

## BROUGHTON TOWN COUNCIL

### Minutes of the Full Council Meeting held on Monday, 22<sup>nd</sup> February 2020, at 7.30 pm, via Zoom

#### Public Participation

A member of the public expressed concerns about vandalism in Broughton Woods, and the Leader of North Lincolnshire Council informed them that there was going to be a meeting with the Public Rights of Way Officer to address some of the issues which had been raised.

**3444. Record of Members Present**

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

**3445. Apologies and Reasons for Absence**

There were no apologies, because all members of the Council were present.

**3446. Declarations of Interest**

- (i) Councillor Simpson declared a personal and prejudicial interest in Item 19 - Grounds Maintenance.
- (ii) The Clerk had received and granted no dispensations.

**3447. Mayor's Report**

The Mayor had nothing to report. **It was resolved that the report be noted.**

**3448. Police Matters**

Councillor Price informed councillors of two incidents of people setting fire to trees and also three attempts to start a fire in Broughton Woods, whilst Councillor Ross spoke about smoking at the back of Broughton Working Mens Club. The Clerk had received reports of youths in the Skate Park and reported it to the Police. **It was resolved that the information be noted.**

**3449. Minutes of the Last Meeting**

The minutes of a meeting of the Full Council held on Monday, 25<sup>th</sup> January 2021, were circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

**3450. Matters Arising**

**Minute 3422 Mayor's Report** - Councillor Price asked about the prizes for the Christmas Lights Competition and the Clerk said he had yet to send out the letters.

**Minute 3426 Correspondence (ii) a) North Lincs Council** - Transfer of Responsibility for Grass Cutting. The Clerk had received confirmation from North Lincolnshire Council that any surplus from the grass cutting of the verges should be used to pay towards the cost of the Tree Work at St. Mary's Churchyard and Pocket Park.

**Minute 3426 Correspondence (ii) c) Mr D Lince** - Street Name for New Development Near The Red Lion. The Clerk had informed North Lincolnshire Council and the owner of the land at the rear of The Red Lion, where planning permission had been given for six units, that the Council had accepted the name put forward for the road and it had no objections to it being called Bowling Green Lane.

**Minute 3426 Correspondence (ii) h) North Lincs Council** - Tourism Partnership Membership Review & Survey. The Clerk had tried to renew the Council's membership of the Tourism Partnership, but he had to complete the survey in order to do so.

**Minute 3426 Correspondence (ii) j) Mr W Gammon** - Litter Pick Equipment. The Clerk had contacted North Lincolnshire Council to see if they were able to help with providing litter picking equipment and they were already doing this.

**Minute 3431 Parish Precept & Grant for 2021 / 2022** - The Clerk had informed North Lincolnshire Council that the town council had set a precept of £119,933 for the financial year 2021 / 2022, and it was also prepared to accept a grant of £8,142 from North Lincolnshire Council.

### **3451. Correspondence**

- i) a) HSBC - Changes to HSBCnet Pricing
- b) BHIB Insurance Brokers - FCA Court Case Supreme Court Judgement
- c) Ms M Dale / Mr N Davock - Wressle Wellsite Community Liaison Group
- d) North Lincs Council - MS Teams Guide for NHW Webinars
- e) Mr N Bowers - Burial Records for Bowers
- f) North Lincs Council - Rogue Traders Advice
- g) North Lincs Council - NHW Webinars on Fraud / Cuckooing / CCTV Control Centre
- h) North Lincs Council - Parish Precept & Grant 2021 / 2022
- i) Mr W Gammon - Street Signage
- j) North Lincs Council - Borrow Box
- k) Brigg Town Council - Big Virtual Brigg Quiz
- l) Citation - Disciplinary Procedure Webinar
- m) Ms L Hammond - Wressle Wellsite Community Liaison Group
- n) OPCC - Opportunity to Question the Police & Crime Commissioner
- o) Ms B Fawcett - Egdon Resources & Money for Local Projects
- p) North Lincs Council - NAT Agenda, Minutes & Crime Statistics
- q) North Lincs Council - Fraud Advice Document
- r) Environment Agency - Wressle Wellsite Community Liaison Group
- s) Dr D Hooker - Broughton Town Councillor
- t) ERNLLCA - Desktop Advisory Service
- u) Mr W Gammon - Replacement Bollards
- v) Ms M Dale - Community Liaison Group
- w) North Lincs Council - Snow Event Forecast
- x) BCSA - Agenda
- y) North Lincs Council - Updated Crime Statistics
- z) Ms Raven Goodenough - Covid
- aa) Mr W Gammon - Fly Tipping
- bb) Yorkshire Bank / Virgin Money - Brighter Business Banking
- cc) BCSA - Minutes / Link
- dd) North Lincs Council - Covid Travel Information
- ee) ERNLLCA - Cemetery Management & Compliance Training
- ff) Egdon Resources - Wressle Wellsite Community Liaison Group
- gg) North Lincs Council - Town & Parish Council Liaison Meeting
- hh) Goole Town Council - Death of Mayor
- ii) North Lincs Council - Online Wildlife Talk with Wildlife Expert Andrew Gibson
- jj) North Lincs Council - Walk Leaders for Community Walks

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

Note: Councillor Mumby-Croft left the meeting at 8.00 pm.

(ii) a) **ERNLLCA** - Land Registry Survey. A request to complete a survey specifically for parish and town councils to do with land ownership, a key issue to many councils when it comes to development and neighbourhood planning, which closes on Friday, 26<sup>th</sup> February 2021. **It was resolved that the Clerk should complete the Land Registry Survey on behalf of the Council.**

b) **NALC** - Online Events. An event titled 'Why representation in local councils matters' is due to be held on Tuesday, 23<sup>rd</sup> February 2021, and another event titled 'Building back resilient communities' is due to be held on Thursday, 25<sup>th</sup> March 2021, with prices for each event starting from £30. **It was resolved the information be noted.**

c) **Westminster Insight** - Workforce Mental Health Digital Conference. Details of a conference due to be broadcast live on Friday, 23<sup>rd</sup> April 2021, from 9.30 am to 3.10 pm. **It was resolved that the information be noted.**

d) **Institute of Government & Public Policy** - The Future of Local Government Conference. Details of an online conference due to be held from the 17<sup>th</sup>-19<sup>th</sup> March 2021. **It was resolved that the information be noted.**

e) **North Lincs Council** - North Lincolnshire Community Network Meeting. Invitation to attend a meeting due to be held on Thursday, 25<sup>th</sup> February 2021, from 6.30 pm to 8.30 pm, via Zoom. Standing orders were temporarily suspended to allow a member of the public to speak. **It was resolved that Councillors Price, Ross, Senior and Whittingham should be allowed to attend the North Lincolnshire Community Network Meeting on behalf of the Council.**

f) **WCCTV** - Crime Prevention Webinar. Details of a webinar due to be held on Wednesday, 10<sup>th</sup> March 2021, from 10.00 am to 12.00 pm. **It was resolved that the information be noted.**

g) **IDOX Group** - External Funding Webinars. Information about a series of free webinars to help town and parish council's source external grants and funding. The webinars are due to be held on 23<sup>rd</sup> / 24<sup>th</sup> / 25<sup>th</sup> February 2021 and also the 2<sup>nd</sup> / 3<sup>rd</sup> / 4<sup>th</sup> March 2021, starting at 10.30 am and 2.00 pm, and lasting approximately one hour. **It was resolved that the information be noted.**

h) **ERNLLCA / NALC** - Model Design Code. A request to answer a series of questions from NALC designed to inform its own policy position and subsequent submission to the Ministry for Housing, Communities and Local Government on a Model Design Code. Any responses to be emailed by 5 pm on Friday, 12<sup>th</sup> March 2021. **It was resolved that the information be noted, however councillors be allowed to answer it individually if they wished to do so.**

i) **ERNLLCA / NALC** - Right to Regenerate Consultation. A request to answer a series of questions from NALC designed to inform NALC's response to the Ministry for Housing, Communities and Local Government's Right to Regenerate Consultation. The deadline for any responses is by 5 pm on Friday, 26<sup>th</sup> February 2021. **It was resolved that the information be noted, however councillors be allowed to answer it individually if they wished to do so.**

**3452. Publications**

The following publications had been received:-

Carnegie UK Trust - News	February 2021
HSBCnet - News	February 2021
North Lincs Council - Forthcoming Meetings	February 2021
War Memorials Trust - Bulletin	February 2021
CPRE - Campaigns Update	
ERNLLCA - Newsletter	
ERPF - Employer Alert	
ERPF - Employer Bulletin	
NALC - Chief Executive's Bulletins	
NALC - Coronavirus	
North Lincs Council - Covid 19 Business Update	
North Lincs Council - Weekly Roadworks List	
Public Sector Executive - Online Newsletters	
Rural Services Network - Bulletins & Rural Funding Digest	
SLCC - News Bulletin	

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

**3453. Committee / Working Group Reports**

i) **Recreation Field Working Group** - The minutes of a meeting of the Recreation Field Working Group held on Monday, 8<sup>th</sup> February 2021, were circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

**3454. Planning**

a) The following planning applications had been received:-

**PA/2020/1864** Proposal: Planning permission to erect detached garage ancillary to main dwelling  
Location: Highwood House, A18 from A15 to B1206, Broughton, DN20 9LZ  
Applicant: John Siddle & Gillian Huteson

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

**PA/2021/74** Proposal: Planning permission to erect a single-storey rear extension and a first-floor front extension  
Location: 26 Avenue Nozay, Broughton, DN20 0TR  
Applicant: Mr Marris

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

b) The following planning decision had been received:-

**PA/2020/1670** Full planning permission granted to erect an extension to the rear of the property at 43 High Street, Broughton, DN20 0HZ

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

c) The following planning correspondence had been received:-

**PA/2020/1977** Notification that the application received on 11/12/2020 for determination of the requirement for prior approval of a household extension at 6 Cloister Walk, Broughton, DN20 0JL has been considered and it has been decided that North Lincolnshire Council's prior approval as to the impact of the proposed development on the amenity of the adjoining properties is not required

**PA/2021/139** Proposal: Application for determination of the requirement for prior approval of a household extension  
Location: 20 Brooklands Avenue, Broughton, DN20 0DR  
Applicant: Mr Paul Dale

**PA/2021/190** Proposal: Application for determination of the requirement for prior approval of a household extension  
Location: 57 Estate Avenue, Broughton, DN20 0JZ  
Applicant: Mrs C Roper

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

### 3455. Finance

#### (i) Audit Checks

As the meeting was not on-site, various transactions could not be picked to follow through the accounts. **It was resolved that the item be deferred to future meeting.**

#### (ii) Financial Accounts

Detailed monthly accounts for January 2021 were provided for councillors to scrutinise. **It was resolved that these accounts be approved.**

#### (iii) Accounts for Payment

##### ACCOUNTS FOR PAYMENT - FEBRUARY 2021

##### Payments made since last meeting:-

25.01.21	Dr Card No.24	Zoom - Monthly Fee	14.39
27.01.21	BACS No.93	Payroll & Pension	5,641.40
28.01.21	Dr Card No.25	Brians DIY - Fixings	6.12
	Csh No.24	Brians DIY - Puncture Repair Kit	1.99
29.01.21		Yorkshire Bank - Bank Charges	6.50
03.02.21	DD	Talk Talk Business - Telephone & Broadband	39.60
09.02.21		HSBC - Bank Charges	26.00
17.02.21	DD	E.on - Gas for Sports Centre	67.39
21.02.21		HSBC - Bank Charges	9.50

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

##### Payments submitted at this meeting:-

22.02.21	BACS No.94	BCSA - Grounds Maintenance	288.00
	BACS No.95	Urban Arborist Ltd - Tree Work at St. Mary's Churchyard	2,700.00
	BACS No.96	Supplies - Stationery	25.86
	BACS No.97	Lewis Gas & Plumbing Services - Heater / Boiler Repairs	1,665.00
	BACS No.98	Crawford Lawn Mower Ltd - Servicing of Mowers & Strimmers	379.20

DD	E.on - Electricity for Playing Field	17.13
DD	E.on - Electricity for Sports Centre	265.19

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

**3456. Multi-User Games Area**

The Clerk informed councillors that he had contacted North Lincolnshire Council to let them know that the Council was prepared to offer them a lease at a peppercorn for a part of the playing field to enable them to build a MUGA, and he had received an email on behalf of Ms Denise Hyde, the Chief Executive of North Lincolnshire Council, informing him that Mr Simon Green, the Deputy Chief Executive of North Lincolnshire Council was looking into the matter and would provide a response as soon as possible. **It was resolved that the information be noted.**

**3457. Speed Signs**

At the last meeting of the Full Council it agreed to purchase two speed signs, and now it had to discuss which way they should face, whether they should be attached to existing posts or on new posts, and where they should be located. **It was resolved that:- (i) The speed signs should be located on Appleby Lane and Ermine Street. (ii) Face traffic as it came into the town on both roads. (iii) Re-use existing posts if possible, but if not able to do so then to erect new posts. (iv) Work with traffic management at North Lincolnshire Council to decide where they would best go on these roads.**

Note: Councillor Price declared a personal interest in this item and Councillor Portess left the meeting whilst it was discussed.

**3458. Full Fibre / Ultra Fast Broadband**

KCOM and Quickline had now both provided information on how the Council could help improve broadband in Broughton. It was felt that the Council should not endorse one company over another company, it needed to be consistent with whatever it put out, and to be fair to all concerned. **It was resolved that the Council should post general information on its facebook page which would inform people and enable them to make a choice about full fibre / ultrafast broadband in Broughton.**

**3459. Broughton LIVES**

The Clerk had received a request for financial assistance from LIVES, and therefore asked them to provide him with the number of call outs made by LIVES within the parish of Broughton and a copy of their latest financial accounts, however he had not received all of this information. **It was resolved that the item should be deferred until the next meeting of the Full Council.**

Note: Councillor Mumby-Croft rejoined the meeting at 8.45 pm.

**3460. Purchase of Mower**

At the last meeting of the Full Council held on Monday, 25<sup>th</sup> January 2021, it agreed that the mowers and strimmers should be serviced, however one of the mowers was not worth servicing therefore the Clerk had obtained a quote to replace it with a new mower.

Cobra M40SPC - 16 inch cut, self-propelled, 50 litre collection box - £199.99.

**It was resolved that the Clerk should be allowed to purchase a new lawn mower from Crawford Lawnmowers Ltd at a cost of £199.99, and the asset register should be amended accordingly.**

**3461. Grass Cutting**

The Clerk had received three quotes for the grass cutting of the verges for 2021-22, and provided councillors with the details. **It was resolved that Greengrass Contracting should be asked to do the grass cutting of the verges for 2021-22 at a cost of £575 + VAT per cut up to a maximum of nine cuts.**

**3462. Grounds Maintenance****(i) Playing Field**

The Clerk had received two quotes for grounds maintenance of the Playing Field and provided councillors with the details. **It was resolved that BCSA should be asked to do the grounds maintenance for the Playing Field for 2021-22 at a cost of up to £7,345.55 + VAT.**

**(ii) Other Than Playing Field**

The Clerk had received two quotes for grounds maintenance of Other Than Playing Field for 2021-22 and provided councillors with the details. **It was resolved that Greengrass Contracting should be asked to do the grounds maintenance for Other Than Playing Field for 2021-22 at a cost of up to £3,269.20 + VAT.**

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

**3463. Items Raised By Councillors**

**(i) Scarecrow Event**- Councillor Price informed the Council that such an event was held last year and the town got very involved in it, therefore she would like the town council to promote this year's event. **It was resolved that the Council should promote the Scarecrow Event and give as much help as it can.**

**(ii) Fundraising for Broughton in Bloom** - Councillor Price informed the Council that two young girls had walked the same distance as going from Broughton to the Chelsea Flower Show to raise over £1,000 for Broughton in Bloom, and therefore suggested they should be sent a letter. **It was resolved that a letter of thanks should be sent to each of the girls thanking them for their fundraising efforts towards Broughton in Bloom.**

**3464. Reports From Council Representatives**

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

**(i) Village Hall Committee** - There was nothing happening.

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

**(iii) Broughton Community & Sports Association** - Grass roots sport was expected to be back end of March / early April, which may lead to a congestion of fixtures, and BCSA could be used as a mediator. The Broughton Bulletin was about to be reinvented with the help of a couple of volunteers who were prepared to take it on, and if the town council had anything to say it should forward it to them.

**(iv) Broughton Allotment Association & Leisure Gardeners** -There had been another meeting. Last time it was mentioned that the fence was down and broken, and Mr Alan Curtis, the Chairman of the Association had met with the Handymen. There was a need for new fencing and the gates were rotten. Some people were not looking after their allotments.

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

**3465. North Lincolnshire Council's Leader's Report**

Councillor Waltham, the Leader of the Council informed the Council that vaccinations were going well and a mass vaccination site would soon be announced in North Lincolnshire. He confirmed that Broughton Town Council had been awarded £379 from Spring in Bloom. He would pick up the points raised about the woods with the owner but not to compromise the right of way. Crime statistics were down before this weekend but there had been a spike of anti-social behaviour. Got the update in terms of the MUGA and land and North Lincolnshire Council are doing a piece of work to see what they would need and probably engage the District Valuer to value the land. **It was resolved that the report be noted.**

**3466. Date, Time and Place of Future Meetings**

The next meeting of the Full Council is due to be held on Monday, 29<sup>th</sup> March 2021, at 7.30 pm, and in addition there is also a meeting of the Personnel Committee due to take place on Monday, 1<sup>st</sup> March 2021, followed by a meeting of the Recreation Field Working Group on Monday, 8<sup>th</sup> March 2021, and then a meeting of the General Purposes Committee on Monday, 15<sup>th</sup> March 2021, all at 7 pm. All meetings are held via Zoom during the coronavirus pandemic. **It was resolved that the information be noted.**

**3467. Closure of Council Meeting**

The meeting was closed by the Mayor at 9.17 pm.