

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 29th November 2021, at 7.30 pm, in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton

Public Participation

A member of the public mentioned that the police were looking to get involved with the community in Broughton and thought it might be a good idea to attend local coffee mornings. Councillor Price said that they were welcome to attend the coffee mornings that took place regularly at the village hall. He mentioned that Eastwood Drive was in need of repair and that there had been a lot of traffic there lately. The ward councillors said that they would look in to this. He also said that fireworks caused a lot of noise disturbance during Halloween and Bonfire Night and that the noise was particularly problematic for elderly people and those with dogs. Another member of the public explained that the salt bin at Water's Edge had disappeared and she was told that this would be looked in to.

3672. Record of Members Present

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

3673. Apologies and Reasons for Absence

There were apologies from Councillor Portess - ill.

3674. Declarations of Interest

- (i) Councillor Price declared a personal and prejudicial interest in Item 7 (ii) a) Correspondence - Proposed Traffic Regulations Order whilst Councillor Ross declared a personal and prejudicial interest in Item 9 - Planning.
- (ii) The Deputy Clerk had received and granted no dispensations.

3675. Mayor's Report

On Tuesday, 26th October and Wednesday, 27th October, 2021 the Mayor had been involved in interviewing for the Town Clerk vacancy as Chair of the Personnel Committee. An offer of employment had been made to Deb Hotson which she had accepted and will be starting after Christmas. On Tuesday, 2nd November, 2021 the Mayor held a Community Speedwatch Training with Safer Roads Humber and around 12 people. The plan is for the Speedwatch to start in the New Year. On Sunday, 7th November, 2021 the Mayor attended the North Lincolnshire Council Civil Service in Barrow Upon Humber. On Monday, 8th November, 2021 the Mayor attended a Personnel Meeting and an Extraordinary meeting of the Council. On Tuesday, 9th November, 2021 she attended the Egdon CLG meeting along with Councillor Tattersfield. On Sunday, 14th November, 2021 the Mayor laid a wreath at the War Memorial on behalf of the Council on Remembrance Sunday. Thursday, 18th November, 2021 saw the NLC/Parish and Town Councils Liaison Meeting which the Mayor attended with the Deputy Clerk. On Monday, 22nd November, 2021 the Mayor attended a meeting of the Jubilee Working party along with Councillor Tattersfield. On Friday, 26th of November, 2021 the Mayor met with the Community Speedwatch police officer to discuss areas of issue within the Town. On Saturday, 27th November 2021 the Mayor attended the Christmas Fayre at the Village Hall and the Broughton Dramatics Society Production of Haggard. The Mayor said that a letter of thanks had been received from the previous Town Clerk for his leaving gifts and he wished the Council and staff the very best for the future. The Mayor also thanked the Deputy Clerk for her efforts since the Town Clerk had left. **It was resolved that the report be noted.**

3676. Police Matters

There had been reports of vandalism at the Dog & Rat pub in Broughton which included broken windows. There had been a number of burglaries including one on Scawby Road. There had also been reports of anti-social behaviour during Halloween. **It was resolved that the information be noted.**

3677. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 25th October, 2021 and an extraordinary meeting held on Monday, 8th November, 2021 were circulated prior to the meeting. **It was resolved they be approved as a correct record.**

3678. Correspondence

- (i) a) Hey Smile Foundation - Green Social Prescribing Grants Programme
- b) Lindsey Lodge Hospice - Up to Date Addresses
- c) North Lincs Council - Walking the Way to Health Scheme
- d) Mr C Parker - Financial Statement Query
- e) North Lincs Council - Local Plan
- f) Singing for Pleasure Choir - Winter Concert
- g) North Lincs Council - Rough Sleeper Count 2021
- h) North Lincs Council - Walking the Way to Health Scheme
- i) WCCTV - How Deployable CCTV is Supporting Safer Streets
- j) North Lincs Council - Business Renew Event 2021
- k) North Lincs Council - Walking the Way to Health Programme Dec 2021 to Mar 2022
- l) North Lincs Council - Special Town & Parish Liaison Meeting
- m) Ms J Torn - Tree in the Church Grounds
- n) Egdon Resources U.K. Ltd - Wressle Community Liaison Group Meeting
- o) ERNLLCA - CloudyIT Digital Digest
- p) North Lincs - Mayor of North Lincolnshire's Christmas Concert - Thursday 2 December 2021
- q) HWRA - Humber & Wolds Rural Community Council AGM
- r) HSBC UK - We're Investigating Your Complaint
- s) The Conservation Volunteers - Tree Planting Opportunities in Your Area
- t) Mr J Whitaker - Repeat Parking Issue
- u) North Lincs Council - Repeat Parking Issue
- v) North Lincs Council - Winter Maintenance 2021
- w) SLCC - Documents for the Branch AGM on 7TH December 2021
- x) North Lincs Council - Projects in North Lincolnshire
- y) BCSA - Agenda for Committee Meeting
- z) Government Exchange - Submissions & Briefings Workshop - Special Bursary
- aa) BCSA - Pitch Inspection Report & Concerns Regarding Storage
- bb) North Lincs Council - New Walk Ideas
- cc) North Lincs Council - Revised Agenda for Special Town & Parish Council Liaison Meeting
- dd) ERNLLCA - Civility & Respect Newsletter
- ee) SLCC - Christmas Training & Christmas Lunch
- ff) Winterton Town Council - Winterton Town Council Civic Service Invitation November 21st 2021
- gg) North Lincs Voluntary, Community & Social Alliance - Alliance Volunteer Hub Newsletter - November 2021
- hh) North Lincs Council - Barton Historical Walk
- ii) North Lincs Council - North Lincolnshire Business Update

It was resolved that this correspondence should be noted.

(ii) a) **North Lincs Council** - Proposed Traffic Regulations Order. Due to comments received by North Lincs Council about inconsiderate parking, they are proposing to add / amend parking restrictions at the following locations:

- A. Greyfriars Road / Brigg Road, Broughton - a restriction of no waiting at any time around the junctions and on Brigg Road opposite the School Entrance a restriction of no waiting Mon - Fri 8am-9am and 3pm-4pm.
- B. Appleby Lane / Westminster Road, Broughton - a restriction of no waiting at any time around the junction.

North Lincs Council wished to consult with us regarding these proposals.

It was resolved that no comments be made.

Note: The Mayor had earlier declared a personal and prejudicial interest in this item and therefore left the meeting whilst it was discussed, and in her absence the meeting was chaired by the Deputy Mayor.

b) **Broughton Ravers JFC** - First Class Footie. Broughton Ravers had emailed to say that a one-to-one football coaching service was advertising its services on social media and had been seen using the playing field on a number of occasions. No bookings had been received for this service via the office. **It was resolved that the Deputy Clerk contact the neighbouring councils of Scawby and Brigg to see if they had had a similar issue.**

c) **Broughton Village Hall** - Christmas Lights at Village Hall. A request had been received from the Village Hall for replacement of the Hall's broken lights. **It was resolved that the Broughton Village Hall Committee be invited to apply for a Section 137 Grant to pay towards the cost of replacing the Hall's broken Christmas Lights.**

d) **Public Sector Executive** - CyberSecurity Virtual Event. Details of an online event due to take place on Thursday, 2nd December, 2021. **It was resolved that the information be noted.**

e) **British Heart Foundation** - The Circuit. The British Heart Foundation have made a request to join the Circuit which maps out defibrillators across the UK so ambulance services can direct people to them in an emergency. **It was resolved that the Deputy Clerk register the 3 defibrillators in Broughton.**

f) **Public Sector Executive** - Share Your Thoughts / Supply A Breakfast. A request to complete a survey regarding the biggest challenges facing the public sector. For each survey completed, £1.70 will be donated to the Magic Breakfast charity which aims to help provide nutritious breakfasts to children living in poverty in the U.K. **It was resolved that the survey be noted, however councillors could fill it in individually if they wished to do so.**

g) **ERNLLCA** - Petition To Enable Councillors to Be Disqualified For Poor Conduct. A link to a petition regarding legislating for Councillors to be disqualified or suspended for poor conduct. **It was resolved that the petition be noted, however councillors could sign it individually if they wished to do so.**

h) **Government Events** - Successful Persuasion & Influence at Work Course. Details of a course taking place on Tuesday, 22nd February, 2022. **It was resolved that the information be noted.**

i) **Public Sector Executive** - Two Day Virtual Workshop. Details of a

virtual, two day, ILM approved course on Policy (1) & Policy (2) due to held on 1290
Tuesday, 14th December & Wednesday, 15th December, 2021. **It was resolved that the information be noted.**

j) **Broughton Allotment Association** - Reimbursement For Maintenance Of The War Memorial Garden. A request had been received from the War Memorial Garden Sub-Committee who maintain the War Memorial Garden to reimburse the cost of summer bedding, compost and tulips they had purchased from Brigg Garden Centre. **It was resolved that the Broughton Allotment Association be reimbursed £56.56 for the cost of the purchase of summer bedding, compost and tulips required to maintain the War Memorial Garden but that they be informed that all future purchases will be required to be agreed in advance.**

(ii) Publications had been received and were available in the office for those who wanted to see them. **It was resolved that the information be noted.**

3679. **Committee / Working Group Reports**

(i) **Personnel Committee** - The minutes of a meeting of the Personnel Committee held on Monday, 8th November, 2021 were circulated prior to the meeting. **It was resolved that they be noted.**

3680. **Planning**

a) The following planning applications had been received:-

PA/2021/1868 Proposal: Application to vary condition 2 of PA/2017/124 to allow for revised access and car parking arrangements, alter boundary treatment and provision of soft landscaping
Location: The Red Lion, 45 High Street, Broughton, DN20 0HY
Applicant: Mr Darren Lince

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

PA/2021/1828 Proposal: Planning permission to erect a two storey extension
Location: The Poplars, Burnside, Broughton, DN20 0HT
Applicant: Mr & Mrs McNell

It was resolved that the Council should object due to the fact that the extension will be built forward of the building line and will overlook neighbouring properties.

a) The following planning decisions had been received:-

PA/2020/1485 Full planning permission granted to erect a single storey rear extension and conservatory conversion at 22 Eastwood Drive, Broughton, DN20 0HJ

It was resolved that the information be noted.

Note: Councillor Ross had earlier declared an interest in this item and therefore left the meeting for the whole of the item

3681. **Finance**

(i) **Audit Checks**

It was resolved that the item be deferred to a future meeting.

1291

(ii) Financial Accounts

Detailed monthly accounts for October 2021 were provided for councillors to scrutinise.
It was resolved that the accounts be approved.

(iii) Accounts for Payment

ACCOUNTS FOR PAYMENT – NOVEMBER 2021

Payments made since last meeting:-

25.10.21	Chq No.100711	Turnerwarren - Payroll Charges	99.60
	Chq No.100712	BCSA - Grounds Maintenance	2,180.70
	Dr Card No.35	Supplies - Stationery	17.88
	Chq No.100713	Green Grass Contacting - Grounds Maintenance	1,785.00
	Chq No.100714	Bowness Electrical Ltd - Emergency Lighting	790.44
27.10.21	Chq No.100715	War Memorials Trust - Annual Subscription	20.00
	Chq No.100716	Royal British Legion	50.00
29.10.21	Csh No.22	Home Bargains - Marker Pen	0.69
	Csh No.23	Home Bargains - Tape	0.59
	DD	E.on - Electricity for Playing Field	11.04
	DD	E.on - Electricity for Sports Centre	203.77
	BACS No.11	Payroll & Pension	6,840.17
01.11.21	DD	North Lincs Council - Business Rates for Cemetery	85.00
	DD	North Lincs Council - Business Rates for Sports Centre	410.00
	Dr Card No.36	Argos Limited - Boxes	34.74
	Dr Card No.37	Argos Limited - Boxes	5.00
	Csh No. 24	YJ Express Ltd - Milk	1.49
03.11.21	DD	Talk Talk Business - Telephone & Broadband	35.02
	Dr Card No.38	Microsoft - Online Services	13.68
	Csh No. 25	Screwfix Direct Ltd - Bulb	3.99
04.11.21	Dr Card No.39	Currys Scunthorpe - Hoover	129.00
09.11.21		HSBC - Bank Charges	61.56
	Dr Card No.40	Screwfix Direct Ltd - Tube Lights	59.33
	Dr Card No.41	Currys Online - Electric Cooker	444.00
12.11.21	Dr Card No.42	Screwfix Direct Ltd - Stationery	37.94
18.11.21	Dr Card No.43	Screwfix Direct Ltd - Convector Heater	22.99
21.11.21		HSBC - Bank Charges	22.50
22.11.21	Csh No. 26	YJ Express Ltd -Milk	1.49

It was resolved that the action taken be approved.

29.11.21	BACS No.12	Brozap Ltd - Litter Bin	358.74
	BACS No.13	A E Cox & Sons - All Weather Boots	55.80
	BACS No.14	Shift Traffic Events Ltd - Remembrance Day	300.00
	BACS No.15	Fillingham Christmas Trees - Christmas Tree	294.00
	BACS No.16	Elsham Aggregates Ltd - Top Soil	168.00
	BACS No.17	Bowness Electrical Ltd - Replace Lights & Grid Key Switch	356.03
	BACS No.18	Bowness Electrical Ltd - Replace Flood Lights	186.94
	BACS No.19	BCSA - Grounds Maintenance	402.66

It was resolved that these accounts be paid.

3682. Co-option

Following the advertisement for a Co-option on the Council's noticeboard and website, 5 applications had been received. **It was resolved that Julie Taylor be co-opted as councillor on to the council. She signed the Acceptance of Office form and was able to join the meeting immediately.**

3683. Broughton Pocket Park

North Lincs Council had made a request to do some grant-aided works at Broughton Pocket Park and the unified management plan needed to be agreed.

It was resolved that the unified management plan be agreed and North Lincolnshire Council be given the go-ahead to do the grant-aided works at Pocket Park.

3684. Salt Bins

Standing Orders were temporarily suspended at this point to allow a member of the public to speak.

A member of the public explained that there was no salt bin on Eastwood Drive. The ward councillors said that they would look in to this.

Standing orders were reinstated.

In continued support of local enablement, North Lincs Council are proposing to provide a 1 tonne bag of salt to be delivered per 3 green salt bins to a location of our choice this winter. They have made a request for our bulk salt requirement, delivery address and current locations of green salt bins. **It was resolved that a list of the location of green bins be provided to North Lincs Council and their offer of a 1 tonne bag of salt per 3 green salt bins be taken up and the delivery to be at Broughton Cemetery.**

3685. GDPR

Each councillor was provided with a copy of a General Data Protection Policy, a Data Consent Form and a Management of Transferable Data Policy. **It was resolved that the General Data Protection Policy and Management of Transferable Data Policy be approved and the Data Consent Form be accepted.**

3686. Christmas Lights Competition 2021

It was agreed that the Christmas Lights Competition should take place this year and be advertised via Facebook. **It was resolved that the winner of the Christmas Lights Competition 2021 should receive £75, the 1st runner-up should receive £50 and the 2nd runner-up should receive £25.**

3687. Opening Hours Over Christmas & New Year

The opening times for the Office, Centre, Play Park and Skate Park over Christmas and the New Year were discussed earlier in the year. **It was resolved that the opening hours over Christmas and New Year for 2021 / 2022 be confirmed as those agreed at the beginning of the year.**

3688. IT

The IT in the office needed upgrading and a new telephone system was required due to the current one no longer being fit for purpose. At a meeting of the General Purposes Committee held on Friday, 22nd October 2021, it considered email addresses for councillors and made a recommendation to Full Council that the Clerk be allowed

to purchase eight email addresses for each of the remaining eight councillors and also an additional email address for the office. **It was resolved that the Deputy Clerk be allowed to purchase the following IT equipment for the office :- 2 27" monitors, a wireless keyboard and mouse and a cable for the scanner. In addition to this, a telephone system up to the cost of £200 to be purchased and set up in the office. An email address for the office to be set up. The email addresses for the councillors to be discussed at a future meeting due to constraints of time.**

3689. SLCC

The Deputy Clerk's membership of the Society of Local Council Clerks was discussed which would provide valuable help and support to the Deputy Clerk in the form of advice and training. **It was resolved that the Deputy Clerk join SLCC at a cost of up to £210 for the year.**

3690. Reports From Council Representatives

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

(i) **Village Hall Committee** - They had been getting busier with more bookings on a weekly basis and the drama group had been in. The caretaker had been given more hours. The roofing works had been completed and the builder was due to provide a quote for where there had been a water leak.

(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** - They had asked if we have anything we would like to go in the Broughton Bulletin. It is due to be available in shops and has been being delivered to vulnerable areas and those with an older population. They will be doing Secret Santa this year.

(iv) **Broughton Allotment Association & Leisure Gardeners** - The fence had not yet been erected. The holes in the driveway were due to be looked at and there was a request to see if the handymen had time to do some work to the gates.

(v) **Wressle Wellsite Community Liaison Group** - There have been some concerns raised about methane gas originating from the separator tank. The site has been visited and found to be safe, this section of works are in the process of being finalised. There will be an allocation of community funding which is likely to be passed to a charitable organisation such as BCSA or BRINT. There were concerns that a draft of the minutes from the previous meeting of the CLG had not been received by attendees and that the minutes were posted on Facebook.

(vi) **Pocket Park Liaison** - There was nothing to report.

(vii) **Jubilee Working Party** - The costs associated with the beacon including moving it, lighting it etc. had been looked at, as well as what the party on the Sunday of the Queen's Platinum Jubilee Weekend would involve. A gas supply to the current beacon could potentially cost a lot and a gas supply to a new beacon would require wood from France. An electric supply instead of gas was also an option.

It was resolved that the reports should be noted.

3691. North Lincolnshire Councillors' Reports

Councillor Lee gave the following report:- (i) **Spring in Bloom Grant Applications 2022** - Application process now open. (ii) **Dog & Rat Planning Application** - A decision due to be made this week. (iii) **Water's Edge Grass Cutting** - The area of land that requires cutting has been identified as belonging to Barratt Homes and they

have said that they will ensure it is done. (iv) **Queen's Platinum Jubilee** - Grants 1294 available. (v) **Pocket Park** - Maintenance Scheduled. It was resolved that the report be noted.

3692. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Wednesday, 29th December, 2021 at 6.30 pm. and in addition there is also a meeting of the Personnel Committee due to take place on Monday, 6th December, 2021 at 6.00 pm and a meeting of the General Purposes Committee to take place on Monday, 6th December, 2021 at 7.00 pm. All meetings are held in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved the information be noted.**

3693. Closure of Council Meeting

The meeting was closed by the Mayor at 10.03 pm.