

# BROUGHTON TOWN COUNCIL MINUTES

---

**Minutes from the meeting held on Monday 25<sup>th</sup> July 2022 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.**

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

Also Present: 7 residents & Town Clerk - Deb Hotson.

## **Procedural**

**2207/01** Apologies received from Cllr Lee & Cllr Senior due to ill health.

**2207/02** **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.

Three residents had attended the meeting with concerns regarding the current occupants of the bungalows at Millfield and the ASB that was occurring at the surrounding properties.

The residents have contacted the police on numerous occasions and the local authorities regarding the activities about the distress this is causing and need the help of the Town Council.

Cllr Ross will raise at the NATs meeting scheduled for this week and Cllr Ross will also ask NLC to investigate this matter.

A resident raised concerns again about the overhanging vegetation and branches on Appleby Lane and Ermine Street.

Clerk to raise on the portal as an obstruction on the highway and ask NLC for information on who owns the wooded areas in the parish.

Cllr Ross to raise the issue again too.

3 residents left the meeting.

Clerk to report the shrubs blocking the 30mph signage on Appleby Lane and the trees that are obscuring the street lighting on Ermine Street.

**2207/03** To approve the minutes for the following meetings: -

**Resolved** - Full Council minutes of 27<sup>th</sup> June 2022 were approved and signed as a true and correct record.

**2207/04** 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 and personal interest in agenda item 2207/09.

Cllr Price declared a prejudicial and personal interest in agenda item 2207/29.

**2207/05** To note dispensations given to any member of the Council in respect of the agenda items listed.  
None outstanding.

**2207/06** To review the Community Emergency Plan.

**Resolved** – the plan was approved. The Clerk will check to ensure there is an emergency box as stipulated in the plan and if not will create one.

**2207/07** To consider the adoption of a CCTV policy.

Cllr Tattersfield raised an issue regarding the 45-day period of retaining the information and the Clerk was asked to check with the police to see if this was acceptable. Cllr Price to provide the email for the local Police Constable.

**2207/08** To elect representatives for a Communications Working Group.

**Resolved** – the following representatives were elected. Cllrs Price, Senior & Tattersfield.

Clerk to create a Terms of Reference for the working group.

# BROUGHTON TOWN COUNCIL MINUTES

---

## 2207/09 Planning

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

Cllr Ross left the meeting.

The following decisions were received from NLC.

**2021/411** – an appeal has been dismissed and an application for an award of costs refused by the Planning Inspectorate for planning permission for the change of use to convenience store and extension to front elevation at The Red Lion, 45 High Street, Broughton.

**2022/290** – full planning permission granted to erect two detached bungalows on land adjacent to 60 George Street, Broughton.

**2022/800** – full planning permission granted to erect a climbing frame to the rear of the property at 90 Windsor Way, Broughton.

**2022/1004** – full planning permission to erect a single storey rear extension at 9 Woodland Drive, Broughton.

**2022/1074** – listed building consent granted to erect a single storey oak framed orangery extension at The Coach House adjacent to The Mount, Castlethorpe.

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

**2022/1096** – planning permission to install a new vehicular dropped crossing at the front of the property at 74 High Street, Broughton.

**Resolved – no objection or comment.**

**2022/1146** – planning permission for a first-floor rear extension and above ground floor extension to create larger kitchen/dining room and relocation of bathroom to first floor at 24 George Street, Broughton.

**Resolved – no objection or comment.**

**2022/1231** – proposed extensions and alterations to existing bungalow, demolition of existing garage and erection of a replacement double garage at 4 Ventnor, George Street, Broughton.

**Resolved – no objection or comment.**

**2022/1240** – planning permission for conversion from offices to car facility at Castlethorpe Court, access roads in Castlethorpe Hall, Castlethorpe.

Clerk to ascertain if the applicant is the nursing home and if so then to submit a no objection or comment response. Clerk to also find out why some of the information has been redacted.

Cllr Ross re-joined the meeting.

## 2207/10 Clerks Report

- a. A new contact sheet has been issued and all agreed that the information was correct.
- b. The Clerk has asked that Brigg Town Council relinquish the cutting of the PROW to allow Broughton Town Council to manage. This is on their agenda for tomorrow evening.
- c. Clerk is looking into the current banking package with HSBC along with the splitting of funds.
- d. Clerk passed a request from a young boy in the village to make the road wider outside the school. NLC have responded directly stating that the road cannot be widening and that the fact there are lots of cars does slow the traffic.
- e. Local Plan update.
- f. Clerk to obtain costs for some first aid training for staff and Councillors.

Highways / Town issues / North Lincolnshire Council items.

- 2207/11 To determine actions required regarding the installation of dog fouling signage on the playing field created by the school children.

# BROUGHTON TOWN COUNCIL MINUTES

---

The Clerk & Cllr Price to discuss a strategy and approach the school to get involved in September with a drawing competition to create signage. Cllr Ross stated that as Ward Cllrs herself and Cllr Lee would fund the prizes for a competition.

**2207/12** To consider nominations for local heroes for the Community Champion Award.

**Resolved** – item to be moved to part B under the closed meeting.

## **Reports / Updates**

**2207/13** To receive a report from the mayor determining any actions required.

Cllr Price read out her report for July.

Attended the Brigg Civic Service on 3<sup>rd</sup> July which was, as usual, a lovely event. It was nice to see Broughton represented not only by me but by many familiar faces in the Brigg Singers Choir and also soloist, Rebecca Dickinson from Broughton, who sang beautifully.

The Scarecrow and Street Boot weekend and Broughton Show weekend were brilliant. We had lovely weather and, although there wasn't as many Scarecrows compared to 2020, there were some fabulous efforts. Thank you to BCSA for providing the straw for residents.

I attended the ERNLLCA meeting on 12<sup>th</sup> July along with Cllr Portess and the Clerk.

On Sunday 17<sup>th</sup> July, myself and Cllr Senior judged the best kept allotment competition ably assisted by Roger Bonnett. I would like to thank Cllr Tattersfield and the Deputy Clerk for their work on the Allotments.

The best front garden competition was judged on the evening of 18<sup>th</sup> July. It was an absolute pleasure driving around acting lost with Cllr Senior and Sue Turner enjoying my car air con for well over an hour.

**2207/14** To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Ross informed the meeting that there are several activities at the Scunthorpe Museum and 20/21 Centre over the summer period and full details can be found on the NLC website.

Local schools are to receive some grant funding and funding is to be made available in Scunthorpe for complex care from the Levelling Up fund.

There is free swimming for children over the summer holidays and a job fair scheduled in September. The unemployment rate is the lowest it has been in some time at 3000 and this will hopefully reduce over time due to various opportunities from local businesses.

The potholes on Ermine Street to the Dog & Rat are now down as a priority due to a recent accident.

The previously fixed sink hole/pothole on Appleby Lane has started to sink again. Clerk to report.

Concerns were raised about the intertown mowing outside of the 30mph signs or the lack of it and Cllr Ross will investigate.

Cllr Tattersfield asked if the lining could be refreshed at the Dog & Rat roundabout. Cllr Ross to report.

**2207/15** To consider any Police & Neighbourhood Watch issues determining actions required.

It was stated that the ASB on Appleby Gardens was still ongoing.

There has been a resent confiscation of motor bikes and quad bikes from Broughton Bridge car park.

Cllr Tattersfield stated that the railings at Castlethorpe Bridge on the river had fallen. Cllr Ross to report.

**2207/16** To receive an update report from the Village Hall Committee determining any actions required.

Cllr Portess informed the Council that the gas bill had risen 378% and the Committee were looking into how this could be reduced.

Cllr Ross stated that the new flooring had been laid but 3 of the doors needed planing. Clerk to ask the handyman to attend site with a view to carrying out the work.

The Committee are always looking for new members.

Cllr Ross is to manage the finances.

# BROUGHTON TOWN COUNCIL MINUTES

---

Cllr Portess asked for an item regarding the utilities bills to be added to the next agenda.

- 2207/17** To receive an update report from the Broughton Community & Sports Association determining any actions required.

Cllr Simpson informed the meeting that the Association had met last week, and all was fine. Fund raising events have been taken place and the Broughton Burn is scheduled for September.

- 2207/18** To receive an update report from the Broughton Allotment Association & Leisure Gardeners including the following specific requests determining any actions required.

**Resolved** – to close the meeting to allow residents to speak.

A resident informed the Council that the Association along with the assistance of Cllr Tattersfield had applied for funding of around £25,000 from the Levelling Up fund for various projects that the Association have drawn up which includes the provision for raised beds for the less able and a toilet.

The resident thanked the Town Council for the recent judging for the best kept plots.

The dynamics of the allotment members had changed over recent years and there was now a need for toilet facilities.

If the Association are successful with obtaining grant funding, they will manage the projects and ask for a small area to be set aside for a self-contained compostable toilet. There will obviously be a requirement to consult with the landlord and the possibility of the requirement for planning permission from the local authority.

The improvements will widen the appeal for the allotments.

Another resident spoke of the proposed plan to install raised beds of which there had been some interest shown.

The allotment holders are happy to carry out all the labouring works required and would just look for funding of the material required for the beds. Any legislation would be adhered to. The beds would be of a non-permanent fixture in case they had to be removed in the future.

The Association has the opportunity to purchase a fairly new rotavator at a cost of £400 which will be used on site but kept at a secure location.

Cllr Tattersfield stated that he had an enquiry regarding the siting of a beehive located to the far-left hand side of the allotments away from the other plots which would help in the pollination of the crops on site.

Another resident stated she thought the plans for the allotment were amazing and would help with any mental health issues for those attending.

**Resolved** – to re-open the meeting.

The following items were **resolved**:-

**Raised beds** – the Town Council will support this initiative.

**Toilet facilities** – the Town Council will support this initiative.

**Rotavator** – the Town Council will purchase the rotavator on behalf of the Association.

**Beehives** – the Town Council will support this initiative if all plot holders are happy with this, and it is located as discussed on plot 40c.

**Best Kept Plot results** – the winners have been contacted to attend the August meeting for a presentation of the trophies. Once confirmation has been received the winners will be announced on Facebook by the Deputy Clerk.

3 residents left the meeting.

- 2207/19** To receive an update report from the Wressle Wellsite Community Liaison Group determining any actions required.

Cllr Tattersfield stated that HGV are being courteous when travelling through Wressle and the site remains tidy.

BSCA have been contacted by Egdon to run the Community Fund.

# BROUGHTON TOWN COUNCIL MINUTES

---

It had been suggested that Egdon run the fund with representatives from various groups in the parish.

**2207/20** To receive an update report from the Pocket Park Liaison Group determining any actions required.  
The Clerk has received a couple of emails over the last month regarding the status of the Pocket Park and has been speaking with NLC on this issue of its maintenance.

The Management Plan is still in draft format, but this should hopefully be available for the next meeting to discuss with a view to adopt the plan.

The funding that NLC received has been spent on ground works for both area of which some belongs to the Town Council and some the local authority and included the installation of bird and bat boxes, benches and an information board.

The draft management plan is being adhered to and the annual cut is due by the end of September.

It is not clear what the concerns are regarding the area being overgrown as this is a wildlife haven and the area will be left to grow throughout the year and have one annual cut.

To try and resurrect the Liaison Group the Clerk to arrange a meeting with members of the Group, Cllr Senior as the Town Council representative and NLC. Cllr Ross stated that if required Cllr Waltham will attend.

**2207/21** To receive an update report for the Cemetery determining any actions required.

The notices are presently up until the 3<sup>rd</sup> of August and if there are no complaints/comments received for the checking of the memorial this will go ahead in due course.

## **General Items**

**2207/22** To notify the Clerk of items to be placed on the agenda for the next meeting.

- Village Hall utility bills.

**2207/23** To consider the status of the land adjacent to the pocket park regarding the recent residential request.  
Clerk to contact the solicitor for advice.

**2207/24** To consider the NALC Short Term Holiday Let consultation determining actions required.  
Item noted.

**2207/25** To be notified of the ERNLLCA Dementia Friendly Communities survey determining actions required.  
Item noted.

**2022/26** To be notified of the correspondence received from the Chair of Humberside Fire Authority regarding the Reforming our Fire & Rescue Service White Paper determining any actions required.  
**Resolved** – the Council support the current position.

**2022/27** To consider the Broughton in Bloom update received on the current watering situation determining actions required.  
**Resolved** – purchase a bowser at a sum not to exceed £1500. Clerk to source as soon as possible.  
Cllr Ross offered to tow the bowser and water the plants.

**2022/28** To consider the latest plan received from Clarke Telecom on the siting of the mast determining any further actions required.  
Further correspondence has been received stating that a survey will be carried out in due course with a view to moving the mast to the location to the rear of the building on the location of the current container.

## **Finance**

**2207/29** To receive and approved the Financial Statement up to 30<sup>th</sup> June 2022. See Appendix 1.  
Cllr Price left the room.

**Resolved** – the accounts were received and approved.

Cllr Price re-joined the meeting.

**2207/30** To consider the costs to install further new signage at the centre and village hall.

# BROUGHTON TOWN COUNCIL MINUTES

**Resolved** – the quotes received were approved and the Clerk to negotiate the fitting costs for all new signage.

2207/31 To consider the costs to update the chain of office and chairman board at the village hall.

**Resolved** – works to be carried out as per the quote not to exceed £6,000.

2207/32 To consider installing an outside gym on the playing field determining actions required.

**Resolved** – Clerk to obtain quotes for the installation of an outside gym on the playing field.

2207/33 To consider the costs to replace the adult goal posts.

Clerk to obtain further costs to dispose of the old goal posts.

The old goal post holes need filling in.

**Resolved** - Meeting to be arranged to discuss an agreement between the Ravers and the Town Council for the use of their goal posts.

2207/34 To consider the renewal of the Humber & Wolds Rural Action membership.

**Resolved** – renew the membership at a cost of £50.

2207/35 The time and date of the next meeting is Monday 22<sup>nd</sup> August 2022 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton.

2207/36 To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the item to be discussed.

**Resolved** – to exclude the public and press from the meeting. Members of the public were thanked for attending and duly left the meeting.

- Site issue – car park. It was **resolved** not to make any payments.
- Field hire – item deferred.

The meeting closed at 9.20pm.

## Appendix 1

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/06/2022	BHIB Insurance	BACS 36	1,650.88		Insurance renewal
01/06/2022	BHIB Insurance	BACS 36	7,000.00		Insurance renewal - 2nd paymt
07/06/2022	Talk Talk Business	DD	37.74		Landline - May 22
08/06/2022	Green Grass Contracting	BACS 37	994.08		Inv 2750
08/06/2022	BCSA	BACS 38	2,178.00		Inv 038
08/06/2022	Rainbow Fireworks	BACS 39	1,440.00		Jubilee Firework Display Inv 2
08/06/2022	Bowness Electrical	BACS 40	625.30		Electrical works Inv 47547
08/06/2022	Simon Dobson	BACS 41	200.00		Tree works, church Inv SI-1054
08/06/2022	JB Rural Services	BACS 42	240.00		Beacon plinth 1398
09/06/2022	B & M	DC 13	2.00		Refuse sacks
13/06/2022	HSBC	DD	38.92		Bank charges
15/06/2022	Fasthosts	BACS 60	30.00		SSL certificate renewal
16/06/2022	Pension	BACS 43	3,112.49		Pension April/May 22
16/06/2022	Louise Price	BACS 44	600.00		Mayoral allowance
16/06/2022	G Dunderdale	BACS 45	50.00		Village Hall mayoral display
16/06/2022	EON	DD	60.70		Sports Centre - May 22
16/06/2022	EON	DD	9.62		Sports Centre - May 22
17/06/2022	British Telecom	DD	90.36		Mobile Phones - May 22
23/06/2022	Screwfix	DC 14	25.99		Pothole repair
24/06/2022	ERNLLCA	BACS 46	12.00		Clerks Training event
24/06/2022	Job Earnshaw	BACS 47	197.94		Allotment timber
24/06/2022	North Lincolnshire Council	BACS 48	70.00		Annual fee for Premises Licenc
24/06/2022	I Jobson - Pest control	BACS 49	200.00		Pest Control
24/06/2022	East Riding Supplies	BACS 50	375.47		Supplies
24/06/2022	Rialtas	BACS 51	778.80		Rialtas set up
24/06/2022	Bowness Electrical	BACS 52	306.00		Electrical works Inv 47562
28/06/2022	Fasthosts	BACS 57	85.67		WordPress hosting
30/06/2022	HSBC	DD	11.74		Bank Charges
30/06/2022	North Lincolnshire Council	DD	85.00		Business Rates
30/06/2022	North Lincolnshire Council	DD	642.00		Business Rates
30/06/2022	Pensions	BACS 53	712.53		Pensions - June 22
30/06/2022	HMRC	BACS 54	1,133.31		Tax & NI - June 22
30/06/2022	Salaries	BACS 55	4,897.88		Monthly salaries - June 22
<b>Total Payments</b>			<b>27,894.42</b>		