

# BROUGHTON TOWN COUNCIL MINUTES

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**Minutes from the meeting held on Monday 23<sup>rd</sup> May 2022 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.**

Present: Cllrs Lee, Price (Chair), Ross, Portess, Senior, Simpson, Tattersfield & Taylor.

Also Present: Town Clerk - Deb Hotson, PC Parsons and 2 residents.

## **Procedural**

- 2205/01** Apologies for absence received from Cllr Holly Mumby-Croft due to work commitments.
- 2205/02** **Resolved** - to temporarily suspend the meeting for a period of normally, no more than 15 minutes, but at the Chairman's discretion to allow for a period of public participation. Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened.
- A resident asked again about the vegetation overhanging the road particularly on Ermine Street and Appleby Lane. The Clerk stated that the response received from NLC that it will be monitored but at present there were no issues. Clerk to forward this email to Cllr Ross who will pursue with NLC Highways.
- The resident asked for an update on the extension of the double yellow lines at the top of Brooklands at the junction with High Street. NLC have confirmed that the request has gone on the TRO list for consideration.
- Cllr Ross added that double yellow lines will be extended on Yarborough Crescent and a no turning sign will be erected.
- Resolved** – to re-open the meeting.
- Resolved** – to bring item 2205/14 forward.
- 2205/14** To consider any Police & Neighbourhood Watch issues determining actions required.  
PC Parson was informed that there is still anti-social behaviour issue particularly in one area of the town and there were also concerns about youth drinking alcohol in the skate park area. All issues should be reported via 101.
- There had been some further ASB with the building of tents in the woods but unfortunately PC Parsons stated that this would not be a priority.
- There were ongoing issues at Millfield, Castlethorpe which is being monitored.
- There were currently no issues with quad bikes in the area although there are still some problems with motorbikes.
- 2205/03** To approve the minutes for the following meetings: -  
**Resolved** – approval of the Full Council – 28<sup>th</sup> March 2022.  
**Resolved** – approval of the Full Council – 25<sup>th</sup> April 2022 with the agreed matters of accuracy.
- 2205/04** To record declarations of interest by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.  
Cllr Ross declared a prejudicial interest in agenda item 2205/07.  
Cllr Simpson declared a prejudicial interest in agenda item 2205/26.
- 2205/05** To note dispensations given to any member of the Council in respect of the agenda items listed.  
None requested.
- 2205/06** To receive confirmation that members have attended or viewed the video – NLC Standards Training 2022.  
Cllrs Tattersfield, Taylor and Simpson attended the online event.  
Cllrs Lee, Price & Ross confirmed that they had viewed the video.  
Clerk to reissue the YouTube video and the item to be confirmed for others at the next meeting.

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## 2205/07 Planning

- a. To receive any decisions and to discuss the following application received from North Lincolnshire Council.

The following applications received from NLC were discussed by the Council.

Cllr Ross left the room.

**2022/601** – application for a lawful development certificate for a proposed single-storey rear extension at 8 Swift Drive, Scawby Brook.

**Resolved** – no objection or comments.

**2022/818** – planning permission to erect a single storey extension to the side and rear of the dwelling, to make internal alterations to the dwelling and to erect a detached double garage with associated works at Ventnor, 4 George Street, Broughton.

**Resolved** – no objection or comments.

**2022/841** – hazardous substance consent to store 36 tonnes of propane gas within storage tanks at Kebwood, Broughton Road, Appleby.

**Resolved** – no objection or comments.

**2022/895** – planning permission to erect four dwellings with associated works at land adjacent to 31 Brigg Road, Broughton.

**Resolved** – no objection with the following comments.

NLC to ensure that adequate parking is provided as this area is very congested and therefore parking is essential on site.

- b. To determine any actions required with regard to PA/2014/1178.

Cllr Portess declared a prejudicial interest and left the room.

Cllr Tattersfield stated that having looked through the application in detail there was authority for the hedge to be removed and the area flattened. The comments received were noted. Clerk to inform the resident who raised the concern.

Cllrs Ross & Portess re-joined the meeting.

## 2205/08 Clerks Report

- a. Response from NLC stating that the extension of parking restrictions further down Brooklands from the High Street has been added to the traffic road order request list for future consideration.
- b. Brigg Town Mayors Charity Event – Golf Day to be held on 22<sup>nd</sup> July. Cllrs to contract Brigg Town Council if they want to attend.
- c. The football boot cleaner and plinth have been installed.
- d. BCSA agenda 10<sup>th</sup> May and minutes 22<sup>nd</sup> March.
- e. Hanging baskets have been ordered for most businesses in the town.
- f. Request to purchase or lease land owned by the Town Council – agenda item for the next meeting.

### Highways / Neighbourhood Services / North Lincolnshire Council items.

- 2205/09 To consider the quotes for the resurfacing of the snicket between Windsor Way and Beagle Close.  
One quote has been received; item deferred to wait for further quotes.

- 2205/10 To be notified of the various issues raised by a resident determining actions required.

- Dog fouling – Cllr Ross to ask NLC Street Cleaning team to visit Broughton.  
Clerk to ask the Handymen to place the dog fouling signs on the snicket between Yarborough Crescent and Windsor Way and Windsor Way and Beagle Close.
- Litter – the reported litter at the Dog & Rat pub was collected along with weeding that was carried out by the Broughton Wombles. Clerk to inform the resident stating that the Wombles were always looking for volunteers.

### Reports / Updates

- 2205/11 To receive a report from the mayor determining any actions required.

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Cllr Price informed members that all civic events had now finished.

Cllr Price attended the NLC Volunteers Evening at Baths accompanied by 3 volunteers from Wombles and Broughton in Bloom.

Cllr Price also added that Kirton in Lindsey Town Mayor had sent a kind letter stating how Cllr Price had been supportive in all the civic events attended this year.

Cllr Price has also attended a Jubilee meeting.

**2205/12** To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following report.

- Dog fouling signs have been provided to the Clerk.
- The 75-year-old vaccinations are continuing, they are all currently being vaccinated through their primary care doctors or through the Ironstone Centre. Overall vaccination rates of the over 12's stands over 50% above National average.
- £150 has been paid to 40,000 households. Letters are being sent to the remaining households, arrangements will be made to pay people either into their bank account or via the post office.
- Weed spraying is continuing throughout North Lincolnshire and a sweeping arrangement will follow up after one month of the treatment.
- Spitfire flypast leads the way for the return of North Lincolnshire Armed Forces Day which is back for 2022 and will return in all its glory to a fun filled family outdoor event on Saturday 18<sup>th</sup> June at Brumby Hall Sports Ground in Scunthorpe.

Cllr Ross added that the moving of the 30mph sign from its current location on Appleby Lane to the Village sign outside the cemetery has been added to the traffic road order scheduled but it will take some time.

Concerns were raised that the side vegetation needs cutting back at the Briggate Lodge roundabout. Cllr Ross to raise with NLC Highways.

Cllr Ross to also look into the removal of a concrete block located adjacent to the seat at Wressle.

**2205/13** To receive an update report for the Queens Platinum Celebrations June 2022 determining further actions required including the following items:

- Beacon update – the pole is in situ and the beacon will be added shortly. Cllr Tattersfield stated that all the plans and risk assessments are in place and will be sent to NLC.
- Proposed firework display – Cllr Tattersfield provided a spec and price to engage a local pyrotechnician which would be in the region of £1000-£1200. Cllr Tattersfield confirmed that the company have all the relevant paperwork and insurance. Residents will be warned prior to the event to ensure they have time to tend to their pets.

**Resolved** – approval for Cllr Tattersfield to arrange the display. Cllr Ross abstained from the vote.

- Update on proposed events –
  - Thursday – Beacon lighting event and firework display. A resident has offered to loan his equipment to fill the beacon.
  - Friday – the Council will enter a team consisting of Cllrs Lee, Taylor, Tattersfield the Town Clerk and Mr Lee. Cllr Taylor to register the team.
  - Saturday – Allotment Open day and various street events.
  - Sunday – Jubilee in the Park. Clerk to ask the caretaker to be on site from 10am-6pm.

**2205/14** To consider any Police & Neighbourhood Watch issues determining actions required.

As detailed above.

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- 2205/15** To receive an update report from the Village Hall Committee determining any actions required.  
Cllr Ross informed members that the refurbishment of the toilets have been completed, the flooring in the small committee rooms is ongoing. Electrical works have been completed.  
Some vandalism has occurred, and bricks have been kicked off the front of the building, these will be repaired in due course.  
The current Secretary & Treasurer is leaving. Cllr Lee has volunteered to take the minutes of meetings. Clerk to forward details to Cllr Ross for the payroll company used by the Town Council.
- 2205/16** To receive an update report from the Broughton Relief in Need Trust determining any actions required.  
No update.
- 2205/17** To receive an update report from the Broughton Community & Sports Association determining any actions required.  
Cllr Simpson informed the meeting that works have been carried out on the field including fertilising and weed spraying. The Committee have lost a couple of committee members.
- 2205/18** To receive an update report from the Broughton Allotment Association & Leisure Gardeners determining any actions required.  
Cllr Tattersfield stated that there was currently no waiting list. The site is kept tidy by the association, and they have just replaced one side of the gate.  
It was agreed to reinstate the Best Kept Allotment plot competition for small are large plots.  
The Association will promote the competition and put-up posters on the site. The judging will take place in August.
- To consider the judging and prizes for the Best Kept Allotment Awards 2022 – Cllr Price & Cllr Senior to judge the competition and it was **resolved** to provide funding of £100 to the best kept large plot and £50 for the best kept small plot via national garden centre vouchers.  
Cllr Tattersfield to provide a brief on the proposed competition to the Deputy Clerk and this will then be circulated to all allotment holders.
  - To receive an update on the pest control on the site – the pests are still on site but are reducing. The control will continue.
  - Notice period for the removal of the allotment provision from landowner and for tenants – Clerk to ask the agent if the notice period can be amended. Clerk to provide a copy of the lease to all members.
- 2205/19** To receive an update report from the Wressle Wellsite Community Liaison Group determining any actions required.  
Cllr Ross stated that she did not want to be on the Committee, and it was agreed that Cllr Tattersfield can be a sole member. This will be reflected in the Annual Meeting of the Town Council minutes.
- 2205/20** To receive an update report from the Pocket Park Liaison Group determining any actions required.  
Cllr Senior had nothing to report.
- 2205/21** To receive an update report for the Cemetery determining any actions required.  
The Clerk informed the meeting that the proposal for a faculty would be heard at the Diocese meeting on 8<sup>th</sup> June. This will determine if a full faculty is required.
- 2205/22** To receive an update regarding the Clark Telecom project determining any actions required.  
The plans for the updated design following WHP’s survey are still undergoing a client’s approval process.  
Once approved the plans will be sent for review, subsequently Heads of Terms will be issued and negotiations on the agreement will commence.

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## General Items

2203/23 To notify the Clerk of items to be placed on the agenda for the next meeting.

- Village Hall Finances
- Community Emergency Plan
- Lease/Sell land
- Flood/Snow Wardens

2205/24 To receive an update on the use of the Council emails for all Councillors determining any further actions required.

Clerk to send out test emails to Councillors and once confirmed receiving then they will use their Council emails.

Cllr Tattersfield is not prepared to use his council email address and therefore the Clerk will create a declaration for him to sign.

2205/25 Correspondence received on various items from a resident – these are items that the Town Council have been copied in which are directed at the local authority.

All items noted.

2205/26 To consider the options for the cricket lease based on the last resolution and information received from the solicitor.

Cllr Simpson left the room.

A review of the lease is due on 1<sup>st</sup> April 2023. It was agreed to leave until the new year and create a new lease.

Cllr Simpson re-joined the meeting.

2205/27 To consider arranging a Charity Santa Elf run determining actions required.

It was agreed to support this and combine with the Christmas Tree light switch on and hold it on 27<sup>th</sup> November. Further discussion will be held as part of the General-Purpose next meeting.

One resident left the meeting at 8.45pm.

2205/28 To consider the Civic Awards for 2022/23.

It was agreed to reinstate the following awards:

- Achievement / Bravery – Youth
- Sports
- Community

Nomination letter will be made available in November with a closing date in January.

Deputy Clerk to obtain costs for the awards.

One resident left the meeting at 8.50pm.

## Finance

2205/29 To receive a copy of the Financial Statement up to 23<sup>rd</sup> May 2022.

Item noted and approved.

2205/30 To consider attendance to the ERNLLCA Training Seminars.

Clerk to resend to Cllr Price.

**Resolved** – the Clerk to attend the Clerks Training event.

The Deputy Clerk has been offered to attend but has declined.

2205/31 To be notified and approve the full Internal Audit report 2021/22 determining any further actions required.

**Resolved** – the audit report was accepted and approved. The Clerk will work through the report and there will be a Finance & Audit Committee meeting to review progress in 3 months' time.

2205/32 To approve the Annual Governance Statement 2021/22.

**Resolved** – approval of the Statement.

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2205/33 To approve the Accounting Statement 2021/22.

**Resolved** – approval of the Statement.

2205/34 To consider the Insurance costs for 2022/23.

**Resolved** – approval of the costs. The costs have increased due to additional assets, increase in the Fidelity Guarantee cover and various other small incremental.

2205/35 To consider the costs to update the chain of office and chairman board at the village hall.

The item was deferred until costs have been received.

2205/36 To consider a donation for prizes for the Best Kept Front Garden award.

**Resolved** – it was agreed to support the award and provide 3 prizes of £50, £30 & £20.

## **Expenditure**

2205/37 To approve the following accounts for April 2022.

**Resolved** – the accounts were approved for payment.

<b><u>PAYMENTS FOR APRIL 2022</u></b>		<b><u>Total Expenditure</u></b>
01.04.22	NLC Business Rates - Sports Ground and Premises	646.62
01.04.22	NLC Business Rates - Appleby Lane Cemetery	83.30
04.04.22	BCSA Grounds Maintenance	1,508.88
04.04.22	Blind Society donation	150.00
04.04.22	CPRE Membership renewal	36.00
04.04.22	G Johnson - expenses	31.99
04.04.22	Tesco - Stationary	14.35
04.04.22	Microsoft	325.62
05.04.22	TalkTalk Business	34.91
12.04.22	HSBC Charges	35.76
14.04.22	Screwfix - ladders	162.99
19.04.22	BT Mobile phones	90.00
19.04.22	Wilkos - files	9.00
20.04.22	EON - electricity	413.84
21.04.22	Wave - Water Bill	15.58
20.04.22	Anglian Water - Wave	75.35
21.04.22	EON - electricity	641.46
21.04.22	EON - electricity	9.80
21.04.22	Wave - Water Bill	10.86
22.04.22	Brain Tumour donation	400.00
29.04.22	ERNLLCA - Membership renewal	1,136.87
29.04.22	Bennetts Timber - Allotments	53.57
29.04.22	CPRE BKV Comp Fee	40.00
29.04.22	Brigg & Humberside Roofing Services	1,968.00
29.04.22	Salary	4,709.28
29.04.22	HMRC	1,100.63
		13,704.66

2205/35 The time and date of the next meeting is Monday 27<sup>th</sup> June 2022 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton.