

**Minutes of the Meeting of Burton-by-Lincoln Parish Council  
at the Burton Estate Club on Tuesday 11 October 2011**

- Present for Item 1:** Steve Chadderton (Vice Chairman), John Copeland, Roger Vine
- In Attendance:** Maureen Wheeldon (Parish Clerk)
- Afterwards Present:** Steve Chadderton (Vice Chairman), Eric Bell, Peter Cook, John Copeland, Ian Marriott, Roger Vine
- Also Present:** County Cllr R Sellars, District Cllr J Brockway, District Cllr D Cotton  
5 Members of the Public – including Susan Jones, (new Parish Clerk)

**7.00 pm**

**1. Council to resolve to go into closed session in accordance with Public Bodies (Admissions to Meetings Act 1960) to ratify the appointment of the new Parish Clerk**

See item 15 PC minutes 12/07/11. Following the vacancy advertisement process, the Chairman, Vice Chairman and Cllr Vine had formed an interviewed panel. 4 candidates had been interviewed. At this meeting (which opened at 7.00 pm) Cllr Chadderton reported the result of the interviews. It was proposed by Cllr Chadderton, seconded by Cllr Copeland with the agreement of Cllr Vine (as a quorate) that Susan Jones be offered the post of Parish Clerk, taking up duties from 01/11/11; this concluded the business of this session. At this point, Cllrs Cook and Marriott joined the meeting (at 7.03 pm approximately) and both agreed with the decision. Cllr Bell joined the meeting at 07.25 pm. Susan Jones joined the meeting at 7.30 pm.

**7.30pm PUBLIC QUESTION TIME**

Mr Peter Allen, representing Mrs Anne Moore, Chair of the BW Leaseholder's Company Ltd, asked on what grounds had BW lost the Stagecoach A57 bus services. The bus stop flags had been withdrawn by the LCC Area Highways Manager on safety grounds, for both motorists and pedestrians, following a review. There is no hard standing near the stops, which are close to the BW roundabout. Stagecoach would only consider the viability of its buses calling at a safer stopping venue at the roundabout in BW if LCC Transportation Gp increased the current annual subsidy budget by £3,000. In the current economic climate, LCC cannot meet this extra cost. A discussion followed covering various facets of the problem which are detrimental to the lifestyle of BW residents, including the loss of vital public transport to Lincoln/Gainsborough/Scunthorpe and the 'green' issue raised by the necessity of car use. It was felt that Stagecoach should be exploiting passenger potential. Mr Allen wanted to know what risk assessment had deemed necessary the removal of the bus stop flags.

Cllr Sellars advised the best way forward would be for Burton PC to meet with LCC Transportation Gp Highways and Stagecoach to seek a change of mind. Cllr Vine proposed, seconded by Cllr Chadderton such a meeting be arranged as a matter of urgency; all in agreement. Attendees should include Burton PC Chairman and 3 Cllrs, together with Cllr Sellars. Clerk will arrange.

Mrs Cook suggested that dates of Burton PC meetings be published in the Church Newsletter. Clerk confirmed she already advises Mrs Hepburn with this information on a routine basis in good time for the publication deadline.

**7.45pm COUNCIL MEETING**

The Vice Chairman introduced and welcomed the new Parish Clerk, Susan Jones, to the meeting.

**2. Apologies for Absence:** Cllr F Myers (Chairman)

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

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.

**4. Minutes of the Last Meeting**

Held on 12 July 2011. Minutes agreed – proposed by Cllr Chadderton, seconded by Cllr Cook. All in favour. **IT WAS RESOLVED** to accept the minutes as a true record of the meeting. Minutes signed by the Vice Chairman.

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

**County Councillor Sellars**

Intends to keep pushing Highways for the promised improvements to Fen Lane.

Will attend in support when Burton Parish Cllrs meet LCC to discuss the removal of the bus stops on the A57.

A vast amount of public money will be needed for the LCC Adult Social Care initiative which is designed to assess the needs of each individual and provide a personal budget to purchase care. Cllr Sellars is very concerned that many individuals will not be well enough to manage their budgets effectively.

Local organisations can benefit from a £2000 annual amount available for distribution by County and District Cllrs. This is in addition to S.137 allocations. Cllr Sellars will supply Burton PC with details of the fund.

#### **District Councillor Brockway**

Very little to report. There had been good training on the WLDC new planning procedures.

Eric Pickles, the Secretary of State for Communities and Local Govt is to visit WLDC on 18/10/11. This is a non-political departmental visit to discuss Localism. Mr Pickles is very pleased with the cost-cutting performance of WLDC, which remains free from debt.

Cllr Brockway assured the meeting that WLDC officers are very concerned about the advertisements flyposted at the A57 BW roundabout. Enforcement action has been started but could prove a long process. Ultimately, enforcement action against offenders is intended should removal requests be ignored. The WLDC owned banner will be removed in the near future.

#### **District Councillor Cotton**

WLDC, NKDC, Lincoln City and the County are the Central Lincs Joint Planning Area which will formulate the Core Strategy & Local Development Framework. This will have to be based upon the National Planning Policy Framework, assuming that becomes law next year. The Govt are seeking to cut the planning on statute down from around 2000 pages to a basic 30. Green Wedges are enshrined in law but Green Belt is not. The new Nat Plan Policy assumes in favour of development and Planning Auth's have to show good reason for refusal. At the moment presumption is largely neutral, neither in favour or against an appn. It is hoped that the Core Strategy for Central Lincs will be published by mid-Dec 2011, with a 56 day consultation period for comment by Parish Councils and interested parties. It will replace the Local Plan and as WLDC's Local Plan is now 6 years old, WLDC is seeking the right from Govt to carry over some policies in the interim between the 2 documents.

WLDC is committed to working as paperless as possible, a pilot scheme to this effect has been run and WLDC are now going live with consenting Cllrs. From Jan 2012, all Cllrs will need to download minutes, agendas and reports as paper copies will not be sent. The total cost saving is £70,000 p.a. or £280,000 over the life of a council, with a spend of £18,000 to help members with the provision of IT equipment – at £400 per member. Savings will come from less paper, ink, photocopying, postage and time spent on committee admin.

New Waste Service Calendars will shortly be delivered to advise residents of the change to waste collections which may include a change of collection day and the suspension of the green bin services from Nov to Feb.

#### **Police**

PCSO Melanie Goodwill reported that the theft of 1800m of electricity cable from the Burton area at midnight on 04/10/11 had left BW without power. A similar theft had affected Newton-on-Trent earlier that week. These had been well planned operations and the police are appealing for information in respect of anything suspicious or unusual seen in the vicinity of the thefts.

She asked that people not be scared to report anything questionable to the police immediately. In addition to dialling 999 in an emergency, the new non-emergency number 101 can be used.

2 young men had been reported hanging about near the N Carlton church vestry.

#### **6. Clerk's Report – Including Matters Outstanding**

6.1 Resignation of Parish Clerk – Maureen Wheeldon will carry on as Clerk until Susan Jones takes over on 01/11/11 and will provide support and training.

6.2 Clerk attends Saxilby PC meetings and cost cutting remains 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. News awaited.

6.5 Odder Bus Stops – Ongoing, tied in with A57 bus stops – see Public Question Time and item 12.5.

6.6 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 – to await outcome.

6.7 Dog Waste Bins at Burton Waters – Clerk will contact WLDC about the problem of dog excrement on the cyclepath. Cllr Chadderton will suggest appropriate siting for the dog waste bins; locations could be near The Woodcocks pub and the kissing gate near the Marina.

#### **7. Finance**

7.1 Annual Audit - Clement Keys, have performed the statutory audit and there are no queries. An unqualified audit opinion has been given. The audit fee £60.00 (£50.00 + £10.00 VAT) has been settled – see 7.10.1. The audit notice was issued on 31/08/11 and copies displayed on the 2 notice boards.

7.2 Parish Balance - Bank Statements show:

13 April 2011	Business Money Manager Account	£2812.81
04 October 2011	Current (Community) Account	£4587.22

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 proposed budget and Precept for 2012/2013

WLDC forms for the Precept bid expected in November 2011. Clerk had emailed Cllrs on 07/10/11 with the Chairman's suggested increases of 3% & 5% based upon the 2011/2012 (minus the Election costs) Precept bid.

2011/2012 Details of Precept bid:

1. The Election bid: £1629.00  
Minus WLDC expenses: 138.50  
Balance remaining: £1490.50
2. Precept bid proper for 2011/2012 (exclusive of Election costs in 1. above): £4569.00  
£4569.00 + 3% £137.00 would result in a 2012/13 Precept bid of £4706.00  
£4569.00 + 5% £228.00 would result in a 2012/13 Precept bid of £4797.00

Cllr Copeland, supported by Cllr Vine, made the assertion that there was no justification for an increase. The bid for 2012/2013 could be £4569.00. A proper decision and vote will be taken by the Council at the PC meeting on 13/12/11. Ongoing.

7.4 Consideration of settlement of Staples' stationery invoice - £59.56 + Vat £6.17 – total £65.73. Printer cartridge and stamps bought in good time in case of changeover of Staples' account for new Clerk. Payment proposed by Cllr Chadderton, seconded by Cllr Marriott. All in favour – see item 7.10.2.

7.5 Consideration of funding for Remembrance Day Wreath - Gordon Hickmore is happy to organise the wreath. Cllr Chadderton proposed a payment of £40.00 (as in 2010), seconded by Cllr Bell. All in favour. Clerk will give Mr Hickmore the go ahead and to forward the bill.

7.6 Consideration of funding for Christmas Tree for Burton Village – Last year's costs were £82.50 for the Christmas Tree and lights organised by Mr Tim Russon. Council agreed to expenditure of up to a ceiling of £80.00 as proposed by Cllr Bell, seconded by Cllr Chadderton. Clerk will contact Mr Russon to ensure he is willing to undertake this task.

7.7 Consideration of membership renewal – Campaign for the Protection of Rural England - £29.00 – Cllr Copeland, supported by Cllr Marriott, considered this membership to be a waste of money as the aims of the organisation were outdated. The other Cllrs voted 3 against, with 1 in favour, to discontinue membership. **IT WAS RESOLVED** not to renew the membership.

7.8 Consideration of S137 grant towards dry-stone walling repair to St Vincent's Church, Burton – A letter Mr J Walsh, Church Secretary, to ascertain whether there might be any grants available from WLDC or any other civic body, to progress repairs to the church wall. Clerk had replied on 06/09/11 promising to look dated 30/08/11 had been received into this. Dist Cllr Cotton advised that consideration of a grant under S137 was unwise as there was no firm figure to consider. Clerk will pursue by contacting WLDC and LCC in respect of funding by way of its Wildlife Grant scheme. Ongoing.

7.9 Consideration of the purchase of new equipment for use by the Parish Clerk – The PC laptop, Fujitsu Siemens AMILO Pro Serial No. YK7E026665, has been prey to viruses and is not capable of receiving security updates from Microsoft. Clerk has been using her personal computer for PC tasks. The ancient printer, Brother MFC-620CN Serial No. E62689C5F396415, which was used as a scanner, has broken down and is not worth repairing. The Chairman has suggested a new laptop and scanner equipment should be purchased in time for the appointment of the new Clerk. Funds are available as a balance of £1490.50 remains in hand as a residue from the Election bid – see item 7.3. Cllr Copeland proposed, seconded by Cllr Vine, that costs be sought for the new equipment up to a ceiling of £600.00. All in favour. Ongoing.

7.10 Authorisation of Cheques

7.10.1 Cheques issued since last meeting – 12/07/11

Cheque 100429	Clement Keys External Audit Yr End 31/03/11 Invoice No 79606	£ 60.00
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7.10.2 Cheques authorised at this meeting:

Cheque 100430	Staples UK Ltd – Stationery Invoice No 9068988	£ 59.56
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Cheque 100432	Mrs M Wheeldon Clerk's Salary 28/06/11 – 19/09/11 Invoices 5.2011; 6.2011 & 7.2011*	£408.60
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Cheque 100433	HMRC Tax Clerk's Salary Invoices 5.2011; 6.2011 & 7.2011*	£102.60
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\* Payments on cheques 100432 and 100433 were proposed by Cllr Chadderton, seconded by Cllr Marriott. 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 – WLDC consent to both appns 01/09/11. Cllr Copeland voiced strong objections that he felt it to be deplorable that a listed, much loved and cherished building had been potentially ruined. Dist Cllr Cotton responded that he had tried to do what was right at the WLDC Planning Meeting. The discussion became quite heated from this point.

8.2 028550 - Dunster Lodge, Fen Lane, Burton – Remove 2 lower sycamore branches/Remove 3 poplar trees within A1 of Burton WLDC Consent 07/07/11.

8.3 127355 - BW Marina – Plan appn for single storey extension to chandlery building – WLDC consent 19/07/11. Cllr Marriott had noticed a large green fuel tank close to the marina petrol and diesel pumps. Cllr Cotton advised that planning permission should have been sought for the fuel tank. Clerk will check with WLDC Planning to ascertain if permission had been granted.

8.4 028587 – Land opposite New Farm, Fen Lane, Burton – Tree crown reduction to approx 500mm – WLDC consent 20/07/11

8.5 127691 - Park Lane, BW – Appn to display 1no illuminated promotional advertisement – obs sent 29/09/11

## 9. Correspondence

LCC: LCC Wildlife Grant; Burton Waters – A57 Bus Stops./WLDC: Changes to planning consult methods; Conduct of LA Mbrs; WLDC: Update to new ways of viewing planning docs; Review of Polling Districts & Places; Seminar on Housing 22/09/11; WLDC: Area Forum Saxilby 24/10/11/Ofgen E-Serve: Mains Gas for Burton Response/A One Highways: A46 Rbt resurfacing CPRE: Fieldwork Magazine; Members Guide; Countryside Voice Magazine; AGM 24/10/11

Mr J Walsh, Church Secretary, to ascertain whether there might be any grants available from WLDC or any other civic body, to progress repairs to the church wall.

July/Aug/Sept/Oct Editions – Clerks & Councils Direct, WL News, County News

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

Cllrs reviewed the Register – everything in order.

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

11.1 Burton Waters – Site B Naming - Rick Costall, of Beal Developments had emailed (08/09/11) the Clerk to advise that the last phase of the development, Site B, is known as 'The Quays', that WLDC have no objection to the name but the consent of Burton PC is required before the Post Office is approached for postal codes. Cllrs voted unanimously in favour of 'The Quays'. Clerk will respond to Mr Costall.

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

### **12.1 Problems reported**

#### **12.1.1 WLDC:**

22/09/11 Fly Tipping – Fen Lane, Burton - Collection of builders supplies transport sacks + a settee dumped at the entrance to former Nature Reserve– ref no: 117923

#### **12.1.2 Lincs Highways:**

13/07/11 Manor Lane, Burton, LN1 2RD - Road Surface breaking up – ref no: 1056785

12.2 Fen Lane – As reported at the PC meeting 12.07.11 Clerk had written to Highways Manager, Alan Brown, (11/07/11) about repairing many small potholes and to enquire about the road repairs, hopefully scheduled for this summer. Mr Brown had replied (14/07/11) that a trial scheme is in preparation which does not involve widening the tarmac width of the carriageway but provides a reinforced stoned verge 'over run' strip alongside the surfaced road. The trial is scheduled for completion late in the financial year, probably after Christmas, and will only treat a limited length initially. In the interim, temporary repairs to the edges will be made and the site regularly visited by the maintenance crew. Mr Brown considers a full scale widening scheme cost prohibitive and fears such improvements would merely increase traffic volumes. Ongoing.

12.3 Flyposting on the A57 Burton Waters Roundabout - 06/10/11 – Clerk had written yet again to officers at WLDC and Alan Brown, LCC Area Highways Manager, copied to Cllrs Sellars, Cotton and Brockway, about the myriad of advertising signs. Worst of all is the WLDC sign advertising a Fun Run. Parishioners have complained about the unregulated mess which is a distraction to motorists and an obvious road safety hazard. Cllr Cotton had copied (14/10/11) to Burton Cllrs, recent email correspondence he had with WLDC officers – James Nicholson, the Director of Community and Waste and Bob Bayliss, Communities and Neighbourhood Wardens Manager. Planning enforcement may not be effective but Cllr Cotton hopes that the flyposting can be looked at on the basis of neighbourhood clean-up by the wardens. See also Cllr Brockway's report. Ongoing.

12.4 Pyewipe to Saxilby Cyclepath – This initiative is now completed.

12.5 Bus Stops on the A57 – See Public Question Time.

## **13. BT Broadband – Poor Service**

The Chairman remains committed to seeking a solution to this problem. BT and LCC are to invest in a large-scale project aimed at tackling the poor service. Ongoing.

## **14. Mains Gas for Burton Village**

Cllr Bell has been making enquiries amongst local businessmen into the feasibility and costs to progress this suggested initiative; it could prove expensive to parishioners. Cllr Bell will continue to look into it. Ongoing.

## **15. Date of Next Meeting**

Tuesday 13 December 2011 – Burton Parish Council Meeting – Burton Estate Club – 7.30 pm.

The meeting closed at 9.25 pm.

**Fred Myers**

**Chairman**

**Burton-by-Lincoln Parish Council**