

**BARTON - UPON - HUMBER TOWN COUNCIL**  
**MINUTES of an ORDINARY MEETING/ANNUAL TOWN COUNCIL MEETING HELD via a**  
**VIRTUAL MS TEAMS MEETING on WEDNESDAY 5 MAY 2021 at 19.00**

Councillor B Troop (Chairman)

Councillors Mrs A Clark, A Chapman, N Jacques, N Pinchbeck, Mrs C Thornton, J P Vickers, A Todd, J Evison and B Troop. Also in attendance Ms T Broughton (Town Clerk) and Mrs C Bramley (Deputy Clerk) and two members of the public.

**Public Participation**

None

1. **Elect a Town Mayor – and Mayors notices**

**AGREED**

**Proposed Cllr N Jacques, Seconded Cllr J P Vickers**

Cllr B Troop be duly elected as Town Mayor 2021-22

**Unanimous**

Humber Bridge footpaths and pedestrian access will be opened from Thursday 6<sup>th</sup> May 2021.

2. **Declaration of Acceptance to be signed**

Will be signed at the first opportunity in the Town Council Office.

3. **Apologies for Absence**

**AGREED**

**Proposed Cllr B Troop, Seconded Cllr J P Vickers**

To accept the apologies from Cllr K Vickers (Personal)

**Unanimous**

4. **Elect a Deputy Town Mayor**

**AGREED**

**Proposed Cllr B Troop, Seconded Cllr A Clark**

Cllr J P Vickers be duly elected as Deputy Town Mayor 2021-22

**Unanimous**

5. **Declaration of Acceptance to be signed**

Will be signed at the first opportunity in the Town Council Office.

6. **Declarations of Interest**

Cllr N Jacques declared a personal interest in Barton Civic Society, Eco Serenity Project Grant application and Friends of Baysgarth Park Grant application and Barton Neighbourhood Plan.

Cllr Mrs Clark declared a personal interest in Barton Senior Alliance.

Cllr A Chapman declared a personal interest in Barton and Humber Relief in Sickness Fund as Trustee and Barton Lions Club CIO and Barton Bike Night Committee Member.

Cllr J P Vickers declared a personal interest in Friends of Baysgarth Park, Barton Neighbourhood Plan and Champ.

Cllr N Pinchbeck declared a personal Interest in Barton Neighbourhood Plan.

Cllr B Troop declared a personal interest in Friends of Baysgarth Park.

7. **Minutes To receive, approve and confirm as a correct record the Minutes of the Ordinary Meeting of the Council held on 7<sup>th</sup> April 2021**

**AGREED Proposed Cllr Mrs A Clark, Seconded Cllr C Thornton**

That the previously circulated minutes of the Ordinary Meeting of the Council held on 7 April 2021 be received, approved and confirmed as a correct record and signed by the Chairman.

**Unanimous**

One outstanding action – letter to Heron/Boyes to discuss parking issues, as there are customers receiving parking fines on a Sunday. This information to be included in the letter.

8. **To approve as a correct record minutes of the following meeting of the Council**

(a) **Minutes of the Planning Committee meeting held on 12 April 2021**

**AGREED Proposed Cllr N Pinchbeck, Seconded Cllr Mrs A Clark**

That the previously circulated minutes of the Planning Committee of the Council held on 12<sup>th</sup> April 2021 be received, approved and confirmed as a correct record and signed by the Chairman of the Planning Committee.

**Unanimous**

(b) **Minutes of the Environment Committee Meeting held on 26<sup>th</sup> April 2021**

**AGREED Proposed Cllr J Evison, Seconded Cllr N Jacques**

That the previously circulated minutes of the Environment Committee Meeting of the Council held on 26<sup>th</sup> April 2021 be received, approved and confirmed as a correct record and signed by the Chairman.

**Unanimous**

Butts Road verge seeding was very successful and have been watered nicely by the rain.

(c) **Minutes of the Community Committee Meeting held on 26<sup>th</sup> April 2021**

**AGREED Proposed Cllr B Troop, Seconded Cllr A Chapman**

That the previously circulated minutes of the Community Committee Meeting of the Council held on 26<sup>th</sup> April 2021 be received, approved and confirmed as a correct record and signed by the Chairman.

**Unanimous**

**Q:**What action has been taken with funding for Bunting for Shop Local and Bags for life project?

**A:** Town Clerk explained that this is being explored and the staff are looking at how to promote Shop Local with the suggestions made in the Community Committee.

It was suggested the project go to Finance & General Purposes for further research on funding and to consider promotion of Shop Local within the Town.

**AGREED****Proposed Cllr J P Vickers, Seconded Cllr B Troop**

To defer to Finance & General Purposes Committee for funding options and further project research of promotion of Shop Local within the Town.

**Unanimous**

9. **Correspondence**

1. North Lincolnshire Council Safer Neighbourhoods – scam text messages.
2. North Lincolnshire Council Tourism – Experience Development Workshop and tourism and visitor economy policy updates.
3. NALC – Chief Executives Bulletin, Survey on working relationships, Star Council Award and reopening & reimagining your community, how to get young people involved in local councils and is your council supporting young people.
4. North Lincolnshire Council Business updates.
5. North Lincolnshire Council – Network Management (Road Closures).
6. North Lincolnshire Council – Community Survey.
7. Lincolnshire Lowland Search and Rescue – donation request.
8. Analysis of Section 106 Agreements in relation to Highways Contributions for the development of Keigar Estate, Falkland Way – by Stewart Graham Smith

Food For Thought document and toolkit for use of local business and can this be forwarded to local hospitality businesses in the town.

**ACTION**

Town Clerk to forward to local hospitality venues.

Letter from local resident in relation to Section 106 payments. Would the Ward Councillors take this back to North Lincolnshire for further detailed answers to where the S106 funding that has been identified in relation to Falklands Way has been spent. Cllr J P Vickers has submitted this to North Lincolnshire Council and is awaiting further information.

One member stated that the document was really well written and informative. He queried the number of affordable housing and the location of these on the Falklands development. It was suggested the Town Clerk also write to North Lincolnshire in support of seeking answers to the questions raised in correspondence Item 8 regarding S106 funding and the exact detail of where the funding has been spent in the town. One member questioned clarity for the definition of Affordable Housing. The definition is social rented or affordable rented or intermediate provide to households whose needs are not met by the market.

**AGREED****Proposed Cllr P Vickers, Seconded Cllr Mrs A Clark**

To suspend Standing Orders to allow a member of the public to speak.

**Unanimous**

It was stated if the response from North Lincolnshire Council would be published. The report has taken time to be completed and the response would be welcomed into the public domain.

**AGREED****Proposed Cllr B Troop, Seconded Cllr J P Vickers**

To enter back into Council session.

**Unanimous**

It was noted that funding of Highways within the town seems to be lacking. There are no traffic lights within the town. On May 19<sup>th</sup> there is a proposed outdoors consultation event focusing on the

consultation regarding the relief road and Highways improvements. It was questioned as to why facemasks are being asked to be worn as it is an outdoor event. Cllr Vickers explained that this was to ensure employees and visitors safety at the event. This will be the first large event under the lesser restrictions so every precautions is being considered and taken. It was stated that indoor social contact will be open by then and therefore is there a need to wear a mask after May 17<sup>th</sup> outdoors. It was explained that many people feel safe wearing a mask even outdoors. Cllr Vickers will feedback to North Lincolnshire Council the councils comments regarding mask wearing outdoors after May 17<sup>th</sup>. It was suggested that the council should write mask wearing into the Risk Assessment.

10. **Accounts for Payment**

**AGREED**

**Proposed Cllr B Troop, Seconded Cllr J Evison**

*(i)* the Clerk be authorised to pay the accounts as listed in Appendix II in the sum of £19,749.75 (A/cs 2 to 23).

*iii)* the balanced bank reconciliation sheets for April 2021 were signed by the Mayor and Town Clerk/RFO.

**Unanimous**

11. **To consider reports from Barton Representatives serving on North Lincolnshire Council**

(a) **Cllr J P Vickers**

No Report.

(b) **Cllr J Evison**

There are currently no council or committee meetings due to the Purdah period. The Cabinet are dealing with the running of the council at this time. KCom have been digging up the paths and this is causing complaints which are being dealt with.

Traffic Speed Monitoring on Fleetgate – Barton Civic Society have met with Ward Members and Highways officers to discuss locations for speed monitoring. The devices have been placed at the top of the street where traffic naturally slows down and there are other locations further down where there is power. Potentially this is an inaccurate survey and will not help with data to back up a 20mph speed limit. There is a Barton Town Council policy to have a 20mph speed limit on Fleetgate which has been approved at Full Council.

It was noted there is currently a fast driver carrying out a circuit of the town at excessive speed.

Confident that there will be a rough average speed calculated further down the road with the speed device in the present location. Ferriby Road will be monitored for speed as well as Fleetgate.

It was stated that the yellow lines are primrose yellow which is the shade for a Conversation Area and the lines narrow in at the top of Fleetgate and the cars are in a narrow area. This lining is causing the road to become more narrow. It was residents who requested the recent lining. The colour was identified as the wrong shade and the team are toning it down. It was stated that yellow lines can be driven on however it was noted that cars are not doing this.

12. **To appoint Members to serve on the under-mentioned Committees of the Council for the Mayoral Year 2021/2022 and consideration for each Committee to review its Terms of Reference at the first meeting for approval at the following Full Council meeting:**

- (a) **Community Committee**  
*(7 members required)*  
**C Thornton**  
**N Pinchbeck**  
**P Vickers**  
**J Evison**  
**B Troop**  
**A Chapman**  
**A Todd**
- (b) **Environment Committee**  
*(7 members required)*  
**C Thornton**  
**N Jacques**  
**J Evison**  
**A Chapman**  
**A Clark**
- (c) **Finance & General Purposes Committee**  
*(7 members required)*  
**P Vickers**  
**N Jacques**  
**J Evison**  
**B Troop**  
**A Todd**
- (d) **Planning Committee**  
*(7 members required)*  
**C Thornton**  
**N Pinchbeck**  
**N Jacques**  
**A Clark**  
**K Vickers**
- (e) **Personnel Committee**  
*(3 members required)*  
**P Vickers**  
**B Troop**  
**A Chapman**
- (f) **Emergency Planning Sub-Committee**  
*(of the Environment Committee)*  
**N Jacques**  
**J Evison**
- (g) **Assembly Rooms Working Group**  
*(3 members required)*  
**N Pinchbeck**  
**B Troop**  
**A Chapman**

**Resolved** All of the above members can be elected on to their chosen committees.

All councillors are invited to the Emergency Planning Sub-Committee.

13. **Schedule of Meetings attached and decision of future location and meeting day May 2021**

Full Council & Annual Meeting	Wednesday 5 <sup>th</sup>
Planning	Thursday 6 <sup>th</sup>
Planning	Monday 24 <sup>th</sup>
<b><u>June 2021</u></b>	
Full Council	Wednesday 2 <sup>nd</sup>
Planning	Monday 14 <sup>th</sup>
Community	Monday 14 <sup>th</sup>
<b><u>July 2021</u></b>	
Planning	Wednesday 7 <sup>th</sup> (Prior to Full Council)
Full Council	Wednesday 7 <sup>th</sup>
Planning	Monday 26 <sup>th</sup>
F&GP	Monday 26 <sup>th</sup>
<b><u>August 2021</u></b>	
Picnic in the Park	Sunday 29 <sup>th</sup>
Council Summer Recess –	No Meetings
Planning	Monday 16 <sup>th</sup>
<b><u>September 2021</u></b>	
Full Council	Wednesday 1 <sup>st</sup>
Planning	Monday 6 <sup>th</sup>
Environment	Monday 6 <sup>th</sup>
Planning	Monday 27 <sup>th</sup>
Community	Monday 27 <sup>th</sup>
<b><u>October 2021</u></b>	
Full Council	Wednesday 6 <sup>th</sup>
Planning	Monday 18 <sup>th</sup>
F & GP	Monday 18 <sup>th</sup>
<b><u>November 2021</u></b>	
Full Council	Wednesday 3 <sup>rd</sup>
Planning	Monday 8 <sup>th</sup>
Environment	Monday 8 <sup>th</sup>
Christmas Festival	Saturday 27 <sup>th</sup>
<b><u>December 2021</u></b>	
Planning	Wednesday 1 <sup>st</sup> (Prior to Full Council)
Full Council	Wednesday 1 <sup>st</sup>
Planning	Monday 20 <sup>th</sup>
Community	Monday 20 <sup>th</sup>
<b><u>January 2022</u></b>	
Planning	Monday 10 <sup>th</sup>
F & GP (Budget)	Monday 10 <sup>th</sup>
Full Council	Wednesday 19 <sup>th</sup>
<b><u>February 2022</u></b>	
Planning	Wednesday 2 <sup>nd</sup> (Prior to Full Council)
Full Council	Wednesday 2 <sup>nd</sup>
Planning	Monday 21 <sup>st</sup>
Environment	Monday 21 <sup>st</sup>
<b><u>March 2022</u></b>	
Full Council	Wednesday 2 <sup>nd</sup>
Planning	Monday 14 <sup>th</sup>
Community	Monday 14 <sup>th</sup>

**April 2022**

Planning	Wednesday 6 <sup>th</sup> (Prior to Full Council)
Full Council	Wednesday 6 <sup>th</sup>
Annual Town Meeting	Thursday 14 <sup>th</sup>
Planning	Monday 25 <sup>th</sup>
F&GP	Monday 25 <sup>th</sup>

**May 2022**

Annual Meeting (Mayor)	Wednesday 11 <sup>th</sup>
Planning	Monday 16 <sup>th</sup>
Environment	Monday 16 <sup>th</sup>

Cllr Thornton declared a personal interest in the Wilderspin museum

**AGREED Proposed Cllr J Evison, Seconded Cllr B Troop**

To accept the meeting calendar above and for the Town Clerk to enquire if there is an alternative meeting room at Wilderspin Museum or the Ropewalk on a Wednesday evening. If within the existing budget approved to move to the available room with COVID-19 safety in space and access for disability access. This move will be until the Assembly Rooms main hall becomes free.

**Unanimous**

**14. To appoint representatives to serve on the following outside and other bodies:**

*Except where stated, all appointments are on an annual basis)*

- (a) Barton Civic Society Representative **N Jacques**
- (b) Voluntary Action North Lincolnshire **it was noted as closing**
- (c) East Riding and North Lincolnshire Local Councils Association **B Troop, J P Vickers**
- (d) Humber & Wolds Rural Community Council **N Jacques**
- (e) Neighbourhood Action Team (*Maximum 2 Members*) **J Evison, B Troop, J P Vickers**
- (f) Barton-upon-Humber Senior Alliance (*Maximum 2 Members*) **A Clark, C Thornton**
- (g) Blue Coat Charity (*Maximum 3 Members*) **K Vickers, N Jacques**
- (h) Barton Relief in Sickness Fund (Ada Flower Trust) **A Chapman**
- (i) Barton Tourism Partnership (*Maximum 3 Members*) **B Troop, N Jacques**
- (j) Tender Committee - **P Vickers, N Jacques, A Chapman**
- (k) Disciplinary Committee – **N Pinchbeck, N Jacques, A Todd**
- (l) Grievance Committee - **C Thornton, A Clark, J Evison**
- (m) Friends of Baysgarth Park Group – **B Troop, J P Vickers**
- (n) Complaints Committee – **A Clark, N Pinchbeck, B Troop**
- (o) Barton Cleethorpes Community Rail Partnership – **N Jacques, C Thornton**
- (p) Barton Schools Forum (*Maximum 3 Members and one Ward Member as requested by the Forum*) **JP Vickers ( Ward Member), N Jacques, B Troop A Todd**
- (q) Barton Regeneration 2018 (*Maximum 2 Members – one being the Mayor of the town council*) **B Troop, J P Vickers**
- (r) Barton Neighbourhood Plan – **N Pinchbeck, J P Vickers**

**Resolved** All of the above members can be elected on to their chosen outside bodies.

**15. To adopt the use of General Power of Competence – criteria met for this power**

The power permits the council to grant to an individual and to a business for a commercial purpose anywhere in the United Kingdom that would benefit the community. Examples are

saving a Post Office or a public house that is at the heart of the community. Money can be granted to events that is being funded commercially that is beneficial to the community.

One member stated that he is against this as it gives the council the power to take grants or take loans on itself which could commit the council to debt.

Town Clerk confirmed that the GPC does not give the council the power to take out a loan. The council can take out a loan at any time without the GPC through resolution of the council. The Power is about increased power to benefit the community that is currently restrictive using only S137.

Cllr A Todd lodged objections to the adoption of this power.

The power has been used to set up Youth Services when the principal authority does not provide the service.

**AGREED**

**Proposed Cllr N Jacques, Seconded Cllr B Troop**  
To adopt the General Power of competence.  
**7 For, 1 Abstain, 1 Against**

16. **Postponed Finance & General purposes Committee meeting items for approval:**

- (a) Financial Regulations with noted amendments
- (b) To consider grant applications received
- (c) Approval of 2020/21 Final Accounts and Internal Audit Report 2020/21
- (d) Insurance renewal and Cost –

**AGREED**

**Proposed Cllr J Evison, Seconded Cllr B Troop**  
To adopt the Financial regulations as amended.  
**Unanimous**

**AGREED**

**Proposed Cllr P Vickers, Seconded Cllr B Troop**  
To Request Eco-Serenity project projected accounts prior to approval of grant.  
**Unanimous**

**AGREED**

**Proposed Cllr N Pinchbeck, Seconded Cllr N Jacques**  
To grant FOBP £10,000 to be taken from General Reserves  
**7 For, 2 Abstain**

**AGREED**

**Proposed Cllr N Jacques, Seconded Cllr B Troop**  
To grant START Lantern Parade £3000  
**Unanimous**

**AGREED**

**Proposed Cllr J Evison, Seconded Cllr A Todd**  
To approve the End of Year Accounts 2020/21 and confirmation of receipt of the final Internal Audit Report.  
**Unanimous**

Cllr Todd Thanked the Council staff for the production of the End of Year Accounts.

**AGREED**

**Proposed Cllr J Evison, Seconded Cllr B Troop**



To approve WPS quote £1329.70 + £98.35 Terrorism Insurance

**Unanimous**

17. **Quotations for multi user licence and sales ledger as additional services attached to the OMEGA software to enable more than one member of staff access the council accounting software**

**AGREED**

**Proposed Cllr J Evison, Seconded Cllr A Todd**

To approve Rialtus quote of £588 for Sales Ledger and £250 set up costs with additional Data hosting with Cloudy IT of £1163 per year.

**Unanimous**

18. **Quotations for payroll software to enable more than one member staff run the payroll**

**AGREED**

**Proposed Cllr B Troop, Seconded Cllr A Todd**

To approve Brightpay payroll software outright cost of £49 and data hosting costs incorporated in the above costs for data hosting the accounts software

**Unanimous**

19. **Barton Neighbourhood Plan – See minutes dated 8<sup>th</sup> April 2021 – requests for bridging loan whilst waiting for grant funding and request for storing and access to all NP documents on the BTC SharePoint**

**AGREED**

**Proposed Cllr B Troop, Seconded Cllr C Thornton**

To approve Bridging loan of £2000 whilst the committee are awaiting grant funding and to authorise SharePoint space for the life of the Plan.

**Unanimous**

- 19a **To resolve on whether the Council will move into closed session in accordance with the Public Bodies (admission to meetings) Act 1960 as amended by Section 100 of the Local Government Act 1972 for the following confidential items: Assembly Rooms Update**

20. **The Assembly Rooms Working Group – update**

Town Clerk to organise required certification and further processes and procedures in relation to the Assembly Rooms.

21. **Lloyds Bank – opening hours to be discussed – Cllr N Pinchbeck – item was taken prior to item 20 due item 20 being discussed in closed session.**

**AGREED**

**Proposed Cllr N Pinchbeck, Seconded Cllr A Todd**

Town Clerk to write to Lloyds Bank in Barton Upon Humber to establish the plans for the bank to open fully.

**Unanimous**