

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 28th January 2019, 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.

2828. Record of Members Present

The following councillors were present: Councillors P Senior (Mayor), Glover, Howe, Kitwood, Mumby-Croft, Portess, Price, D Senior, Simpson, Waring, Whitaker-Clark, Whittingham and Williams.

2829. Apologies and Reasons for Absence

Apologies were received from Councillors Ledger & Tweedie - ill.

2830. Declarations of Interest

- (i) Councillor Glover declared a personal and prejudicial interest in Item 12 - Planning, Councillors Price and Simpson in Item 13 - Multi-User Games Area and Councillor Williams in Item 23 - Personnel.
- (ii) The Clerk had received and granted no dispensations.

2831. Little Crow Solar Park

Mr David Dean, Commercial Manager of INRG Solar gave an update about the Solar Park. He spoke about the consultation which had been carried out and there would be a submission before the Summer and a response to it 18 months later. He said it was interesting stuff if you wanted to read it and therefore provided each councillor with a booklet about the consultation. Standing orders were suspended to allow a member of the public to speak and Mr Dean was asked in what way was it interesting and said there had been compliments about the ecology of the project site. **It was resolved that the information should be noted and Mr Dean thanked for the update on Little Crow Solar Park.**

2832. Mayor's Report

The Mayor informed members of the Council that he had judged the Christmas Lights Competition with Councillor Waring on Sunday, 23rd December 2018, attended a meeting of the General Purposes Committee on Monday, 14th January 2019, Brigg Civic Service on Tuesday, 20th January 2019, then met with the Deputy Mayors and Clerk on Monday 21st January to discuss informally the Restructuring of the Council, met with Councillor Mumby-Croft, Mr David Fox and Mr Sean Clixby on Tuesday, 22nd January 2019 to do with the MUGA, then the Clerk to draw-up the agenda and then attended a meeting of the Recreation Field Working Group. **It was resolved that this information be noted.**

2833. Police Matters

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

2834. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 17th December 2018, had been circulated prior to the meeting. **It was resolved that they should be approved as a correct record subject to Minute 2819 Parish Precept & Grant for 2019 / 2020 showing Councillor Williams voting for and not Councillor Price.**

2835. Matters Arising

Minute 2811 Correspondence (ii) c) Mrs W Nottingham - The Clerk had emailed Mrs Nottingham to inform her that the Council had declined her kind offer regarding a dog waste bin.

Minute 2811 Correspondence (ii) d) Mr J Simpson - The Clerk had emailed Mr Simpson to inform him that the Council would allow the 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, however Mr Simpson was not pleased to learn there would be a charge

Minute 2811 Correspondence (ii) g) Broughton Cricket Club - World Cup Fun Day. The Clerk had emailed the Cricket Club to inform them the Council was prepared 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.

Minute 2819 Parish Precept & Grant for 2019 / 2020 - The Clerk had informed North Lincolnshire Council the Council had set a precept of £116,873 and prepared to accept a grant of £7,067 for the financial year 2019 / 2020, and Councillor Price expressed her disappointment at how councillors had voted.

Minute 2820 SLCC - The Clerk had renewed membership of SLCC at a cost of £196 for the year.

Minute 2825 Opening Hours Over Christmas & New Year - Councillor D Senior felt that the Council was closed for too long over Christmas & New Year.

2836. Correspondence

- (i) a) Northern Powergrid - Contact in a Power Cut
- b) West Lindsey District Council - Christmas E-card
- c) North Lincs Council - Bin Days Over Christmas
- d) North Lincs Council - Precept & Grant 2019/20 Update
- e) Mr R Bonnett - Broughton in Bloom Funding
- f) Crowle Town Council - Christmas Greetings
- g) Planning Inspectorate - Little Crow Solar Park
- h) North Lincs Council - Trade Watch Information
- i) Mr & Mrs Birkby - Christmas Card
- j) North Lincs Council - NAT Notification of Meeting & Minutes
- k) Brigg Town Council - Annual Charity Civic Dinner
- l) North Lincs Council - Pocket Park Bin
- m) North Lincs Council - Planning Guide
- n) HWRA - North & North East Lincolnshire Energy Initiative
- o) NALC - Points of Light Publication
- p) ERNLLCA - Royal Garden Party
- q) NALC - Open Letter to 100,000 Town & Parish Councillors
- r) North Lincs Council - Town & Parish Council Liaison Meeting Agenda
- s) Barton Willmore - Wressle 1 Wellsite
- t) BCSA - Minutes & Promotion Poster
- u) HWRA - Village Halls Week

It was resolved that the above information should be noted.

ii) a) **ERNLLCA** - Responsible Financial Officer Training Day. Details of a training day due to be held on Wednesday, 6th February 2019, from 9.30 am to 3.45 pm, at the Ropewalk, Barton upon Humber. **It was resolved that the Clerk should be allowed to attend the RFO Training on Wednesday, 6th February 2019, at a cost of £50 + VAT.**

b) **Mr F Suddaby** - Resignation. Letter of resignation from Mr J F Suddaby as Handyman due to his retirement. **It was resolved that the Clerk should send Mr Suddaby a letter to thank him for his long service to the Council and wish him well for the future.**

c) **CPRE** - Women and the Countryside. Information about an event due to be held on Wednesday, 6th February 2019, at 6.15 pm, at the Royal College of Physicians, Regent's Park, London. **It was resolved that the information should be noted.**

d) **Government Events** - Transforming Technology Services in Local Government. Details of a conference due to take place on Thursday, 7th March 2019 in Central London. **It was resolved that the information should be noted.**

2837. **Publications**

ERNLLCA - Newsletter	December 2018
Lives - Newsletter	December 2018
Clerks & Councils Direct - Newsletter	January 2019
HSBCnet - News	January 2019
North Lincolnshire Council - Forthcoming Meetings	January 2019
SLCC - The Clerk Magazine	January 2019
CPRE - Campaigns Update	
CPRE Northern Lincolnshire - Newsletter	
ERPF - Employer Bulletin	
NACO - Newsflash	
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.

2838. **Committee / Working Group Reports**

(i) **General Purposes Committee** - The minutes of a meeting of the General Purposes Committee held on Monday, 14th January 2019, 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 Tuesday, 15th January 2019, 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, 22nd January 2019, had been circulated prior to the meeting. **It was resolved that they be approved.**

2839. Planning Applications

a) The following planning applications had been received:-

PA/2018/2377 Proposal: Outline planning permission to erect a detached dormer bungalow with all matters reserved
Location: Land adjacent Copperfield, Chapel Lane, Broughton, DN20 0HP
Applicant: J Openshaw

It was resolved that the Council should express concerns about access into and out of the property.

PA/2018/2489 Proposal: Planning permission to erect a two storey extension
Location: 36 Windsor Way, Broughton, DN20 0EL
Applicant: Mr Kristian Sym

It was resolved that the Council should make no objections or comments.

b) The following planning decisions had been received:-

PA/2018/2163 Granting of full; planning permission to erect a new single storey side and rear extension, demolish existing side extension, and provide a new road crossing and additional parking provision, (this is a re-submission of 2018/1537) at 8 Woodland Drive, Broughton, DN20 0AX

PA/2018/2113 Granting of full planning permission to erect a single storey rear extension with a flat roof at 46 George Street, Broughton, DN20 0LA

PA/2018/2150 Granting of full planning permission to erect a single storey extension and detached garage at Woodlands, 93 Ermine Street, Broughton, DN20 0AQ

PA/2018/2225 Granting of full planning permission to erect detached tractor shed at Renoir, Green Lane, Wressle, Broughton, DN20 0BX

PA/2018/2277 Granting of full planning permission to amend house type on plot 9 to include single storey garden room at Plot 9, Land rear of Former Infants, High Street, Broughton

It was resolved that the information be noted.

Note: Councillor Glover had earlier declared an interest in this item and therefore left the meeting whilst it was discussed.

2840. Multi-User Games Area

The Mayor gave an update on the Multi-User Games Area and reported that Sports England had objected to the MUGA on a couple of points. He said they were concerned about the loss of turf preferring a grassed pitch, and in addition about the size of the MUGA given Scunthorpe Rugby Club were looking for somewhere to train and needed a full-sized pitch. Councillors P Senior and Mumby-Croft along with Mr Clixby of BCSA had met and given Sports England more information about why the

Council had gone for the size of pitch it had and to increase it would lead to the loss of grass pitches. Councillor Mumby-Croft had a meeting with Councillor Rob Waltham and Mr David Fox about what they were going to hand-over to Sports England, who were only interested in sport and not any other activities which may also go on at the field. **It was resolved that this information should be noted.**

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

2841. Grounds Maintenance, Burial Work & Highway Grass Cutting

(i) **Grounds Maintenance** - The Clerk had provided each councillor with a copy of the work schedule for grounds maintenance, which had been separated into two parts – grounds maintenance to do with the playing field surface and grounds maintenance not to do with the playing field surface. **It was resolved that the Clerk should seek quotes for grounds maintenance based on the specification provided in the work schedules he had provided to Full Council.**

(ii) **Highways Grass Cutting** - The Clerk had provided each councillor with a copy of a Highways Grass Cutting Agreement provided by North Lincolnshire Council for their consideration. **It was resolved that the Council should not accept the agreement for Highways Grass Cutting.**

(iii) **Burials** - The Clerk informed councillors that North Lincolnshire Council had given notice of their intention not to dig graves on behalf of the Council once the current service level agreement came to an end at the end of March. **It was resolved that the Clerk should seek more information about the options available to the Council and bring it back to the next meeting.**

2842. Health & Safety Policy

At a meeting of the General Purposes Committee held on Monday, 14th January 2019, the Council's Health & Safety Policy was reviewed and updated, and each councillor was provided with a revised copy. **It was resolved that Full Council should agree with the recommendation made by the General Purposes Committee and adopt the revised Health & Safety Policy.**

2843. Community Emergency Plan

At a meeting of the General Purposes Committee held on Monday, 14th January 2019, the Council's Community Emergency Plan was reviewed and updated, and each councillor was provided with a revised copy. It was suggested that BCSA be included as a local organisation who may be able to provide resources. **It was resolved that Full Council should adopt the revised Community Emergency Plan for the Parish of Broughton as recommended by the General Purposes Committee with the additional amendment.**

2844. Absence Policy & Procedure

At a meeting of the Personnel Committee held on Tuesday, 15th January 2019, the Council's Absence Policy and Absence Procedure was reviewed and amended, and each councillor was provided with a revised copy. **It was resolved that Full Council should agree with the recommendation made by the Personnel Committee and adopt the revised Absence Policy & Absence Procedure.**

2845. Telephone & Broadband

At a meeting of the General Purposes Committee held on Monday, 14th January 2019, members of the Committee looked at four quotes to do with telephone and broadband, and then made a recommendation with regard to a telecommunications supplier. **It was resolved that Full Council should agree with the recommendation made by the General Purposes Committee and enter into a 24 month contract for telephone and broadband services with Talk Talk at a cost of cost of £33 per month plus £8.99 for postage and packing via direct debit.**

2846. Items Raised By Councillors

(i) **Beck** - Councillor Whittingham complained about the state of the beck between The Dog and Rat and the Co-op, and had concerns about litter and seeing rats **It was resolved that the Clerk should contact those responsible for the upkeep of the Beck about the state it was in and concerns about litter.**

2847. Reports From Council Representatives

(i) **Village Hall Committee** - Everything was 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 informed councillors there was an Open Meeting due to be held at Broughton Working Men's Club on Tuesday, 29th January 2019, at 6.30 pm, for projects / ideas.

(iv) **Broughton Allotment Association** - Councillor D Senior had attended a meeting of the Allotment Association on Tuesday, 8th January 2019, and she reported back that some concerns had been raised about the tenancy agreement and it suggested that a deposit scheme should be looked at for new tenancies to help improve the state of them, and also concerns were expressed about gaps in the boundary and the Allotment Association were thinking of applying for a grant from the Council to do this

It was resolved that this information should be noted.

2848. North Lincolnshire Councillors' Reports

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

2849. Accounts**ACCOUNTS FOR PAYMENT - JANUARY 2019****Payments made since last meeting:-**

18.12.18	Chq No.100548	SLCC - Annual Membership	196.00
21.12.18		HSBC - Bank Charges	17.20
24.12.18	BACS	Mr P T Senior - Mayoral Allowance	560.00
27.12.18		Yorkshire Bank - Bank Charges	5.00
31.12.18	BACS	Payroll & Pension	6,139.77
02.01.19	DD	North Lincs Council - Business Rates for Cemetery	62.00
	DD	North Lincs Council - Business Rates for Sports Centre	1,236.00
11.01.19	DD	E.on - Electricity for Playing Field	14.93
	DD	E.on - Electricity for Playing Field	437.75
	DD	E.on - Gas for Sports Centre	534.46

		HSBC - Bank Charges	22.92
16.01.19	Csh No.41	Broughton Post Office - Stamps	4.64
21.01.19		HSBC - Bank Charges	21.30

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

28.01.19	Chq No.100549	Green Grass Contracting - Grounds Maintenance	273.48
	Chq No.100550	Bowness Electrical Ltd - Faulty Lights	144.00
	Chq No.100551	North Lincs Council - Wasps Nest	80.40
	Chq No.100552	Ashby Grass Care - Grass Seed	1,560.00
	Chq No.100553	Turner Warran - Payroll Services	86.40
	Chq No.100554	Cathedral Leasing Limited - Hygiene Services	205.92
	Chq No.100555	North Lincs Council - Burial	652.50
	Chq No.100556	Occasions Buffet & Dining Services Ltd - Civic Dinner	587.50
	BACS	Microsoft - Online Services	270.72

It was resolved that these accounts be paid.

2850. Personnel

Due to the confidential nature of the item to be discussed both the press and public were excluded from the meeting.

(i) **Time & Motion Study** - The Chairwoman of the Personnel Committee provided a report on the Time & Motion Study which had been carried out by Scott-Grant. It comprised of 3 days of observation and two days of analysis. She highlighted the key recommendations of the report to do with internet speed, scanner, software and Deputy Town Clerk, which the Personnel Committee had agreed with. **It was resolved that the report be noted.**

(ii) **Handyperson & Deputy Town Clerk** - At a meeting of the Personnel Committee held on Tuesday, 15th January 2019, it considered the soon to be vacant posts of Handyperson and Deputy Town Clerk and therefore recommended it should be given the authority to advertise, interview and appoint a Handyperson on 15-20 hours per week and a Deputy Town Clerk on 15 hours per week. **It was resolved that the Personnel Committee should be given the authority to advertise, interview and appoint a Handyperson for 15 - 20 hours per week and a Deputy Town Clerk for 15 hours per week.**

Note: Councillor Williams had earlier declared an interest in this item and therefore left the meeting whilst it was discussed.

2851. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 25th February 2019, at 7.30 pm, and there is also a meeting of the Personnel Committee due to be held on Monday, 11th February 2019, and then a meeting of the General Purposes on Monday, 18th February 2019, both at 7.00 pm. All meetings are to be held in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

2852. Closure of Council Meeting

The meeting was closed by the Mayor at 9.25 pm.