

**BROUGHTON TOWN COUNCIL****Minutes of the Full Council Meeting held on Wednesday, 29<sup>th</sup> December 2021, at 6.30pm  
in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton****Public Participation**

A member of the public mentioned that the issue of overgrown vegetation causing a hazard was still ongoing. He explained that there were branches of a tree at one particular local property that had been trimmed but the branches were jagged and could cause a hazard. He mentioned that someone had unfortunately been impaled last year because of a similar issue. Another member of the public explained that the salt bin that had been requested at Eastwood Drive had arrived but it was not in a good location. There was a discussion that the Council should purchase a green salt bin and place it in a location which is easier to access. It was also mentioned that there is no light in the snicket which is at the end of Eastwood Drive. Councillor Lee said she would look in to the ownership of the snicket and report back. The issue of cars being broken in to was also discussed.

**3694. Record of Members Present**

The following councillors were present: Councillors Price (Mayor), Lee, Mumby-Croft, Ross, Senior, Simpson, Tattersfield and Taylor.

**3695. Apologies and Reasons for Absence**

There were no apologies received.

**3696. Declarations of Interest**

- (i) Councillor Price declared a personal and prejudicial interest in Item 10 (iii) Finance - Accounts for Payment whilst Councillor Ross declared a personal and prejudicial interest in Item 9 - Planning.
- (ii) The Deputy Clerk had received and granted no dispensations.

**3697. Mayor's Report**

The Mayor and Deputy Mayor had judged the Christmas Lights Competition 2021 and the winners were as follows:- 1<sup>st</sup> Prize - Riverside, Waters Edge, 2<sup>nd</sup> Prize - Westminster Road, 3<sup>rd</sup> Prize - Beechwood Crescent. The Mayor had attended the Broughton Ravers' Christmas Fayre and on Monday, 6<sup>th</sup> December she attended the Personnel Committee Meeting and the General Purposes Committee Meeting. On Sunday, 19<sup>th</sup> December the Mayor attended the Agenda Meeting with the Deputy Clerk and on Wednesday, 22<sup>nd</sup> December she attended the NATS meeting with Councillors Lee and Ross. The Mayor thanked the Councillors for their hard work over the past year and the Deputy Clerk for stepping up to the role of Clerk on a temporary basis. She said she looked forward to working with the Deputy Clerk and the new Clerk over the next few months and wanted to thank the brilliant staff for their efforts. The Mayor wished everyone a Happy Christmas and all the very best for 2022. She ended her report by saying that the Civic Service which was scheduled for Jan 2022 would not be going ahead but the plan was to hold the Civic Dinner on Saturday, 2<sup>nd</sup> April, 2022 which would be a community event. **It was resolved that the report be noted.**

**3698. Police Matters**

A NATs meeting had taken place recently and there were no particular concerns in Broughton at present. **It was resolved that the information be noted.**

**3699. Minutes of the Last Meeting**

The minutes of a meeting of the Full Council held on Monday, 29<sup>th</sup> November, 2021 were due to be approved, however they were not available. **It was resolved they be deferred to a future meeting.**

### **3700. Correspondence**

- (i) a) North Lincs Council - Forthcoming Meetings For December
- b) North Lincs Council - North Lincolnshire Household Support Fund
- c) North Lincs Council - New Temporary Measures
- d) West Lindsey District Council - Carol Service Cancellation
- c) North Lincs Council - Weekly Roadworks List
- d) North Lincs Council - Sustainability Grant
- g) North Lincs Council - Broughton NAT Meeting
- h) Barton Upon Humber Town Council - Civic Event Cancellation
- i) Kirton in Lindsey Town Council - Invitation To Civic Event
- j) Home Repair Network Ltd - Insurance Claim Outcome

**It was resolved that this correspondence should be noted.**

(ii) a) **Broughton Ravers JFC** - Floodlight Proposal. Following a discussion with Bowness Electrical, the Ravers are making a proposal about the possibility of installing a new lamppost with two more floodlights. The location of the lamppost would be in line with existing lampposts on the end of the field where the school's hedge is, in between the floodlight which is situated in the south corner of the field and the floodlight in the centre of the training area. **It was that resolved that Bowness Electrical Ltd. be asked to provide a quote for the installation of the new floodlights.**

b) **North Lincs Council** - Exploring Opportunities For Devolution. Further to the recent Special Town & Parish Liaison Meeting, North Lincs Council were writing to ask to meet to gauge the appetite to devolve further activities. The potential activities to include would be intertown verge cutting, litter bin emptying and litter picking generally, gully crate clearing, sign cleaning, public toilets and bus shelters. **It was resolved that a meeting to explore these opportunities for devolution take place with North Lincs Council via Zoom on Thursday, 13<sup>th</sup> January, 2022.**

c) **NALC** - New Year Events. Details of two online events due to take place in the New Year. Levelling up the Nation and our Communities on Wednesday, 26<sup>th</sup> January, 2022 from 12:00 - 13:15 and Working Together to make Communities Safer on Wednesday, 30<sup>th</sup> March, 2022 from 12:00 - 13:15. **It was resolved that the information be noted.**

d) **Humber Low Carbon Pipelines Project** - Recent Consultation. National Grid Ventures is bringing forward draft plans for a major new network of pipelines in the Humber region to support the decarbonization of the UK's industrial sectors and transition to a low carbon economy. Comments are invited by Tuesday, 11<sup>th</sup> January, 2022. **It was resolved that councillors provide comments individually if they wish to do so.**

e) **Tracey Moutrie** - Jubilee Tea Party. A request had been received from Tracey Moutrie to reserve the playing field and sports hall from 12:00 - 18:00 on Friday, 3<sup>rd</sup> June, 2022 in order to host a Tea Party for the Queen's Jubilee. **It was resolved that we respond to say that we are happy for the Tea Party to take place but as there will need to be a caretaker on-site for the duration of the event, there will be a charge involved. If this is acceptable then we will look to provide exact costs.**

f) **CloudyIT** - Microsoft365 Webinar. Microsoft is due to increase its prices in March

2022 and CloudyIT are hosting several webinars for Town and Parish Councils to 1296 provide accurate advice on what steps can be taken from delaying the price increase to 2023 to having a cost-effective combination of licenses in place to deliver more value for money. **It was resolved that the information be noted.**

g) **Citation Ltd.** - Good Work Plan Webinar. Details of a free webinar due to take place on Wednesday, 19<sup>th</sup> January, 2022 from 16:00 - 17:00. **It was resolved that the Town Clerk and Deputy Clerk be allowed to attend if they wish.**

h) **Tracey Moutrie** - Queen's Canopy Initiative. The Broughton Women's Institute would like to plant a copse of 30 trees to mark the Queen's Green Canopy initiative as part of her Platinum Jubilee. The tree seedlings will be received from The Woodland Trust who require a grid reference and permission to plant. She thought there might be space in Pocket Park. She was asking permission to participate in the initiative and if permission is granted then she would like to know where in Pocket Park the planting could take place. **The back-end of the Cemetery was discussed as a suitable location for the planting and it was resolved that North Lincs Council be contacted to see if this particular location and trees are suitable.**

i) **North Lincs Council** - Business Tourism Questionnaire. A request had been to received to complete a questionnaire regarding a project designed to bring more Business Tourism to Greater Lincolnshire. **It was resolved that councillors complete the questionnaire individually if they wish.**

j) **North Lincs Council** - Community Network Meeting Invitation. A request to sign up to receive the weekly team NL Community Champions newsletter. **It was resolved that the information be noted.**

k) **Mr M McNeill** - Planning Objection. Mr McNeill had written to say that he had concerns regarding the comments that had been made about his Planning Application to erect a two-storey extension. **Mr McNeill's comments were discussed in detail and it was resolved that there be no change made to the objections made at the previous Full Council Meeting held on Monday, 29<sup>th</sup> November, 2021.**

Note: Councillor Mumby-Croft joined the meeting.

### 3701. **Committee / Working Group Reports**

(i) **Personnel Committee** - The minutes of a meeting of the Personnel Committee held on Monday, 6<sup>th</sup> December, 2021 were circulated prior to the meeting. **It was resolved that they be noted.**

(ii) **General Purposes Committee** - The minutes of a meeting of the General Purposes Committee held on Monday, 6<sup>th</sup> December, 2021 were due to be approved, however they were not available. **It was resolved that they be deferred to a future meeting.**

### 3702. **Planning**

a) The following planning applications had been received:-

<b>PA/2021/1828</b>	Proposal: Planning permission to erect a two-storey extension - AMENDED PLANS - Site Location Plan, Existing & Proposed Block Plans, Proposed Site Layout Plan & Existing & Proposed Floor Plans and Existing & Proposed Elevations. Location: The Poplars, Burnside, Broughton, DN20 0HT Applicant: Mr & Mrs McNeill
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**It was resolved that the Council should make no objections or comments.**

**PA/2021/2089** Proposal: Planning permission to erect a single-storey front extension.  
Location: 28 Townhill, Broughton, DN20 0HD  
Applicant: Mr & Mrs Darren Mason

**It was resolved that the Council should make no objections or comments.**

a) The following planning decisions had been received:-

**PA/2021/1820** Full planning permission granted to erect a single-storey rear and side extension at 15 Townhill Drive, Broughton, DN20 0HE

**PA/2021/1338** Full planning permission granted to change of use from public house to dwelling, including demolition of existing outbuilding at the Dog & Rat, 128 High Street, Broughton, DN20 0JR

**PA/2021/411** Full planning permission refused to change of use from public house to convenience store and erect front extension at The Red Lion, 45 High Street, Broughton, DN20 0HY

**PA/2021/844** Planning permission granted to erect a single-storey front extension, attached garage conversion and internal alterations at 19 Brooklands Avenue, DN20 0DT

**It was resolved that the information be noted.**

Note: Councillor Ross had earlier declared an interest in this item and therefore left the meeting for the whole of the item.

### **3703. Finance**

#### **(i) Audit Checks**

**It was resolved that the item be deferred to a future meeting.**

#### **(ii) Financial Accounts**

**It was resolved that the item be deferred to a future meeting.**

#### **(ii) Accounts for Payment**

#### **ACCOUNTS FOR PAYMENT – DECEMBER 2021**

##### **Payments made since last meeting:-**

26.11.21	BACS No.12	Linden Nurseries - Planting	499.97
	BACS No.13	Fillingham Trees - Christmas Trees	294.00
	BACS No.14	BT - Telephone Directory	82.26
28.11.21	Csh No. 26	Home Bargains - Paper	2.99
30.11.21	BACS No.15	Payroll & Pension	5,178.85
01.12.21	BACS No.16	Elsham Aggregates Ltd - Top Soil	168.00
	BACS No.17	Brozap Ltd - Litter Bin	358.74
	BACS No.18	BCSA - Grounds Maintenance	402.66
	DD	North Lincs Council - Business Rates for Cemetery	85.00

02.12.21	DD Dr Card No.44	North Lincs Council - Business Rates for Sports Centre Microsoft - Online Services	1298 410.00 9.12
03.12.21	BACS No.19 BACS No.20 Dr Card No.45	Bowness Electrical Ltd - Replace Lights & Grid Key Switch Bowness Electrical Ltd - Replace Flood Lights Jewson - Postfix	356.03 186.94 142.80
06.12.21	DD	Talk Talk Business - Telephone & Broadband	34.74
08.12.21	BACS No.21	Shift Traffic Events Ltd - Remembrance Day	300.00
09.12.21	Dr Card No.46 Dr Card No.47	Brian's DIY - Gloss Screwfix Direct Ltd - Extension Lead	21.00 3.80
10.12.21		HSBC - Bank Charges	33.56
13.12.21	Dr Card No.48	Amazon - IT Items For Office	422.94
14.12.21	BACS No.22 BACS No.23	Mrs D Ward - Reimbursement For Burial Plot Bowness Electrical Ltd - Adjust Playing Field Lights	529.04 48.00
16.12.21	BACS No.24 BACS No.25 BACS No.26	Mr W Gammon - Christmas Lights 2020 1st Prize Allotment Association - Reimbursement for Planting Mr M Hempstock - Christmas Lights 2020 2nd Prize	50.00 56.56 25.00
17.12.21	Dr Card No.49	Amazon - IT Items For Office	23.21
21.12.21		HSBC - Bank Charges	13.90
24.12.21	BACS No.27	BCSA - Grounds Maintenance	316.44
24.12.21	BACS No.28	JB Rural Services - Allotment Mesh Fence	3,360.00
24.12.21	BACS No.29	ERNLLCA - Grievance Management Training	36.00
24.12.21	BACS No.30	Bowness Electrical Ltd - Disconnect/Fit Electric Cooker	54.00

**It was resolved that the action taken be approved.**

**Payments submitted at this meeting:-**

29.12.21	BACS No.31	Firesolve Ltd - Fire Extinguisher Service	99.18
	BACS No.32	Green Grass Contracting - Grounds Maintenance	991.14
	Chq No.100718	Mrs L K Price - Mayoral Allowance	600.00
	Chq No.100719	The Roofing Corporation Ltd. - Roofing Works	11,202.00

**It was resolved that these accounts be paid.**

Note: Councillor Price had earlier declared an interest in this item and therefore left the meeting whilst it was discussed, and in her absence the meeting was chaired by the Deputy Mayor.

**3704. Purchase of Line Marking Equipment**

Quotes had been obtained for the purchase of new equipment for the purpose of marking lines on the playing field. **It was resolved that the Fleet Combi Orange Line Marker be purchased at a cost of £850 + VAT.**

Note: Councillor Tattersfield joined the meeting.

**3705. Mobile Phones and Email Addresses**

A recommendation had been received from the General Purposes Committee that each Councillor should have their own Office 365 email address at a cost of £45.60 + VAT per year for those Councillors who wish to have it. The application for mobile phones for staff via EE had been unsuccessful. **It was resolved that the**

recommendation for email addresses be passed to the Communications Working Group and three quotes for the purchase of email addresses for the Councillors be obtained. An application for mobile phones for staff be made via BT Business. 1299

**3706. Entrance Signs to Broughton**

A recommendation had been received from the General Purposes Committee to purchase 5 entrance signs to Broughton displaying Best Kept Small Town 2020 - 2021 signage. **It was resolved that 5 entrance signs to Broughton displaying Best Kept Small Town 2020 & 2021 signage be purchased from MD Signs at a cost of £89.05 + VAT each.**

**3707. Audit**

An interim internal audit was considered. **It was resolved that Richard Dixon of Public Sector Audit be appointed to carry out the interim internal audit.**

**3708. Jubilee Grant**

Councillors discussed giving the Jubilee Working Party the authority to apply for a Jubilee Grant. **It was resolved that the Jubilee Working Party be given the authority to apply for a Jubilee Grant.**

**3709. Dispensation**

A request had been received from Councillor Portess to be given a dispensation from attending Council Meetings due to illness for six months. **It was resolved that a dispensation be granted for Councillor Portess from attending Council Meetings by reason of illness until 29<sup>th</sup> March, 2022.**

**3710. Reports From Council Representatives**

The following was reported from the Council's representatives on the following bodies:-

(i) **Village Hall Committee** - There had been no meeting of the Committee since the last meeting of the Full Council..

(ii) **Broughton Relief in Need Trust** - There had been no meeting of the Trust since the last meeting of the Full Council.

(iii) **Broughton Community & Sports Association** - There had been no meeting of the Association since the last meeting of the Full Council.

(iv) **Broughton Allotment Association & Leisure Gardeners** - The replacement fence looks good but the boundary may be of concern.

(v) **Wressle Wellsite Community Liaison Group** - There had been no meeting of the Group.

(vi) **Pocket Park Liaison** - There was nothing to report.

(vii) **Jubilee Working Party** - A meeting was due to take place in a few weeks.

**It was resolved that the reports should be noted.**

**3711. North Lincolnshire Councillors' Reports**

Councillor Lee gave the following report:- (i) **Queen's Platinum Jubilee Grants** - These were available. (ii) **Spring in Bloom Grant Applications 2022** - Application process now open. (iii) **Covid-19 Vaccinations** - Walk-in appointments available at the Foundry and bookings being taken for vaccinations at the Ironstone Centre. (iv)

**Covid-19 Grants** - Grants available for businesses experiencing loss of income due to the pandemic. 300

**3712. Date, Time and Place of Future Meetings**

The next meeting of the Full Council is due to be held on Monday, 31<sup>st</sup> January, 2022 at 7.30 pm and in addition there is also a meeting of the Personnel Committee due to take place on Tuesday, 11<sup>th</sup> January, 2022 at 7.00 pm and a meeting of the communications Working Party at 7.30 pm. All meetings are held in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved the information be noted.**

**3713. Closure of Council Meeting**

The meeting was closed by the Mayor at 8.06 pm.