

**BARTON - UPON - HUMBER TOWN COUNCIL**  
**MINUTES of an ORDINARY MEETING HELD in the COUNCIL CHAMBER, BAYSGARTH**  
**HOUSE, BARTON, on WEDNESDAY 3 JULY 2019 COMMENCING at 7.00 p.m.**

**Present** Councillor J Sanderson (Chairman)

Councillors A Chapman, Mrs A Clark, J Evison, N Jacques, N Pinchbeck, Mrs C Thornton, B Troop, J P Vickers and K Vickers.

**Also present** 2 Members of the public and Ms S Richards (Town Clerk).

50. **The Town Prayer**

It was agreed and

**Resolved** that Councillor B Troop read out the Town Prayer.

51. **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.

52. **Apologies for Absence**

Councillor Mrs J Oxley (bereavement)

53. **Declarations of Interest**

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

Barton Bike Night – Councillor J Evison (Personal Interest)

Barton Allotment Society – Councillor N Jacques (Personal & Non Prejudicial Interest)

Barton Carnival Committee – Councillor B Troop (Personal Interest)

Barton Allotment Society – Councillor K Vickers (Personal Interest)

54. **Police and Neighbourhood Action Team**

Councillor J P Vickers gave report. Anti-social behaviour issues in the Beck Hill area are being addressed. Councillor Vickers had attended a meeting regarding English Heritage and St Peter's Church. This had been very positive with bells in the belfry, operational cctv for the church and churchyard, fire risk issues and improvements matters discussed. A tidy up of the area had been undertaken yesterday. It was established that English Heritage have their own security team and it is hoped that a 'friends of' group can be set up in due course regarding the church bells.

The Beck water level issues had been looked into by the Barton Civic Society's sub-group. Advice had been sought from the Humberside Fire Service, the Barton Sailing Club and the water flow from Soutergate investigated. To date, no option looked into had proved to be a solution to the problem. It was reported that the habitat at the Beck had been affected by the water flow issues. Councillor Mrs C Thornton suggested that as the Anglian Water Authority had investigated several areas in the town previously, they may be able to provide some advice in this instance. Councillor N Jacques requested that a letter of thanks should be sent to a local resident in the area of St Peter's Church for assisting in tidying up the churchyard area.

**Resolved** that this be noted and a letter of thanks be sent to the local resident for assistance in tidying up the St Peter's Churchyard area.

**Minutes of an Ordinary Meeting of the Council held on 3 July 2019, cont'd**

55. **Minutes**

(a) **Ordinary Meetings of the Council – 1 May 2019 and 5 June 2019**

**Resolved** that the previously circulated minutes of the Ordinary Meetings of the Council held on 1 May 2019 and 5 June 2019, be received, approved and confirmed as a correct record and signed by the Chairman.

56. **Matters of Report Arising**

(a) **Bakkavor Bread** (*Min Ref: 355(4)(ii)/154 – BTC 01/05/19*)

Councillor Mrs C Thornton enquired as to exactly what flowers were being planted and the location of them. The Clerk responded that the matter was being dealt with by the Environment Committee.

**Resolved** that this be noted.

57. **Other Meeting Minutes**

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

1) **Correct Record**

**Resolved** that the circulated minutes of the Annual Meeting held on 13 May 2019 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 May 2019 be approved as a correct record.

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

3) **Correct Record**

**Resolved** that the circulated minutes of an Environment Committee Meeting held on 3 June 2019 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 10 June 2019 be approved as a correct record.

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

5) **Correct Record**

**Minutes of an Ordinary Meeting of the Council held on 3 July 2019, cont'd**

**Resolved** that the circulated minutes of a Community Committee Meeting held on 17 June 2019 be approved as a correct record.

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

6) **Correct Record**

**Resolved** that the circulated minutes of a Planning Committee Meeting held on 1 July 2019 be approved as a correct record.

58. **Matters of Report Arising**

(a) **Representatives on Outside & Other Bodies 2019/2020** (*Min Ref: 12/6 – AM 13/05/19*)

Councillor N Jacques wished for clarification to the above. As discussed at the meeting, it was deemed that a maximum of two town council representatives be allowed on each outside body only. Councillor Mrs A Clark commented that a replacement councillor was required for the Barton-upon-Humber Senior Alliance and that this applied to one or two other outside bodies and town council committees. Councillor N Jacques stated that perhaps the placements could be filled in the interim period on a temporary arrangement. Discussion took place regarding the vacancy for a town councillor and the various roles undertaken by the late Councillor John Oxley. It was agreed and

**Resolved** the town council await notification of whether the vacancy for a town councillor be filled by election or co-option, then any vacancies the town council have on committees or outside bodies, be filled in the normal manner as happens at the annual meeting. Proposed by Councillor J Evison and seconded by Councillor J P Vickers.

(b) **Scunthorpe Samaritans** (*Min Ref: 1 –AM -13/05/19*)

Councillor N Pinchbeck gave an up-date on the Scunthorpe Samaritans and the money they are channelling to groups in Barton. Currently they are sponsoring the Football Club with one of their teams, with a view to assisting young people, with some of the proceeds of his fundraising from the town council mayoral year 2018/2019.

(c) **Picnic in the Park** (*Min Ref: 44/16 – CC 17/06/19*)

Councillor J P Vickers gave update on proposals to arrange a football match in memory of Councillor John Oxley. The arrangements were on-going but hampered by the summer holiday season and the availability of people to attend.

59. **Correspondence**

1. Receipt of latest Highway Programme of Works for the area from North Lincolnshire Council.
2. Receipt of Assembly Rooms damp proof survey via CHAMP Ltd (*Min Ref: 339(b)/146 – F&GP 15/4/19*).
3. Update from contractor that the Cottage Lane cctv cameras have been installed and are now recording and monitoring from the North Lincolnshire Council control room (*Min Ref: 332/143 – BTC 3/4/19*).
4. Information received from ERNLLCA (East Riding & North Lincolnshire Local Council Association) regarding available training for **all** councillors:
  - (a) Being a good councillor training in 3 parts – Roles; The Law; Corporate Issues. Cost £37.50 for each part per person (Some sessions already fully booked, please check available venues with town council office).

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- (b) Chairmanship Training, one day course costing £90 (*both sessions fully booked*).
  - (c) Understanding the Planning Process, one day course costing £90, available at The Ropewalk in Barton on Wednesday 3 July and Village Hotel in Hull on Thursday 4 July.
  - (d) Advice for any councils planning to take part in VE Day 75<sup>th</sup> Anniversary with a programme of national events between 8<sup>th</sup> – 10<sup>th</sup> May 2020.
  - (e) Reminder to remove former councillor details from data bases unless written permission via a consent form has been received.
5. Information from BCCRP (Barton to Cleethorpes Community Rail Partnership) regarding TransPennine Express Stakeholder and Connections Express May Newsletters, ACoRP Community Rail News for June 2019 and also 4 June meeting minutes (*copies available via the council office*).
  6. Receipt of Internal Audit Report for the Town Council accounts for year ending 31 March 2019. The auditor advises the internal financial control environment within the council is excellent.
  7. Receipt of result notices for Local Government Elections which have been publicly displayed as requested.
  8. Email from British Steel Unite Safety and Work Place Rep, requesting the town council's help in lobbying our local MP's in support of the local steel industry and support during their "Save our Steel Campaign".
  9. Request from North Lincolnshire Council – North LinKs Seniors' Forum to assist publicising their consultation around older people and the use of the internet. A copy of their questionnaire can be forwarded to interested parties. Completed questionnaires should be submitted by 28 June 2019.
  10. Letter of thanks from HWRA (Humber & Wolds Rural Action) for our recent donation to the voluntary car service (*Min Ref: 329(5)(i)/142 – BTC 3/4/19*).
  11. Contact from the Lincolnshire Chalk Streams Project regarding the blow wells around the North East Lincolnshire area and in particular the blow well in Barton. They are interested in promoting the heritage of blow wells and discussing this with the town council.
  12. Receipt of May newsletter from the Office of the Police and Crime Commissioner (*copy available from the council office*).
  13. Notification of Premises Licence variation for the Imaginarium Restaurant in Market Place with opening hours Monday to Thursday 10:00hrs to 23:00hrs; Friday to Sunday 10:00hrs to 01:00hrs the following morning.
  14. Notification that a meeting of Barton Schools Forum was held on Wednesday 19 June 2019.
  15. Receipt of Town Grant application from ST-ART for the Lantern making workshop for the Christmas Festival Lantern Parade (*Min Ref: 219(ii)/95 – CC 10/12/18*).
  16. Request from Dawn Barley of Cre8ivity Ark to attend future town council meeting to discuss proposed plans for a community project in the brick building opposite The Ropewalk owned by Tesco on Maltkiln Road.
  17. Concerns from parent of vulnerable adult who attends a local group currently based in the Tofts Road Hub that they are going to be transported to Brigg rather than the new community hub. They ask for help to find a suitable venue in Barton.
  18. A letter of support has been sent to the Friends of Baysgarth Park regarding their funding application to extend the perimeter path in the south part of the park.
  19. Invitation for 2 town council representatives to receive the certificate for our North Lincolnshire Council Winter in Bloom grant on Friday 26 July at 3.30pm at Normanby Hall.
  20. Invitation to join in the Pride celebrations in July by partaking in the 'Best Pride Celebration' competition. Photos of celebrations should be sent to [communities@northlincs.gov.uk](mailto:communities@northlincs.gov.uk) by 15 July 2019.
  21. Update from Barton Civic Society regarding external work to The Assembly Rooms (*copy enclosed*) (*Min Ref: 247(a)/107 – F&GP 14/01/19*).
  22. Receipt of Town Grant application from Barton Allotment Society towards their 2019 Horticultural Show.
  23. Update from North Lincolnshire Council Democratic Services to ensure all Declarations of Interest forms have the 'land' section completed.

## Minutes of an Ordinary Meeting of the Council held on 3 July 2019, cont'd

24. Following a request from Councillor B Troop for a representative from North Lincolnshire Council to attend a future town council meeting to look at their proposals for grass cutting in the town, North Lincolnshire Council advise, until the current pilot scheme with 13 town and parish councils has been monitored and evaluated and a decision taken on the future of devolved grass cutting, they are not in a position to advise on this matter.
25. Acknowledgement from PKF Littlejohn LLP that they have received the town council's Annual Governance and Accountability Return which is being processed (*Min Ref: 33/12 – BTC 05/06/19*).

### **Resolved**

- (i) to be discussed at the Finance & General Purposes Committee meeting to be held on 29 July 2019 (*item 2*);
- (ii) Councillor J Sanderson expressed interest in attending the Chairmanship training to be held on the 8 July 2019. The Clerk to contact ERNLLCA to arrange. Councillor N Jacques requested a diary date to be made for the VE 75<sup>th</sup> Anniversary 8-10 May 2020 (*item 4*);
- (iii) a letter of support from the town council in support the local steel industry and support during their "Save our Steel Campaign". It is noted that the local two M.P's are supporting this also (*item 8*);
- (iv) the details to be forwarded to the Barton-upon-Humber Civic Society (*item 11*);
- (v) to be discussed at the Finance & General Purposes Committee meeting to be held on 29 July 2019 (*item 15*);
- (vi) the invitation is accepted. The Clerk to contact Dawn Barley to a future meeting (*item 16*);
- (vii) this matter has been resolved by Councillor J P Vickers. The Clerk to acknowledge the email (*item 17*);
- (viii) it was agreed the former chairman of the Environment Committee, ex Cllr F Coulsey, to attend the event on behalf of the town council. To be confirmed by Mr Coulsey (*item 19*);
- (ix) the contents of the email are noted for future reference. Councillor N Jacques requested further information regarding these issues. The Clerk stated prices/details of notice boards were being investigated for discussion at the next Finance & General Purposes Committee meeting. It was also agreed that the Clerk obtain a quotation price to re-paint the front doors at the Assembly Rooms (*item 21*);
- (x) it was agreed that a donation be made to the Barton Allotment Society in the sum of £50. The funding to be taken from the town council's Community Committee budget 2019/2020 for donations (*item 22*);
- (xi) Cllr B Troop requested the Ward Members provide an up-date on this matter to the town council once the pilot scheme had been evaluated. Councillor K Vickers stated there have been some positive and negative aspects of the pilot scheme by those parish/town councils engaging with it. Councillor K Vickers then requested agenda item 18 to be brought forward as it was subject related. This was agreed by those present. He stated that Councillors wishing to invite speakers to meetings of the town council, need to get the remit of the council as a whole and not to go directly to the Town Clerk just to add onto a meeting agenda. Positive comments have been received regarding a roundabout adopted by Mr Mark Nettleton. It was agreed a letter of thanks be sent to him for this. Councillor N Jacques commented upon some council's letting neatly mown grass verges become mini meadows whereby wild flowers and wildlife can flourish. Councillor J Evison had noted this matter also and wanted it to be discussed at the next meeting of the Environment Committee to be held on 19 August 2019 (*item 24*);
- (xii) the remaining correspondence be received and the contents noted.

### 60. **Correspondence Received Since Issue of the Agenda**

1. Enquiry via Barton School Councils' Forum from Baysgarth pupil if we have any work experience opportunities for those who would like to become councillors.

## Minutes of an Ordinary Meeting of the Council held on 3 July 2019, cont'd

2. Receipt of Barton Healthcare Forum minutes from their 27 June 2019 meeting (*copy available from the town council office*).
3. Request from the Traffic Management Company who assisted with the Remembrance Parade in 2018 for a short quote about how we found their service, to add to a case study they are currently undertaking (*Min Ref: 148(3)(i)/60 – BTC 3/10/18*).
4. Copy of email from Councillor P Vickers to a resident of Wilderspin Heights regarding their tree planting proposals for Ferriby Road. He can no longer progress this matter on their behalf, as the proposals do not have support of all of the surrounding property owners. The town council previously agreed to support the project, if it had the agreement from several of the surrounding residents/property owners (*Min Ref: 304(11)(iv)/134 – BTC 6/3/19*).
5. Receipt of thanks from Barton Carnival Committee for the town council's continued support of this event which had proved very successful, with the change of date also going down well.
6. Invite from the Business Development Director at Wren Kitchens Ltd for the town council to visit their premises in Barton to allow them to give an update on the company's plans for the future, including a tour. The visit would take approximately 2½ hours.
7. Receipt of Barton School Councils' Forum notes from their 19 June 2019 meeting (*copy available from the town council office*).

### **Resolved**

(i) Councillor N Jacques felt that a pupil should be able to spend time in the town council office, say for a week, finding out the background of the work and attending meetings they'd help prepare for. The Clerk pointed out that it has been suggested that Democratic Services at North Lincolnshire Council may be an option, as they deal more with the role of a councillor and that attendance at town council meetings probably would give good insight into the role of a councillor and how a council meeting operates. Councillor Mrs C Thornton felt they could perhaps get involved in the bulb planting etc that some councillors undertake. Councillor Jacques wished the town council to consider this matter further. The Clerk suggested the Personnel Committee may wish to address this matter. Councillor J Evison agreed to contact the Barton Schools Forum, with regard to showing the interested pupil around the mayoral parlour and attend a meeting of North Lincolnshire Council (*item 1*);

(ii) the town council felt the contractor had given a very good service for the Remembrance Sunday Parade. The contractor to be notified (*item 3*);

(iii) Councillor K Vickers congratulated the Barton Carnival Committee on undertaking the event this year successfully. He also enquired when the signage for the event would be removed. Councillor B Troop reported he had taken the signage down today. However, if any had been missed, could he please be informed. He gave report on the 2019 event following the AGM. The 2020 event would be held on 20/21 June 2020 (*item 5*);

(iv) it was agreed members of the town council to undertake a site visit. The Clerk to find out the dates available and inform Wren accordingly (*item 6*);

(v) the remaining correspondence be received and the contents noted.

## 61. **Accounts for Payment**

### **Resolved**

(i) that the Clerk be authorised to pay the accounts as listed in Appendix II in the sum of £7,223.81 (A/cs 60 to 67) and those presented at the meeting in the sum of £6,158.85 (A/cs 68 to 74) - a grand total of £13,382.66;

(ii) petty cash expenses for May 2019 are £ 95.40;

(iii) the balanced bank reconciliation sheets for May 2019 were signed by the Mayor and Town Clerk.

**Minutes of an Ordinary Meeting of the Council held on 3 July 2019, cont'd**

62. **Payment of Accounts for August 2019**

It was discussed, agreed and

**Resolved** that two town council cheque signatories together with the Town Clerk authorise and sign the cheque payments for August as there is no August ordinary meeting of the council held

63. **Remembrance Sunday Parade**

The Clerk, advised Members of the requirements of the town council office to undertake the necessary arrangements in preparation for the Remembrance Sunday Parade to take place on Sunday 10 November 2019.

- (i) the council office be authorised to apply to North Lincolnshire Council for road closure permission;
- (ii) the council office be authorised to notify the Police of the intended Remembrance Parade;
- (iii) the council office be authorised to obtain quotations from local contractors to provide a lead vehicle to the Cenotaph for the parade for safety and lawful regulations;
- (iv) the council office be authorised to advise affected residents of road closures for the Remembrance Parade;
- (v) the council office be authorised to notify of the Remembrance Parade date and details to local organisations;
- (vi) the council office be authorised to order a poppy wreath from the normal supplier;
- (vii) Councillors N Jacques and Mrs C Thornton to distribute resident letters;
- (viii) Councillors A Chapman, N Pinchbeck, J Sanderson, Mrs C Thornton and B Troop to read lists of the fallen;
- (ix) Councillors A Chapman, N Pinchbeck, B Troop and J P Vickers to act as parade marshalls;
- (x) the town council office to establish if the Salvation Army propose to hold an evening service on Remembrance Day, Sunday 10 November 2019.
- (ix) Councillor B Troop to liaise with the local army cadets, to “muster” the parade and act as parade manager with Councillor N Pinchbeck as deputy parade manager;
- (x) to contact the local newspaper “Scunthorpe Telegraph”, to announce the date and time the parade takes place, with a view for anyone else, particularly local war veterans to join the parade;
- (xi) Councillor J Sanderson with assistance from the Payback Team to ensure the Cenotaph is tidied up before Remembrance Day;
- (xii) Councillor J Sanderson to ensure the route of the parade on the public highway is fit for purpose before Remembrance Day;
- (xiii) it was agreed the Salvation Army to lead the parade to the cenotaph with assistance from Barton Town Band;
- (xiv) it was agreed to use a PA system at the Cenotaph, provided by Councillor K Vickers.

64. **The Town Council Website**

Councillor B Troop felt that current, relevant information to the town council should be placed onto the website quicker for news items. Discussion took place regarding this matter. It was agreed and

**Resolved** that applicable news items for events, Picnic in the Park, Christmas Festival etc to be placed onto the town council website.

65. **The Community ‘Speedwatch’ Scheme**

Councillor J P Vickers gave report and background that trials for the ‘Speedwatch’ had gone well to progress this matter in the town, explaining the difference in locations and how they are monitored.

## **Minutes of an Ordinary Meeting of the Council held on 3 July 2019, cont'd**

Road conditions were also noted with Councillor Mrs C Thornton pointing out the condition of Far Ings Road and the road camber etc..

### **66. Wren's Future Expansion Plans**

Councillor J P Vickers commented about the expansion plans for Wren, being good news for employment issues in the town. In line with the expansion plans were recent consultations held regarding a possible relief road, in order that traffic and HGV vehicles would not have to travel through the town centre to and from the Wren Development area, thus easing traffic flows in the town centre. Residents attending the consultation he said were in favour of a relief road for the additional vehicular traffic such a development would attract. In light of this, he wanted to know if the town council were in support of a relief road as well. Councillor N Jacques stated his support for a relief road is in conjunction with an overall look at the traffic flows in the town as a whole. Discussion took place regarding this matter. It was then suggested that in principle the town council agreeing to a relief road on the A1077, including road junctions off it and the impact on the traffic management generally in the town. Councillor K Vickers felt that to support a relief road would take away HGV traffic through the town, which could then determine the impact this had on traffic flows in the town thereafter. Councillor J Evison stated the balance had to be carefully managed as some traffic needed to come into the town centre to use the facilities, shops and businesses, to ensure the town centre thrived. Councillor N Jacques explained his concerns regarding traffic using the town centre roads as a 'rat run' for shift change traffic at Wren and peak traffic flows. Councillor B Troop explained that St Peter's School was already affected by peak flows of traffic in the town. Following much discussion, it was agreed and

#### **Resolved**

(i) the town council are in support of a relief road in the town. All in attendance agreed by a show of hands;

(ii) the town council agreed to look into the town centre traffic management and traffic flows. All in attendance agreed by a show of hands.

### **67. Role of the Town Clerk**

Discussed earlier in the meeting (*Min Ref: 59(24)(xi)/24 refers*).

### **68. Barton Cemetery Improvements**

Councillor J Evison gave appraisal of issues at the Cemetery regarding water facilities, water pipes and buckets etc. He had previously undertaken a project in the past to address this matter. However, the buckets needed replacing and the matter addressing again to improve facilities. It was agreed and

**Resolved** that an agenda item be placed for the next Environment Committee meeting to be held on 19 August 2019, to further discuss Barton Cemetery improvements that are required.

### **69. Reports from North Lincolnshire Council Representatives**

#### **(a) Councillor K Vickers**

Councillor K Vickers stated he was currently looking into tree root issues on Westfield Road. This matter was on-going as the tree roots were giving rise to causing the public paths to crack etc.



**Minutes of an Ordinary Meeting of the Council held on 3 July 2019, cont'd**

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

(a) **Barton Bike Night**

Councillor J Evison enquired if anyone was able to volunteer at the event, being held on Saturday 13 July 2019. Members of the Barton Lions and Rotary etc volunteer to marshall at the event, but additional volunteers are required. Anyone interested to contact him direct.

(b) **Healthcare Forum**

Councillor N Pinchbeck gave appraisal of the meeting held on 27 June 2019. He explained the lack of the electronic EPS system was a problem. Out of 80 Lloyd's pharmacy branches in the area, Barton was the only one unable to use it. He outlined issues and figures of both surgeries and reported the Barton Dental Centre would be taking on a further 100 NHS patients during September 2019.

(c) **Barton – Cleethorpes Community Rail Partnership**

Councillor N Jacques reported the new franchise will be operation from 18 August 2019. There are to be timetable changes in due course whereby it is hoped that an hourly service will be available. A matrix board showing information and train times to be an improvement to the rail station and at 31 December 2019 there will be a double carriage as opposed to a single one.

(d) **Barton Civic Society**

Councillor N Jacques gave appraisal of a meeting held with North Lincolnshire Council and representatives of the Society. Regarding derelict buildings, 74 Butts Road is being reviewed as a probable compulsory purchase and proactive progress made with reference to Oddfellows Hall. It was noted that issues to the property on Beck Hill were hopefully resolved as the property had been sold.

Traffic, parking and speeding issues were discussed and the 20mph speed sign near to Green Lane on Barrow Road appeared to have a height issue as reported by a member of the public.

A member of the public had requested that a central website for events etc in the town is requested. It was suggested the Barton Tourism Partnership be notified and that the Barton Town Council website if used properly with the calendar gave links to the information required.

The Chairman, Councillor J Sanderson closed the meeting at 8.20 p.m.

..... Chairman 4 September 2019