

BARTON - UPON - HUMBER TOWN COUNCIL
MINUTES of an ORDINARY MEETING HELD in the COUNCIL CHAMBER, BAYSGARTH
HOUSE, BARTON, on WEDNESDAY 6 MAY 2015 COMMENCING at 7.00 p.m.

Present: Councillor J Evison (Chairman)

Councillors Mrs D Adlard, T Chant, Mrs A Clark, F Coulosey, N Jacques, Mrs J Mason, Mrs J Oxley, Mr J Oxley, P Shearer, P Thornton, J P Vickers, K Vickers and I Welch

Also Present: Captain N Cotterill (Salvation Army), Mr S Leonard (Scunthorpe Telegraph) 1 member of the public and Ms S Richards (Town Clerk).

330. **Adjourned Meeting**

The Chairman welcomed everyone to the meeting. He then sought resolution from members present, for the meeting to be temporarily suspended whilst the town prayer was read. It was agreed and

Resolved that Captain N Cotterill to read out the town prayer.

Prior to the meeting commencing, Councillor Evison reported the two recipients of his charity appeal funds for his mayoral year were unable to attend the meeting this evening. However, £200 had been raised for the Barton Children's Centre based at Castledyke School and £1,637.39 for BLESMA (British Limbless Ex-Service Men's Association) who help veterans who have lost limbs since the First World War. In respect of Councillor Mrs Witter's current spell of illness, he stated he had taken her some flowers along with best wishes from all of the town council for her speedy recovery.

The Chairman, Councillor J Evison, re-opened the meeting

331. **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.

332. **Apologies for Absence**

Councillors M Burman (work commitments), Mrs D Pearson (unwell) and Mrs W Witter (unwell)

333. **Declarations of Interest**

Barton Senior Alliance – Councillor T Chant (Personal Interest)

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

Barton Bike Night – Councillor J Evison (Personal Interest)

Barton Lions – Councillor Mrs J Oxley (Personal Interest)

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

Ted Lewis Group – Councillor P Thornton (Personal Interest)

CHAMP Ltd and Lindsey Relay– Councillor J P Vickers (Personal Interest)

334. **Police and Neighbourhood Action Team**

Councillor T Chant gave report regarding travellers descending upon Baysgarth Park for a few days with encampment. Councillor J Evison stated that notice had been served and the travellers had moved on accordingly out of the town.

Resolved that this be noted.

Minutes of an Ordinary Meeting of the Council held on 6 May 2015, cont'd

335. **Minutes**

(a) **Ordinary Meeting of the Council – 1 April 2015**

Resolved that the previously circulated minutes of the Ordinary Meeting of the Council held on 1 April 2015, to be received, approved and confirmed as a correct record, signed by the Chairman.

336. **Matters of Report Arising**

(a) **Ted Lewis Trail** (*Min Ref: 308(3)(i)/130-BTC 01/04/15*)

Councillor P Thornton reported that he had attended the first walk held on 6 April. It had been very enjoyable, interesting and he recommended it. The walk took approximately 2 hours to complete.

Resolved that this be noted.

337. **Other Meeting Minutes**

(a) **Minutes of the Annual Town Meeting**

1) **Correct Record**

Resolved that the circulated Minutes of the Annual Town Meeting held on 9 April 2015 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 20 April 2015 be approved as a correct record.

(c) **Minutes of a Finance & General Purposes Committee Meeting**

3) **Correct Record**

Resolved that the circulated Minutes of a Finance & General Purposes Committee Meeting held on 27 April 2015 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 5 May 2015 be approved as a correct record.

338. **Matters of Report Arising**

(a) **2014/2015 Budget and Audit of the Town Council** (*Min Ref: 325(a)&(c)/137- F&GP 27/04/15*)

Councillor K Vickers confirmed that the budget and accounts of the town council were in good order, following recent audits of the council's finances, practices and procedures. He gave thanks to all

Minutes of an Ordinary Meeting of the Council held on 6 May 2015, cont'd

members of the town council and the town clerk's for their hard work to ensure the town council operated legally and within the budgets set by the town council. This was echoed by Councillor Mr J Oxley.

Resolved that this be noted.

339. **Correspondence**

1. Update from East Riding of Yorkshire Council regarding their Local Plan. Details available at www.east.riding.gov.uk/localplanexam
2. Receipt of the latest copy of the 'Highway Programme of Works' for the area from North Lincolnshire Council.
3. Thanks from local resident for the new wide surface along the Humber Bank and a request for more public seats for people to be able to sit and watch the river.
4. Update from North Lincolnshire Council Waste Management regarding the bins stored on the footpath at the bottom of Fleetgate advising there appears to be an issue with room to store bins in this area which needs further investigation. They will report back in due course (*Min Ref: 311(viii)/132 – 01/04/15 refers*).
5. Letter from concerned resident who has a grandchild in the children's section of Barton Cemetery. They understand the rules in place for items on and around individual plots, but feel not all plots are keeping to these rules. Having tried to contact the manager at North Lincolnshire Council without success, they ask for the town council's help with this sensitive issue.
6. Request via the April issue of 'The Bartonian' suggestions form; for an up to date map of Barton printed in the centre pages for residents to keep for reference.
7. Reply from North Lincolnshire Council's PROW officer that the public path issues reported at the Environment Working Party meeting will be addressed (*Min Ref: 311(viii)/132 – BTC 01/04/15*).
8. Second price received for Assembly Rooms front door ramp (*Min Ref: 312/132 – BTC 01/04/15*).
9. Notification from the East Riding Pension Fund that the town council's Automatic Enrolment date for pension entitlement will be 1 February 2016. An essential guide to automatic enrolment giving step by step instructions has been included from The Pensions Regulator.
10. Application for a Premises Licence in a Convenience Store received from North Lincolnshire Council Licensing for McColls, 15 Market Place, Barton.
11. Notification from Historic England that Barton War Memorial has been Awarded Listed Building Status and is now listed at Grade II (*Min Ref: 176(13)(ii)/72 – BTC 06/11/14 refers*).
12. Request via the Deputy Lieutenant from the Lord Lieutenant of Lincolnshire asking what celebrations are being held in Barton for the 70th Anniversary of VE Day on 8th May 2015.
13. Request from family of the late Mrs Christine Nowell to allow them to purchase and donate a new public seat to replace the damaged seat near their property on Westfield Road and to include a small plaque in her memory. They are happy to meet with a representative from the town council to ensure it conforms to standard.
14. Notification from North Lincolnshire Council Tourism Team of market consent application from Mr Jonathan Evison for a market at a Special Event on 1 July 2015.
15. Notification from North Lincolnshire Council Property Information that St Peters Court, Barton has now been redeveloped and reduced to 10 dwellings with addresses 1-10 St Peters Court, DN18 5FQ previously 1-18, DN18 5PG.
16. Notification of CPRE Northern Lincolnshire AGM on Saturday 16 May 2015 at 10.30am at Far Ing's Nature Reserve, Ness Farm, Far Ings Road. Also received - the Chair's Report and details of the Annual Conference.
17. Notification of ERNLLCA training 'Being a Good Councillor' which is in 3 parts – Roles; the Law and Corporate Issues. Each part costs £37.50 +vat per person, if the same person attends all 3 parts the cost is £100 +vat. A selection of dates and venues are available around the area between 28 May – 29 September 2015.

Minutes of an Ordinary Meeting of the Council held on 6 May 2015, cont'd

18. Copy of letter given to Councillor Mrs J Mason concerning a complaint regarding alleged commercial use of premises relating to planning application 2014/1194 at Lea Farm in Barton (*a copy of letter has been passed to the Town Council's Planning Committee Chairman*).
19. Request for representatives of the Town Council to attend the Barton Civic Society talk at the Assembly Rooms on Friday 15 May at 7.30 pm by Ian Harvey on the work of Civic Voice. The talk will give advice on how buildings may be awarded Heritage Listing Status. As North Lincolnshire Council does not have a policy on this, support from public bodies such as the town council is required to make representations in order to bring this about.
20. Receipt of agenda and minutes from Barton Tourism meeting on 21 April 2015 along with website results and the 'Past Forward Timeline'.
21. Receipt from North Lincolnshire Council Elections - Notice of Poll for the Barton Bridge Ward Parish Ward with 13 candidates for 11 vacancies.
22. Receipt from North Lincolnshire Council Elections, Statement of Persons Nominated for The Barton Park Ward Parish Ward with 10 candidates for 11 vacancies.
23. Receipt of ERNLLCA April newsletter; along with explanatory notes for co-option of a councillor in an election year when there have been insufficient nominations received. Plus a co-option application form together with a declaration made by the applicant as to their eligibility to hold office.
24. Update received from Christmas Plus Ltd to carry out the Safety Load Testing for Barton Christmas Lighting brackets on Fleetgate and west end of High Street at a cost of £985.00. The current tests for this area were carried out in August 2010 and last for 5 years (*allocation has been made in the 2015/2016 Christmas lighting budget for this work*).
25. Request from North Lincolnshire VCS Mapping Project Worker for information on third sector organisations for use by North Lincolnshire Council and New Horizons North Lincolnshire.
26. Invite for "old" councillors to attend a walk of the Ted Lewis Trail on Sunday 17 May 2015 at 2.30pm from Wilderspin National School (*copy enclosed*).

Resolved

- (i) to be discussed at the next meeting of the Environment Working Party (*item 3*);
- (ii) letter to be sent to Mr A Tate (Head of Bereavement Services) at North Lincolnshire Council (*item 5*);
- (iii) the resident to be notified of the new shrink map of the town obtained free of charge (*item 6*);
- (iv) due to the absence of Councillor A Todd, to be discussed at the next meeting (*item 8*);
- (v) to be discussed at the next Personnel Committee meeting of the town council (*item 9*);
- (vi) Councillor J Evison to discuss this matter with Mr L Robinson for further report (*item 12*);
- (vii) Councillors Mr J Oxley, Mrs W Witter and F Coulesy, as representatives of the town council, to discuss this matter with the family. To ensure the seat conforms to standard and report the findings back to the town council (*item 13*);
- (viii) Councillor N Jacques to attend the meeting on behalf of the town council (*item 19*);
- (ix) the testing work to be undertaken by the contractor in the sum of £985, as allocated in the town council budget 2015/2016 for the Christmas Festival. The town council office to organise (*item 24*);
- (x) all Councillors interested in attending to notify the organiser direct (*item 26*);
- (xi) that the remaining correspondence be received and the contents noted.

340. **Correspondence Received Since issue of the Agenda**

1. Receipt of the latest copy of the Highway Programme of Works for the area from North Lincolnshire Council.
2. Notification from North Lincolnshire Council Tourism Team of market consent application from Margaret Price for a market at a Special Event on Sunday 12 July 2015 at The Ropewalk.
3. Alternative quotation received for the town council's insurance cover from 1st June 2015 until 31st May 2016 with a 1 year policy costing £2,191.87 per annum or a 3 year long term agreement at

Minutes of an Ordinary Meeting of the Council held on 6 May 2015, cont'd

£1,987.27 per annum. The town council's current insurer's renewal quotation for the same period of time has been received at £6,635.90 per annum, with a 5% saving if agreement is made to a 3 year long term agreement.

Resolved

(i) the quotation received in the sum of £1,987.27 per annum be accepted for a 3 year agreement period. Councillor K Vickers stated he had received and perused a copy of the policy, which was through a national reputable insurance company for town/parish council insurance. He proposed the policy be accepted which was seconded by Councillor Mr J Oxley. The town council office to notify the insurance company accordingly (*item 3*);

(ii) that the remaining correspondence be received and the contents noted.

341. **Accounts for Payment**

Resolved

(i) that the Clerk be authorised to pay the accounts as listed in the sum of £16,106.21 (A/cs 14a to 38), and those presented at the meeting in the sum of £5,703.13 (A/cs 39 to 44). A grand total of £21,809.34. Also, petty cash expenses for April 2015 in the sum of £81.50.

342. **Final Accounts of the Town Council 2014/2015**

Consideration was given to the circulated final accounts of the town council for the financial year 2014/2015, prepared by the Town Clerk/Responsible Financial Officer. The town council's auditors have undertaken an audit of the town council financial records, practices and procedures during March and April 2015, in accordance with the current Audit (England) Regulations and Governance and Accountability for Local Councils 2014. It was deemed the final accounts of the town council to be accurate and in good order (*Min Ref: 325(c)/13 –F&GP 27/04/15 refers*). The accounts have now been prepared, in order to be assessed by PKF Littlejohn LLP. All action points were duly noted by the town council for implementation to further improve transparency and clarification.

Councillor K Vickers gave thanks to everyone who had contributed to ensuring the town council's finances are kept in good order and Members of the town council expressed sincere thanks to the Town Clerk and Deputy Town Clerk for their hard work ensuring the town council accounts and administration is kept in good, accurate order.

Resolved that the final accounts for the year 2014/2015 be signed off by the Town Mayor and the Town Clerk/Responsible Financial Officer and sent to PKF Littlejohn LLP for external audit.

343. **Security Gate at Baysgarth Park**

Following anti-social behaviour of "boy racers" playing loud music and the recent encampment of travellers causing disturbance at Baysgarth Park, Councillor J P Vickers gave a current report on the matter. North Lincolnshire Council are proposing to install a gate at the main entrance to the park and Leisure Centre on Brigg Road. It would be paid for and managed by North Lincolnshire Council. The Leisure Centre staff would open/close the gate during weekdays and Neighbourhood Services would undertake this service at weekends. The local emergency services would also have a key and a 24 hour emergency number would be visually available on the site. It was felt the gate would improve security of the park and the Leisure Centre and restrict noise and disturbance to the surrounding local residents. It would also assist investment into the park to gain green flag status. Members of the council discussed this matter and agreed to installation of the gate as a positive move forward.

Minutes of an Ordinary Meeting of the Council held on 6 May 2015, cont'd

Resolved the town council agree to the installation of a gate at the main entrance of Baysgarth Park/Leisure Centre on Brigg Road. To assist in the reduction of anti-social behaviour of the area and to enhance status of the park. Proposed by Councillor Mr J Oxley and seconded by Councillor N Jacques.

344. **Contingency Budget for Assembly Rooms Emergency Repairs** (Min Ref: 312/132–BTC 01/04/15)

Further to the above, Councillor J P Vickers gave report. The urgent work required, had not gone ahead as planned last month. This was due to the fact that more extensive work to the front elevation of the building was deemed to be needed. As scaffolding to the building is required for the work to be undertaken (in the sum of £2,000), no work is to go ahead without town council approval for the additional costs involved and to prevent duplicate cost of the scaffolding being erected twice. Permission was also required from North Lincolnshire Council to erect the scaffolding onto the public highway. Specific materials are to be used to undertake the work (lime mortar etc) due to it being a listed building in a conservation area. Members discussed this matter, it was agreed and

Resolved that due to the repair work to the building being urgent affecting the roof and fabric of the building, the original work plus additional work now required to go ahead as soon as possible. The contractor already sought to carry out the work, using materials in keeping with the building being listed and located within a conservation area. The £5,000 budget for the work, to be taken from the Earmarked Reserves 'Assembly Rooms Repairs/Decorations' budget 2015/2016. Proposed by Councillor J P Vickers and seconded by Councillor Mrs A Clark.

345. **Picnic in the Park and Christmas Festival**

Councillor Mr J Oxley gave report regarding the two events as previously reported. It was agreed and

Resolved the town council office to book and engage all entertainers and services required for the Picnic in the Park and Christmas Festival events, within the respective budget allocations.

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

(a) **Market Place Improvement Works**

Councillor K Vickers reported that the scheme had commenced with a new tree being planted. Further proposed work is to follow, to enhance this prominent town centre area.

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

No reports were given at this meeting.

Councillor J Evison gave appraisal of his mayoral year and thanked everyone for their support. Councillors Mrs D Adlard and Mrs J Mason were thanked for the service they had given to the town council during their period of office as town councillors.

The Chairman, Councillor J Evison, closed the meeting at 7.35 p.m.