

# BROUGHTON TOWN COUNCIL MINUTES

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**Minutes from the meeting held on Monday 29<sup>th</sup> July 2024 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.**

Present: Cllrs Carter, Harness, Lee, Price (Chair), Ross, Portess, Simpson & Taylor.

Also Present: 5 residents & Town Clerk – Deb Hotson.

**2407/01** Apologies and reasons for absence received from Cllr Senior.

**2407/02 Resolved** - to temporarily suspend the meeting for a period of normally, no more than 20 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 Town 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 if the new white lining on Brooklands will be done when the current road work lines are done. The Clerk stated that this hasn't gone to consultation yet. Cllr Ross to chase with the Highway Officer as it had been a year in September when this was first raised. A resident asked if the area of grass running along the right-hand side of the carriageway could be included in the cutting regime. The Clerk was already aware of this, and it will be included in the next cut due this week.

A resident informed the Council of the death of a resident who held a lot of memorabilia and history of the town. The resident stated that she would be speaking with the relatives and wondered if the Town Council would like this information to which they agreed that they would like to keep it at the Centre.

2 residents stated that there were issues with cars spinning round at the junction of Brigg Road and the High Street driving dangerously and no care for passing walkers. The residents were advised to obtain registration numbers, and these can be reported to the Police.

**2407/03** To approve the minutes for the following meetings: -

**Resolved** – approval of the Full Council meeting held on 24<sup>th</sup> June 2024.

**Resolved** – approval of the General-Purpose Meeting held on 1<sup>st</sup> July 2024.

**Resolved** – approval of the Broughton Village Hall Trustee Meeting held on 15<sup>th</sup> July 2024.

**Resolved** - approval of the Personnel Committee Meeting held on 15<sup>th</sup> July 2024.

**2407/04** 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 personal interest in agenda item 2407/07.

Cllrs Simpson & Taylor declared a personal interest in agenda item 2407/26.

Cllrs Taylor & Harness declared a personal interest in agenda item 2407/35 regarding the contract for grass cutting.

**2407/05** To note dispensations given to any member of the Council in respect of the agenda items listed.  
None outstanding.

**2407/06** To approve the new Financial Regulations 2024.

**Resolved** – approval of the new Financial Regulations.

**2407/07** **Planning**

To receive any decisions and to discuss the following applications received from North Lincolnshire Council.

The following decisions were received from NLC.

Cllr Ross left the meeting.

**2024/1** – householder planning permission granted to erect a garage at 52 Estate Avenue, Broughton.

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**2024/242** - householder planning permission granted to install stand-alone solar equipment within rear garden at 27a Brooklands Avenue, Broughton.

**2024/539** – full planning permission granted for the installation of a ground mounted solar PV array at Broughton Grange, access road to Broughton Grange, Broughton.

**2024/708** – removal/variation of 7 & 8 of PA/2021/546 to site a 3G all-weather football pitch with associated grassed area, car park and lighting has been granted at Broughton Sports Field, Scawby Road, Broughton.

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

**2024/725** – planning permission to demolish existing garage and erect a new one at 48 Estate Avenue, Broughton.

**Resolved** – no objection or comments.

**2024/832** – planning permission to erect a two-storey rear extension including demolition of existing extension at 48 Appleby Lane, Broughton.

**Resolved** – no objection with the comment that the Council support the concerns raised by the neighbouring property.

**2024/861** - planning permission to erect single storey extension to rear of dwelling at 29 Appleby Gardens, Broughton.

**Resolved** – object as this is an overdevelopment of the site.

**2024/877** – notification of prior approval for a proposed large home extension at 56 George Street, Broughton. This was provided by NLC for information only and not comments were required.

Cllr Ross re-joined the meeting.

## **2407/08** Clerks Report

- East Midlands in Bloom site visit and presentation update.
- NATs minutes of the meeting held on 27<sup>th</sup> March 2024.
- Update on correspondence regarding the memorial safety checks.
- NLC Standard Committee Annual Report 2023/24.
- ERNLLCA July Newsletter.
- Anglian Water Smart Meter Antenna Site update.

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

**2407/09** To receive an update on reported highway issues as detailed below determining any further actions required.

Log Number/details	Date reported	Location	Details
Various	13/09/2023	Yarborough Crescent Brooklands Avenue Brooklands Avenue High Street/Brooklands Avenue	Double yellow lines from the hydrant to cover the junctions. Bus markings to be installed with restrictions 7am-7pm opposite Harrys Dream. Double yellow lines extended at the top of Brooklands from High Street both sides of the road. Loading restrictions to be investigated outside the shop. <b>Cllr Ross to follow up.</b>
FS626260491	27/06/2024	Brigg Road	Overhanging hedge on Brigg Road.

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**2407/10** To be notified of any further highway issues determining any actions required.

Cllr Price stated that a resident had reported a blocked drain to her. Clerk will need the what3words of address that this is close to.

Cllr Harness stated that there was an overgrown hedge on George Street and will obtain the details and provide to the Clerk to report.

Cllr Simpson stated that the hedge on the junction of Bassett Close and Windsor Way was overhanging the path. Clerk to report as she was aware of the location.

**Reports / Updates**

**2407/12** To receive a report from the mayor determining any actions required.

No report has been received from Cllr Senior.

The Clerk stated that he had attended the Anglian Water site meeting with the Clerk on 25<sup>th</sup> July.

**2407/13** To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following information:-

- Roadworks in the Town started on 29<sup>th</sup> July. Works have been completed at Castlethorpe on the road to the nursing home and looks great.
- The free swimming is available again this year and being well attended.
- The Parishes, Scunthorpe car parking facilities are being upgraded and made safer. Works have started and will be completed on 9<sup>th</sup> August.
- There is a new bus system in place which will see 9–19-year-olds benefit from £1 trips to anywhere in North Lincolnshire and £2 for remaining trips.
- There are 2 exhibitions, one at the Ropework and one at Normanby Hall, this was celebrating George Stubbs. Leaflets are only currently available from the Hall, and she is requesting that they go onto the NLC website. Local schools have been involved with the artist.

Cllr Ross opened both events.

**2407/14** To consider any Police & Neighbourhood Watch issues determining actions required.

There are still issues with scooters and these have been reported to the police.

There are also issues with rented properties which have also been reported to the police.

**Resolved** – the meeting was closed to allow residents to speak.

2 residents stated that there are experiencing some ASB/Drug related issues that the police and Cllr Ross are looking into. Cllr Ross as Ward Cllr is supporting the resident to find a resolution.

**Resolved** – the meeting was re-opened.

Cllr Price stated that there are still major issues with HGV coming through the town and she had been informed that a business on British Steel were providing Broughton as a travel route. PC Hickson has been informed and is following this up with the business.

Speeding is also still an issue.

**2407/15** To receive an update report from the Village Hall Committee representative determining any actions required.

Cllr Ross updated the Council with the following items from the Committee meeting held on 24<sup>th</sup> July. Cllr Ross stated that the monies provided to the energy company to secure the low rate in April will be taken from the invoice once in contract and if there are any price drops these will be passed to the Committee.

Turner Warran will be auditing the accounts for 2022/23 and 2023/24. Once done they will be submitted to the Charity Commission.

Cllr Harness will hopefully take on the role as Secretary at the AGM. Which is booked for 11<sup>th</sup> September.

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Cllr Harness is also obtaining 3 quotes for the refurbishment of the ladies and gents toilet facilities to apply for grant funding.

Cllr Price will assist in the completion of the monthly spreadsheet.

There is a chocolate bingo evening booked for 23/08 and a cash bingo booked for 13<sup>th</sup> September.

The Committee are joining the Great Macmillan Coffee Morning and holding an event on Sunday 22<sup>nd</sup> September 10am-2pm.

The Deputy Clerk will speak with the solicitors on Wednesday regarding the appointment and election of members.

Cllr Harness had rung up about the solar panels which didn't seem to be working. The engineers came out and it was a software upgrade which has been completed and is now all up and running.

Cllr Portess stated that he needed assistance to help sort the DNO information required. Cllr Price offered to assist to get this sorted out urgently.

- 2407/16** To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson stated that the MUGA is now moving forward.

The Egdon pot is open until 31/08.

- 2407/17** To receive an update report for the Broughton Allotment determining any further actions required.

Clerk to find out when the rescheduled Allotment Open day is.

- 2407/18** To receive an update report for the Appleby Lane Cemetery including the installation of owl and bat boxes and a rose wall determining any further actions required.

There has been an increase in burials over the past month. The Clerk has been working with NLC to gain access to the cemetery whilst the road works are taking place.

Cllr Price stated that the council should consider the installation of bat & owl boxes. The Clerk had asked one of the Councils Handyman if he would make these to which he has stated he could. The In Bloom group would also like to enhance the cemetery again with a rose wall at the front of the car park.

**Resolved** – approval of the installation of bat & owl boxes and a rose wall. Materials will be provided by the Council.

- 2407/19** To receive an update report on the creation of a new website determining any further actions required.

Councillors agreed that the new website, which is now up, and running is really good.

The Clerk has started to update the website and will learn more as time goes on. The new emails will be set up in due course.

This item can now be removed from the agenda.

## **General Items**

- 2407/20** To notify the Clerk of items to be placed on the agenda for the next meeting.

- Trees – Appleby Lane. Cllr Ross stated that they were too large to be cut down.

- 2407/21** To be notified of Botanical Survey for the designated area of Town Hill Drive & Town Hill junction verge determining any actions required.

**Resolved** – the Council support this project and will continue for next year. There have been some issues with two vehicles parking on the verge even though letters have been placed on these vehicles one insists on still parking on there. NLC are looking at getting official signage so action can be taken next season.

- 2407/22** To consider attendance to the ERNLLCA AGM on Thursday 12<sup>th</sup> September.

Cllr Price is unable to attend. Clerk to register Cllr Portess and she too will be attending.

- 2407/23** To consider attendance to the ERNLLCA Conference on Tuesday 24<sup>th</sup> September.

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**Resolved** – Cllr Portess and the Clerk to attend. The cost of the Clerk will be split between councils. Cllr Price asked for it to be raised about it being held at the weekend or at least a Friday.

**2407/24** To consider attendance for the Town Clerk & Deputy Clerk to the ERNLLCA/SLCC Training & Network event on Thursday 5<sup>th</sup> December.

**Resolved** – approval for the attendance of the Town & Deputy Clerk to the event.

**2407/25** To be notified of the request to replace the current bench on the junction of Mill Lane/High Street determining actions required.

**Resolved** – Clerk to inform the resident that they can either purchase their own bench with plaque to replace the current bench or a donation to the Council to use one of the ones in storage for the playing field. If the resident has any information on the Pinfold that they could share this would be appreciated.

**2407/26** To consider submitting a grant request to Egdon for a front loader determining actions required.

Cllrs Simpson & Taylor left the meeting.

The association have asked if the Town Council would apply to Egdon for funding for a front loader to fix on to the tractor. This will allow the compost to be turned frequently. This would then become an asset of the Council.

**Resolved** – Clerk to submit the grant application.

Cllrs Simpson & Taylor re-joined the meeting.

## **Finance**

**2407/27** To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 30<sup>th</sup> June 2024.

**Resolved** – item approved.

**2407/28** To consider attendance for the Town Clerk & Deputy Clerk to the ERNLLCA/SLCC Training & Network event on Thursday 5<sup>th</sup> December.

Item discussed at 2407/24.

**2407/29** To consider the criteria for the 2024 Best Kept Front Garden and agree the dates for judging.

**Resolved** – the same criteria of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes at £50, £30 and £20 will be awarded again this year. Cllr Senior to arrange the judging.

**2407/30** To consider the purchasing of a second-hand commercial lawn mower determining actions required.

The item to be discussed under item 35 as it was linked.

**2407/31** To consider the quotes for tree inspections in both the closed churchyard and the cemetery.

Item deferred as only one quote has been received so far. Agenda item for the next meeting.

**2407/32** To consider the purchasing of VE Day 80 flag(s) for the May 2025 event.

**Resolved** – to purchase 1 x 5ft x 3ft flag for the Village Hall.

**2407/33** To consider the grant request from the Dog Club for a donation to purchase trophies for their competition day.

**Resolved** - a donation of £40 to be provided to the group. Clerk to advise that the Egdon Community Fund is available to them too.

**Time and date of the next meeting to be confirmed as Thursday 29<sup>th</sup> August 2024 at 7pm.**

**2407/34** The time and date of the next meeting was confirmed.

## **Part B – Closed to the public.**

**2407/35** To consider (if required) 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 any item(s) to be discussed.

**Resolved** – the meeting was closed to the press and public. The residents were thanked for attending and they left the meeting room.

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The Clerk advised the council of the outcome of the recent allotments inspection and will keep them abreast of the situation.

## General Purpose Committee Recommendations

**Resolved** – approval of the recommendations from the Committee.

## Personnel Committee Recommendations

**Resolved** – approval of the recommendations from the Committee.

One applicant was unable to attend the date provided so therefore one further date will be offered.

Clerk to issue the agenda and move to a 7pm start.

## Broughton Village Hall Trustees Recommendations

**Resolved** – approval of the recommendations from the Committee.

## Grass cutting/Ground Maintenance 2025

Cllrs Harness & Taylor left the meeting.

**Resolved** – purchase of equipment via grant funding.

Cllrs Harness & Taylor re-joined the meeting.

The meeting closed at 9pm.



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## Appendix 1 – June 2024

Date: 15/07/2024

Broughton Town Council - R&P

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Time: 12:06

Current Bank A/c

### List of Payments made between 01/06/2024 and 30/06/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/06/2024	North Lincolnshire Council	DD	278.00		Business Rates
03/06/2024	North Lincolnshire Council	DD	74.00		Business Rates
03/06/2024	East Riding Supplies	BACS 47	9.48		ER1657819
03/06/2024	Sissons Gardening Services	BACS 48	2,543.00		Inv 1141
03/06/2024	BSCSA	BACS 49	1,557.60		Inv 062
03/06/2024	Yards Apart	BACS 50	780.00		Inv 0569
03/06/2024	Fasthosts	DD	42.00		SSL Certificate
05/06/2024	Talk Talk Business	DD	39.18		June 2024
10/06/2024	BSCA	BACS 51	1,173.00		Refund of Egdon Grant
10/06/2024	Hall-Med Ltd	BACS 52	192.00		80th D-Day support
10/06/2024	Broughton Fish Bar	BACS 53	327.00		80th D-Day expenditure
10/06/2024	Simon Dobson Tree Services Ltd	BACS 54	1,080.00		Church tree works
10/06/2024	Home Bargains	BACS 55	7.80		80th D-Day expenditure
10/06/2024	Morrisons	BACS 55A	10.00		80th D-Day expenditure
10/06/2024	Tesco	BACS 55B	4.95		80th D-Day expenditure
10/06/2024	Aldi	BACS 55C	13.94		80th D-Day expenditure
10/06/2024	Tesco	BACS 56	20.00		Mower petrol
10/06/2024	Fasthosts	DD	10.20		Inv 76751012
11/06/2024	North Lincolnshire Council	DDR 36	70.00		Premise licence
11/06/2024	Co-Op	DDR 37	2.25		Refreshments
12/06/2024	Howarth Timber	DDR 38	8.87		Timber
14/06/2024	Mobile Phones	DD	50.69		EE
18/06/2024	EON	DD	832.89		April-June 2024
18/06/2024	EON	DD	36.91		May 2024
21/06/2024	HSBC	DD	9.07		Bank charges
21/06/2024	IONOS	DDR 39	4.80		June 2024
26/06/2024	Next Generation	BACS 57	150.00		80th D-Day expenditure
26/06/2024	Crawford Lawnmowers	BACS 58	75.00		Services - strimmers
26/06/2024	MD Signs	BACS 59	64.86		Gilbert Bayes Info board
26/06/2024	Farmstar Ltd	BACS 60	368.11		Annual Service - tractor
26/06/2024	Farmstar Ltd	BACS 61	164.34		Annual Service - mower
26/06/2024	Container King	BACS 62	76.80		Inv 60420
26/06/2024	Peacock & Binnington	DDR 40	6.40		Strimmer line
26/06/2024	Brigg Service Station	DDR 41	6.81		Mower fuel
27/06/2024	CCLA	BACS 63	10,000.00		Public Sector Fund 10k(140k)
28/06/2024	ERPF	BACS 64	1,091.78		June 2024
28/06/2024	HMRC	BACS 65	1,111.53		June 2024
28/06/2024	Salaries	BACS 66	5,499.41		June 2024
28/06/2024	Bowness Electrical	BACS 67	42.00		Inv 48293
28/06/2024	Cartridge People	DDR 42	255.19		Printer Cartridges
29/06/2024	Post Office	PC TOP UP	100.00		Petty Cash Top-Up
<b>Total Payments</b>			<b>28,189.86</b>		