

## BROUGHTON TOWN COUNCIL

### Minutes of the Full Council Meeting held on Monday, 30<sup>th</sup> September 2019, at 7.30 pm, in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton

#### Public Participation

Two members of the public were present.

A member of the public asked whether the Council had received a response from North Lincolnshire Council regarding the overhanging vegetation on the highway and was told by the Clerk he was still awaiting a response but would chase it.

#### **3029. Record of Members Present**

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

#### **3030. Apologies and Reasons for Absence**

Apologies were received from Councillor Leitch - work commitments.

#### **3031. Declarations of Interest**

- (i) Councillor Simpson declared a personal and prejudicial interest in Item 8 (ii) h - Correspondence, Item 13 - Multi-User Games Area and Item 15 - Mower.
- (ii) The Clerk had received and granted no dispensations.

#### **3032. Mayor's Report**

The Mayor had met with Mr David Fox from North Lincolnshire Council and Mr Sean Clixby from BCSA along with a company to do with the MUGA on Tuesday, 3<sup>rd</sup> September 2019. On Wednesday, 11<sup>th</sup> September 2019, he had met with Rev. David Eames regarding the Civic Service, which was due to be held on Sunday, 6<sup>th</sup> October 2019. On Sunday, 15<sup>th</sup> September 2019, he had attended Barton upon Humber's Civic Service, and met with the Clerk on Tuesday, 24<sup>th</sup> September 2019 to go through the agenda for this meeting. **It was resolved that the report be noted.**

#### **3033. Police Matters**

There have been issues with youngsters smoking at rear of the Phil Grundy Community and Sports Centre, and the Clerk advised that they be reported to the Police. Councillor Price expressed concern about the safety of the Cleaner / Caretakers who were often going out in the dark to ask the youngsters to leave. It was suggested that a light be installed at the rear of the Centre and councillors were informed that this would be an agenda item for the next meeting of the General Purposes Committee. **It was resolved that the information be noted.**

#### **3034. Minutes of the Last Meeting**

The minutes of a meeting of the Full Council held on Tuesday, 27<sup>th</sup> August 2019, had been circulated prior to the meeting. **It was resolved that they should be approved as a correct record.**

#### **3035. Matters Arising**

**Minute 3012 Correspondence (ii) e) Mrs J Turner** - The Clerk had written to North Lincolnshire Council to clarify what North Lincolnshire Council's position was and to ask what option 1 was which was outlined in the report, and inform them that if North Lincolnshire Council were not to fight the appeal that Broughton Town Council was against this.

**Minute 3012 Correspondence (ii) g) CPRE North Lincolnshire** - Best Kept Village Results. Broughton in Bloom and the Handymen had been thanked for their hard work and effort, and the Clerk would now attend the presentation evening rather than the Mayor along with members of Broughton in Bloom.

**Minute 3012 Correspondence (ii) h) ERNLLCA** - Annual General Meeting. The Clerk had booked places for Councillors Portess and Price to attend the AGM, which had taken place on Thursday, 19<sup>th</sup> September 2019.

**Minute 3012 Correspondence (ii) j) Mrs A Smith** - The Clerk had written a response to the points raised by Mrs Smith in her letter and thanked her for her observations.

**Minute 3017 Telecommunications Mast** - The Clerk had approached a valuer and the information he had received was that the cost would be within £1500.

**Minute 3018 Skate Park & Play Parks (i) a) Skate Park** - The Clerk had sought a quote to carry out the repairs to the Skate Park.

**Minute 3019 Overhanging Vegetation** - The Clerk had contacted North Lincolnshire Council about vegetation overhanging the highway and was awaiting a response.

**Minute 3020 Community Champion Awards** - The Clerk had nominated Mrs Ann Smith and Mrs Jean Boardman in the most appropriate categories for the Community Champion Awards.

### **3036. Correspondence**

- i) a) North Lincs Council - Duty of Care Document
- b) Aviva - Personal Accident & Sickness Claim
- c) Broughton Chapel - Harvest Festival & Flower Festival
- d) Ms C Cowling - Planters & Flower Displays
- e) CPRE Northern Lincolnshire - Best Kept Village Environment Award
- f) Northern Gas Networks - Northern Gas Networks Update
- g) Talk Talk Business - Important Price Change Update
- h) North Lincs Council - Civic Service
- i) Public Sector Executive - Benefits of Recording Employee Working Hours Webinar
- j) North Lincolnshire Council - Community Cohesion Officer's Introduction to NAT's
- k) NALC - HRH Princess Anne Confirmed at NALC Annual Conference
- l) CEX MemNet - Data Protection Act Update Webinar
- m) Valuation Office - Non-Domestic Rates Revaluation 2021 of Cemeteries
- n) BCSA - Minutes
- o) Mr R Bonnett - Broughton Benches
- p) Broughton Village Hall - Reference for Member of Staff
- q) BCSA - Agenda
- r) North Lincs Council - Reference for Former Member of Staff
- s) ERNLLCA - Being a Good Councillor Course
- t) North Lincs Council - Town & Parish Liaison Meetings
- u) Bottesford Town Council - New Email Address
- v) VANL - Emergency First Aid in the Workplace Training
- w) CCLA - Broughton Relief in Need Trust
- x) VANL - New Date for AGM
- y) CPRE Northern Lincolnshire - AGM Talk Poster
- z) Mr Longster - Ermine Street

**It was resolved that this correspondence should be noted.**

(ii) a) **ERNLLCA / NALC** - Independent Review into Local Government Audit. The remit of the review is to assess the arrangements in place to support the transparency and quality of local authority financial reporting and external audit. Responses to consultation questions required by Friday, 18<sup>th</sup> October 2019. **It was resolved that the information be noted.**

b) **North Lincs Council** - Crime Reduction Fund. The North Lincolnshire Council Community Safety Partnership has funding available to tackle crime and anti-social behaviour in North Lincolnshire and are offering grants to support work in communities. **It was resolved that the General Purposes Committee should consider projects for the Crime Reduction Fund and make a recommendation to Full Council.**

c) **Playsafety Ltd** - RoSPA Play Safety Conference. Details of a conference due to take place on Thursday, 5<sup>th</sup> December 2019 at the Hilton Birmingham Metropole. **It was resolved that the information be noted.**

d) **North Lincs Council** - Review of Polling Districts & Polling Places. North Lincolnshire Council is required to carry out a review of its polling districts and polling places every 5 years. A notice has been published on its website and in the local newspaper. The notice indicates that electors within the area are invited to make representations during the review in relation to the boundaries of polling districts, the location of polling places and the suitability of polling stations within them. Representations to be submitted by Sunday, 6<sup>th</sup> October 2019. **It was resolved that the information be noted.**

e) **NHS England & NHS Improvement (NE & Yorkshire)** - Consultation on GP Branch Closure. Correspondence about the closure of the Surgery at 8 Brigg Road, Broughton, and a request for any comments. **It was resolved that the Clerk should express concerns about the impact the closure of the Surgery would have on those patients who may not be able to get to Brigg for appointments and wanted to continue the relationship they had built-up with their existing doctor.**

f) **Mr R Bonnett** - Best Kept Front Garden. A suggestion had been made to reinstate the best kept garden alongside Broughton in Bloom. Perhaps a financial incentive and the garden centres asked for vouchers, with judging carried out by members of Broughton in Bloom and also a councillor. **It was resolved the Council was supportive of the idea of a 'Best Kept Garden' competition but would like Mr Bonnett to comeback with more detail of how this would work.**

g) **ERNLLCA** - Annual Conference. The conference is due to be held on Friday, 15<sup>th</sup> November 2019, at The Village Hotel, Henry Boot Way, Priory Way, Hull. **It was resolved that Councillor Portess should be allowed to go on behalf of the Council at a cost of £90 + VAT.**

h) **North Lincs Council** - Alleged Noise Nuisance. The Council had received a complaint to do with when grounds maintenance was carried out on the playing field. **It was resolved that the complaint be acknowledged, and it noted that the Clerk had spoken to the party concerned to ensure it did not happen again.**

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

i) **HSBC** - Foreign Account Tax Compliance Act. The Clerk had completed the form and put a rider at the end to make it clear that the Council has no dealings with the United States of America, however the form had been returned because the country of incorporation field had not been completed, although the Clerk had put not applicable. The Clerk informed the Council of the amount of time it had already taken up due to the complexity of the form and wondered if the Council should have received it. Standing orders were suspended temporarily to allow a member of the public to speak. **It was resolved that:- (i) The Clerk be allowed to complain to HSBC on behalf of the Council about the complexity of the form and also the process. (ii) The Clerk be allowed to transfer three months of payments from HSBC to Yorkshire Bank. (iii) The Clerk should seek advice from ERNLLCA.**

j) **CPRE Northern Lincolnshire** - AGM & Talk. Invitation to attend the Annual General Meeting due to be held on Saturday, 19<sup>th</sup> October 2019, at the Buttercross, Brigg, followed by a talk by Dr Kevin Leahy on 'The Lost Kingdom - Anglo-Saxon Lindsey'. **It was resolved that the information be noted.**

### 3037. **Publications**

The following publications had been received:-

Carnegie UK Trust - News	September 2019
Clerk & Councils Direct - News	September 2019
ERNLLCA - Newsletter	September 2019
HSBCnet - News	September 2019
North Lincs Council - Forthcoming Meetings	September 2019
SLCC - The Clerk Magazine	September 2019
Environment Agency - Humber Newsletter	Special Edition
CPRE - Campaigns Update	
Lives - Newsletter	
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.**

### 3038. **Committee / Working Group Reports**

(i) **Personnel Committee** - The minutes of a meeting of the Personnel Committee held on Wednesday, 24<sup>th</sup> July 2019, had been circulated prior to the meeting. **It was resolved that they should be approved as a correct record.**

### 3039. **Planning Applications**

a) The following planning decision had been received:-

<b>PA/2019/1091</b>	Full planning permission granted to erect single-storey detached accommodation unit, and single-storey recreational unit at Options Watermill, Common Road, Wressle, Broughton, DN20 0DA
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**It was resolved that the information be noted.**

**3040. Finance****(i) Audit Checks**

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

- a) Cheque receipt of £76.50 for Room Hire from Hibaldstow Model Aero Club, which was banked on 29<sup>th</sup> August 2019.
- b) Cash receipt of £51 for Room Hire from Archery Group on 30<sup>th</sup> August 2019.
- c) Cash payment of £14.99 to Aldi Stores Limited for Loppers on 25<sup>th</sup> August 2019.
- d) Direct debit payment of £82.76 for Telephone Directory made to BT on 28<sup>th</sup> August 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 September 2019 were provided for councillors to scrutinise and there was a query about the payment made to BT which was for the entry in the telephone directory. **It was resolved that the accounts be approved**

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

28.08.19		Yorkshire Bank - Bank Charges	6.50
	DD	BT - Telephone Directory	82.76
	DD	E.on - Electricity for Playing Field	3.31
30.08.19	DD	E.on - Gas for Sports Centre	44.53
	Csh No.34	Screwfix Direct Ltd - Yale Lock	21.99
	BACS	Payroll & Pension	5,835.06
02.09.19	DD	North Lincs Council - Business Rates for Cemetery	69.00
	DD	North Lincs Council - Business Rates for Sports Centre	1,264.00
03.09.19	DD	Talk Talk Business - Telephone & Broadband	39.60
07.09.19	Csh No.35	MFG Brigg Service Station - Fuel for Mowers	14.00
09.09.19	DD	E.on - Electricity for Playing Field	8.46
	DD	E.on - Electricity for Sports Centre	243.78
12.09.19	Csh No.36	Broughton Post Office - Stamps	1.22
	Csh No.37	Broughton Post Office - Stamps	43.28
13.09.19		HSBC - Bank Charges	23.60
21.09.19		HSBC - Bank Charges	14.80
24.09.19	Csh No.38	Wickes Building Supplies - Sandpaper	13.00
26.09.19	Csh No.37	Screwfix Direct Ltd - Sander & Wood Stain	69.96
		Yorkshire Bank - Bank Charges	6.50
27.09.19	Chq No.100618	British Gas Services (Commercial) Ltd - Gas Boiler Agreement	404.69

**It was resolved that the action taken be approved.**

**Payments submitted at this meeting:-**

30.09.19	Chq No.100619	ERNLLCA - Good Councillor Guides	22.20
	Chq No.100620	Charterhouse Turf Machinery Ltd - Grounds Maint Equipment	25,554.99
	Chq No.100621	BSCA - Grounds Maintenance	1,894.20
	Chq No.100622	Supplies - Stationery	19.02
	Chq No.100623	Green Grass Contracting - Grounds Maintenance	176.40

Chq No.100624	North Lincs Council - Health Consultation & Advice	133.14
Chq No.100625	DDM Agriculture Clients Account - Allotment Rent	500.00
Chq No.100626	Mitchells Timberworks - Bases for Benches	3,130.00
Chq No.100627	PKF Littlejohn LLP - External Audit	720.00
DD	E.on - Gas for Sports Centre	86.58
BACS	Payroll & Pension	5,787.47

**It was resolved that these accounts be paid.**

**3041. Multi-User Games Area**

The Mayor had met with Mr David Fox from North Lincolnshire Council and Mr Sean Clixby from BCSA along with a company to do with the MUGA on Tuesday, 3<sup>rd</sup> September 2019. They discussed the diagrams on the planning application and whether the astro-turf would meet FA guidelines and those for other sports. A quote would be used to put out to tender to a list of approved suppliers. The Mayor had asked for an update from North Lincs Council and was awaiting a response. Potential contractors have advised that it would be better to start the works in the new year. **It was resolved that the information be noted.**

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

**3042. Wressle Play Park**

The Clerk had contacted the landowner about a formal agreement for the lease of land to do with the Play Park at Wressle, but they were happy for the existing arrangement to continue. Standing orders were suspended temporarily to allow a member of the public to speak. **It was resolved that this item be deferred to the General Purposes Committee to discuss further.**

**3043. Mower**

Since the last meeting of the Full Council details of the mower had been posted on the town council's website and bids had to be submitted by midday on Thursday, 26<sup>th</sup> September 2019, which resulted in a single bid of £2,000 for the mower. **It was resolved that the Ransomes Highway 2130 mower should be sold to the bidder for £2,000.**

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

**3044. Broughton Amateur Dramatic Society**

A request had been received from the Broughton Amateur Dramatic Society for help with the repair of their roof, and in addition they had provided a set of their accounts. **It was resolved that the Council should make a Section 133 grant of £300 to Broughton Amateur Dramatic Society to help towards the cost of repairing their roof.**

**3045. Skip Hire**

A quote had been obtained to hire a skip to help remove some waste from the Centre. **It was resolved that the Clerk be allowed to hire a skip from Ellgia at a cost of £195.**

**3046. War Memorials Trust**

The Council considered whether it wanted to renew its membership of the War Memorials Trust. **It was resolved that the Council should renew its membership of the War Memorials Trust for 2019 / 2020 at a cost of £20.**

**3047. HWRA**

The Council considered whether it wanted to renew its membership of Humber & Wolds Rural Action. **It was resolved that the Council should renew its membership of Humber & Wolds Rural Action for 2019 / 2020 at a cost of £25 with cheques made payable to HWRCC.**

**3048. Broughton Relief in Need Trust**

There was a need to nominate a new trustee as former Councillor John Kitwood's term of office had come to an end, however he offered to continue if no one else wanted to do it. **It was resolved that Councillor Simpson should be appointed as the new nominative trustee for Broughton Relief in Need Trust.**

**3049. Reports From Council Representatives**

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

(i) **Village Hall Committee** - Everything fine. Mrs Rachael Hunter had been appointed as the new Caretaker at the Village Hall whilst Mr Craig Benson was undertaking the role of the new treasurer and temporary secretary. A litter pick had also taken place around the Village Hall.

(ii) **Broughton Relief in Need Trust** - There had been a meeting a few weeks ago but no new applications to the Trust. They were also looking to appoint a new treasurer and the role is temporarily being undertaken by Mr Mike Doherty.

(iii) **Broughton Community & Sports Association** - There was ongoing work taking place on the field and Broughton Recreation Field had received national recognition from the Institute of Groundsmanship, whilst Broughton Burn had been a massive success.

(iv) **Broughton Allotment Association & Leisure Gardeners** - Councillor Whittingham had missed the last meeting due to being on holiday.

**It was resolved that the information should be noted.**

**3050. North Lincolnshire Councillors' Reports**

The ward councillors had nothing to add. Councillor Whittingham hoped they had been lobbying regarding the Egdon Resources Appeal. Councillor Mumby-Croft said she had opposed it at every conceivable opportunity and Councillor Glover said likewise. **It was resolved that the information be noted.**

**3051. Date, Time and Place of Future Meetings**

The next meeting of the Full Council is due to be held on Monday, 28th October 2019 at 7.30 pm, and there is also a meeting of the General Purposes Committee due to take place on Monday, 14<sup>th</sup> October 2019, at 7.00 pm. All meetings are to be held at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

**3052. Closure of Council Meeting**

The meeting was closed by the Mayor at 9.00 pm.