

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 28th March 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 and 3 residents.

Procedural

2203/01 Apologies for absence received from Cllr Mumby-Croft.

2203/02 **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 any 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.

Ian Lawrence had attended with a colleague to provide a demonstration on heavy bleed kits provided free of charge to the Ukraine. Mr Lawrence explained that he carried out fund raising for various charities and was prepared to donate 2 UK heavy bleed kits free of charge to the Town Council. If the kits are required Clerk to inform Mr Lawrence and these will be registered with EMAS. Cllr Price stated that a 3rd kit could be purchased so that all 3 defibs in the Town has one.

The representatives were thanked and left the meeting.

A resident stated that the verges on Estate Avenue and George Street are in a mess due to the works being undertaken by the gas board. A lot of verges need tidying due to works from various utilities works through the Town and Clerk to chase in due course once all utility companies have left the area. The resident raised concerns regarding large vans parking near to the junction of Brooklands Avenue and High Street. On turning into Brooklands from High Street visibility is blocked and the space is limited due to the parked vehicles. Clerk to NLC Highways to investigate extending the double yellow lines.

The resident also stated as a Red Cross volunteer to place the heavy bleed kits into the defibs could detract. Cllr Ross stated that NLC allow for these kits in the defib as they are responsible for the maintenance of the defibs.

2203/03 To approve the minutes for the following meetings: -

Resolved – approved of the Full Council – 28th February 2022.

Resolved – approval of the Audit Committee - 14th March 2022.

2203/04 To record declarations of interest by members of the Council in respect of any items listed below.

Members declaring interests should identify the agenda item and type of interest being declared.

Cllr Portess declared a personal and prejudicial interest in agenda item in the Personnel Matters.

Cllr Simpson declared a personal and prejudicial interest in agenda item 2203/29.

Cllr Tattersfield declared a personal interest in agenda item 2203/07 2022/311.

Cllr Ross declared a personal and prejudicial interest in agenda item 2203/07.

Cllr Lee declared a personal interest in agenda item 2203/07 2022/311 & 2202/411.

2203/05 To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

2203/06 To resolve to use the General Power of Competence as and when required. The certificate has recently been obtained by the Town Clerk.

Resolved – the Town Council will use the Power as and when required. Cllr Tattersfield stated the power should be used with caution. Cllr Ross left the meeting.

2203/07 **Planning**

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

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

BROUGHTON TOWN COUNCIL MINUTES

2022/287 – planning permission to erect a single storey side and rear extension joining the existing house to garage at 3-5 Rossleigh, Mill Lane, Broughton.

Resolved – no objection or comment.

2022/290 – planning permission to erect two detached bungalows at land adjacent to 60 George Street, Broughton.

Resolved – no objection or comment.

2022/311 – planning permission to erect a single-storey agricultural storage building at The Coach House adjacent to The Mount, B1208 from A18 to Brigg Road, Castlethorpe.

Cllr Tattersfield & Cllr Lee left the meeting.

Resolved – no objection or comment.

Cllr Tattersfield & Cllr Lee re-joined the meeting.

2022/378 – planning permission to erect a two-storey side extension and increase width of front dormer at The First House, George Street, Broughton.

Resolved – no objection or comment.

2022/388 – planning permission to erect single-storey extensions to the rear of the dwelling at Diary Farm, Bridge Road, Broughton.

Resolved – no objection or comment.

2022/393 – planning permission to install a first-floor dormer window and additional side windows at Old Vale Cottage, Scawby Road, Broughton.

Resolved – no objection or comment.

2021/411 – planning permission for change of use from public house to convenience store and erect a front extension at The Red Lion, 45 High Street, Broughton. An appeal has been made to the Secretary of State, any further comments to be submitted to the Planning Inspectorate and received by 12th April.

Cllr Lee left the meeting.

Resolved – the Clerk to circulate the following additional comments to the Council for consideration prior to submitting to the Planning Inspectorate by 12th April.

The Town Council strongly object for all the reasons previously submitted with the following additional comments:

- There is limited parking and therefore concerns are raised.
- If the Inspector grants permission the Town Council would like to see a condition placed onto the application to preserve the frontage of the building which is part of the historical street scene of the High Street. There are few remaining properties that still look the same, the Red Lion particularly has not changed in many years.
- The Town Council would not like to see the front of the building extended as this was change the aesthetics of the street scene and would be out of keeping.

Resolved – to close the meeting to allow a member of the public to speak.

A resident asked if this area was a conservation area to which he was informed that it wasn't.

It was confirmed that the memorial, church and the white cottages are listed.

Resolved – to re-open the meeting.

All Cllrs re-joined the meeting.

2022/623 – planning permission to replace the roof on the existing front extension at 24 Town Hill, Broughton.

This application was received after the agenda was issued. Clerk to request an extension to allow discussion at the next meeting.

2203/08 Clerks Report

- a. The Council are now members of the Institute of Cemetery and Crematorium Management.

BROUGHTON TOWN COUNCIL MINUTES

- b. Update on the current rate charges from NLC. The retail relief percentage has been reduced from 66% to 50% which will see an increase in the yearly rate charge.
- c. Information received from Dowse Fun Fair regarding attending the site this year. Clerk to request an update from the Broughton Show Committee. Clerk to check with the Deputy Clerk to see if any booking has been made for 10th July.
Clerk to ask if the Fun Fair can attend on the Jubilee weekend.
- d. Trees reported that are overhanging the highway adjacent to the war memorial. As these are on private land the Clerk has submitted letter to the residents stating that any overhanging branches will be cut back and can be left on the owners land if so required.
- e. Trees reported overhanging Ermine Street and Appleby Lane. NLC have carried out an inspection and no actionable defects were found; the areas will be monitored.
- f. Parking Assessment requested from NLC. NLC have responded to the request stating that Broughton is a sizeable town and to carry out a parking assessment over the whole area would take a large number of resources that they do not have. If, however there is a particular road that was causing a concern then, if details are sent they would perhaps take a look at that.
- g. Internal Auditor information on thresholds for public procurement from January 2022.
- h. NALC – Smaller Local Council needs and requirements & General Briefing note – Ukraine.
Comments to be provided to the Clerk for the Smaller Local Council needs for review at the next meeting.
- i. Donation to a leaving gift for the ERNLLCA Executive Officer. If members would like to contribute as an individual, then please pay via the details on the original email and inform the Clerk so your name can be added to the card.
- j. CPRE Countrywise. March 2022 newsletter.

Highways / Neighbourhood Services / North Lincolnshire Council items.

2203/09 To determine actions required with regards to the snickets in the town and their maintenance programmes.

NLC have offered to meet on site to go through what would be required to repair the snicket between Beagle Close and Windsor Way. Cllr Senior to meeting with NLC. Clerk to be provided with a spec for obtaining quotes for works.

Reports / Updates

2203/10 To receive a report from the mayor determining any actions required.

The mayor's report was circulated prior to the meeting.

It has been a busy month. I have met with the Deputy Clerk many times reference the Civic Dinner and represented Broughton Town Council as the following events:

04.03.22 North Lincolnshire Councils Civic Dinner at Normanby Hall

13.03.22 Winterton Civic Service

19.03.22 Barton upon Humber Civic Dinner

Unfortunately, I had to send my apologies to Brigg Town Council's Civic Dinner but thankfully Councillor Taylor represented Broughton Town Council. I also had to send my apologies to Goole Civic Service.

Other meetings attended include:

01.03.22 Community Speedwatch meeting

01.03.22 Cemetery Meeting

14.03.22 Audit Meeting

21.03.22 Agenda Meeting

I also attended the ERNLLCA Chairmans Chat on 16.03.22. We had to cancel the Personnel Meeting of the 21.03.22 but we have re-scheduled for before tonight's full council meeting. I have a Jubilee

BROUGHTON TOWN COUNCIL MINUTES

meeting on the 29th of March so hopefully we should have more information on the Jubilee later this week.

Date for the diary:

Tomorrows NLC Standards Training – 2-4pm

Civic Dinner – 2nd April 2022 - Thank you to Councillors who are supporting this event.

2203/11 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee informed the meeting that the debris from the burnt-out caravan on the B1208 had now been removed.

Both Cllrs Lee & Ross have been contacted regarding flooding concerns which are being investigated by NLC.

There was an attack in the woods which is under investigation by Humberside Police.

A Safer Neighbourhood meeting has been arranged and will be held in the village hall on 21st April between 4-7pm.

There is lots of valuable information on the NLC website including information on the council tax rebate, this years Spring Clean event which is between 25/03-10/04 and ways to register to home a Ukrainian scheme.

Potholes that have been reported will be repaired over the next few weeks.

Both Ward Cllrs have been lobbied on the appeal for the planning application for the Red Lion.

Cllr Ross added that the next NATs was scheduled for next Wednesday at 5pm via MS Teams.

2203/12 To receive an update report for the Queens Platinum Celebrations June 2022 include the siting of a beacon and to determine further actions required.

Cllr Price & Cllr Tattersfield are attending a meeting this week to discuss the Jubilee event and are hoping to publish information on events over that weekend.

Resolved – the Council have chosen the beacon for refurbishment and the order has been placed with the contractor. The Clerk provided a couple of quotes for the base, and it was agreed that the installation would be carried out via JB Rural Services.

Cllr Simpson to confirm with the Clerk the location the beacon is to be sited.

Thanks go to a resident who has spoken with Egdon who are going to purchase the beacon and fund the installation and gift the beacon to the Town Council.

2203/13 To consider any Police & Neighbourhood Watch issues determining actions required.

There are some issues with quad bikes and motorbikes recklessly riding in the woods. Humberside Police are dealing with these matters.

2203/14 To receive an update report from the Village Hall Committee determining any actions required.

Cllr Ross provided an update from the Committee:

New blinds have been placed in the hall.

Remedial repairs, painting of the radiators and repairs to the toilet roof are ongoing.

Bookings are up and the Caretaker is doing a great job.

2203/15 To receive an update report from the Broughton Relief in Need Trust determining actions required.

No further update other than Cllr Eames is looking to set up a meeting.

2203/16 To receive an update report from the Broughton Community & Sports Association determining any actions required.

Cllr Simpson has been cutting the field today and a large amount of dog mess is on the field particularly to the rear of the properties located on Brigg Road and one on Scawby Road which is a Health & Safety concern as a large number of children use the field.

Clerk to send letters to the houses as stated.

BROUGHTON TOWN COUNCIL MINUTES

2203/17 To receive an update report from the Broughton Allotment Association & Leisure Gardeners including the current pest issues and the erection of a new lantern on the post to the rear of the memorial determining any actions required.

Cllr Tattersfield stated that he had attended the Allotment Associations AGM who had have said that they feel they have the best relationship with the Town Council as they ever have had.

The Clerk has assisted with sorting out the front gates and the hedges have been infilled with saplings to make the area more secure.

When plots become available the Association ask that these are divided into either thirds or quarters to allow more from the waiting list to gain plots.

Most of the rubbish from the site has been cleared but there is more too clear. The Association are then going to get in a digger to flatten the area.

The Clerk along with Cllr Tattersfield and two representatives from the Association met today to view the trees to the rear of the memorial. The Clerk to instruct the handymen to paint the lighting column once NLC fit the new light fitting which the Town Council agreed will be an improvement.

Cllr Tattersfield to investigate the ownership of the trees to the rear of the memorial and bring back to the council his finding for further discussion if required.

Clerk to ask the NLC Tree Officer to view the safety of the trees along the boundary with the highway.

Clerk to see if she can locate the 1924 Charter.

2203/18 To receive an update report from the Wressle Wellsite Community Liaison Group determining any actions required.

Cllr Price read from an email received from Egdon.

- Production continues at the site and there have been no health and safety, environmental or security incidents or issues.
- Work on upgrading the permanent facilities continues. A new flare stack has been installed and commissioned to ensure that there is no potential for visible flame, which could have a detrimental visual impact on local communities.
- Studies are nearing completion to determine the best method of using the gas. A decision is expected on either electricity generation or gas export to the local gas grid within the next 6-8 weeks.
- Groundwater and surface water monitoring continues to be undertaken. The latest round of third-party sampling during February 2022 has again shown that there are no impacts from the operations. These independent analyses are published on the community website on a quarterly basis. The fourth quarter 2021 results were uploaded to the Community Website (<https://egdon-community.com/our-active-sites/#wressle>) in January 2022 and we expect the first quarter 2022 results to be uploaded during April 2022.
- Ad-hoc awards continue to be made in relation the community fund whilst progress is being made on establishing the longer-term administration of the fund via the BSCA.
- In respect of community information, we are happy to facilitate whichever process is deemed best by the Community Liaison Group.

Cllr Tattersfield said that there is a need for the Community meetings as having regular meeting stops the rumours circulating.

2203/19 To receive an update report for the Cemetery determining any actions required.

The Clerk has been working on new procedures and reviewing the current ones.

2203/20 To receive an update report from the Recreation Field Working Group determining actions required.

A meeting will be arranged when a report has been received from Broughton Show.

Clerk to contact NLC with regard to a feasibility study.

General Items

2203/21 To be notified of the Integrated Transport Strategy consultation for Town & Parish Councils determining any actions required.

BROUGHTON TOWN COUNCIL MINUTES

Cllr Price has completed. Other members can also complete if they would like.

2203/22 To consider attendance to the ERNLLCA Spring Training Day event on 29th April at The Village Hotel, Hull.

Resolved – the Clerk to attend and split the cost between her 3 Councils. Cllrs Price and Ross to attend. To provide the preferred workshop details to the Clerk so she can book.

2203/23 To be notified of the NALC Star Council Awards determining any actions required.

Item noted.

2203/24 To be notified of the Police & Crime Commissioner – Community Payback Scheme determining actions required.

Item noted.

2203/25 To consider attendance to the NLC Workers Memorial Day scheduled for 28th April 2022.

Cllr Ross will be attending in her capacity as Ward Cllr and will also represent Broughton Town Council.

2203/26 To determine actions required regarding the creation of a Carbon Neutral Policy and Plan for the Town Council.

Cllr Senior offered to lead on this and for it to be discussed at the next General Purposes Meeting.

2203/27 To notify the Clerk of items to be placed on the agenda for the next meeting.

- Scarecrow competition.

Finance – Accounts and Grants

2203/28 To receive a copy of the Financial Statement up to 28th March 2022.

Item noted.

2203/29 To consider the 3rd year costs for the selected Playing Field Ground Maintenance contractor selected.

Cllr Simpson left the meeting.

Resolved – the 3rd year cost of £85 per cut was approved.

Cllr Simpson re-joined the meeting.

2203/30 To consider the renewal of the CPRE Membership for £36.

Resolved – approval to renew the membership.

2203/31 To consider the grant application received from Lincoln & Lindsey Blind Society.

Resolved – a sum of £150 to be provided as a grant.

2203/32 To note the NALC Pay Award for April 21 – to date.

Councillor accepted and noted the award.

2203/33 To consider the quotes received to carry out the memorial checks on the Appleby Lane Cemetery.

Resolved – Serenity Memorials were selected as the preferred contractor. Clerk to engage the contractor and apply for a faculty to carry out the checks.

Expenditure

2203/34 To approve the accounts listed in Appendix A.

Resolved – the accounts were approved.

2203/35 To agree the date of the next meeting as Monday 25th April 2022 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. Time to be agreed.

The Annual Town Meeting will be held on Monday 11th April at 7pm. The April meeting will be held as detailed above. The Annual Meeting of the Town Council will be held on Monday 23rd May at 7pm following by the May meeting.

2203/36 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.

- Personnel Matters.

The Clerk went through the Personnel notes from the meeting held prior to the full council meeting.

Resolved – all recommendation by the Personnel Committee were approved.

BROUGHTON TOWN COUNCIL MINUTES

Appendix A ACCOUNTS FOR PAYMENTS

02.03.22	BACS 63	Origin Amenity Solutions	✓	315.14	
02.03.22	DR card No 65	PPG Architectural Coatings	✓	65.57	
02.03.22	CASH 31	Milk & Sugar	✓		2.38
02.03.22	CASH 32	Lawn mower maintenance	✓		10.00
02.03.22	BACS 64	Supplies - various	✓	145.14	
03.03.22	BACS 66	Crawford Lawnmowers Ltd	✓	126.20	
03.03.22	BACS 66	Crawford Lawnmowers Ltd	✓	212.80	
05.03.22	DR card No 67	Stamps	✓	55.44	
05.03.22	DR card No 68	Consumables	✓	15.00	
09.03.22	BACS 67	C Ross - keys	✓	180.00	
08.03.22	DD	Talk Talk Business	✓	34.76	
		Community Heartbeat Solutions Ltd - transfer of			
10.03.22	BACS 68	kiosk	✓	30.00	
10.03.22	BACS 69	BCSA - Grounds Maintenance	✓	144.00	
10.03.22	DR card No 66	Wilkos - white spirit	✓	4.00	
13.03.22	DD	E.on - Electricity for Sports Centre	✓	387.10	
14.03.22	DD	HSBC Charges	✓	35.04	
14.03.22	BACS 70	Morlock Signs Ltd	✓	510.00	
14.03.22	DR card no 71	Brigg Office Supplies - labels	✓	11.99	
16.03.22	DR card no 72	Post Office - stamps	✓	33.00	
17.03.22	BACS 71	ICCM - Membership	✓	95.00	
18.03.22	DR card no 69	Brigg Office Supplies - Copier paper	✓	8.99	
18.03.22	DR card no 70	Tesco - lever arch files	✓	8.00	
21.03.22	DD	BT Mobile	✓	90.00	
21.03.22	DD	HSBC Charges	✓	9.00	
22.03.22	DD	E.on - Electricity for Sports Centre	✓	633.25	
22.03.22	DD	E.on - Electricity for playing field	✓	8.90	

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