

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 17th December 2018, at 7.30 pm, in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton

Public Participation

No members of the public expressed an interest in addressing the Council.

2804. Record of Members Present

The following councillors were present: Councillors P Senior (Mayor), Howe, Ledger, Mumby-Croft, Portess, Price, Simpson, Tweedie, Waring and Williams.

2805. Apologies and Reasons for Absence

Apologies were received from Councillors Glover and Whittingham - other commitments, and also Councillors Kitwood, D Senior & Whitaker-Clark- ill.

2806. Declarations of Interest

(i) Councillor Simpson declared a personal and prejudicial interest in Item 8 Correspondence (ii) g) Broughton Cricket Club - World Cup Fun Day.
(ii) The Clerk had received and granted no dispensations.

2807. Mayor's Report

The Mayor informed members of the Council that he had attended some Standards Training with Councillor Price on Tuesday, 4th December 2018, also a meeting of the Finance Committee on Monday, 10th December 2018, then met with the Clerk on Tuesday, 11th December 2018. **It was resolved that this information be noted.**

2808. Police Matters

There was nothing to report. **It was resolved that the information be noted.**

2809. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 26th November 2018, had been circulated prior to the meeting. **It was resolved that they should be approved as a correct record.**

2810. Matters Arising

Minute 2784 Correspondence (ii) a) Mrs C E Ross - Resignation. The Clerk had sent a letter of thanks to Mrs Ross for her service as a councillor and to wish her well in her recovery.

Minute 2784 Correspondence (ii) c) EY & NL Branch - The Deputy Town Clerk had attended the Xmas Network & Lunch Session held on Thursday, 4th December 2018.

Minute 2784 Correspondence (ii) d) Mrs G Siddall - Resignation. The Clerk had sent a letter of thanks to Mrs Siddall for her service as a councillor and the extra work she had carried out voluntarily on behalf of the Council.

Minute 2784 Correspondence (ii) f) Ms E Mullen - Small Cemetery Rear of Church. The Clerk had asked Bailey's Garden Services Ltd to clear the small closed churchyard at a cost of £200 and also informed Mrs Mullen of the work to be done.

Minute 2784 Correspondence (ii) g) Ms A Carter - End of Office as a Councillor. The Clerk had sent a letter of thanks to Ms Carter for her long service as a councillor and to wish her all the best in the future.

Minute 2789 Play Park - The Clerk had emailed Wicksteed to say that the Council was still not happy with the path and therefore asked for a meeting onsite. Wicksteed was concerned that the amount of money being withheld was more than that associated with the cost of the path, therefore a further payment of £15,969.34 would be made to Wicksteed.

Minute 2796 CPRE - The Clerk had renewed the Council's membership of CPRE at a cost of £36.

Minute 2799 Reports from Council Representatives (iii) Broughton Community & Sports Association - Councillor Tweedie reported that the 'Film Day' had taken place in St. Mary's Church and been successful - the community had enjoyed it.

2811. **Correspondence**

- (i) a) SLCC - New Date for National Conference
- b) North Lincs Council - Winter in Bloom
- c) North Lincs Council - Postponement of NAT Meeting
- d) BCSA - Minutes
- e) Northern Gas Networks - Stakeholder Update
- f) Kirton in Lindsey Town Council - Civic Dinner
- g) Royal British Legion - Thank You for Grant
- h) North Lincs Council - Childminder Briefing & Childminder Course Poster
- i) North Lincs Council - Register of Electors
- j) BCSA - Agenda
- k) North Lincs Council - Town & Parish Workshop
- l) The Pension Regulator - Increase in Minimum Workplace Pension Contributions
- m) HSBC - Best Tariff Promise
- n) BCSA - Councillor's Declaration of Interest
- o) NALC - Community Benefit Workshop
- p) ERNLLCA - Elections May 2019
- q) ERNLLCA - New Clerks' Induction Session
- r) ERNLLCA - Salary Scales 2019-2020
- s) INRG Solar Ltd - Little Crow Solar Park
- t) CPRE - Membership Card

It was resolved that the above information should be noted.

ii) a) **NALC** - Small Councils Survey. A request to complete a survey about small councils merging. **It was resolved that the survey should be noted, however councillors could complete it individually if they wished to do so.**

b) **NACO** - Annual Training Event. Details of a training event due to be held on 7th & 8th March 2019, in Wolverhampton. **It was resolved that the information should be noted.**

c) **Mrs W Nottingham** - Dog Waste Bins. The Clerk had emailed Mrs Nottingham to ask 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.

She was happy to provide one in the back car park where she said the majority of dog walkers go but not at the main gates where she said bins had been vandalised. **It was resolved that the Council should decline this kind offer regarding a dog waste bin.**

d) Mr J Simpson - Use of Car Park for Pigeon Racing. A request to use the car park for four Thursday evenings during the year between June and July between 7.00 pm & 8.30 pm for the use of loading pigeons up for racing and there would be no mess as all the birds were crated. **It was resolved that the Council should allow use of the rear car park for pigeon racing at a cost of £10 per evening for a trial period of two sessions subject to there being no problems.**

e) Yorkshire Internal Audit Services - Interim Internal Audit. Every member of the Council was provided with a copy of the internal audit report which had been drawn-up in response to an interim audit carried out on Tuesday, 4th December 2018, by Yorkshire Internal Audit Services. The audit report noted from the insurance documents that the fidelity guarantee cover had been increased to £500,000 which was more in line with the amount required for the balances held by the Council. The auditor concluded his report by saying that he found the books and records to be well maintained and accurate. **It was resolved that the audit report be noted.**

f) Humber & Wolds Rural Action - Annual General Meeting. Invitation to attend the AGM due to be held on Tuesday, 18th December 2018, at Swanland Village Hall, from 9.40 am to 12.30 pm. **It was resolved that the above information be noted.**

g) Broughton Cricket Club - World Cup Fun Day. Email thanking the Council for their offer of one month's free use of the pitch due to problems with the changing room showers, however asking if an alternative concession could instead be made. The Cricket Club would be organising a fun day as part of an initiative to do with the Cricket World Cup and wondered if the Council was prepared to allow free use of the changing facility and pavilion room on 9th June 2019. **It was resolved that the Council would agree to swap the offer of free hire of the cricket pitch for a month for free use of the pavilion room and changing facilities on 9th June 2019.** **Note:** Councillor Simpson had earlier declared an interest in this item therefore he left the meeting whilst it was discussed.

h) North Lincs Council - Trade Watch. Invitation to attend the launch of 'Trade Watch' on 30th January 2019. **It was resolved that the information be noted.**

2812. Publications

ERNLLCA - Newsletter	November 2018
Lives - Newsletter	November 2018
North Lincolnshire Council - Forthcoming Meetings	December 2018
CPRE - Campaigns Update	
ERPF - Employer Bulletin	
NALC - Chief Executive's Bulletins & Newsletters	
North Lincs Council - Weekly Roadworks List	
Public Sector Executive - Online Newsletters	
Rural Services Network - Bulletin & Funding Digest	
SLCC - News Bulletins	
VANL - Newsletter	

It was resolved that the information be noted.

2813. Committee / Working Group Reports

(i) **Personnel Committee** - The minutes of a meeting of the Personnel Committee held on Tuesday, 6th November 2018, had been circulated prior to the meeting. **It was resolved that they be noted.**

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

2814. Planning Applications

a) The following planning applications had been received:-

PA/2018/2311 Proposal: Planning permission to create a multi-user games area with lighting
Location: Community & Sports Centre, Scawby Road, Broughton, DN20 0AB
Applicant: The Phil Grundy Community & Sports Centre

It was resolved that the Council should make no comment because it involved the town council itself.

PA/2018/2328 Proposal: Outline planning permission to erect a detached three-bedroomed chalet bungalow and detached garage with appearance, landscaping, layout and scale reserved for subsequent approval
Location: Fairacres, Bridge Road, Broughton, DN20 0BN
Applicant: Miss Tanya Rodgers

It was resolved that the Council should object because it was outside the building line.

b) The following planning decisions had been received:-

PA/2018/1316 Refusal of planning permission for the retention of Wressle-1 wellsite and access track for the production of hydrocarbons, together with an extension of the site by 0.12 ha for the installation of additional security facilities; site reconfiguration to facilitate the installation of a new impermeable membrane, French drain and surface water interceptor; construction of a new bund, tanker loader plinth and internal roadway system; installation of up to two additional groundwater monitoring boreholes and deepening of three existing groundwater monitoring boreholes; well operation; installation of production facilities and equipment; instillation of gas engine and electrical grid connection; oil and gas production for a temporary period of 15 years; and restoration to arable land at Wressle-1 wellsite, Lodge Farm, Clapp Gate, Appleby, DN15 0DB

PA/2018/1847 Granting of planning permission to change the use of domestic garden to form extension and additional car parking to existing doctor's surgery, and erect a single-storey rear extension (including part demolition of existing building), with associated external works at 27 Brooklands Avenue, Broughton, DN20 0DY

It was resolved that the information be noted.

Note: Councillor Mumby-Croft declared an interest and left the meeting whilst this planning application was discussed.

2815. Co-option

The Clerk had put up on public display adverts for the vacancies but he had received no expressions of interest. **It was resolved that this information should be noted.**

2816. Multi-User Games Area

The Mayor gave an update on the Multi-User Games Area and reported that the MUGA had gone to planning and also commented on drainage. **It was resolved that this information should be noted.**

2817. Council Charges for 2019 / 2020

a) **Sports Centre & Recreational Field Charges**

The Finance Committee agreed with a recommendation from the General Purposes Committee about charges.

It was resolved that Full Council should agree with these recommendations and the charges for the Sports Centre & Recreational Field for 2019 / 2020 should be as follows:-

Sports Centre & Recreational Field

	<u>Current</u>		<u>2019 / 2020</u>	
<u>Profit Making</u>				
Sports Hall	£17.50	per hour	£18.10	per hour
Pavilion Room	£13.14	per hour	£13.60	per hour
Activity Rooms	£9.85	per hour	£10.20	per hour
<u>Non-Profit Making</u>				
Sports Hall	£12.03	per hour	£12.40	per hour
Pavilion Room	£9.85	per hour	£10.20	per hour
Activity Rooms	£7.65	per hour	£7.90	per hour
<u>Sports & Youth</u>				
Sports Hall	£8.20	per hour	£8.50	per hour
Pavilion Room	£7.10	per hour	£7.30	per hour
Activity Rooms	£6.02	per hour	£6.20	per hour
<u>Football (inc Showers)</u>				
Broughton - Adults	£24.07	per game	£24.90	per game
- U18's	£10.94	per game	£11.30	per game
Non-Broughton - Adults	£35.01	per game	£36.20	per game
- U18's	£17.50	per game	£18.10	per game
Broughton - Training / Floodlights	£10.94	per session	£11.30	per session
Non-Broughton - Training / Floodlights	£13.14	per session	£13.60	per session
Profit Making	£15.60	per session	£16.10	per session
<u>Cricket</u>				
Adult Day Match	£25.16	per game	£26.00	per game
Adult Evening Match	£21.87	per game	£22.60	per game
Junior Match - U18's	£10.94	per game	£11.30	per game
<u>Circus / Fair / Show</u>				
Daily Charge	£104.00	per day	£107.40	per day

- (i) All users may be charged an hourly rate for setting up the room(s).
- (ii) The Council may consider reduced rates for special events.
- (iii) The charges made in respect of hiring a skip will be apportioned accordingly.

b) Allotment Charges

The Finance Committee had made recommendations to Full Council about allotment charges. **It was resolved that Full Council should agree with these recommendations and the charges for the Allotments for 2019 should be as follows:-**

Allotments

	<u>Current</u>		<u>2019</u>	
Full Plot	£28.00	per year	£30.00	per year
Half-Plot	£14.50	per year	£15.00	per year

c) Cemetery Charges

The Finance Committee had made recommendations to Full Council about cemetery charges. **It was resolved that Full Council should agree with these recommendations and the charges for the Cemetery for 2019 / 2020 should be as follows:-**

Cemetery

	<u>Current</u>	<u>2017/18</u>		<u>Current</u>	<u>2017/18</u>
Burial - Adult	£600.00	£612.00	but if from outside Parish	£1200.00	£1224.00
- Child (up to 16 years)	£0.00	£0.00	but if from outside Parish	£600.00	£612.00
Interment of Ashes - Adult	£140.00	£140.00	but if from outside Parish	£280.00	£280.00
- Child	£0.00	£0.00	but if from outside Parish	£140.00	£140.00
Erection of Memorial	£60.00	£62.00	but if from outside Parish	£120.00	£124.00
Additional Inscription	£28.00	£29.00	but if from outside Parish	£56.00	£58.00
Purchase of Exclusive Right	£320.00	£327.00	but if from outside Parish	£640.00	£654.00
Register Search Fee - Per Hour	£20.00	£21.00			

2818. Wages & Salaries for 2019 / 2020

The Council had to consider wages and salaries for 2019 / 2020. The Finance Committee had agreed with a recommendation from the Personnel Committee about wages and salaries, and the Clerk had provided councillors with this information, and left the room whilst a decision was made.

WAGES & SALARIES FOR 2019 / 2020

	<u>Current</u>	<u>2019 / 2020</u>
Handyman	£8.75	£9.04
Caretaker	£8.75	£9.04
Deputy Town Clerk	LC1 18 - £9.808	LC1 18
Town Clerk	LC2 34 - £15.985	LC2 34

It was resolved that Full Council agree with a recommendation made by the Finance Committee that the Caretaker and Handymen should have their pay increased to £9.04 from 1st April 2019, whilst the Clerk and Deputy Town Clerk should continue to be paid in accordance with the NJC Payscale.

2819. Parish Precept & Grant for 2019 / 2020

The Clerk provided councillors with detailed information to enable them to consider a precept figure for the forthcoming financial year.

He informed councillors that North Lincolnshire Council would offer a grant again this year and provided them with a copy of the conditions which would be applied to the grant.

A councillor asked about the amount in reserves and the Clerk informed them that the advice was to hold the equivalent 3-6 months of outgoings, and due to the land and property owned by the Council it was prudent for this to be nearer the 6 months.

The Mayor informed councillors that there were other costs which may arise in the forthcoming year such as election costs, solicitors fees for the MUGA, work on the Play Park path, tree work, and a new boiler, which could cost up to £22,000 and these had not been included in the original calculations in order to keep the precept down and if incurred would need to come out of reserves.

Concerns were expressed about £1,000 being set aside for the War Memorial, £2,000 for a Beacon, and £1,540 for S137 Grants, and therefore it was suggested that the amounts set aside for the War Memorial and Beacon be taken out of the budget and the amount set aside for S137 grants be reduced from £1,540 to £1,000.

Standing orders were temporarily suspended to allow members of the public to speak about this item.

PRECEPT FOR 2019 / 20

RECEIPTS

Allotments		1,200
Sports Centre	Room & Pitch Hire	13,500
		14,700

PAYMENTS

Wages / Salaries	Wages / Tax & NI	75,430
	Pension	9,610
Sports Centre	Business Rates	12,640
	Electricity / Gas	7,200
	General Maintenance	2,000
	Telephone	1,860
	Cleaning Materials	700
	Waste	870
	Water Rates	280

	Alarms	580
	Electrical Servicing	1,000
	Sanitary Disposal	180
	Extinguisher Servicing	70
Field	Grounds Maintenance	8,000
	White Line Marking	190
	Spraying	2,000
	Pest Control	100
	Skip	410
	Premises Licence	70
	Wressle Park	100
Cemetery	Business Rates	640
	Waste	760
	Pest Control	100
	Petrol	100
	Water Rates	110
	General Works	300
Allotments	Lease	1000
	Water Rates	180
	General Works	300
	Pest Control	100
Administration	Insurance	6,090
	Audit	1,050
	P & T Councils	1,020
	Subs / Membership	300
	Payroll	420
	Stationery	200
	Postage	370
	Copier Service / Toner	160
	Bank Charges	480
	Travelling Expenses	100
	Training	1,000
	H & S / Clothing	500
General Works		1,500
	Equipment / Software	2,000
	Play Park	1,500
	Village Hall Clock	210
Donations / Grants	Village Hall	4,890
	S137	1,000
Civics	Mayors Allowance	1,150
	Christmas Lights / Prizes	150
	Civic Service	580
	Civic Dinner	840
	Honours Board	50

 152,440

PRECEPT CALCULATIONS

		<u>2019/2020</u>
Bank Balance		110,800
<u>Add</u>	Receipts	14,700
<u>Less</u>	Payments	<u>152,440</u> 26,940
General Reserve		72,000
Cemetery Reserve		25,000
		<hr/> 123,940
<u>Less</u>	Grant	7,067
Precept		<hr/> 116,873

It was proposed and seconded that the Council should set a precept of £116,873 and also accept a grant of £7,067 from North Lincolnshire Council.

A request for a recorded vote was made and it was as follows:-

For - Councillors Howe, Ledger, Mumby-Croft, Price, Simpson, Tweedie & Waring.

Against - Councillors Price.

Abstain - Councillors Portess & P Senior.

It was resolved that the Council should set a precept of £116,873 for the financial year 2019 / 2020, and also accept the grant of £7,067 from North Lincolnshire Council.

2820. SLCC

The Council had to consider whether it wanted to renew its membership of the Society of Local Council Clerks. **It was resolved that the Council should renew its membership of SLCC at a cost of £196 for the year.**

2821. Reports From Council Representatives

(i) Village Hall Committee - Everything fine.

(ii) Broughton in Need Relief Trust - There had been no meeting of the Trust since the last meeting of the Full Council.

(iii) Broughton Community & Sports Association - Councillor Simpson gave a brief report of the activities that BCSA had been involved in over the year, including Broughton in Bloom, the opening of the Play Park, a World Cup Day, Broughton Burn, the Volunteer Repair Day, and the Lighting of the Beacon on Remembrance Day.

It was resolved that this information should be noted.

2822. North Lincolnshire Councillors' Reports

The ward councillor had nothing to report. It was resolved that the information should be noted.

2823. Accounts**ACCOUNTS FOR PAYMENT - DECEMBER 2018****Payments made since last meeting:-**

27.11.18	Chq No.100539	CPRE - Annual Membership	36.00
	DD	BT - (01652) 659441 / (01652) 650825	474.02
		Yorkshire Bank - Bank Charges	5.00
28.11.18	Chq No.003717	EY & NL SLCC - Xmas Network	20.00
30.11.18	BACS	Payroll & Pension	5,569.99
03.12.18	DD	North Lincs Council - Business Rates for Cemetery	62.00
	DD	North Lincs Council - Business Rates for Sports Centre	1,236.00
10.12.18	DD	E.on - Electricity for Playing Field	2.41
	DD	E.on - Electricity for Playing Field	102.31
	DD	E.on - Gas for Sports Centre	118.19
11.12.18	Csh No.36	Poundstretcher Ltd - Christmas Decorations	11.84
12.12.18	Csh No.37	Fair Gardens Plant Centre Limited - Plants	88.20
13.12.18	Csh No.38	Broughton Post Office - Stamps	54.90
	Csh No.39	Mrs J Lowe - Training	55.00
	Csh No.40	Rhinocables Ltd - Ethernet Cables	9.38
		HSBC - Bank Charges	23.88

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

17.12.18	Chq No.100540	Shift Traffic Events Ltd - Remembrance Sunday	300.00
	Chq No.100541	Chubb Fire & Security Ltd - Fire Alarm Service	170.72
	Chq No.100542	EC Surfacing Ltd - Hire of Equipment for Volunteer Day	222.00
	Chq No.100543	Bowness Electrical Ltd - PAT Testing & Floodlight Repair	1,151.35
	Chq No.100544	Supplies - Cleaning Materials & Stationery	181.23
	Chq No.100545	Rigby Taylor - White Line Marker	68.52
	Chq No.100546	Yorkshire Internal Audit Services - Interim Internal Audit	300.00
	Chq No.100547	Wicksteed Leisure Ltd - Play Park Regeneration	15,969.34

It was resolved that these accounts be paid.

2824. Christmas Lights Competition

It was agreed that a Christmas Lights Competition should take place for this year and the Mayor asked councillors to email him details of addresses that he and one of the Deputies should go and look at for the competition. Standing orders were temporarily suspended and a member of the public said there was a need to be publicise it. It was resolved that the winner of the Christmas Lights Competition for 2018 should receive £50 and the runner-up £25.

2825 Opening Hours Over Christmas & New Year

The Clerk suggested that the Council office should close after midday on Thursday, 20th December 2018, and re-open on Monday, 7th January 2019, whilst Councillors volunteered to open and close the Play Park and Skate Park over Christmas & New Year. **It was resolved that these hours be approved.**

2826. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 28th January 2019, at 7.30 pm, and there is also a meeting of the General Purposes Committee due to be held on Monday, 14th January 2019, at 7.00 pm, and then a meeting of the Personnel Committee on Tuesday, 15th January 2019, at 7.00pm. All meetings are to be held in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

2827. Closure of Council Meeting

The meeting was closed by the Mayor at 9.15 pm.