

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 29th October 2018, at 7.30 pm, in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton

Public Participation

A member of the public asked on behalf of Broughton Ravens JFC about the floodlights on the playing field and he was informed by the Clerk that they had been fixed.

Another member of the public asked about the time and motion study and how many years would it take the Council to get its money's worth and if it would be value for money? He was told by the Deputy Mayor that it wasn't done as a cost-saving exercise and there was no intention to do it to recover it.

2752. Record of Members Present

The following councillors were present: Councillors P Senior (Mayor), Glover, Howe, Ledger, Price, D Senior, Siddall, Simpson, Whitaker-Clark, Waring and Williams.

2753. Apologies and Reasons for Absence

Apologies were received from Councillor Mumby-Croft - who would be late due to another meeting, Councillors Portess & Tweedie - ill, and Councillor Whittingham away.

2754. Declarations of Interest

- (i) Councillors Glover declared a personal and prejudicial interest in Item 11 Planning Applications, whilst Councillors Price & Simpson had both declared a personal and prejudicial interest in Item 13 Multi-User Games Area.
- (ii) The Clerk had received and granted no dispensations.

2755. Mayor's Report

The Mayor informed members of the Council that he had attended a meeting of the General Purposes Committee on Monday, 8th October 2018 and a meeting about a Telecommunications Mast on Tuesday, 9th October 2018. He was unable to attend Winterton's Civic Service on Sunday, 14th October 2018, therefore Councillor Price went in his place. On Tuesday, 16th October 2018, along with Councillors Howe & Whitaker-Clark he went to look at the MUGA at St. Lawrence's Academy, and then on Sunday, 21st October 2018, he helped out with the Volunteer Repair Day and thanked all the people who came along to help out on that day. **It was resolved that this information be noted.**

2756. Police Matters

The Clerk reported that unfortunately the scarecrows made by youngsters during the Volunteer Repair Day on Sunday, 21st October 2018, had been damaged by older youths. **It was resolved that the information be noted.**

2757. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 24th September 2018, and on Tuesday, 28th August 2018, had both been circulated prior to the meeting. **It was resolved that they should be approved as a correct record.**

2758. Matters Arising**Minute 2714 Correspondence (ii) j) Humberside Police & Crime Commissioner**

- Invitation to Meet. The Clerk had invited the Police & Crime Commissioner for Humberside back to a future meeting of the Full Council for an update.

Minute 2714 Correspondence (ii) l) Mrs J Lowe - Resignation. The Clerk had sent a letter of thanks on behalf of the Council to the former Assistant Clerk.

Minute 2719 Broughton Village Hall - The Clerk had given a cheque to the Village Hall for the grant of £1,298 made by the Council to help pay towards the cost of decorating the outside of the building.

Minute 2720 Gas Boiler Service - The Clerk had renewed the careplan boiler service agreement with British Gas.

Minute 2737 Correspondence (ii) a) CPRE Northern Lincolnshire - Best Kept Village Competition. The Mayor had intended the awards presentation evening on Wednesday, 26th September 2018, along with Mr Suddaby, and they had received a certificate and garden vouchers for the Council winning the 'Most Improved' category.

Minute 2737 Correspondence (ii) b) CPRE - Fracking. The Clerk had contacted the local MP about the proposals to do with fracking and was told that he had objected to the proposals and he also believed North Lincolnshire Council had done so as well.

Minute 2737 Correspondence (ii) f) ERNLLCA / Surveillance Camera Commissioner - The Clerk had sought advice from ERNLLCA as to what the Council should do with regard to surveillance cameras.

Minute 2744 Allotment Association - The Clerk had informed Mrs Sue Turner - Secretary of Broughton Allotment Association, that Councillor D Senior was elected as the Council's representative on the Allotment Association.

Minute 2745 Items Raised By Councillors - A mobile beacon had now been purchased at a cost of £360 + VAT for the commemorative event due to be held on Sunday, 11th November 2018.

Minute 2749 Time & Motion Study - The Clerk informed the Council that the time and motion study had been carried out by Scott-Grant Limited.

2759. Correspondence

- (i) a) Royal Mail - Scam Mail
- b) Carnegie UK Trust - Remaking British Towns After Brexit
- c) ERNLLCA - District Committee Meeting
- d) North Lincs Council - Childminder Briefing
- e) North Lincs Council - Notification of NAT Meeting & Minutes
- f) Barton upon Humber Town Council - Civic Service
- g) Winterton Town Council - Winterton in Bloom Presentation
- h) North Lincs Council - Town & Parish Liaison Meeting Reminder
- i) CPRE Northern Lincolnshire - Best Kept Village Presentation Photo
- j) North Lincs Council - Rough Sleeper Count
- k) North Lincs Council - Bowls Open Day
- l) Immingham Town Council - World War One Coffee Morning
- m) North Lincs Council - Agenda for Town & Parish Liaison Meeting
- n) VANL - Successful Funding Bids Training Course

- o) ERNLLCA - Financial Training for Clerks
- p) North Lincs Council - Allotment Watch
- q) BCSA - Agenda & Minutes
- r) North Lincolnshire Council - Town & Parish Liaison Presentations
- s) Beverley Town Council - The Great War Remembered Concert
- t) ERNLLCA - NALC Annual Report 2017/18
- u) Bottesford Town Council - Civic Service
- v) INRG Solar - Solar Update

It was resolved that the above information should be noted.

ii) a) **PKF Littlejohn LLP** - Annual Governance & Accountability Return. Copy of the return for the year 2017/18 circulated to all councillors and contained within it was the External Auditor's Report. **It was resolved that the information should be noted and the Clerk had put up the appropriate public notices to do with the return.**

b) **Sports and Play Consulting** - Survey. A request to complete a quick survey to help the organisation and the industry to support town councils. **It was resolved that the survey should be noted, however councillors could complete it individually if they wished to do so.**

c) **Mrs W Nottingham** - Dog Waste Bins. Email stating that dog bins around Broughton are being well used and asking for some around the playing field believing it would encourage dog owners to use them, and as a gesture of goodwill the dog club was prepared to sponsor a dog waste bin for the sports field at a cost of £75. It was stated no dogs were allowed on the field except guide dogs but there was a problem enforcing it and the Council had even allowed a dog group to train on it. **It was resolved that the Clerk should contact Mrs Nottingham to see if she was prepared to sponsor a bin near the main gate of the Phil Grundy Community & Sports Centre rather than on the playing field.**

d) **North Lincs Council** - Standards Training. Details of two training sessions due to be held on Tuesday, 27th November 2018, from 2.00 pm to 4.00 pm, and also on Tuesday, 4th December 2018, from 6.00 pm to 8.00 pm, both in Function Room 1, at the Civic Centre, Ashby Road, Scunthorpe. **It was resolved that Councillor P Senior and Price and the Clerk be allowed to attend one of the Standards training sessions on behalf of the Council.**

e) **North Lincs Council** - Appleby Parish Neighbourhood Plan. Consultation about the Appleby Parish Neighbourhood Plan and an invitation for comments by Friday, 9th November 2018. **It was resolved that the information should be noted.**

f) **Broughton Cricket Club** - Changing Room Showers. Complaint about showers being 'freezing cold' and having paid for their use and asking how long they will be broken / unusable for and whether it is justifiable to charge a full rate without this service. The Clerk informed the Council that there had been problems with turning the showers on and off and also with the heating, but this had now been resolved, therefore he had asked the Handymen to test the showers and been told that they were fine. **It was resolved that the Clerk should contact Broughton Cricket Club and explain that the showers were now fixed, the Council was exploring options to improve them, and it would give Broughton Cricket Club free hire for a month.**

g) **BHIB Councils Insurance** - The Aviva Community Fund. Information about an opportunity to receiving funding for projects to do with health and wellbeing, skills for life and the environment ranging from £1,000 up to £25,000. **It was resolved that the information should be noted.**

h) **ERPF** - AGM Invitation. Invitation to attend the Annual General Meeting due to be held on Friday, 2nd November 2018, at 12.30 pm, in County Hall, Beverley. **It was resolved that Councillor Glover should be allowed to attend the ERPF AGM on behalf of the Council.**

i) **DDM Agriculture** - Allotment Rent. Notification that the rent for the land used for allotments will be increased to £1,000 per annum with effect from 1st April 2019. **It was resolved that the Council agree to the increase in rent.**

j) **East Midlands Community Led Housing** - Invitation to Community Led Housing Roadshow. Details of a meeting being held on Monday, 26th November 2018, in Grimsby to do with community-led housing. **It was resolved that the information should be noted.**

k) **NALC** - Study Tour to Bishop's Stortford. Details of a study tour being held on the 10th & 11th June 2019, in Bishop's Stortford. **It was resolved that the information should be noted.**

l) **NALC** - National Survey. A request to complete a survey about the future of local councils. **It was resolved that the survey should be noted, however councillors could complete it individually if they wished to do so.**

m) **Westminster Insight** - Doing More for Older People. Details of a conference due to be held on Tuesday, 20th November 2018, from 9.20 am to 3.40 pm, in Central London. **It was resolved that the information should be noted.**

2760. **Publications**

ERNLLCA - Newsletter	September 2018
Lives - Newsletter	September 2018
HSBCnet - News	October 2018
North Lincolnshire Council - Forthcoming Meetings	October 2018
CPRE - Campaigns Update	
NACO - Newsflash	
NALC - Chief Executive's Bulletins & Newsletters	
North Lincs Council - Weekly Roadworks List	
Public Sector Executive - Online Newsletter	
Rural Services Network - Newsletters & Bulletins	
SLCC - News Bulletin	
VANL - Newsletter	

It was resolved that the information be noted.

2761. **Committee Reports**

(i) **General Purposes Committee** - The minutes of a meeting of the General Purposes Committee held on Monday, 8th October 2018, had been circulated prior to the meeting. **It was resolved that they be approved.**

(ii) **Personnel Committee** - The minutes of a meeting of the Personnel Committee held on Wednesday, 10th October 2018, had been circulated prior to the meeting. **It was resolved that they be approved.**

(iii) **Recreation Field Working Group** - The minutes of a meeting of the Recreation Field Working Group held on Tuesday, 16th October 2018, had been circulated prior to the meeting. **It was resolved that they be approved.**

2762. Planning Applications

a) The following planning decisions had been received:-

PA/2018/1194	Full planning permission granted to erect a garden shed and summer house at Chestnut Lodge, South View, Broughton, DN20 0EG
PA/2018/1370	Full planning permission to retain a fence at 26 Avenue Nozay, Broughton, DN20 0TR
PA/2018/1540	Full planning permission granted to erect a single storey rear extension at 61 Appleby Gardens, Broughton, DN20 0BA
PA/2018/1438	Full planning permission to erect a detached dwelling with attached garage at 106 High Street, Broughton, DN20 0JR
PA/2018/1537	Full planning permission granted to demolish existing extension and erect a single storey side, front and rear extension, and provide new road crossing and additional parking at 8 Woodland Drive, Broughton, DN20 0AX
PA/2018/1600	Full planning permission to erect a single-storey front extension at 87A High Street, Broughton, DN20 0JR
PA/2018/1670	Full planning permission granted to erect a single-storey side extension and a detached garage at 25 Woodland Drive, Broughton, DN20 0EQ
PA/2018/1604	Full planning permission granted to erect a side extension to form larger garage and utility to the rear at 23 St. Bernards Close, Broughton, DN20 0HS

It was resolved that the information be noted.

b) The following planning decisions had been received:-

PA/2018/1756	Notice that the application received on 05/09/2018 for determination of the requirement for prior approval for the demolition of the The Cottage and Carr Farm House buildings at The Cottage & Carr Farm House, Access roads in Broughton Carrs Farm, Broughton, DN20 0BW has been considered and it has been decided that the Council's prior approval for the details of demolition and clearance of the site is not required.
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Note: Councillor Glover had earlier declared an interest in this item and therefore left the meeting whilst it was discussed.

2763. Feasibility Study

At a meeting of the General Purposes Committee held on Monday, 8th October 2018, it recommended that Full Council should carry out a feasibility study of the whole of the Phil Grundy Community & Sports Centre and Playing Fields, however it was felt that this should be put on hold until after the MUGA. **It was resolved that any decision to carry out a feasibility study should be deferred until December 2018.**

2764. Multi-User Games Area

At a meeting of the General Purposes Committee held on Monday, 8th October 2018, after a long discussion about the MUGA a recommendation was made that an organisation be used to draw-up a specification for the MUGA and the General Purposes Committee be delegated responsibility for approving the specification, tendering and appointment.

Full Council discussed the recommendation made by the General Purposes Committee and standing orders were also temporarily suspended to allow a member of the public to speak.

It was resolved that the Council should engage the Estates Team at North Lincolnshire Council to project manage the MUGA project and all aspects of it, and authorise the General Purposes Committee (with the assistance of the Recreation Field Working Group) to liaise with North Lincolnshire Council on behalf of Broughton Town Council and make decisions as required.

Note: Councillors Price & Simpson had earlier declared an interest in this item and therefore left the meeting whilst it was discussed.

2765. Wressle Park

At a meeting of the General Purposes Committee held on Monday, 8th October 2018, a safety inspection report was discussed and one of the things it suggested was for the slide and swing to be retired. **It was resolved that Full Council should agree with a recommendation made by the General Purposes Committee that the swing and slide should be removed and the rubber matting surface replaced with grass seed - the Handymen would be asked to do it however if they could not the Clerk had the authority to get someone else to remove it.**

2766. Volunteer Repair Day

Following on from the success of the Volunteer Repair Day held on Sunday, 21st October 2018, the Council considered holding another Volunteer Repair Day. The Clerk provided information to councillors and it was estimated that it would cost about £2,000 to provide plant / machinery, a skip, top soil and grass seed. **It was resolved that the Council should hold another Volunteer Repair Day on Sunday, 18th November 2018, and the Clerk be authorised to spend as necessary up to £3,000.**

2767. Internal Auditor

The Clerk informed the Council that the existing internal auditors were prepared to audit the accounts at a cost of £310 per visit, which involved an interim and final audit each financial year. **It was resolved that Yorkshire Internal Audit Services be appointed as the Council's internal auditors for 2018 / 19 at a cost of £310 per visit.**

2768. Royal British Legion

The Royal British Legion had provided a wreath for the Council on Remembrance Day, and the Council usually made a grant to cover the cost of the wreath. **It was resolved that the Council should make a Section 137 grant of £50 to the Royal British Legion for the Poppy Appeal on behalf of the people of Broughton.**

2769. Trampoline

Councillors were informed that the trampoline mat in the play park had been damaged by someone setting fire to it and therefore provided with a quote to repair it. **It was resolved that Wicksteed Leisure Ltd should be asked to repair the trampoline at a cost of £1,965.38 + VAT.**

2770. Christmas Trees

The Village Hall had sent an email asking if the Council would put Christmas Trees up around the building - these were solar powered Christmas trees which could be placed on lamp posts. **It was resolved that the Council should get six of the synthetic trees to put up around the Village Hall - this would cost £98 per tree.**

2771. Items Raised By Councillors

(i) **Remembrance Sunday** - Councillor Glover had emailed the Council to say that he had been told by Mrs Debbie Coxon, Secretary of the Ex-Service Association, they could not organise this year's Remembrance Sunday and were therefore handing the event over to the town council to do. Councillors Price and the Mayor had worked hard to put in place arrangements for a parade in the morning followed by the lighting of a beacon in the evening. **It was resolved that the Council should agree with the arrangements made for Remembrance Sunday and pay for the road to be closed at a cost of £250 + VAT, a Band at £150, and a Bugler for £20 for the parade in the morning, whilst the Clerk be authorised to purchase 3 sandbags, 2 gas bottles and a fire extinguisher for the lighting of the beacon in the evening.**

2772. Reports From Council Representatives

(i) **Village Hall Committee** - Nothing to report.

(ii) **Broughton in Need Relief Trust** - In desperate need of a treasurer and vacancies for trustees.

(iii) **Broughton Community & Sports Association** - Plans firmed up for a 'Film Day' free / ticketed event in December.

It was resolved that this information should be noted.

2773. North Lincolnshire Councillors' Reports

The ward councillors had nothing to report. Waterlogged land had led to some trees becoming dangerous so they were felled. Thanks were expressed for resolving the car park issue near the school where the gate had been removed. **It was resolved that the information should be noted.**

2774. Accounts**ACCOUNTS FOR PAYMENT - OCTOBER 2018****Payments made since last meeting:-**

27.09.18		Yorkshire Bank - Charges	5.00
28.09.18	BACS	Payroll & Pension	5,319.44
01.10.18	DD	North Lincs Council - Business Rates for Cemetery	62.00
	DD	North Lincs Council - Business Rates for Sports Centre	1,236.00
02.10.18	Csh No.31	Morrisons - Fuel for Mowers	20.01
	Chq No.100518	Broughton Village Hall - Grant	1,298.00
	Chq No.100519	British Gas Services (Commercial) Ltd - Boiler Service Plan	396.76
	Chq No.100520	Bullfinch (Gas Equipment) Limited - Mobile Beacon	432.00
05.10.18	BACS	HMRC - Tax & NI	3,254.79
11.10.18	DD	E.on - Electricity for Sports Centre	1.69
	DD	E.on - Electricity for Sports Centre	242.38
		HSBC - Bank Charges	22.92
12.10.18	BACS	Mole Control Caistor (Lincs) Co Ltd - Mole Control	49.50
18.10.18	Csh No.32	Srewfix Direct Ltd - Cable Ties & Glue	15.98
19.10.18	Csh No.33	Homebase - Cable Ties	9.00
	Csh No.34	Northern Waste - Skip Hire	280.00
21.10.18		HSBC - Bank Charges	21.62
25.10.18		Yorkshire Bank - Bank Charges	5.00

It was resolved that the action taken be approved and it was noted that Cash Payment No.32 made to 'Srewfix Direct Ltd' should read 'Screwfix Direct Ltd'.

Payments submitted at this meeting:-

29.10.18	Chq No.100521	PKF Littlejohn LLP - Audit	480.00
	Chq No.100522	North Lincs Council - Job Advert	70.00
	Chq No.100523	Turner Warren - Payroll Charges	75.60
	Chq No.100524	Green Grass Contracting - Grounds Maintenance	584.58
	Chq No.100525	Lewis Gas & Plumbing Services - Shower Heating / Outside Tap	938.40
	Chq No.100526	North Lincs Council - Burial	783.00
	Chq No.100527	Scott-Grant Ltd - Time & Motion Study	1,638.00
	Chq No.100528	Stoneledge (South Bank) Ltd - Top Soil	304.00
	Chq No.100529	Ivy Design Ltd - Update Honours Board	59.00

It was resolved that these accounts be paid.

2775. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 26th November 2018, at 7.30 pm, and there is also a meeting of the General Purposes Committee due to be held on Monday, 12th November 2018, at 7.00 pm, followed by a meeting of the Finance Committee at 8.00 pm. All Committee meetings are to be held at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

2776. Closure of Council Meeting

The meeting was closed by the Mayor at 9.39 pm.