

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 25th November 2019, at 7.30 pm, in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton

Public Participation

One member of the public commented on how rubbish was being dumped on Brigg Road and proving to be an eyesore, whilst another member of the public was full of praise for how the hedges had been trimmed on Scawby Road saying that 'this is how it should be done'.

3079. Record of Members Present

The following councillors were present: Councillors Senior (Mayor), Mumby-Croft, Portess, Price, Ross, Simpson and Whittingham.

3080. Apologies and Reasons for Absence

Apologies were received from Councillors Glover - ill and Leitch - on holiday.

3081. Declarations of Interest

- (i) Councillor Simpson declared a personal and prejudicial interest in Item 13 - Multi-User Games Area, whilst Councillors Ross and Portess both declared a personal and prejudicial interest in Item 18 - Broughton Village Hall.
- (ii) The Clerk had received and granted no dispensations.

3082. Mayor's Report

The Mayor had not had chance to complete his report and next month would provide a report for November and December. **It was resolved that the report be deferred to the next meeting.**

3083. Police Matters

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

3084. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 28th October 2019, had been circulated prior to the meeting, however this item was deferred to give councillors more time to look at them. **It was resolved that their approval be deferred until the next meeting.**

3085. Matters Arising

This item will be deferred to the next meeting of the Full Council. **It was resolved that the information be noted.**

3086. Correspondence

- (i) a) Environment Agency - Flood Action Campaign & Postponement
- b) Westminster Insight - Customer Insight Conference
- c) ERPF - Annual General Meeting
- d) North Lincs Council - Redundant Pedestrian Sweeper
- e) BSCA - Agenda
- f) North Lincs Council - Rough Sleeper Verification Meeting
- g) North Lincs Council - Flu and Shingles Poster
- h) CPRE - Fracking
- i) CPRE Northern Lincolnshire - Best Kept Village Photo
- j) Ms J Field - Email from Ms K Williams about Wressle Wellsite
- k) North Lincs Council - What's On Guide for North Lincolnshire Museum

- l) E.on - New Plans for Gas & Electricity
- m) ERNLLCA - Purdah
- n) VANL - MyFit4Life Christmas Party
- o) NALC - New Guide to Tackle Loneliness
- p) ERPF - Employer Web Alert Update
- q) ERNLLCA - Council Tax Scam
- r) Ms P Phillips - Singing for Pleasure Winter Concert
- s) Environment Agency - Council Update on Flooding Risk
- t) HSBCnet - Users' Access Levels
- u) North Lincs Council - North Lincolnshire Residents' Panel
- v) North Lincs Council - Potential Rainfall / Flooding
- w) North Lincs Council - General Election 2019
- x) Yorkshire Bank - Changes to Business Current Account

It was resolved that this correspondence should be noted.

(ii) a) VANL - Cyber Security Training Course. Details of a course due to be held on Thursday, 5th December 2019, from 9.30 am to 1.00 pm, at Heslam Park Rugby Club, Scunthorpe. **It was resolved that the information be noted.**

b) UKEconet/SYBRG - 'Lost Landscape' Lincolnshire's Ancholme Valley. An introduction and invitation to get involved with Re-discovering & Re-wilding a 'lost landscape,' a Heritage Lottery Funded project operating from January 2020 to May 2021, across the remarkable and unique Ancholme Valley. **It was resolved that the information be noted.**

c) Westminster Insight - The Future of Digitising Public Services. Details of a conference due to be held on Monday, 9th December 2019, from 8.30 am to 1.00 pm, in Central London. **It was resolved that the information be noted.**

d) BT - Charges for Paper Bills. From 1st December 2019, BT will start charging for paper bills, unless the Council switches over to free paperless bills. **It was resolved that the Clerk should switch the Council from paper bills to online paper-free billing.**

e) North Lincs Council - Pocket Park. Ms Kay Perry, the Local Nature Reserve Officer at North Lincolnshire Council had written to say there was an opportunity to apply for a grant to improve Pocket Park. The volunteer group, North Lincolnshire Conservation Volunteers, were keen to apply for a grant in partnership with North Lincolnshire Council. It would help fund a range of habitat work, with the provision of seating, the repair of an existing gate and supply of a new gate, the installation of bird and bat boxes, and the planting of wild fruit trees and shrubs in Pocket Park. **It was resolved that the Clerk should provide a letter of support and permission for a grant to help improve Pocket Park.**

f) ERPF - 2019 Triennial Valuation Employer Forum. Invitation to attend a forum given by the Fund's Actuary, Hymans Robertson, which sets out employer contribution rates from 1 April 2020 to 31 March 2023. These draft results are due to be issued at the beginning of December followed by an employer forum to be held on the morning of Friday, 6th December 2019, at The Courtyard in Goole. **It was resolved that the information be noted.**

g) **HWRA** - Annual General Meeting. Details of the AGM due to held on Tuesday, 3rd December 2019, at 10.00 am, in the Barton Out of School Club, Maltby Lane, Barton upon Humber. Councillor Ross was due to attend on behalf of Broughton Village Hall and offered to attend behalf of the Council. **It was resolved that Councillor Ross should be allowed to attend the HWRA AGM on behalf of the Council.**

h) **VANL** - AGM / Nominations for Trustees to the Board / Ian McPherson Award.

(i) **AGM** - Details of the AGM due to be held on Wednesday, 11th December 2019, from 10.00 am to 1.00 pm, at Heslam Park Rugby Club, Ashby Road, Scunthorpe.

(ii) **Nominations for Trustees to the Board** - List of nominations received and eligible to join the Voluntary Action Trustee Board. (iii) **Ian McPherson Award** - Invitation to nominate individuals for the award. **It was resolved that the information should be noted.**

i) **VANL** - Emergency First Aid in the Work Place. Details of a course due to take place on Wednesday, 29th January 2020, from 9.30 am to 4.00 pm, at 4-6 Robert Street, Scunthorpe. **It was resolved that any member of staff who wished to attend the Emergency First Aid in the Work Place course should be allowed to do so at a cost of £65.**

j) **EY & NL SLCC** - Confidence Boosting Workshop. Details of a workshop due to be held on Tuesday, 3rd December 2019, from 9.30 am, at Cave Castle Hotel & Country Club, Church Hill, South Cave. **It was resolved that the Clerk and Deputy Clerk be allowed to attend the Confidence Boosting Workshop at a cost of £15.**

3087. **Publications**

The following publications had been received:-

| | |
|---|---------------|
| LIVES - News & Updates | October 2019 |
| Clerks & Council Direct - Newsletter | November 2019 |
| North Lincs Council - Forthcoming Meetings | November 2019 |
| SLCC - The Clerk Magazine | November 2019 |
| War Memorials Trust - Bulletin | November 2019 |
| CPRE - Campaigns Update | |
| NACO - Newsflash | |
| NALC - Chief Executive's Bulletins | |
| NALC - Newsletter | |
| North Lincs Council - Weekly Roadworks List | |
| Public Sector Executive - Online Newsletters | |
| Rural Services Network - Bulletins & Rural Funding Digest | |

It was resolved that the information be noted.

3088. **Committee / Working Group Reports**

(i) **General Purposes Committee** - The minutes of a meeting of the Personnel Committee held on Monday, 14th October 2019, rather than Monday, 11th November 2019, had inadvertently been circulated prior to the meeting. **It was resolved that this item should be deferred to the next meeting.**

3089. Planning Applications

- a) The following planning application had been received:-

PA/2019/1717 Proposal: Planning permission to erect a two-storey and single-storey rear extensions, increase size of dormer window to front, erect canopy to front elevation and render the dwelling
Location: 79 George Street, Broughton, DN20 0LE
Applicant: Mr & Mrs Mayhew

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

- b) The following planning correspondence had been received:-

PA/2019/1876 Application for determination of the requirement for prior approval of a household extension at 45 Avenue Nozay, Broughton, DN20 0TR, by Mr & Mrs Tune

It was resolved that the information be noted.

3090. Finance**(i) Audit Checks**

Prior to the meeting various transactions were picked to follow through the accounts:-

- a) Cheque receipt of £74.40 from Dog Training Group for Room Hire, which was banked on 31st October 2019.
- b) Cheque receipt of £150 from Jason Threadgold Funeral Director for an Interment, received on 30th September 2019, and banked on 31st October 2019.
- c) Cash payment of £15.00 made to Wickes Building Supplies for Paint on 7th October 2019.
- d) Cheque payment of £90 made to Turner Warren for Payroll Charges on 28th October 2019

All the relevant paperwork and associated documents were found to be correct. **It was resolved that this be noted.**

(ii) Financial Accounts

Detailed monthly accounts for October 2019 were provided for councillors to scrutinise. **It was resolved that the accounts be approved**

(iii) Accounts for Payment**ACCOUNTS FOR PAYMENT - NOVEMBER 2019****Payments made since last meeting:-**

| | | | |
|----------|---------------|--|----------|
| 29.10.19 | | Yorkshire Bank - Bank Charges | 6.50 |
| 30.10.19 | Csh No.46 | Broughton Village Hall - Room Hire for Civic Service | 44.50 |
| 31.10.19 | BACS | Payroll & Pension | 5,608.28 |
| 01.11.19 | DD | North Lincs Council - Business Rates for Cemetery | 69.00 |
| | DD | North Lincs Council - Business Rates for Sports Centre | 1,264.00 |
| | Csh No.47 | Brigg Garden Centre - Compost for War Memorial | 10.00 |
| 04.11.19 | Chq No.100638 | Royal British Legion - S137 Grant | 50.00 |
| | DD | Talk Talk Business - Telephone & Broadband | 39.60 |

| | | | |
|----------|-----------|---|--------|
| 05.11.19 | | | |
| 06.11.19 | DD | E.on - Gas for Sports Centre | 283.93 |
| 07.11.19 | Csh No.48 | Screwfix Direct Ltd - Wood Stain | 29.98 |
| 11.11.19 | DD | E.on - Electricity for Playing Field | 17.37 |
| | DD | E.on - Electricity for Sports Centre | 463.58 |
| | | HSBC - Bank Charges | 22.92 |
| 12.11.19 | Csh No.49 | B&Q Limited - Top Soil for Cemetery | 23.46 |
| 18.11.19 | Csh No.50 | Brigg Garden Centre - Lights for Christmas Tree | 210.00 |
| | DD | E.on - Gas for Sports Centre | 17.04 |
| 21.11.19 | DD | E.on - Electricity for Sports Centre | 49.85 |
| | | HSBC - Bank Charges | 22.20 |

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

| | | | |
|----------|---------------|---|----------|
| 25.11.19 | Chq No.100639 | Bowness Electrical Ltd - Check Outside Lighting | 48.00 |
| | Chq No.100640 | ERNLLCA - Conference & Training | 150.00 |
| | Chq No.100641 | BCSA - Grounds Maintenance | 1,752.66 |
| | Chq No.100642 | Scunthorpe & District Pipe Band - Remembrance Day | 150.00 |
| | Chq No.100643 | Mrs H Marshall - Bugler for Remembrance Day | 30.00 |
| | Chq No.100644 | Shift Traffic Events Ltd - Road Closure Remembrance Day | 300.00 |

It was resolved that these accounts be paid,

3091. Multi-User Games Area

The Mayor informed councillors that the Clerk had submitted a grant application for the MUGA and North Lincs Council had been told to carry out the tendering process for the MUGA, whilst another ground survey would be carried out due to the rain.

The ward councillor said tenders had to be returned by 16th December 2019 - proposed start date of 13th January 2020 and end date of 29th May 2020.

The Mayor said more work needed to be done on how it was to be run and who ran it and he was putting together a document which he would share in due course.

It was resolved that the information should be noted.

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

3092. Play Park

As instructed at the last meeting of the Full Council held on Monday, 28th October 2019, the Clerk had emailed Wicksteed on the 30th October 2019, to say that the Council was receptive to tarmac given that the current path was unsuitable.

In an email dated 8th November 2019, Wicksteed offered to replace the crushed yellow stone path with a tarmac path at a cost of £8,160.28 + VAT. It was prepared to meet 50% of the cost, so the cost to the Council would be £4,018.14 + VAT, however the offer was made on the basis that the outstanding balance for the existing base works and path of £4,150.25 plus VAT is paid before commencement of these additional works with the cost of the new path being payable upon completion.

It was resolved that the Council should accept the offer made by Wicksteed subject to the cost of tarmac the path being reasonable and also providing soil and carrying out the relevant work to do with the edges and the work being signed off at the end.

3093. Best Kept Garden Competition

As requested the Clerk had asked Mr Roger Bonnett of Broughton in Bloom for more details about a 'Best Kept Garden Competition' and provided councillors with a copy of an email in which he had submitted suggestions for such a competition. **It was resolved that the Council should hold a Best Kept Garden Competition - which would involve a £50 first prize, for gardens to be viewed from the road, judged by two Broughton in Bloom volunteers and a councillor, held prior to the Best Kept Village Competition, and publicised in advance.**

3094. Christmas Lights Competition

It was agreed that a Christmas Lights Competition should take place this year and advertised via the Council's website and also Facebook. **It was resolved that the winner of the Christmas Lights Competition for 2019 should receive £50 and the runner-up £25.**

3095. Christmas Lights Switch-On

The Mayor provided an update about the tree, which Broughton Village Hall had given permission for. Everyone had been actively involved. The Mayor was due to pick the tree up next weekend. The Handymen would dig a hole for a metal pipe with tangs to be concreted in with the help of Broughton in Bloom, which would also have holes in it where bolts could be screwed to help hold the tree securely in place. A sleeper container would then be built around it by Broughton in Bloom. The electrician would then connect an electricity supply to it, and lights purchased from a garden centre put on the tree. Once the Christmas tree and lights was in-situ the 'Christmas Lights Switch-On' would be advertised on Facebook. **It was resolved that the information should be noted.**

3096. Broughton Village Hall

The Clerk had received an email from Mr Craig Benson - Treasurer & Secretary of the Village Hall Committee, asking for financial help towards a new cooker for the Village Hall, which would cost in the region of £1,000. A set of accounts had been provided for each councillor to look at and this showed that £364.26 had already been raised towards the new cooker. Standing orders were suspended temporarily to allow a member of the public to speak. **It was resolved that the Council should make a \$133 grant to Broughton Village Hall to help towards the purchase of a new cooker and agreed to pay the difference between the cost of the cooker and the amount received already for it i.e. up to a maximum of £635.74**

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

3097. CPRE

The Council's membership of the Council for the Preservation of Rural England for was due for renewal and it had to consider whether it wanted to renew its membership for 2020. **It was resolved that the Council should renew its membership of CPRE at a cost of £36 for the year.**

3098. Safeguarding Children & Vulnerable Adults Policy & Procedure

The Council's Safeguarding Children & Vulnerable Adults Policy & Procedure needed to be reviewed, therefore the Clerk provided each councillor with a revised copy of it, however it needed to be amended further. **It was resolved that this item should be deferred to the next meeting.**

3099. Equal Opportunities Policy

The Council's Equal Opportunities Policy needed to be reviewed, therefore the Clerk provided each councillor with a copy of it, however there was no need for it to be amended. **It was resolved that the Council should approve the Equal Opportunities Policy.**

3100. Items Raised by Councillors

(i) **VE Day 75** - Councillor Price raised the question of whether the Council wished to do anything for VE Day 75 (Victory in Europe) - 8th to 10th May 2020. Councillors discussed ideas and felt BCSA and the school should be contacted to ask if they wished to be involved in such an event. **It was resolved that this item should be deferred to a future meeting Councillor**

(ii) **Allotments** - Councillor Whittingham raised the issue of holes in the road at the Allotments. Broughton Allotment Association & Leisure Gardeners were prepared to get a lorry load of slag and put it in the holes and it would cost about £40 + delivery. **It was resolved that the Clerk should seek approval from DDM to carry out the work and given authority to spend up to £100.**

3101. Reports From Council Representatives

The following was reported from Council representatives on the following bodies:-

(i) **Village Hall Committee** - The 60th Year Celebrations took place at the Village Hall on Sunday, 24th November 2019, and went well. The leak in the roof had been rectified.

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

(iii) **Broughton Community & Sports Association** - There had been no meeting of the Association since the last meeting of the Full Council.

(iv) **Broughton Allotment Association & Leisure Gardeners** - There had been no meeting of the Association since the last meeting of the Full Council.

It was resolved that the information should be noted.

3102. North Lincolnshire Councillors' Reports

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

3103. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 23rd December 2019 at 7.30 pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

3104. Closure of Council Meeting

The meeting was closed by the Mayor at 9.02 pm.