

# BROUGHTON TOWN COUNCIL MINUTES

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**Minutes from the meeting held on Monday 26<sup>th</sup> September 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: 2 residents, NLC Safer Neighbourhoods– John Cram, PC Parsons, PCSO Horsfall & Town Clerk - Deb Hotson.

A minute's silence was held as a mark of respect for the late Queen Elizabeth II.

## **Procedural**

**2209/01** Apologies for absence received from Cllr Holly Mumby-Croft.

**2209/02** **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.

PC Parson updated the Council on the Anti-social behaviour (ASB) issues in the parish.

John Cram stated that if there are any further incidents then these must be reported via 101 to ensure the stats reflect the situation correctly.

If incidents rise again in the area there is a possibility of installing a camera in the area most affected. PC Parsons went on to say that there were a lot of intel reports for noise nuisance and the taking of drugs (these fall under the remit of NLC Environmental Health) but there were no criminal activities reported.

The ASB at Artie's Mill will hopefully be resolved shortly as now the business is up and running, North-East Lincolnshire will be given notice to remove those living in the properties on site. Cllr Lee confirmed that residents had stated it was a lot quieter in this area.

Cllr Lee raised concerns about a recent incident involving a tractor and trailer that overturned due to the lack of due care and attention by the driver. PC Parsons stated that the driver had been distracted and came to the bend to quick resulting in the trailer and load tipping over into the hedge.

PC Parsons stated that Speed Awareness was in force on Appleby Lane.

A resident stated he had sent a report to the Council regarding various issues that had been raised with him including ASB, speeding, child safety, drugs, fly tipping and more. The resident was advised to ensure that all incidents are reported/logged with the relevant authorities, or no actions would be taken.

Another resident informed the meeting that the framework for the wishing well located at the village hall would be completed soon.

A resident and the NLC and Police representatives left the meeting.

**2209/03** To approve the minutes for the following meetings: -

**Resolved** – approval of the minutes of the Full Council meeting – 22<sup>nd</sup> August 2022.

**Resolved** – approval of the minutes of the Personnel Committee meeting – 5<sup>th</sup> September 2022.

**2209/04** 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 & Cllr Tattersfield declared a personal and prejudicial interest in agenda item 2209/06.

**2209/05** To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

**2209/06** **Planning**

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

The following decisions were received from NLC.

Cllr Ross & Cllr Tattersfield left the meeting.

**2022/1146** – full planning permission granted to erect 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.

**2022/1240** – full planning permission granted for change of use of offices to care facility at Castlethorpe Court, access roads in Castlethorpe Hall, Castlethorpe.

**2022/1231** – full planning permission granted to erect extensions and make alterations to existing bungalow, demolition of existing garage and erection of a replacement double garage at Ventnor, 4 George Street, Broughton.

**2022/1358** – full planning permission granted to erect a single storey rear extension and attached garage at 15 Pinetree Close, Broughton.

The following application received from NLC was discussed by the Town Council.

**2022/1595** – planning permission for the erection of four bay oak framed garage at The Poplars, Brigg Road, Wressle.

**Resolved** – no objection or comment.

Cllr Ross & Cllr Tattersfield re-joined the meeting.

## **2209/07 Clerks Report**

- a. ERNLLCA Planning Seminars – Cllrs to inform the Clerk if they would like to attend.
- b. ERNLLCA – Meet the Commissioner, ACAS webinars, Dementia Friendly Survey – Cllrs to inform the Clerk if they would like to attend and if there are any questions to put to the Commissioner.
- c. Update on re-grassing the play area. The hire of fencing is too expensive and therefore the areas identified in the ROSPA report will be back filled and reseeded.
- d. Email from resident regarding an update from Ward Cllrs/NLC on a recent meeting regarding the land off Burnside, Ancient Hedgerow Legislation and Woodland ownership. Cllr Lee added that this email had been sent to Cllr Rob Waltham to deal with.
- e. Solar Panel enquiries. Clerk to provide the relevant information to allow a quote to be created for the NLC funding team.
- f. NLC – A Green Future.
- g. Broughton & Appleby NATS minutes of the meeting held 27/07/22.
- h. Update from the Police & Crime Commissioner regarding the email sent with concerns about the policing in the area and the ASB.
- i. Update from Andrew Percy regarding the rise of living costs.

## **Highways / Town issues / North Lincolnshire Council items.**

- 2209/08** To be notified of the correspondence received regarding the children's Wressle play area determining actions required.

Cllrs Price & Senior to arrange a meeting with the owner of the site to try and rectify the current position. If this cannot be done, then the equipment would be removed from the site and stored at the Centre.

Clerk to also ascertain from the planning department if children's equipment can be placed on the Wressle play area land if so required.

- 2209/09** To discuss the concerns raised by residents regarding the speeding of traffic at Castlethorpe in relation to the recent incident of a tractor and trailer overturning on the bend, determining any actions required.

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This item was covered in public participation.

Clerk to ask NLC if the speed limit could be reduced from 40-30pmh.

**2209/10** To receive an update on reported highway issues determining any further actions required.

Clerk to ask for the mini roundabout markings to be reinstated.

Clerk to ask if the mini roundabout can be put back to a junction as it previously was.

The following items have been logged on the NLC Portal:

- Large concrete block adjacent to the seat on the junction of Brigg Road and Wressle Road.
- Fly tipping on the junction of BRO218 and BRO218A.
- Fly tipping, tyres – these have now been removed.
- The sink hole on Appleby Lane will be monitored.
- The trees on both Ermine Street and Appleby Lane have been cut. The trees have yet again only been cut to the side of the highway, the height has not been touched. This has been ongoing for some time and the Clerk was asked to escalate to NLC Leader Rob Waltham.
- Graffiti and straightening of some street signs – these have been completed.

**2209/11** To determine any actions required regarding any provisions that the Town Council would like to put forward to NLC for the proposed MUGA.

Clerk to forward the following proposals to BCSA for consideration prior to works starting on the new MUGA.

- Avenue of trees.
- New football pitch.
- Bowling green.

**2209/12** To consider having a Town Crier determining actions required.

Clerk to find out the role of a Town Crier, a job description and the criteria/policy to be created.

**2209/13** To consider arrangements for a Christmas Tree and an event to switch on the lights determining actions required.

Clerk to order a Christmas Tree, the same as last year, 5m high the same width as last year.

Clerk to arrange for the tree to be installed for 25/11, the date selected for the light switch on event.

Clerk to organise the pat testing of the lights.

## Reports / Updates

**2209/14** To receive a report from the mayor determining any actions required.

Firstly, I would like to pay my respects to Queen Elizabeth II who sadly passed away early September. I laid flowers at the Village Hall on behalf of the Council, and I hope all Councillors found the time to sign the Book of Condolence.

Things are starting to get busier!

I took part in the ERNLLCA Chairmans Chat on the 30<sup>th</sup> August but it was poorly attended.

It was fabulous to see the success of the Broughton Burn 2022 at the beginning of September.

I attended the Personnel Committee meeting on the 5<sup>th</sup> September.

Meetings scheduled for the 19<sup>th</sup> September had to be re-organised. I held an Agenda meeting with the Clerk on the 20<sup>th</sup> September. I had to send my apologies to the ERNLLCA meeting which took place on the 22<sup>nd</sup> September due to a family commitment but had a brief meeting with the Deputy Clerk at 9pm that evening reference the forthcoming Civic Service.

I would like to congratulate Councillor Ross and one of our Caretakers, Rachael, for a fabulous Macmillan Coffee Morning on Saturday 24<sup>th</sup> September. I also attended the 10<sup>th</sup> Anniversary Celebration of the opening of the Ivan Glover Library, formally the Broughton Jubilee Library. It was a pleasure to meet all the Volunteers who keep this library going and to present Margaret Howe with some flowers to thank her for organising the library rota for the last 10 years! It was also lovely

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to see Ann Glover, wife of late Councillor Ivan Glover whom the library was named after. Along with late Councillor Arthur Bunyan, the two of them were instrumental in bringing a permanent library to Broughton again! Ann had not seen the new sign at the library and was very emotional when we pointed it out to her.

Yesterday, 25<sup>th</sup> September, I attended the Kirton in Lindsey Civic Service which was a lovely event. Dates for the diary:

Broughton Town Council - Civic Service – 6th November 2022 3.30pm.

Civic Dinner – 25<sup>th</sup> March 2023.

**2209/15** To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following report:

Covid booster jabs are ongoing at the Ironstone Centre as well at Broughton surgery.

The Community Champions Awards are due to close on the 30 September 2022 and the presentation night will be held on Thursday the 24 November 2022 at the Baths Hall.

North Lincolnshire have been invited by the government to become a new investment zone. One of 40 areas confirmed by the new chancellor of the exchequer.

Almost 1,000 businesses are to benefit from the latest share of the Governments £1.5 billion covid relief fund.

There is support for business energy costs which has been welcomed as protection for jobs in North Lincolnshire. This has been announced as an Energy Bill scheme by the Secretary of State for Business and more information can be found on the North Lincolnshire website.

We have had a report from a member of the public in Broughton about the damage at Broughton Bridge and that people are trying to steal the metal from the site.

5,000 pensioners are to benefit from government funding.

**2209/16** To consider any Police & Neighbourhood Watch issues determining actions required.

This was covered under public participation.

Clerk to ask for the next police surgery to be organised in December/January.

**2209/17** To receive an update report from the Village Hall Committee determining any actions required.

The Committee have been approached by Andrew Percy's funding team regarding the installation of solar panels. Cllr Senior suggested that the Committee should work out the usage which would provide the contractors with information to allocate the correct number of panels and battery storage. The next meeting is scheduled for 7<sup>th</sup> October.

From 10/10 the hall will be closed for the week to carry out the repairs to the main hall floor.

**2209/18** To receive an update report from the Broughton Community & Sports Association determining any actions required.

Cllr Simpson stated that BCSA were now managing the Egdon Community Fund which consisted of £30k every 4 months. Some funding was being held back by Egdon to provide to those that did not meet the current criteria for funding. Application forms can be found on the website.

The autumn repair work has been carried out on the field.

There is an issue with chafer grubs again this year and Cllr Simpson asked that this be put on to the next agenda.

**2209/19** To receive an update report from the Broughton Allotment Association & Leisure Gardeners determining any actions required.

The Clerk has submitted the information for the changes to the allotment and await a response from the agent.

Cllr Tattersfield updated the Council on the following activities:

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The Allotment Association are running course to assist allotment holders on getting the best out of their plots.

The Association hold best variety classes and have hosted a summer BBQ and are planning a Christmas dinner.

Cllr Tattersfield had asked if the agreement and rent demands could be sent out earlier to which he had been told that they will be sent out on time this year in December.

Cllr Tattersfield suggested that a rent review should be added to the next agenda.

The Clerk & Deputy Clerk recently attended an Allotment Seminar and will be working with the Allotment Association to review and implement new policies and procedures including risk assessments and regular site inspections.

**2209/20** To receive an update report from the Wressle Wellsite Community Liaison Group determining any actions required.

Cllr Tattersfield stated that other than the Egdon Community fund all was quiet.

**2209/21** To receive an update report from the Pocket Park Liaison Group determining any actions required.  
Works had been started by NLC on the cutting of the area. Quotes for the installation of the new bench and bin were further on the agenda.

**2209/22** To receive an update report for the Cemetery determining any actions required.

The faculty is still with the Secretary of State. Only one query had been submitted and that was due to a lack of knowledge of the testing undertaken by the resident who has since been sent a copy of the procedure.

**2209/23** To receive an update for the Remembrance Service determining if any further actions are required.

The Traffic Road Order application has been submitted and the road closure booked.

The band and bugler have been booked.

Cllr Price declared a prejudicial interest and left the meeting.

A resident left the meeting.

**Resolved** – a donation of £50 would be provided for the wreath.

Cllr Price returned to the meeting.

## **General Items**

**2209/24** To notify the Clerk of items to be placed on the agenda for the next meeting.

- Chafer grubs.
- Allotment rent review.
- Community Awards.
- Christmas opening times at the centre/park.

**2209/25** To consider the next steps regarding a Firework display on Bonfire night determining actions required.  
It was agreed that it was too late to organise a firework display this year and there is no budget for this type of event.

Clerk to contact the company to obtain costs for a planned event in 2023 consisting of 2 x 10 minutes displays. A meeting will be arranged for the new year to start discussion organising this event.

## **Finance**

**2209/26** To receive and approved the Financial Statement up to 31<sup>st</sup> August 2022. See appendix 1.

**Resolved** – approval of the statement.

**2209/27** To consider and approve the funding application and contribution from the Town Council to install an outside gym on the playing field.

**Resolved** – approval of the application and the contribution suggested by the funding team of £5,821.

Clerk to apply for funding from the Egdon Community Fund.

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- 2209/28 To approve the expenditure for winter planting.  
**Resolved** – approval of the funding.
- 2209/29 To consider the quotes to place a concrete plinth and site new bench and bin at the Pocket Park determining any other actions required.  
**Resolved** – the contractor was selected, and the Clerk will have the concrete and equipment installed as soon as possible.
- 2209/30 To consider a donation and attendance to the Best Kept Village celebration event determining any other actions required.  
**Resolved** – a sum not to exceed £320 was approved. Most Councillors will attend the event and some of the staff on 11<sup>th</sup> October 7-9pm.
- 2209/31 To consider the costs to install a new CCTV system determining actions required.  
Item deferred until more quotes had been received.
- 2209/32 To consider the quotes received for on-site First Aid at Work training determining actions required.  
**Resolved** – L & C Training solutions were selected to carry out First Aid Training at work for 6 staff members and this will include a buffet for lunch.
- 2209/33 To consider the quotes received for the cleaning of the centre guttering determining actions required.  
**Resolved** – F1 Roofing were selected to clear out the guttering. This will be implemented as soon as possible.
- 2209/34 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.  
No members of the public or press were in the room.  
Personnel Committee – Staffing  
**Resolved** - recommendations from the Personnel Committee were approved.  
Nominees for the Town Community Awards.  
**Resolved** – approval of the information circulated prior to the meeting.  
Agreement document – Broughton Town Council & Ravers.  
**Resolved** – approval of the agreement.

The time and date of the next meeting was agreed as Monday 31<sup>st</sup> October 2022 at 7pm.

The meeting closed at 9.33pm.

# BROUGHTON TOWN COUNCIL MINUTES

## Appendix 1

Date: 15/09/2022

Broughton Town Council - R&P

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Time: 14:21

Current Bank A/c

### List of Payments made between 01/08/2022 and 31/08/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2022	North Lincolnshire Council	DD	642.00		Business Rates - Centre
01/08/2022	North Lincolnshire Council	DD	85.00		Business rates - cemetery
03/08/2022	Talk Talk Business	DD	37.74		Broadband & phone
09/08/2022	HSBC	DD	38.80		Bank charges - June 22
10/08/2022	Lewis Gas & Plumbing Services	BACS 74	366.00		Toilet repairs
10/08/2022	BCSA	BACS 75	522.00	Inv 40	Ground Maintenance - July 22
10/08/2022	WASP Clothing	BACS 76	90.00		Sweatshirts
11/08/2022	Fasthosts	BACS77	14.39		Domain renewal
12/08/2022	Bowness Electrical	BACS78	353.80		Flood light repairs
12/08/2022	Nettl	BACS 79	18.00		Outstanding invoice
12/08/2022	Fleet	BACS 80	418.56		Fleet
12/08/2022	Green Grass Contracting	BACS 81	1,314.96		Inv 2778 July 22
17/08/2022	British Telecom	DD	90.36		July 22
19/08/2022	S Clixby	BACS 82	88.00		Container locks
19/08/2022	Screw fix	DC 23	62.48		Toilet seat, cable ties
19/08/2022	B & M	DC 24	5.96		Antibac spray
22/08/2022	Farmstar Ltd	BACS 83	422.99		Tractor service
22/08/2022	East Riding Pension Fund	BACS 84	712.53		Pension - July
22/08/2022	HSBC	DD	10.90		Bank charges
22/08/2022	Broughton Allot Ass	BACS 85	400.00		Rotavator - allotments
22/08/2022	EON	DD	111.03		Electricity - July 22
22/08/2022	EON	DD	9.59		Electricity - July 22
25/08/2022	Broughton Village Hall	BACS 86	5,070.00		Maintenance grant
26/08/2022	MFG Fuel	DC 25	31.22		Mower fuel
26/08/2022	Jewson	DC 26	68.98		Mortar & bricks
30/08/2022	HMRC	BACS 87	962.69		Tax/NI - August 22
30/08/2022	Smith of Derby	BACS 88	277.20		Village hall clock service
30/08/2022	Thomas Bell & Sons	DC 27	180.30		Grass seed
31/08/2022	Salaries - August	BACS 89	4,781.26		Salaries - August
31/08/2022	East Riding Pension Fund	BACS 90	712.53		Pension - August 22
<b>Total Payments</b>			<b>17,899.27</b>		

Signed:

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