

**BARTON - UPON - HUMBER TOWN COUNCIL**

**MINUTES of an ORDINARY MEETING HELD via TELEPHONE/EMAIL BETWEEN MEMBERS OF THE TOWN COUNCIL & THE TOWN CLERK on WEDNESDAY 1 APRIL 2020**

Councillor J Sanderson (Chairman)

Councillors A Chapman, Mrs A Clark, J Evison, N Jacques, Mrs J Oxley, N Pinchbeck, Mrs C Thornton, A Todd, B Troop, J P Vickers and K Vickers and Ms S Richards (Town Clerk)

312. **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

313. **Apologies for Absence**

None

314. **Declarations of Interest**

Barton Bike Night – Councillor A Chapman (personal interest)

Barton Bike Night – Councillor J Evison (personal interest)

Barton Tourism Partnership – Councillor N Jacques (personal interest)

Queen Street Preservation Trust – Councillor Mrs C Thornton (personal interest)

Agenda items 11 and 12 – Councillor J Sanderson (personal interest)

Friends of Baysgarth Park – Councillor B Troop (personal interest)

Barton Tourism Partnership – Councillor J P Vickers (personal interest)

315. **Minutes**

(a) **Ordinary Meeting of the Council – 4 March 2020**

**Resolved** that the previously circulated minutes of the Ordinary Meeting of the Council held on 4 March 2020 be received, approved and confirmed as a correct record and signed by the Chairman.

316. **Matters of Report Arising**

(a) **Generations Online** (*Min Ref: 129 – BTC 04/03/20*)

Councillor Mrs C Thornton wished to place an agenda item at a future meeting of the town (after COVID 19) to further discuss ‘Generations Online’, following their representatives who came to speak at the 4 March meeting of the town council.

**Resolved** this be noted and actioned at a future town council meeting following COVID 19.

(b) **Police and Neighbourhood Action Team** (*Min Ref: 289/129 - BTC 04/03/20*)

Councillor N Pinchbeck felt the application to erect cctv cameras at St Peter’s Church was welcomed.

**Resolved** this be noted.

(c) **Consideration of having a Representative on the Queen Street School Preservation Trust following Mr J Emerson attending 5 February 2020 Town Council Meeting** (*Min Ref: 300/134 – BTC 04/03/20*)

**Minutes of an Ordinary Meeting of the Council held on 1 April 2020, cont'd**

Councillor Mrs C Thornton gave update. She understands there is still a possibility that the consultants could contact the town council. She advised them the council would not be averse to speaking to them.

**Resolved** this be noted.

(d) **Councillor K Vickers** (*Min Ref: 302(b)/135 – BTC 04/03/20*)

Councillor J Sanderson gave report about the poor condition of the Age UK building located on the High Street, as raised by Councillor Mrs A Clark. He had undertaken a meeting with Donna Murphy (Age UK Lindsey – Director of Operations). It would appear their lease on the building includes repairs, therefore it is Age UK Lindsey who must organise and fund the major repairs that are required to bring the building back into use. They are currently exploring how they may achieve this and it is their intention to re-open the charity shop as soon as practically possible.

**Resolved** this be noted.

317. **Other Meeting Minutes**

(a) **Personnel Committee Meeting**

1) **Correct Record**

**Resolved** that the circulated notes of a Personnel Meeting held on 9 March 2020 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 9 March 2020 be approved as a correct record

(c) **Notes of an Emergency Personnel Committee Meeting**

3) **Correct Record**

**Resolved** that the circulated minutes of a Emergency Personnel Committee Meeting held on 18 March 2020 be approved as a correct record

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

4) **Correct Record**

**Resolved** that the circulated minutes of a Planning Committee Meeting held on 30 March 2020 be approved as a correct record

318. **Matters of Report Arising**

(a) **Employment Issues** (*Min Ref: 4(d)/1 –PC 09/03/20*)

## Minutes of an Ordinary Meeting of the Council held on 1 April 2020, cont'd

Councillor J Sanderson commented that the election of councillors for each committee is carried out by the full council at the Annual Meeting of the town council, as per the town council's standing orders and Local Government Act 1972. Whilst he agreed with the reasoning of the Personnel Committee for retaining the same three members for 2020/2021, he felt this should be placed as an agenda item for the full council's consideration.

**Resolved** this be noted.

### 319. **Correspondence**

1. Notification of the Calor Rural Community Fund, aimed at providing a much needed boost to groups in rural areas. For details please visit the Calor Gas Website.
2. Notification from Humberside Police of free call blocker update. Details to be found on [www.FriendsAgainstScams.org.uk/callblocker](http://www.FriendsAgainstScams.org.uk/callblocker).
3. Notification that the new development on Marsh Lane to be named "Hopper Fields". This is a name suggested previously by the town council to the developer.
4. Thanks received for the donation of £10,000 made to Friends of Baysgarth Park. They are sure the scheme improvements programme will benefit all who visit Baysgarth Park.
5. "Walking the Way to Health" programme for May-August 2020. Details from the town council office.
6. Notification from North Lincolnshire Council, that following assessment, there is a zero charge for the town council office rates 2020/2021.
7. North Lincolnshire Council Licensing Department advise that the application to vary a club premises certificate at the Humber Bridge Water Ski Club was on hold, but the consultation period for the application has re-started. The closing date for comments is now 10 April 2020.
8. Notification from Tourism at North Lincolnshire Council of financial support for North Lincolnshire retail, hospitality and leisure businesses. Details can be found on <https://investinnorthlincolnshire.com/coronavirus>.
9. The proposals for the Great British Spring Clean has been postponed. The date is now 11-27 September 2020 for the Great British September Clean.
10. Notification from Worlaby Parish Council that they are preparing a Neighbourhood Plan for the parish of Worlaby, North Lincolnshire, and are currently consulting under Regulation 14 of the Neighbourhood Planning (General) Regulations 2012.
11. An update received from Mr Paul Chapman. The Ferriby Road tree planting scheme had been concluded, with the trees planted and staked, as per the plan approved by BTC last year (*the Clerk has acknowledged receipt of this information and requested invoices/receipts for the work be submitted for audit requirements of the town council, which has now been received*).
12. Notification from North Lincolnshire Council Democratic Services, that the programmed NAT meeting to be held on 7 April has been postponed in response to the current Covid 19 outbreak.
13. Heron Foods advise they will be deactivating enforcement during the lockdown period of their Heron Store car park in Barton. Enquiries to be made to [tom.evans@heronfoods.com](mailto:tom.evans@heronfoods.com).
14. Enquiry received from Barton Town Football Club for their advertisement in the April 2020 edition of the Bartonian to be half the normal advertisement rate, as they have had to cancel their event and have no income at the moment.
15. Update received from the town council's external auditors. In light of the Government's announcement on 23 March regarding the Coronavirus pandemic, their instructions for the completion of the 2019/2020 AGAR will not be issued until such time as there is more clarity over the implications for smaller authorities. They have no powers to amend the existing reporting timetable, as it is governed by existing legislation. They await further advice from the Government regarding the approach to be taken for town council's this year. Further instructions to follow.

**Minutes of an Ordinary Meeting of the Council held on 1 April 2020, cont'd**

16. Information received from the town council's internal auditor regarding the final year-end audit 2019/2020. Two on-site audits have already been undertaken during the current financial year, with the final audit to be concluded using the phone and email communication with the internal auditor, in liaison with the town council's Responsible Financial Officer.
17. Information received from Humberside Police regarding Coronavirus scams prevention (*the notice has been posted in the town council's noticeboard for public perusal*).
18. Email from a local resident requesting the town council intervene with a "moral duty" regarding a local business in relation to the Government's guidelines for Coronavirus (*the Clerk has responded to the resident, stating any moral duty has to lie within that of the business, with the town council having no powers to police and dictate to the business*).

**Resolved**

- (i) the Clerk has sent an email, thanking Heron for the information provided (*item 13*);
- (ii) Councillor K Vickers felt a reduction in the advertisement would show a precedence for others to do this in the future. Councillor A Chapman concurred with this, explaining the Barton Lions accept this type of thing can happen and just take it on the chin (*item 14*);
- (iii) the information to be placed on the town council's website and also Facebook page. It is currently posted in the town council's notice boards (*item 17*);
- (iv) the remaining correspondence be received and the contents noted.

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

1. Email from The Ropewalk regarding their hot meal service (*copy attached*).
2. Email from Councillor Paul Vickers (*copy attached*)

**Resolved**

- (i) items 1 and 2 addressed under minute reference 323/144 of these minutes.

321. **Accounts for Payment**

**Resolved**

- (i) that the Clerk be authorised to pay the accounts as listed in Appendix II in the sum of £18,468.20 (A/cs 1 to 12) and those presented at the meeting in the sum of £8,966.85 (A/cs 13 to 22) - a grand total of £27,435.05;
- (ii) petty cash expenses for March 2020 are £7.23;
- (iii) the balanced bank reconciliation sheets for February 2020 were signed by the Mayor and Town Clerk.

322. **Emergency Delegated Powers during the Coronavirus Pandemic:**

Propose that Barton-upon-Humber Town Council officially close down to a summer recess type operation (*min ref: 99/42 – BTC 04/09/19 refers*) giving delegated powers to the Town Mayor and Chair Persons of Committees (Finance & General Purposes, Community and Environment Committees), for day-to-day decisions. The Planning Committee business to be conducted by the Committee Chairman and the Town Clerk, in liaison with the Committee Members via email and North Lincolnshire Council planning portal. Decisions of a larger nature will be at the discretion of the Town Mayor and the Town Clerk/Deputy Town Clerk, and be circulated to the whole council via email for a view/decision. Should members become incapacitated, their duties will be passed to other members of the town council.

**Minutes of an Ordinary Meeting of the Council held on 1 April 2020, cont'd**

**Resolved** the above proposal was agreed for approval and immediate implementation by all members of the town council.

323. **To consider an Emergency Relief Fund**

Propose that Barton-upon-Humber Town Council makes available £5k from reserves for an emergency relief fund, with delegated power to the Town Mayor and Chair of the Emergency Planning Committee. The funds to be used to help vulnerable people and support The Ropewalk hot meal service and the Barton Foodbank. Should members become incapacitated their duties will be passed to other members of the town council.

Following much discussion and debate regarding this matter, it was agreed and

**Resolved**

- (i) £10,000 to be set aside in the town council's budget (taken from reserves), as an emergency relief fund to encompass all emergency requirements in the current COVID 19 pandemic;
- (ii) A £5,000 donation to be made immediately to The Ropewalk, to support the emergency meal system to the elderly in the town during the COVID 19 pandemic. The budget to be taken from the emergency relief fund as in (i) above;
- (iii) to COVID 19, Barton Bike Night has been cancelled this year. The town council made a £2,000 provision for the event in the 2020/2021 financial year budget that is no longer required for this. The £2,000 to be re-allocated as a donation to support the current crisis for the Barton Foodbank, to assist provision of food supplies for families in need in the town.

The Chairman, Councillor J Sanderson

..... Chairman      6 May 2020