

**BARTON - UPON - HUMBER TOWN COUNCIL**  
**MINUTES of an ORDINARY MEETING HELD in the COUNCIL CHAMBER, BAYSGARTH**  
**HOUSE, BARTON on WEDNESDAY 2 OCTOBER 2019 COMMENCING at 7.00 p.m.**

**Present** Councillor B Troop (Vice-Chairman)

Councillors A Chapman, Mrs A Clark, N Jacques, N Pinchbeck, Mrs C Thornton, and J P Vickers

**Also present** Ms Liz Bennet (representing Barton Civic Society), Major Alan Norton (Salvation Army) and Ms S Richards (Town Clerk)

Prior to the meeting commencing, Liz Bennet (Chair of the newly formed Neighbourhood Planning Sub-Group of Barton Civic Society) outlined the process of starting a neighbourhood plan. She explained the Barton Civic Society had long considered the formation of a neighbourhood plan via setting up a small steering group. Whilst a neighbourhood plan cannot say no to future housing developments, it can influence the style of properties. A plan can take a long time to achieve and can be a 10 year process. In the first instance, the town council would be required to designate the area with North Lincolnshire Council. The steering group would include a cross section of people in the town and proposals determined would then go to a public vote via consultation. A neighbourhood plan can have some influence on the local plan as she felt there is a strong heritage angle in the town. It would cost several thousands of pounds to achieve the plan with a £9,000 set up grant available from central government and finance available from the Barton Civic Society. With regard to Barton Town Council's involvement this would be as an accountable body only she confirmed, to write three cheques. All the work required for the neighbourhood plan would be undertaken by the steering group and sub-group of Barton Civic Society. There would be no staff time or finance required from Barton Town Council. She concluded that when she applies for grant funding for external sources via The Ropewalk, a neighbourhood plan would enhance the procedure required for her to obtain funding more easily. It was also stated that the neighbourhood plan achieved by Appleby Parish Council was fantastic.

Members of the town council then asked Ms Bennet questions regarding neighbourhood plans. Councillor N Pinchbeck enquired about the progress of the Barrow-upon-Humber Parish Council's plan, as they had attended a meeting of Barton Town Council last year quite enthusiastic about it. The Clerk stated she had been notified by Mr D Lofts (NLC) that this was currently on hold due to administrative issues etc. Councillor Pinchbeck felt that Barton-upon-Humber was a feeder town for the surrounding villages with various links. He stated there are many active groups in Barton and he felt that engagement with a neighbourhood plan needs input with the 20-30 year old age bracket and also younger groups, say the Barton Schools Forum. Councillor Mrs C Thornton commented that she had recently attended the health centre in Winterton, whereby questionnaires were available for research aspects towards the Winterton neighbourhood plan which she felt was a good idea. Councillor Mrs A Clark stated that Barrow-upon-Humber are fund raising towards their neighbourhood plan and long term finance was required. Ms Bennet replied that a neighbourhood plan in Barton would not cost Barton Town Council anything as the steering group will source funding from external funding avenues. Councillor Mrs Clark felt there were industry/housing boundary issues affecting Barrow from Barton. Ms Bennet explained the designated area of Barton's neighbourhood plan would be for Barton Parish only. Councillor J P Vickers wished to thank Ms Bennet for her clear presentation. This was concurred with by Councillor B Troop. Councillor Mrs A Clark enquired if planning issues dealt with by the town council would be affected by a neighbourhood plan. Ms Bennet explained the neighbourhood plan would be used as guidance when commenting about planning applications. Councillor Mrs A Clark felt that additional space is required for the future in the cemetery. Councillor J P Vickers confirmed that the developer (Keigar Ltd) was ensuring land would be available to extend the cemetery in due course. Councillor A Chapman enquired if questionnaires would be sent to every individual in the town. Ms Bennet stated the consultation process would be thorough.

The Vice-Chairman and members of the town council thanked Ms Bennet for her informative presentation. She then left the meeting.

**Minutes of an Ordinary Meeting of the Council held on 2 October 2019, cont'd**

116. **The Town Prayer**

It was agreed and

**Resolved** that Major Alan Norton read out the Town Prayer then left the meeting.

117. **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

118. **Apologies for Absence**

Councillors J Evison (mayoral duties), Mrs J Oxley (bereavement), J Sanderson (unwell) and K Vickers (attending another meeting). Also Mr Dave Lofts - Senior Planning Specialist, North Lincolnshire Council (unwell)

119. **Declarations of Interest**

Barton Senior Alliance – Councillor Mrs A Clark (personal interest)

120. **Police and Neighbourhood Action Team**

Councillor J P Vickers gave report. Under new powers the Police and local courts have been able to evict tenants from a property located on Cottage Lane regarding drug dealing issues with a property closure order placed upon it. Councillor Mrs C Thornton enquired why it appeared that the said property had lights left on. It was stated that tradesmen appeared to be working on the property following the departure of the former tenants. Councillor J P Vickers stated that the outcome to evict tenants mainly relied on intelligence received by the Police from members of the public. Other 'hotspots' are currently under Police investigation, to ensure the town is a safer place. Councillor N Jacques raised concerns over a landlord in the town allegedly letting properties to drug dealers. He also commented that several complaints had been raised regarding vehicles parked outside St Peter's School with engines idling whilst apparently waiting for children to leave the school at 3pm-3.30pm each school day. This was causing noise and disturbance to residents in the locality. Councillor Vickers stated he would raise these issues at the next NAT meeting.

**Resolved** that this be noted

121. **Minutes**

(a) **Ordinary Meeting of the Council – 4 September 2019**

**Resolved** that the previously circulated minutes of the Ordinary Meeting of the Council held on 4 September 2019 be received, approved and confirmed as a correct record and signed by the Chairman.

Minutes of an Ordinary Meeting of the Council held on 2 October 2019, cont'd

122. Matters of Report Arising

- (a) Consideration that in light of the Intergovernmental Panel on Climate Change's recommendation that urgent action is needed to reduce substantially carbon emissions by 2030, the Town Council agrees to declare a Climate Emergency and to establish a Committee to develop ways to make the Town Council's operations carbon neutral by 2030, in line with Standing Order 4. The Committee is to report back with proposed Terms of Reference for consideration at the December 2019 Council Meeting before starting work  
(Min Ref: 103/44-BTC 04/09/19)

Councillor N Jacques requested that a correction be made to the end of resolution with "and how we can do more" added. This was seconded by Councillor J P Vickers and agreed by members present.

Resolved that this be noted.

- (b) Councillor J P Vickers (Min Ref: 104(a)/44-BTC 04/09/19)

Councillor Mrs A Clark reported that she had met local MP Martin Vickers to discuss issues previously raised regarding the A15 embankment area. He is currently looking into the matter and is in contact with the Highway Agency at Leeds.

Resolved that this be noted.

- (c) Review of the Town Council's Standing Orders (Min Ref: 95(a)-BTC 04/09/19)

The Clerk stated she had sought advice from ERNLLCA regarding the general power of competence, as requested by the town council. She read out the advice given and gave background to what the power is applicable for. It was noted the power does have restrictions. It would not allow the town council to support the fabric of a church and has restrictions on the use of s.137 payments. ERNLLCA state the town council's powers are quite wide ranging and that there has been limited interest in the power amongst councils in the ERNLLA area. Indeed, only two were cited with one wishing to erect a war memorial and one wishing to take over and run a public house.

ERNLLCA advised that as a decision was made in July not to pursue the power by the town council and having not been voted for by all of the members to retract the decision at the September ordinary meeting, then the decision stood, requiring a rescission notice to be submitted to discuss the topic again. If not, the matter cannot be re-opened until six months have passed. The advice also stated that the power can be adopted anytime and is not limited to an election year (provided the correct criteria was in place by the town council at the time), and once the power has been acquired, it must be re-adopted at each annual town council meeting.

Discussion ensued with members regarding the information provided by ERNLLCA and the requirement of a rescission notice. Councillor N Jacques felt that there was a mis-match of information in the town council's standing orders and the advice received from ERNLLCA. To adopt the power, the Clerk stated this would have to be looked into by the Personnel Committee as it would impact upon the town council office, involve work outside her current contract of employment, evening work required, travel and obtaining cover during the daytime in the town council office. The Deputy Town Clerk would be unable to work outside her current contract of employment.

No project was cited for the town council to use the general power of competence, therefore it was agreed and

**Minutes of an Ordinary Meeting of the Council held on 2 October 2019, cont'd**

**Resolved**

- (i) the Clerk to seek clarification from ERNLLCA regarding the town council's standing orders and the advice given from them regarding when the general power of competence can be adopted;
- (ii) an agenda item to be placed for the annual meeting of the town council 2020 regarding the general power of competence.

123. **Other Meeting Minutes**

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

1) **Correct Record**

**Resolved** that the circulated minutes of a Community Committee Meeting held on 16 September 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 23 September 2019 be approved as a correct record

124. **Matters of Report Arising**

(a) **Barton Christmas Festival – Saturday 30 November 2019** (*Min Ref: 111(vii)/48-CC 16/09/19*)

Councillor A Chapman reported that the Barton Lions Club would be operating a catering vehicle all day at the event and that it is doubtful that anyone would be available to assist the town council with 'Father Christmas' duties as their volunteers would be busy with the catering stall.

**Resolved** that this be noted.

125. **Correspondence**

1. Notification from the CPRE of a talk to be given by Dr Kevin Leahy 'The Lost Kingdom – Anglo-Saxon Lindsey' to be held on Saturday 19 October 2019, 2pm with the AGM at 3.30pm - The Buttercross, Brigg. Tickets on the door or in advance from Brigg Tourist Information (*details available from the town council office*)
2. The next meeting of the Barton School Councils' Forum to be held on Tuesday 12 November 2019 at Baysgarth Leisure Centre/Hub, 1.45pm-3pm. Further details to be confirmed
3. Completion of the external audit for the Annual Governance & Accountability Return (AGAR) for Barton-upon-Humber Town Council for the year ended 31 March 2019. One comment received and no action points raised
4. HWRA Summer 2019 newsletter, membership letter and form & Forward Strategy 2018 to 2021
5. Notice of Review of Polling Districts and Polling Places 2019 from the Returning Officer at North Lincolnshire Council. Details can be found at [www.northlincs.gov.uk](http://www.northlincs.gov.uk) with electors invited to make representations by 6 October 2019 submitted to Electoral Services, Church Square House, 30-40 High Street, Scunthorpe, or by email to [elections@northlincs.gov.uk](mailto:elections@northlincs.gov.uk)
6. Update from North Lincolnshire Council Highways of programmed temporary road closures
7. Thanks received for the town council's support for the Barton Annual Horticultural Show

## Minutes of an Ordinary Meeting of the Council held on 2 October 2019, cont'd

8. Comments received from a resident of Ulceby regarding the Humber Bridge Viewing Area (*copy sent to North Lincolnshire Council*).

### **Resolved**

(i) the correspondence be received and the contents noted

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

1. ERNLLCA September 2019 newsletter (*copy available in the town council office*)
2. BCCRP minutes of an ordinary general meeting held on 2 September 2019
3. Notes received from the 'Carbon Footprint Task & Finish Group' of a meeting held on Monday 30 September 2019
4. Notification from North Lincolnshire Council of the launch of "Enhancing Our Environment" scheme. The launch to take place on Friday 11 October 2019, 10am to 12 noon at Normanby Hall Golf Club. Anyone wishing to attend to notify the town council office, as places have to be booked.
5. Quotation received from a town council contractor to replace and upgrade light fittings in the town council reception office, in the sum of £440 (inclusive of labour and materials). All other town council office light fittings have recently been upgraded to LED's

### **Resolved**

(i) Councillor J P Vickers reported he had spoken to CHAMP Ltd, the leaseholders of The Assembly Rooms regarding some of the issues raised. Due to contractual issues and costs, it would not be possible for the Council Chamber at Baysgarth House to have public use of the wi-fi system. Energy suppliers at the Assembly Rooms were on contracts passed by North Lincolnshire Council for efficiency, along with the trade waste contract. Many of the running costs contracts at the Assembly Rooms were on contracts applicable to the charity status of CHAMP Ltd and were complex. The Clerk suggested that as most of the items raised were applicable to the leaseholder of the Assembly Rooms, it be prudent to send a copy of the meeting notes to them. Members present agreed with this. It was agreed the Clerk contact all members of the town council to see who wished their meeting papers to be sent electronically, and those requiring a paper copy. The meeting rooms energy supplies and meeting room locations was also discussed (*item 3*);

(ii) Councillors N Jacques, Mrs C Thornton, B Troop and J P Vickers to attend the launch. The Clerk to notify North Lincolnshire Council accordingly (*item 4*);

(iii) it was agreed to accept the quotation price from the contractor, with the addition of a replacement LED fitting in the small meeting room in the town council office. Prior to the work commencing, the leaseholder of the building to be advised of the work to be undertaken by the town council (*item 5*);

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

## 127. **Accounts for Payment**

### **Resolved**

(i) that the Clerk be authorised to pay the accounts as listed in Appendix II in the sum of £11,702.63 (A/cs 117 to 128) and those presented at the meeting in the sum of £6,143.64 (A/cs 129 to 134) - a grand total of £17,846.27;

(ii) petty cash expenses for September 2019 are £237.40;

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

Minutes of an Ordinary Meeting of the Council held on 2 October 2019, cont'd

128. **The Town Council resolves to ask North Lincolnshire Council to designate the Barton electoral ward as the neighbourhood area for the Barton Neighbourhood Plan. The Town Council welcomes the establishment of the Steering Group to coordinate the development of the Neighbourhood Plan. Funding for the Plan will be secured from Government grants and other sources. The Town Council will act as the accountable body on behalf of the Steering Group. The Town Council agrees to consider appointing representatives to the Steering Group at the appropriate time**

Councillor N Jacques referred to his motion above explaining the area for designation to North Lincolnshire Council is the electoral ward of Barton-upon-Humber. He welcomed the establishment of a steering group and the benefits of a neighbourhood plan, as described by Ms L Bennet prior to the meeting commencing, including the consultative process. He stated the neighbourhood plan will influence how the town develops and highlighted issues of the adopted Appleby Parish neighbourhood plan.

Councillor N Pinchbeck felt it was a good idea to support a neighbourhood plan with representation of the town council onto the steering group. Councillor Mrs C Thornton spoke about voluntary groups/steering groups and how they can benefit the town for the various projects/events, including the Christmas Festival, Picnic in the Park etc. She did note that volunteers for the Wilderspin National School had dwindled in recent times though. Councillor J P Vickers proposed that the presentation given by Ms L Bennet, representing the Barton Civic Society prior to the meeting commencing be adopted into the town council minutes of the meeting, as the content is agreed by the town council. Members present agreed to this. A vote was then taken for those in favour of the motion put forward. All members present voted and agreed to this as well.

The Clerk provided each member with advice received on neighbourhood planning from ERNLLCA the Local Councils Association and Mr D Lofts (Planning Specialist) North Lincolnshire Council.

**Resolved**

(i) the presentation given prior to the meeting commencing by Ms L Bennet was agreed and accepted by members present, to be adopted in content by the town council as the procedure to be undertaken as follows: "Liz Bennet (Chair of the newly formed Neighbourhood Planning Sub-Group of Barton Civic Society) outlined the process of starting a neighbourhood plan. She explained the Barton Civic Society had long considered the formation of a neighbourhood plan via setting up a small steering group. Whilst a neighbourhood plan cannot say no to future housing developments, it can influence the style of properties. A plan can take a long time to achieve and can be a 10 year process. In the first instance, the town council would be required to designate the area with North Lincolnshire Council. The steering group would include a cross section of people in the town and proposals determined would then go to a public vote via consultation. A neighbourhood plan can have some influence on the local plan as she felt there is a strong heritage angle in the town. It would cost several thousands of pounds to achieve the plan with a £9,000 set up grant available from central government and finance available from the Barton Civic Society. With regard to Barton Town Council's involvement this would be as an accountable body only she confirmed, to write three cheques. All the work required for the neighbourhood plan would be undertaken by the steering group and sub-group of Barton Civic Society. There would be no staff time or finance required from Barton Town Council. She concluded that when she applies for grant funding for external sources via The Ropewalk, a neighbourhood plan would enhance the procedure required for her to obtain funding more easily. It was also stated that the neighbourhood plan achieved by Appleby Parish Council was fantastic.

**Minutes of an Ordinary Meeting of the Council held on 2 October 2019, cont'd**

Members of the town council then asked Ms Bennet questions regarding neighbourhood plans. Councillor N Pinchbeck enquired about the progress of the Barrow-upon-Humber Parish Council's plan, as they had attended a meeting of Barton Town Council last year quite enthusiastic about it. The Clerk stated she had been notified by Mr D Lofts (NLC) that this was currently on hold due to administrative issues etc.

Councillor Pinchbeck felt that Barton-upon-Humber was a feeder town for the surrounding villages with various links. He stated there are many active groups in Barton and he felt that engagement with a neighbourhood plan needs input with the 20-30 year old age bracket and also younger groups, say the Barton Schools Forum. Councillor Mrs C Thornton commented that she had recently attended the health centre in Winterton, whereby questionnaires were available for research aspects towards the Winterton neighbourhood plan which she felt was a good idea. Councillor Mrs A Clark stated that Barrow-upon-Humber are fund raising towards their neighbourhood plan and long term finance was required. Ms Bennet replied that a neighbourhood plan in Barton would not cost Barton Town Council anything as the steering group will source funding from external funding avenues.

Councillor Mrs A Clark felt there were industry/housing boundary issues affecting Barrow from Barton. Ms Bennet explained the designated area of Barton's neighbourhood plan would be for Barton Parish only. Councillor J P Vickers wished to thank Ms Bennet for her clear presentation.

This was concurred with by Councillor B Troop. Councillor Mrs A Clark enquired if planning issues dealt with by the town council would be affected by a neighbourhood plan. Ms Bennet explained the neighbourhood plan would be used as guidance when commenting about planning applications.

Councillor Mrs A Clark felt that additional space is required for the future in the cemetery. Councillor J P Vickers confirmed that the developer (Keigar Ltd) was ensuring land would be available to extend the cemetery in due course. Councillor A Chapman enquired if questionnaires would be sent to every individual in the town. Ms Bennet stated the consultation process would be thorough;

(ii) Following a vote taken of 7 in favour, the town council resolves to ask North Lincolnshire Council to designate the Barton electoral ward as the neighbourhood area for the Barton Neighbourhood Plan. The town council welcomes the establishment of the steering group to coordinate the development of the neighbourhood plan. Funding for the plan will be secured from Government grants and other sources. The town council will act as the accountable body on behalf of the steering group. The town council agrees to consider appointing representatives to the steering group at the appropriate time

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

(a) **Councillor J P Vickers**

Councillor J P Vickers reported the latest improvements made to Baysgarth Park via extension of the path system and the 'parkrun' scheme has been tried and tested by a North Lincolnshire Council officer. North Lincolnshire Council is currently looking into costings regarding the town bus service. A neighbourhood plan would have to dovetail into the local plan. Lighting issues at Euro Garages had been raised regarding permissions and amended plans are awaited. Vehicular parking at the new Heron/Boyes stores had been established as a public car park and the horsebox had been removed from the car park. Improvements at the interchange were discussed. He concluded it was the by-election in the town tomorrow, whereby he looked forward to working with the new councillor.

Councillor N Pinchbeck enquired about progress in contacting Tesco Stores regarding their free bus (*Min Ref: 102/43-BTC 04/09/19 refers*). A letter to be sent to Tesco enquiring if someone could attend a meeting of the town council to explain the background to the free bus. Councillor N Jacques raised the issue of litterbins, two on Newport were discussed and one on Caistor Road appears to be missing. As the quota for the town appears to have been met for these by North Lincolnshire Council, does this include the missing one on Caistor Road? Councillor J P Vickers to look into this matter.

**Minutes of an Ordinary Meeting of the Council held on 2 October 2019, cont'd**

**Resolved**

- (i) The Clerk to write to Tesco Stores requesting that someone attends a meeting of the town council regarding the free bus they operate from Barton to Brigg;
- (ii) Councillor J P Vickers to look into the quota for litterbins in the town with North Lincolnshire Council.

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

(a) **Barton Regeneration**

Councillor N Jacques reported the meeting had been a positive one with interchange issues discussed.

(b) **Barton Lions Club**

Councillor A Chapman stated the Oktoberfest would be held at The Ropewalk this weekend on Saturday 5 October. A few tickets are still available. The annual bonfire and firework display is to be held on Tuesday 5 November.

(c) **Barton-upon-Humber Health Care Forum**

Councillor N Pinchbeck announced that a meeting of the group would be held later this month and there has been a new manager appointed to the branch of Boots in the town.

The Vice-Chairman, Councillor B Troop closed the meeting at 8.10 p.m.

..... Vice-Chairman      6 November 2019