEETING

1. Election of Offices and Acceptance of Office

1.1 Chairman – It was proposed by Cllr Chadderton, and seconded by Cllr Bell, that Cllr Myers be appointed Chairman for 2010-2011. All in favour.

Resolved: That Mr Fred Myers be appointed Chairman of the Parish Council.

1.2 Vice-Chairman – It was proposed by Cllr Myers, and seconded by Cllr Moore, that Cllr Chadderton be appointed Vice-Chairman. All in favour.

Resolved: That Dr Steve Chadderton be appointed Vice-Chairman of the Parish Council.

1.3 Acceptance of Office – The acceptance of office was duly signed by the Chairman and Vice Chairman and witnessed by the Parish Clerk.

1.4 Register of Members' Interests – Cllrs Chadderton, Bell, Cook, Marriott and Moore signed new declarations for the Register of Members' Interests – Members' Code of Conduct - in accordance with the Code of Conduct for Councillors – Local Government Act 2000. Cllr Myers undertook to complete the declaration outside the meeting and return to the Clerk. Clerk will ensure Cllr Osterfield (absent) completes the declaration.

2. Apologies for Absence: Cllr J Brockway, Cllr J Osterfield

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

See items 9.8.1; 9.8.2 and 9.8.3.

4. Minutes of the Last Meeting.

Held on Tuesday 02 March 2010, agreed. Signed by the Chairman.

5. Reports from District Councillors, County Councillors and Police

District Councillor Cotton.

WL Council Cross Party had voted unanimously for a 0.5% increase on Council Tax 2010-11.

Regular review of the Licensing Act will make it easier to alter and review the licensing policy.

Nothing new to report on the Coach House planning application 125378/125379.

Cyclepath – Saxilby to River Till; there could be a problem with funding for a bridge over the Till. Pyewipe to Burton Waters; £90,000 has been released by the developer, Beals.

County Councillor Sellars

Highways have undertaken to refresh the white lining between the B1398 and A57 in due course – see item 14.2.

Double white lines at traffic lights on B1398 – see item 14.3.

Problem with closure of Care Homes continues; hopefully a decision will be made in June 2010.

Police

PCSO Darren Grace reported:

Theft of a 6ft statue from the front garden of Essex House.

Reports of noise nuisance from motorcycles being ridden on the Old Coach Road.

6. Adoption of NALC Model Standing Orders 2010

New publication purchased £23.35 see item 9.7.3; Clerk to bring to future meetings. Publication's Part 2, Model Standing Orders, had been emailed to Cllrs on 11/04/10, for consideration. Clerk handed hard copies of Part 2 to Cllrs. Cllr Cook proposed and Cllr Chadderton seconded, that the new Model Standing Orders be adopted.

Resolved that the Burton Parish Council adopts the Model Standing Orders for Councils as contained in Part II of the NALC document dated April 2010.

7. Clerk's Report – Including Matters Outstanding

- 7.1 Receives support from the Saxilby Parish Clerk - attends the Saxilby PC Meetings.
- 7.2 Cost Cutting – Continues to be a priority.
- 7.3 Parish Website – Gordon Hickmore continues as Webmaster.
- 7.4 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.
- 7.5 Coal Bed Methane Extraction – Ongoing.
- 7.6 Electricity Supply to Burton Village – Further to remedial work made by E.ON at the end of 2009, Cllrs now concerned with the poor service at Burton Waters – a new cable had been expected. Clerk had written again to E.ON 24/03/10 – see item 7.7
- 7.7 Annual Parish Meeting – Monday 17 May 2010 - 7.30 pm - Cllrs agreed to a short presentation by E.ON about its work carried out locally. Clerk will arrange. Agenda agreed. Refreshments (coffee, tea, biscuits) to be provided by Club Steward, Mrs Helen Metson.
- 7.8 Damaged Lamp Post on A57 – Ongoing.
- 7.9 Odder Bus Stops – Ongoing.
- 7.10 Basic Cllr Training 04/03/10 - Invitation by Saxilby PC – Chairman, Cllr Bell & Clerk had attended
- 7.11 WLDC Lincoln Villages Area Forum – 16/03/10 – Clerk & Chairman had attended.
- 7.12 WLDC Review of Planning Decisions letter of 27/04/10 – emailed to Cllrs 28/04/10 for consideration. Cllrs had no instances to report.
- Cllr Bell expressed dissatisfaction with the 21 day turn around period allowed; he judged this was inadequate time for the Burton Cllrs to circulate and consider planning applications. Cllr Cotton explained he had previously argued Burton Council's case with WLDC but that the deadline was fixed by legislation and could not be extended. Cllrs agreed that, in future, Clerk will send planning documents for Burton village initially to Cllrs Myers, Bell and Moore, who will then pass the paperwork on to the Burton Waters Cllrs. Clerk will send planning documents for Burton Waters to Cllrs Chadderton, Cook and Marriott, who will then pass the paperwork on to the Burton Village Cllrs. All Cllrs will still see the planning documents but it is hoped that the new system will make the best use of the time allowed and also Cllrs' 'local' knowledge when considering planning applications for Burton village and Burton Waters, respectively.
- 7.13 Tree Work - Cllr Bell had raised concerns, on 26/04/10, about bad feeling arising from planning applications for tree work being made by persons other than the actual landowner. Clerk had contacted Carol Slingsby, WLDC, who appreciates that this is a sensitive issue and greater care will be taken in the future to ascertain landownership.

8. Annual Parish Council Report

The Chairman presented the Annual Parish Council Report for 2009/10. A copy of the report is attached at Paper A.

9. Finance

9.1 Annual Accounts –The Clerk presented the accounts for the year 2009/2010. A copy of the income and expenditure account, as discussed with Internal Auditor, Mr Chris Hewis, is attached at Paper B. Clerk was pleased to report that the Council has spent £53.00 less than its income. Cost cutting on stationery items is paying off, despite rising costs and the purchase of a new printer and metal filing cabinet. The VAT figure in income showed the difference between the tax paid in the year and the tax reclaimed for the previous year. The Council enters the new financial year with a healthy but not excessive reserve.

Resolved: That the Parish accounts for the Financial Year 2009/2010 be accepted; proposed by Cllr Myers, and seconded by Cllr Bell.

9.2 Annual Audit - The Annual Return for the year ending 31/03/10 has to be presented to the external auditors, Clement Keys, by 14/06/10. The Council approved, unanimously, the statement of accounts and the annual governance statement (Section 2), which are required by the auditors.

Resolved:

- (i) that the statement of accounts contained in the Annual Return (Section 1) presents fairly the financial position of the Council for the period ending 31/03/10.
- (ii) that the annual governance statement (Section 2) is approved by the Parish Council.
- (iii) that, in confirmation, the Council had agreed at the PC Meeting 02/03/10, that Mr Chris Hewis, ACMA, be appointed as the Internal Auditor for the Parish Council. Mr Hewis had completed the internal audit (Section 4) on 04/05/10.

The declarations (Section 1 and Section 2) were duly signed by the Chairman, Cllr Myers, and the Responsible Finance Officer, Maureen Wheeldon.

9.3 Parish Balance - Bank Statements show:

13 April 2010 Business Money Manager Account	£2810.85
04 April 2010 Current (Community) Account	£5063.02

9.4 Consideration of Parish Council Insurance Renewal Premium – Aon Ltd have taken over the administration of the Council's insurers, Allianz Insurance Plc; Allianz remains the Council's insurer. The Allianz insurance

premium for 2009 was £321.14; the new insurance quote for 2010, wef 01/06/10, is £344.03. The current insurance for 2009 is based on a population less than 1000. The 2010 insurance quote states a figure of '201' but does not specify whether this means people or electors. Clerk is seeking to define the 'population' item in the new quote; WLDC advise 578 electors as at 29/04/10; the last census, 2001, shows the population as 190. Letter sent 30/04/10 to Aon for clarification.

9.5 Consideration of Clerk's Mobile 'Phone Top-Up - £30.00 – Council agreed, as proposed by Cllr Chadderton, seconded by Cllr Bell – see item 9.7.3.

9.6 Consideration of Petty Cash Top-Up - £40.00 – Council agreed, as proposed by Cllr Chadderton, seconded by Cllr Bell – see item 9.7.3.

9.7 Authorisation of cheques

9.7.1. Cheque 100382 £23.00, issued on 02/03/10 to LALC in payment of NALC Advisory Publication 2010, was cancelled and replaced by Cheque 100387 £23.35 – see item 9.7.3.

9.7.2. Cheques issued since last meeting – 02/03/10: None Issued.

9.7.3. Cheques Authorised at this meeting:

Cheque 100387	NALC Advisory Publication 2010 Invoice No 1508	£23.35
Cheque 100388	M Wheeldon Clerk's Salary 02/03/10 – 27/04/10	£307.44
Cheque 100389	M Wheeldon - Petty Cash Top-Up	£40.00
Cheque 100390	Destroyed by Clerk in error	NIL
Cheque 100391	M Wheeldon – Mobile 'Phone Top-Up	£30.00

9.8 Authorisation of Additional Expenditure – S 137 - The Chairman proposed, and Cllr Chadderton seconded, that Councillors consider proposals for grants, available under Section 137 of the Local Government Act 1972, for the Financial Year – 01 April 2010 – 31 March 2011.

9.8.1 - £250.00 to the Burton Estate Club; £200.00 as the Parish Council grant and £50.00 to cover room hire for Parish Council meetings.

9.8.2 - £250.00 to the Burton Church Fund as a contribution towards the upkeep of the church fabric and churchyard.

9.8.3 - £250.00 to the Burton Waters Residents' Association as a contribution towards its insurance costs.

The proposals were agreed.

Interests were declared by Cllr Bell in item 9.8.1; Cllr Moore in item 9.8.2 and Cllr Marriott in item 9.8.3. These Councillors did not take part in the relevant decisions for the items to which they had declared an interest.

10. Planning Matters

10.1 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.

10.1.1. Community facility plans – Update - As minuted 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. Cllr Cotton advised Clerk to contact Simon Sharpe, at WLDC.

10.2 026703/025975 Robinsgate, Main St, Burton - Work on birch trees & Tree Preservation (Burton No 1 Order) 2010

026703 – Intention to reduce height of birch trees. Cllrs advised 01/03/10.

026975 – Proposal to reduce height of 3 birch trees; draft TPO was placed on these 3 trees; Cllr obs sent 08/04/10.

Tree Preservation (Burton No 1) Order 2010 issued on 25/03/10. WLDC Refusal of Consent to Carry Out Work, dated 26/04/10.

10.3 125409 – Plot 2 Park Lane, Burton Waters – Proposal for detached dwelling & resiting of carpark. Cllr obs sent 16/02/10.

10.4 125378/125379 – Old Coach House, Burton - Proposal to extend dwelling house. To Cllrs 11/02/10. Cllr obs sent 08/03/10.

10.5 125599 – China House, Burton – Proposal to extend to dwelling house. To Cllrs 18/03/10. Cllrs obs sent 05/04/10.

10.6 026864 - The Willows, Main St, Burton – Pollard 2 willows. Cllrs advised 29/03/10.

10.7 026865 – Burton Park G2 – Fell 3 partially windblown trees & remove deadwood in 2 trees. Cllrs advised 29/03/10.

10.8 026974 – Beechwood, Hall Drive, Burton – Fell 3 oak trees. Cllrs advised 29/03/10. Cllr obs sent 18/04/10. WLDC advised consent given within W3 of Burton 1962 Tree Preservation Order subject to conditions of replacement trees.

11. Correspondence

Correspondence received included the following items:

LALC News + Relevant Documents 08/04/10; LALC News + Relevant Documents
WLDC Gains Constit Parliamentary Election 09/04/10; Lincs City Co – The Guide 09/04/10
Campaign Rural Eng - Lincs Newsletter Winter 2010; WLDC Flood Risk Management 15/04/10
WLDC Gains Constit Parliamentary Election - 06/05/10 – Notice of Poll
WLDC Code of Conduct Training Awareness Session (19/07/10) 27/04/10
WLDC Review of Planning Decisions 27/04/10; Campaign Rural Eng Fieldwork Magazine April
E Mid Dev Agency Spring Edition
March/April - Editions – Clerks & Councils Direct, Lincs C.C Inside Lincolnshire

12. Risk Assessment Register Review

Cllrs reviewed the Register – everything in order.

13. Burton Waters and Odder

13.1 Unpleasant Smell at Burton Waters - Cllr Marriott reported that the air quality at Burton Waters had been acceptable but that the situation was under constant review.

14. Highways & Road Safety

14.1. Problems reported.

14.1.1 Lincs Highways: -NIL

14.1.2 WLDC:

Fly-tipping: Report Nos: Report No: 89597 04/03/10 - Computer dumped – Fen Lane; 101000090910 25/03/10
Litter on A 57.

14.2 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.

14.3 Double white lines at the traffic lights on Middle St, Burton Village – See item 11.2 PC Meeting 02/03/10 – Lincs Highways, Noel Robinson's, ruling that it is not feasible to implement a double white line system at the traffic lights. Clerk has contacted Lincs Road Safety Partnership's Principal Engineer, Steve Empson, whose response of 08/04/10 supported Highways. Mr Empson has reviewed the collision data at the site over the last 5 years but cannot find any instances of collisions where drivers have been overtaking. In order for the Partnership to consider any alterations, there must be a pattern of collisions that can be addressed, but the collisions are random in causation. Mr Empson has offered to meet with Cllrs to discuss the problem. Clerk will arrange.

14.4 Fly-posting at the A57 Burton Waters roundabout. – Despite many complaints in the past, this problem continues. Cllr Cotton advised fly posting should be reported to WLDC Waste Services. The banners, which are subject to planning consent, should be reported to WLDC Planning. Clerk will pursue.

14.5 Traffic Management 08/09 May 2010 – Lincoln Grand Prix Cycle Race, Lincs Police Open Day & Police National Dog Trials. Clerk had attended police seminar 29/03/10. On Sunday 09/05/10, A57 will be closed and subject to a diversion – Cllrs viewed relevant maps. Lincs Police, West Parade, have advised a leaflet drop is planned for Burton village parishioners and that Burton Waters will be signed.

14.6 Pyewipe to Saxilby Cyclepath – See item 5, Cllr Cotton's report. Clerk had nothing new to report. Cllr Cotton had written to Mr Les Outram, Technical Svcs, Lincs CC on 28/12/09 raising concerns about the proposals for the Burton Waters' section of the route; this point also was included as part of Burton Cllrs' observations sent to Mr Outram on 24/01/10. Beal Homes' contribution, £90,000 under 106, needs safeguarding as it is feared that there may be a danger of the money being withdrawn if the work is not started in Spring 2010.

14.6.1 Footbridge over R Till at Odder – See item 5, Cllr Cotton's report. Clerk had received no response from Odder parishioners following the notice left in Mick Rylatt's café in February 2010.

15. Date of Next Meeting - Tuesday 06 July 2010. 07.30 pm

The meeting closed at 9.15 pm

F H Myers
Chairman Burton Parish Council