

BARTON - UPON - HUMBER TOWN COUNCIL
MINUTES of an ORDINARY MEETING HELD in the COUNCIL CHAMBER, BAYSGARTH
HOUSE, BARTON, on WEDNESDAY 7 MARCH 2018 COMMENCING at 7.00 p.m.

Present Councillor N Pinchbeck (Chairman)

Councillors Mrs A Clark, F Coulsey, J Evison, N Jacques, Mrs J Mason, Mrs J Oxley, Mr J Oxley, J Sanderson, Mrs P Sanderson, Mrs C Thornton, B Troop, J P Vickers, Ms J Warton and Mrs W Witter.

Also Present Mr Tim Allen (North Lincolnshire Council), 2 members of the public, Mrs C Clark (Deputy Town Clerk) and Ms S Richards (Town Clerk).

Prior to the meeting commencing, Mr Tim Allen (North Lincolnshire Council) in lieu of Mr D Sanderson spoke about the Parish Path Scheme. He stated that several local parishes already engage with the Scheme. North Lincolnshire Council has statutory responsibility for the land, but devolve some responsibility to the town or parish council. This allows the local community to deliver the maintenance service of grass cutting. The cost of undertaking this is met by North Lincolnshire Council, by negotiation and within a cost range outlined. North Lincolnshire Council currently struggle to undertake 3 times a year grass cutting due to limited resources. If a town/parish council using the Scheme found it could not continue with it, it would just be handed back to North Lincolnshire Council to undertake. In 2026, if rights of way are not defined, they will not appear on the definitive map and will cease to exist. Therefore there is some importance to maintain and manage public rights of way for the future. Mr Allen concluded that a town/parish council could enhance parish paths with additional signage and printing leaflets for walks etc to highlight the area for guidance and boost tourism. The National Coastal Trail is set to run through the Waters' Edge area, which is ideal to promote this in the town and surrounding area. If the town council wish to engage with the Scheme, North Lincolnshire Council will continue to undertake the grass cutting and maintenance of the parish paths until devolved to the town council. This can be commenced any time and not necessarily at the beginning of the next financial year commencing in April.

Members of the town council asked various questions regarding the Scheme. The public liability was queried. Mr Allen stated that this would fall to North Lincolnshire Council. Also, a reputable contractor needs to be engaged to undertake the grass cutting maintenance work with public liability insurance. A local parish council had in the past undertaken this Scheme and found it to be successful. The Barton to Barrow pathway was stated to be overgrown. Mr Allen stated that technically overgrown hedges should be maintained by the landowner, but he was quite happy for town/parish councils to undertake some of this work. The Humber Bank is the responsibility of the Environment Agency, so any maintenance work must be undertaken in conjunction with them. It was stated that currently Councillor I Welch walks the parish paths on a regular basis and reports his findings. Mr J French of the Barton Civic Society is currently undertaking a survey of the snickets, some registered and some not. Therefore supporting evidence is being sought to get them adopted, if they are not registered. It was agreed that the local parish paths needed to be accessible and in good order all year round for walkers to use.

Thanks were given from the town council to Mr Allen and his team during the recent spell of inclement weather. It was agreed that collectively they undertook a sterling job in the town.

In conclusion, the town council wish to discuss and determine this matter at the April meeting of the town council, whereby an agenda item is to be placed to consider the Parish Path Scheme. Also, the Barton Tourism Group be contacted regarding printing leaflets regarding local walks, circular walks etc. Mr Allen stated there are funds available through the Parish Path Scheme to undertake the cost of this and he understood the Partnership were amenable to this.

The Mayor, Councillor N Pinchbeck, along with members of the town council thanked Mr Allen for his informative talk which had been well received. He then left the meeting.

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309. **The Town Prayer**

It was agreed and

Resolved that Councillor J Sanderson read out the Town Prayer.

310. **Notice of Meeting**

It was noted that Notice of this Meeting had been given in accordance with Schedule 12 Paragraph 10(2) of the Local Government Act 1972.

311. **Apologies for Absence**

Councillors Mrs S Evison (personal commitments), Mrs S Garrard-Hughes (work commitments), Mrs D Pearson (unwell), C Ulliott (work commitments) K Vickers (holiday) and I Welch (unwell).

312. **Declarations of Interest**

Barton Senior Alliance – Councillor Mrs A Clark (Personal Interest)

Barton Lions – Councillor Mrs J Oxley (Personal Interest)

Barton Bike Night and Barton Lions – Councillor Mr J Oxley (Personal Interest)

Mayoral/Accounts (246-5494) – Councillor N Pinchbeck (Personal Interest)

Community Governance Review – Councillor J P Vickers (Personal Interest)

313. **Police and Neighbourhood Action Team**

Councillor J P Vickers stated he had attended the NAT meeting held last night. A shoplifter in the town has been apprehended, several illegal cars have been taken off the road and priority schemes in the Caistor Road area were working well with associated agencies working together. Other issues discussed were Overton Court, in schools working together and a community speed watch trialed in local villages. If successful this may be adopted for use in Barton.

Councillor N Jacques gave report on St. Peter's Church and English Heritage. The tower is to be refurbished next year for the bells to be rung and a cctv system to be installed in some of the churchyard. This will be linked to the North Lincolnshire Council system, to assist in combatting some anti-social behaviour issues in this area suffered during the last few months.

Resolved that this be noted.

314. **Minutes**

(a) **Ordinary Meeting of the Council – 7 February 2018**

Resolved that the previously circulated minutes of the Ordinary Meeting of the Council held on 7 February 2018, be received, approved and confirmed as a correct record and signed by the Chairman.

315. **Matters of Report Arising**

(a) **Boots the Chemist** (*Min Ref: BTC 273(b)/114*)

Councillor N Pinchbeck gave a report of the current position. Much criticism of the local chemists has been reported recently on social media following problems during the recent inclement weather.

Minutes of an Ordinary Meeting of the Council held on 7 March 2018, cont'd

He explained he has contacted both Boots and Lloyds Pharmacies, whereby he gave appraisal of the current position of both stores. It would appear they have suffered with staff problems, contributing to the delivery of the services. Some staff have left their employment and some off work sick. He is to contact the Health Centre to question why the residents of Barton cannot utilise the pharmacy there, particularly to assist with the volume of prescriptions the external two chemists are dealing with just now. Councillor Mrs J Oxley pointed out a policy was in force at the Health Centre regarding this matter. Councillor Pinchbeck felt he needed to enquire if the policy could be relaxed, particularly as the two chemists were currently suffering from staffing problems and struggling to meet current demand.

Resolved this matter be noted.

(b) **Changes to the Data Protection Regulation in May 2018** (*Min Ref: BTC 07/02/18 - 276(5)(i)/116*)

The Clerk gave report regarding the ERNLLCA training course she had recently attended for 'Changes to the General Data Protection Regulation'. This will impact town/parish councils greatly both in manpower and financial resources to undertake the work involved. It is to be implemented nationally on 25 May 2018. All town/parish councils must adopt this, being the repeal of the Data Protection Act 1998. Not all information is to hand yet, NALC are currently drip feeding local councils with information weekly when more information is to hand. Auditable systems are to be set up by the town council, an external Data Protection Officer to be appointed, along with a specialised auditor. Non-compliance with the changes will result in hefty fines. Budget will have to be attributed to this by the town council for audit fees etc. Councillor Mrs C Thornton stated that North Lincolnshire Council are to appoint an auditor to work with town/parish councils to assist.

Resolved that this be noted.

(c) **Community Governance Review** (*Min Ref: BTC 07/02/18 - 281/117*)

Councillor N Jacques wished to provide clarification regarding the minute wording of "...with the North Lincolnshire Council report..." He explained the background to this stating that this was different in another report.

He commented that he felt there were inconsistencies in the figures quoted locally and nationally. The Local Plan states there is an 8 % increase over the life of the plan, however the forecast for Barton is stated as 17% and the Government Review as 1%. The population figures simply do not match. The inconsistency of the system as a whole he felt was flawed and that the decision to have 12 councillors to serve on the town council should be challenged in view of this as it was at the lower end of the scale. Councillor N Pinchbeck read out advice he had received from ERNLLCA regarding challenging this matter. This stated "the town council had received correspondence and information regarding the community governance review which had been placed on the correspondence lists for various monthly town council meetings held last year. No comment had been made at the appropriate time regarding this matter by the town council". It concluded that the timescale to seek a Judicial Review, three months from the date of the decision, and as the order re the Governance Review was made on the 29 September 2017, that opportunity has elapsed. In light of this, it suggested that it is possible for the town council to write to North Lincolnshire Council supplying information as to the reason the town council believes the decision to be flawed. It was acknowledged that a public consultation had taken place, whereby the majority of local people wishing the numbers of town councillors serving on the town council to be reduced however, due to the inconsistent statistics used, it is felt this should be re-considered. It was agreed and

Minutes of an Ordinary Meeting of the Council held on 7 March 2018, cont'd

Resolved the Clerk write to North Lincolnshire Council stating that the town council feels there are inconsistencies in the figures quoted locally and nationally. The Local Plan states there is an 8 % increase over the life of the plan however the forecast for Barton is stated as 17% and the Government Review as 1%. The population figures simply do not match. The inconsistency of the system it is felt is flawed and that the decision to have 12 councillors to serve on the town council is challenged in view of this as it was at the lower end of the scale. It is acknowledged that a public consultation took place to help determine this matter, however, the town council wish for this to be reviewed and reconsidered because of the reasons given.

(d) **Consideration of Developing a Neighbourhood Plan for Barton** (*Min Ref: BTC 07/02/18 - 283/118*)

Councillor N Jacques stated that it had been agreed at the 7 February meeting that he would “put together a model of costings for guidance and assistance” for the meeting this evening. However, due to getting stuck across the country in the recent inclement weather, this had delayed progress of this.

Resolved that this be noted.

(e) **The “Great British Spring Clean”** (*Min Ref: BTC 07/02/18 - 286/119*)

Councillor J Sanderson explained this project had been cancelled last weekend due to the bad weather. In line with the national guidelines for this, the spring clean had to be concluded by 25 March. Various groups are participating and the equipment is available from Lindsey Relay to borrow. The spring clean to be undertaken within the given date if possible.

Resolved that this be noted.

316. **Other Meeting Minutes**

(a) **Minutes of an Environment Committee Meeting**

1) **Correct Record**

Resolved that the circulated Minutes of an Environment Committee Meeting held on 12 February 2018 be approved as a correct record.

(b) **Minutes of a Planning Committee Meeting**

2) **Correct Record**

Resolved that the circulated Minutes of a Planning Committee Meeting held on 19 February 2018 be approved as a correct record.

(c) **Minutes of a Community Committee Meeting**

3) **Correct Record**

Resolved that the circulated Minutes of a Community Committee Meeting held on 26 February 2018 be approved as a correct record, subject to the amendment of Councillor Ms J Warton being in attendance at the meeting. This had been omitted from those present in the meeting minutes.

Minutes of an Ordinary Meeting of the Council held on 7 March 2018, cont'd

317. **Matters of Report Arising**

(a) **Barton Lions Club** (*Min Ref: EC 12/02/18- 291(b)/121*)

Councillor Mr J Oxley stated that the Barton Lions would match fund the town councils budget with a further £320 towards the purchase of bulbs for the town bulb planting scheme. They will also support the cost of an additional category of the 'Best Kept Garden' competition for best primary school hanging basket. This would consist of a £200 donation and a trophy. Members of the town council gave thanks to the Club for their kind donations towards these schemes. Also, the damaged public seat on Westfield Road is not one located by the Barton Lions therefore they are unable to assist in the repair costs.

Resolved that this be noted.

(b) **Litterbins in the Town** (*Min Ref: EC 12/02/18 - 294/122*)

Councillor N Jacques felt clarification was needed regarding this matter, following correspondence received from Mr J French (Barton Civic Society) who was in attendance at the meeting. Discussion took place regarding this issue. It was agreed and

Resolved one large litterbin to be purchased and located adjacent to the One Stop Shop on Fleetgate (not halfway along Fleetgate as the meeting minutes suggest). Another large litterbin to be purchased and located on Barrow Road as originally minuted. The available monies in the budget for litterbins to be utilised for the purchase of the two litterbins and the additional costs to be taken from the town councils reserves.

318. **Correspondence**

1. Receipt of the latest Highway Programme of Works for the area from North Lincolnshire Council.
2. Receipt of Cyber Crime Team contact details to small and medium enterprises, as mentioned by Police & Crime Commissioner at 7 February 2018 Council Meeting – Stephanie.hunter@westyorkshire.pnn.police.uk
3. Receipt of ERNLLCA January newsletter (*copy available from town council office*).
4. Copy of agenda for BCCRP meeting on Tuesday 6 March 2018 at 11.00am at Grimsby Town Station.
5. Information from Safer Neighbourhoods North Lincolnshire to help understand the different types of financial scams (*copy available from the town council office*).
6. Application form, guidance notes and marking sheet for entry to CPRE Best Kept Village Competition.
7. NHS North Lincolnshire CCG is looking for patient representatives to join working groups to look at ways to improve services locally. More information can be found at <https://www.nlg.nhs.uk/about/trust/service-reconfiguration/>
8. Receipt of Barton NAT Group minutes from their January meeting and crime stats. Also reminder the next meeting will be held on Tuesday 6 March 2018, 6.30 pm at the Assembly Rooms.
9. Receipt of Barton Tourism Group agenda and minutes for their 20 February 2018 meeting.
10. Notification from the Freedom Group they plan to replace the electrical substation on King Street between 28 March and 10 April 2018. They propose to put the memorial bench in safe storage and replace it once the work is complete. Barton Rotary Club have been informed, they have asked if a photograph could be taken of the bench before and after the work? They will also contact Mr Osgerby's family to make them aware of this work.
11. Request from Age UK Lindsey for financial support towards their information and advice service.
12. Correspondence received from local resident regarding Heron Car Park and car parking in the town generally (*copy attached*).

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Resolved

- (i) the town council to enter the CPRE Best Kept Village Competition 2018 (*item 6*);
- (ii) the town council to take a photograph of the seat before and after the work (*item 10*);
- (iii) as this request is not specifically for Barton, it is the town council policy not to support general requests. The applicant to be notified (*item 11*);
- (iv) the resident to be thanked for his correspondence and for the letter to be sent to North Lincolnshire Council for their consideration (*item 12*);
- (v) that the correspondence be received and the contents noted.

319. **Correspondence Received Since Issue of the Agenda**

1. Information from ERNLLCA regarding
 - (a) Local Government Ethical Standards Review, seeking views on how the Code of Conduct is functioning for parish and town councils Responses should be sent to public@public-standards.gov.uk by 18 May 2018;
 - (b) NALC Larger Councils' Committee 2018 Governance Review Survey with an opportunity to respond. The survey can be found at <https://www.surveymonkey.co.uk/r/SXXZYZM> by 3 April 2018
 - (c) NALC parliamentary briefing on the Data Protection Bill which has been added to the GDPR (General Data Protection Regulation) information on ERNLLCA website.
2. Update from North Lincolnshire Council Neighbourhood Services team that their depot on East Acridge has been sold by their landlord and they will move out by the end of March. The public bench currently in their storage for installation outside Trinity Methodist Church on Holydyke will need storing somewhere by ourselves immediately (*Min Ref: 293(c)/122 – EC 12/02/18*).
3. Update from Barton Lions Club that they are unable to repair the parish bench on Westfield Road, would it be possible for the town council to arrange repair? The bench does not belong to North Lincolnshire Council (*Min Ref: 296/123 – EC 12/02/18*).
4. Update from contractor that he has started the maintenance work on the wood post town signs (*Min Ref: 194(c)/76 – EC 13/11/17*).

Resolved

- (i) the public bench to be stored at the Lindsey Relay storage facility. Neighbourhood Services to be notified of this (*item 2*);
- (ii) the town council to arrange for repair of the public seat (*item 3*);
- (iii) that the correspondence be received and the contents noted.

320. **Accounts for Payment**

Resolved

- (i) that the Clerk be authorised to pay the accounts as listed in Appendix II in the sum of £7,870.17 (A/cs 240 to 246) and those presented at the meeting in the sum of £5,972.87 (A/cs 247 to 251) - a grand total of £13,843.04;
- (ii) petty cash expenses for February 2018 are £103.64;
- (iii) the balanced bank reconciliation sheets for January 2018 were signed by the Mayor and Town Clerk.

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321. **The April 2018 Edition of The Bartonian**

Resolved that following proof reading undertaken by Councillors Mr J Oxley, J Sanderson, Mrs P Sanderson and B Troop, that the draft copy be accepted, printed, and distributed to local residents. (Min Ref: 308(ii)/128 – CC 26/02/18 refers).

322. **Further Consideration of the Development of a Neighbourhood Plan** (Min Ref: BTC 283/119 – 07/02/18 refers)

Councillor N Jacques stated he had spoken to Mr D Lofts (Neighbourhood Planning Officer) at North Lincolnshire Council, together with the Chairman of Appleby Neighbourhood Plan Steering Group. He explained the current status of the Appleby Neighbourhood Plan. He stated that the town council were the only body able to submit a Neighbourhood Plan for the town and reiterated his proposal made at the February meeting of the town council (Min ref: BTC 07/02/18 - 283/119 refers), for the town council to complete an A4 form of 2 sheets to initiate the process. He commented that the town council would show support and made reference to the steering group process. Councillor Mrs J Oxley felt that other outside local groups were able to submit a Neighbourhood Plan other than the town council.

Councillor N Pinchbeck stated he had spoken to representatives of the Barrow Neighbourhood Planning group and felt two of these should attend the next meeting of the town council to explain the process to the town council for consideration. Councillor Mrs J Oxley disagreed with this. It was generally agreed by members present that more information needs to be sought to make a decision regarding this matter. Councillor N Jacques requested an agenda item to be placed at the next meeting of the town council to discuss this matter. However, following advice received from ERNLLCA and the six month rule regarding the same subject matter being raised at consecutive monthly meetings of the town council, the Clerk advised that if the matter is to be further discussed at the next meeting, this should be done under matters arising from the meeting held 7 March 2018. A separate agenda item would appear to fall foul of the six month ruling of the legislation. In light of this, Councillor N Jacques wished it to be minuted that at the 4 April meeting that “Barton-upon-Humber Town Council is minded to support a Neighbourhood Plan, welcome a steering group to take forward, and apply to North Lincolnshire Council for the electoral ward to be the designated area”.

Councillor J Evison agreed that further information should be sought on Neighbourhood Planning.

It was agreed and

Resolved two representatives of the Barrow Neighbourhood Planning Group attend the April meeting of the town council to provide further information on Neighbourhood Planning. Discussion by the town council regarding this matter to be raised under matters arising from the 7 March meeting.

323. **New Barton Tourism Website & Town Council Site**

Councillor J P Vickers stated that the Barton Tourism Group have received funding to update their website facilities and re-launch. Currently, as the town council website pages are incorporated into this, it was felt this too needed up-dating and refreshing. The cost for updating the town council website facility would be £500 for set-up costs, £30 for a domain name and £110 to host the site. It was agreed and

Resolved confirmation of this to be sent in writing to the town council from the Barton Tourism Group and for the town council to take the cost of the new website upgrade from the town council's reserves, providing the costs are as quoted above.

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324. **Fleetgate CCTV**

Councillor J P Vickers reminded members present of the town council resolution to support the cost of a new cctv camera on behalf of North Lincolnshire Council to be installed on Fleetgate (*Min Ref: BTC 05/07/17 - 74/26 refers* “Resolved the town council to donate £2,954 to North Lincolnshire Council, for the provision of additional cctv cameras on Fleetgate to extend the town centre cctv coverage. The donation monies to be taken from the town council’s reserves. North Lincolnshire Council to monitor the cameras through the North Lincolnshire Council cctv control centre “.

During the passage of time, this matter had changed slightly. North Lincolnshire Council were now requesting the town council purchase the equipment direct from the supplier, whereby North Lincolnshire Council would monitor the cctv and the equipment to be gifted to them in the future. St John Ambulance to supply the electrical installation and electricity costs for the camera. It was agreed and

Resolved the town council to purchase the equipment direct from the supplier, once North Lincolnshire Council had furnished the town council with paperwork in support of this and outline the roles/responsibilities of the cctv equipment.

325. **Reports from North Lincolnshire Council Representatives**

(a) **Councillor J Evison**

Councillor J Evison outlined the North Lincolnshire Council budget meeting held last week. Barton featured well in this with ward priorities. There is a possibility of a relief road in the town. £100k had been identified to undertake research, costing and consultation for this. Congestion between the two football grounds on Pasture Road were looked into. £50k was placed in the budget to assist building a bridge over the dyke on Pasture Road to provide additional vehicular parking on the football ground, over £1m towards improvement works to the three primary schools in the town, funding towards Green Flag status of Baysgarth Park, flood defence funding and a £50k funding pot for voluntary organisations to apply for project funding.

(b) **Councillor J P Vickers**

Councillor J P Vickers referred to the North Lincolnshire Council budget meeting too. Budget had been set aside for the Imagination Library to continue and for Highway improvement works, notably pothole repair work and the Viewing Area car park. Councillor Mrs A Clark made comment about the deep potholes on West Acridge. Councillor Vickers stated that as far as he knew this work was planned in the next few weeks to repair. Also, work to the gullies on Ferriby Road is due to take place too.

326. **Reports from Members on Outside Organisations**

(a) **The Ada Flower Trust**

Councillor Mrs Witter gave appraisal of the Trust and how it operates. It was set up in 1975, and is a registered charity for residents in the town with certain medical and health issues to apply for financial assistance. It is not advertised, but consists of 5 trustees and is fronted by K Ready. Councillor Mrs Witter stated there are several cases of sick children in the town and people with health issues. The funding of the Trust can be of assistance for heating grants, subsidising transport costs, car parking facilities etc. The Trust is in conjunction with the Barton Lions and Barton Rotary Groups. Hardship cases are considered by the Trust, for smaller amounts this can be within 24 hours.

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The Trust is secondary to what the health service provides. Councillor Mrs W Witter is Chairman of the Trust and anyone can contact her or Councillor Mr J Oxley for further information or to make application for hardship funding assistance. Applicants must be residents in the town only.

(b) **Barton Civic Society**

Councillor N Jacques reported the Society is undertaking a list of snickets and urban footpaths in the town. Much supporting documentation is required in evidence for these to be adopted. He felt that a letter of thanks should be sent from the town council, thanking them for the work undertaken. It was agreed and

Resolved a letter of thanks to be sent to the Barton Civic Society, for undertaking compilation and supporting evidence of snickets and urban footpaths for adoption.

The Chairman, Councillor N Pinchbeck closed the meeting at 8.33 p.m.

..... Chairman 4 April 2018