

BROUGHTON TOWN COUNCIL

Minutes of an Extraordinary Meeting of the Full Council held on Monday, 23rd March 2020, at 7.30 pm, in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton

Public Participation

A resident wished to raise their objections to the planning application for the land on Hillside Road, Broughton. They felt the area could easily be extended and if this permission went ahead it would open the doorway for others. Other concerns were the additional traffic, it is already a struggle to gain access, poor drainage which is already an issue, and they felt that the application did not meet current North Lincolnshire Council Development Plans.

3185. Record of Members Present

The following councillors were present: Councillors Senior (Mayor), Leitch, Price, Ross, Simpson and Whittingham.

3186. Apologies and Reasons for Absence

Apologies were received from Councillor Mumby-Croft - work commitments, and Councillor Portess - self isolation.

3187. Declarations of Interest

(i) Councillor Simpson declared an interest in Item 8 - Correspondence (ii) a) Broughton Cricket Club, Item 13 - MUGA, and Item 16 - Grounds Maintenance, Councillor Senior declared an interest in Item 10 a) - Planning and Item 11 - Finance (iii) Accounts for Payment, and Councillor Ross in Item 18 - Broughton Village Hall.
(ii) The Clerk had received and granted no dispensations.

At this point of the meeting the Mayor proposed that in light of current events that the following agenda items be postponed to a future meeting: Items 4, 5, 8, 9, 14, 15, 16, 17, 19, 21 & 22. **It was resolved that these agenda items be postponed to a future meeting.**

3188. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 27th January 2020, had been circulated prior to the meeting. **It was resolved that they should be approved as a correct record.**

3189. Matters Arising

Minute 3138 Correspondence (ii) b) Mr M Peers - Refuse Bin at Pizza Shop.

The Clerk had written to the Pizza Shop to ask them to liaise with North Lincolnshire Council about placing a refuse bin outside their shop to help curb the problem of litter.

Minute 3138 Correspondence (ii) g) Kubota (UK) Ltd - Questionnaire. The Clerk had forwarded the questionnaire about the experience of buying a Kubota tractor to BCSA to see if they wished to complete it.

Minute 3147 Bin - The Clerk has asked North Lincolnshire Council for a dog bin on Lilywood Road and was then asked exactly where on Lilywood Road it should go.

Minute 3148 Lighting - The 8 new LED light fittings in the Sports Hall have been fitted.

3190. Planning Applications

a) The following planning applications had been received:-

PA/2020/226 Proposal: Planning permission to raise the height of the roof to provide first floor accommodation and to erect a replacement conservatory
Location: 7 Old Mill Lane, Broughton, DN20 0JF
Applicant: Mr James

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

PA/2020/252 Proposal: Planning permission to erect 24 dwellings comprising of 12 rent to home buy, 6 shared ownership and 6 open market dwellings
Location: Land to the East of Hillside Road, Broughton
Applicant: Partner Construction & Acis Group

It was resolved that the Council should object. It was felt it was the incorrect location and the infrastructure would not support it. It was felt there were better areas in Broughton to be built on first. It was agreed affordable housing was needed in Broughton.

PA/2020/183 Proposal: Planning permission for the installation of a biomass boiler including the erection of a flue
Location: Lodge Farm, Clapp Gate, Appleby, DN15 0DB
Applicant: Mr W Strawson

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

PA/2020/334 Proposal: Planning permission to erect single storey extension
Location: 25 Estate Avenue, Broughton, DN20 0JY
Applicant: Nick Trought

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

b) The following planning decisions had been received:-

PA/2019/2026 Refusal of outline planning permission to erect four semi-detached dwellings with all matters reserved for subsequent consideration on land West of Brigg Road, Wressle

PA/2019/2035 Refusal of outline planning permission to erect four-single storey dwellings will all matters reserved for subsequent consideration on land adjacent to 17 Common Road, Wressle, DN20 0DH

PA/2019/2067 Full planning permission granted to erect a two-storey extension with associated works at Westwood Lodge, Ermine Street, Broughton, DN20 0BG

It was resolved that the information be noted.

- c) **PA/2019/2026** Notification that these applications will be considered by the
PA/2019/2035 Planning Committee of North Lincolnshire Council at a meeting
PA/2019/2067 on 11/03/202/20670 which will be held at Church Square House,
 30-40 High Street, Scunthorpe, DN15 6NL, starting at 2 pm.

PA/2019/2090 Notification that the application received on 16/12/2019
 for determination of the requirement for prior approval
 of a household extension at 47 Avenue Nozay, Broughton,
 DN20 0TR, has been considered and it has been decided that
 the Council's prior approval as to the impact of the proposed
 development on the amenity of the adjoining properties is not
 required.

Note: Councillor Senior had earlier declared an interest in this item and therefore left the meeting at the start of it and did not return until after a decision had been made on PA/2020/252, however the whole item was chaired by Councillor Price as Deputy Mayor.

3191. **Finance**

(i) **Audit Checks**

Prior to the meeting various transactions were picked to follow through the accounts - including 1 x cash / cheque & 1 x bacs for both income and expenditure and no irregularities were found. 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 February 2020 were provided for councillors to scrutinise, and a question was asked about a large cheque for £1,318.30 from Broughton Ravers, which was due to pitch usage over a long period.

It was resolved that the accounts be approved.

(iii) **Accounts for Payment**

The following financial information was presented:-

ACCOUNTS FOR PAYMENT - MARCH 2020

Payments made since last meeting:-

27.02.20	DD	BT - Telephone Directory	82.76
28.02.20	BACS	Payroll & Pension	5,597.87
01.03.20	Csh No.70	Trotters Traders - Padlock	3.99
02.03.20	DD	E.on - Gas for Playing Field	458.98
04.03.20	Csh No.71	Morrisons - Stamps	11.60
05.03.20	Csh No.72	Scunthorpe Instant Print - Paper	1.05
	DD	Talk Talk Business - Telephone & Broadband	39.62
09.03.20	Csh No.73	Ellgia - Skip Hire	195.00
	DD	E.on - Electricity for Playing Field	23.48
	DD	E.on - Electricity for Sports Centre	131.99
10.03.20	Csh No.74	Brians DIY - Fixings	3.78
	Csh No.75	Sainsburys - Stationery	5.00
11.03.20		HSBC - Bank Charges	27.00
19.03.20	Csh No.76	Mr P Senior - Reimbursement for Web Domain / Certs / Banners	293.08
21.03.20		HSBC - Bank Charges	11.90

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

23.03.20	BACS	SLCC - Annual Membership	202.00
	BACS	BCSA - Grounds Maintenance	144.00
	BACS	DDM Agriculture Clients Account - Allotment Rent	500.00

It was resolved that these accounts be paid.

Note: Councillor Senior had earlier declared an interest in this item and therefore left the meeting whilst it was discussed, and the meeting was chaired by Councillor Price.

3192. Co-option

The Mayor explained that our normal process would be to advertise locally if no-one had called an election, which was the case. It was proposed that the co-option should be delayed until a future meeting and advertised for a month, then an amendment was proposed that as the Council had already received three letters of interest that there should be a vote on it tonight, however this was defeated. **It was resolved that the Co-option should be advertised for a month.**

3193. Multi-User Games Area

The Mayor gave an update and explained that he had had a meeting with the Estates Team at North Lincolnshire Council and Councillor Waltham on Thursday, 19th March 2020. The tendering process is complete and the money is ready to go. The favoured contractor had been decided. There is to be a pre-contract signing meeting so the Council can address its queries to the contractor at that point. Councillor Whittingham asked why there was not a business plan in place? There is still a query on the VAT and business rates. Councillor Whittingham believed it should be put on hold as there are too many unknowns. Councillor Senior appreciated her concerns and said that BCSA were working on a business plan which Councillor Whittingham thought was inappropriate. Councillor Senior believed more information would be available after we had spoken to the contractor, but until the Council drew on the money it was under no obligation. The Council have until 28th August to draw the money. It was felt this date needed extending. Councillor Whittingham proposed that the Council should have a business plan in place before it started building or signing any contracts to which the Mayor agreed. A meeting would take place with North Lincolnshire Council and the proposed contractor to go through the questions and any concerns, and the results from this meeting would then be brought back to Full Council. **It was proposed that the Council should accept the grant of £580,000 from North Lincolnshire Council for the MUGA and also the accompanying conditions, and put together a list of questions ready to submit before a meeting with North Lincs Council.** Standing orders were suspended to allow a member of the public to speak, and they questioned why a business plan was not in place from previous meetings of the Council and being given a folder of information.

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

3194. Broughton Village Hall

Broughton Village Hall sought financial assistance from the Council and the Mayor explained that this grant was the normal annual grant that had been budgeted for in the accounts. **It was resolved that the Council should make a \$133 grant of £5,000 to Broughton Village Hall to help towards the costs of running the Village Hall, however it would not be paid until the next financial year.**

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

3195. Coronavirus**(i) Emergency Powers**

The Mayor suggested that the legislation was not currently in place to allow the Council to meet remotely and therefore the Council needed to consider delegating emergency powers to the Clerk in case it could not meet. **It was resolved that in the event of the Council being unable to meet to make decisions, that the Town Clerk in consultation with the Mayor and Deputy Mayor be delegated the authority to make decisions on behalf of the Council to ensure the continuation of Council business, however if the Town Clerk was unable to fulfil his duties then the Deputy Clerk be allowed to do so in his absence.**

(ii) Co-op Left Over Food

Councillor Whittingham said how a member of the public called Lucy Watson had spoken to the Co-op and Reverend Eames about being able to give away food that was too old to sell but still useable and the Council was asked for names of people who may need this food. **It was resolved that the Council were in favour of supporting Councillor Whittingham in enabling this action to be taken.**

(iii) Covid-19 Website

The Mayor had built a new website which contain Covid-19 info, local contacts, the emergency plan and a facility for members of the public to input requests for help. A team of volunteer admin users would then be notified and be able to respond to the need. **It was resolved that the Council were in favour of this going live with Councillor Senior overseeing it.**

(iv) Dedicated Email

The Mayor mentioned that he has set up a dedicated email address - corona@broughtontowncouncil.co.uk for use with the website above. **It was resolved that the Council were in favour of this going live with Councillor Senior overseeing it.**

(v) Councillor Autonomy

The Mayor mentioned that normally councillors are not allowed to act independently or on behalf of the Council, but that given these exceptional times we should allow councillors to use their best judgement in supporting Covid-19 community initiatives from a council perspective. **It was resolved that this should be allowed.**

(vi) Remote Meetings

The Deputy Mayor suggested that remote meetings using Zoom or Webex and the legislation behind them be looked at urgently. Other councils had been using them and she felt that councils were unlikely to be looked at unfavourably for doing so. The Mayor mentioned the need to spend some time and a small amount of money preparing if remote meetings became lawful and needed. **It was resolved that Councillor Senior look into Zoom, a remoted meeting application which could potentially allow councillors and public to meet at a potential cost of £11 per month.**

(vii) Staff Holidays

The Mayor mentioned that due to Covid-19, that the Clerk had worked days during the last few weeks that he had planned to take off and as a result risked losing these at the end of the month. **It was resolved that the Clerk and Deputy Clerk be allowed to carry over unused holidays from this year into next year i.e. 2020-21.**

(viii) **Emergency Plan**

It was resolved that the Community Emergency Plan should be activated.

3196. North Lincolnshire Councillors' Reports

As there are no ward councillors the Leader of North Lincolnshire Council was allowed to speak. Councillor Waltham spoke about the new North Lincolnshire Council Hub that was being set up to cope with vulnerable and needy people as a result of Covid-19 and that some North Lincolnshire Council staff would be re-located from currently closed non-essential activities to help. He estimated that 38,000 people would be received letters from the NHS telling to remain at home for 12 weeks that would need food parcels distributing by North Lincolnshire Council. Councillor Waltham also reported that green waste collections had been cancelled for the time being. 11% of North Lincolnshire Council's staff are self-isolating or in the high-risk category. Decisions had been taken to close places and re-deploy staff. All litter picks suspended. The Keep Britain Tidy event had been re-scheduled for September. He also reported that Barton Food Bank would be able to be accessed by Broughton residents. **It was resolved that the information be noted.**

3197. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 27th April 2020, at 7.30 pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

3198. Closure of Council Meeting

The meeting was closed by the Mayor at 8.49 pm.