

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 26th April 2021, at 7.30 pm, via Zoom

Public Participation

A member of the public expressed concerns about trees outside homes on Dixon Avenue interfering with power / telephone lines and asked for them to be cut and also vegetation overhanging the highway on Ermine Street.

3495. Record of Members Present

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

3496. Apologies and Reasons for Absence

There were apologies from Councillor Leitch - personal reasons, and Councillor Portess - ill.

3497. Declarations of Interest

- (i) Councillor Price declared a personal and prejudicial interest in Item 10 a) - Planning, whilst Councillor Simpson declared a personal and prejudicial interest in Item 10 a) & b) - Planning, and a personal interest in Item 12 - Storage.
- (ii) The Clerk had received and granted no dispensations.

3498. Mayor's Report

The Mayor had nothing to report and was hoping things would start to pick up. **It was resolved that the report be noted.**

3499. Police Matters

Councillor Price reported that drug-taking was ongoing in the car park of the Village Hall and the caretaker had spoken to the PCSO regarding this. There was also a problem with motorbikes causing a nuisance in Pocket Park and more anti-social behaviour in Broughton Woods - including trees being set fire to. Councillor Whittingham explained that wigwams were being built around trees in the woods. The Clerk explained that there was a lot of litter on the playing field when lockdown was eased due to people having barbecues and parties. **It was resolved that the information be noted.**

3500. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 29th March 2021, were circulated prior to the meeting. **It was resolved they be approved as a correct record.**

3501. Matters Arising

Minute 3434 Storage

Mr Patrick Harrison, the Chair of Broughton Ravers JFC, had written to say that they had not been able to get a grant to erect a fence around their storage container and that they would be in touch in the future with further ideas.

Minute 3374 Matters Arising / Minute 3348 Correspondence (ii) j) Mr D Jones

- Japanese Knotweed. Mr Andrew Taylor at North Lincolnshire Council had carried out a site visit but had not seen any Japanese Knotweed.

Minute 3475 Correspondence (ii) a) Mr T Cave - Dog Fouling on Footpaths. The Clerk had contacted North Lincolnshire Council to ask for a dog bin to be provided in the vicinity and they had responded to say that they were carrying out a review of the provision of such facility in the area and would respond with their results in due course.

Minute 3475 Correspondence (ii) b) Mr T Flatters - Internal Audit. The Clerk had sent a letter to Mr Flatters thanking him for auditing the Council's books over many years, and wished him all the very best in the future.

Minute 3475 Correspondence (ii) n) Ms D Grundy - Clearance of Overgrown Path. The Clerk had thanked the Wombles for clearing part of the footpath from Broughton to Forest Pines, and contacted the Highways Department at North Lincolnshire Council regarding the rest of the footpath.

Minute 3481 Telecommunications Mast - The Clerk, in conjunction with the Mayor and Deputy Mayor, had made a decision on behalf of the Council that the telecommunications mast should be erected at the far end of the playing field. However, Clarke Telecom have responded to say that they are not in agreement with this location.

Minute 3484 Telephone & Broadband - The Clerk had taken out a further 24 month contract with Talk Talk at a cost of £28.95 for 5 months, then £30.95 for 19 months + VAT.

3502. Correspondence

- a) Ms J Young - Cemetery
- b) North Lincs Alliance Volunteer Hub - North Lincs Community Network Meeting
- c) PKF Littlejohn LLP - 2020/21 AGAR External Auditor Instructions
- d) Clarke Telecom - Ownership of Land & Title Deeds
- e) North Lincs Council - Family Activities
- f) North Lincs Council - Notice of Election
- g) Broughton Bloomin Wombles - Litter Pick Signage
- h) Sitec Infrastructure Services Ltd - Borehole Dig
- i) ERNLLCA / Breakthrough Communications - Crisis Communications Training
- j) Public Sector Executive - Digital Transformation Online Festival
- k) North Lincolnshire Council - Lateral Flow Testing
- l) Mr A Curtis - Broughton War Memorial
- m) BCSA - Statement
- n) North Lincs Council - Police & Crime Commissioner Elections
- o) North Lincs Council - Rural Crime Alert
- p) Ms D Hotson - Leisure Gardeners Group
- q) Government Exchange Team- Managing Change in the Public Sector
- r) North Lincs Council - Business Support Survey
- s) Mrs W Nottingham – Litter
- t) ERNLLCA - District Committee Meeting
- u) ERNLLCA - Remote Meetings
- v) BCSA - Pitch Report
- w) Mrs K Oak - Access to Broughton Sports Field
- x) Mr R Bunyan - Death of Arthur Bunyan
- y) Gov.UK - Covid19 App Change in Terms of Use
- z) Ms S Roche - Bench Seat Near Castlethorpe Bridge
- aa) North Lincs Council - Walks Restarting
- bb) Ms J Barr - Broughton Memorial
- cc) Mr S Wilkinson - Cemetery Headstone
- dd) Mr R Ibbotson - Crappy Council Service

- ee) North Lincs Council - Experience Development Workshops
- ff) North Lincs Council - Declarations of Interest
- gg) North Lincs Council - Statement of Persons Nominated for Election
- hh) Croner - Employee Well Being: Managing Mental Health Issues at Work
- ii) North Lincs Council - Community Renewal Fund
- jj) Planning Inspectorate - Little Crow Solar Park
- kk) KCOM - Engineering Works Starting in the Area
- ll) ERNLLCA / Valuation Office Agency - Collecting Car Park Data

It was resolved that this correspondence should be noted.

(ii) a) Keep Britain Tidy / North Lincs Council - The Great British Spring Clean 2021. Emails to do with the Great British Spring Clean which will be taking place this year from 28th May - 13th June 2021. **It was resolved that the Clerk should contact Broughton in Bloom and also Broughton Bloomin Wombles and bring the email to your attention and ask if they were willing to support it with their relevant groups.**

b) Broughton Primary School - Defibrillator. Email from Mrs Marris - the Business Manager at Broughton Primary School, asking if we support the move of their defibrillator to outside the School and next to the playing field in order for it to be accessed by a greater number of people. **It was resolved that the Clerk should contact Broughton Primary School to let them know the Council was in favour of the defibrillator being sited outside the School and near the access to the Playing Field, and was prepared to work with the School, if needed, in order to achieve that.**

c) WCCTV - Free Crime Prevention Webinar. Details of a webinar due to be held on Wednesday, 12th May 2021, from 10.00 am to 12.00 pm. **It was resolved that the information be noted.**

d) ERNLLCA - Finance Training / Clerk & RFO Induction. Details of various online sessions being held during the rest of 2021 to do with Finance, and also a Clerk & RFO Induction Training due to be held on Thursday, 29th April 2021, from 10.00 am to noon and from 1.00 pm to 3.00 pm , via Zoom. **It was resolved that the Clerk should be allowed to attend the Introduction to VAT for Local Councils training session due to be held on Tuesday, 13th July 2021, at a cost of £30 + VAT.**

e) VANL - Extraordinary General Meeting & Special Resolution. The Board of Trustees is calling an Extraordinary General Meeting on Wednesday, 5th May 2021, at 5.30 pm, via Microsoft Teams, to consider a resolution to dissolve VANL as a result of the organisation reaching the point it is no longer sustainable beyond the next year. **It was resolved that the information be noted, and the Clerk should write a letter thanking VANL for their help and assistance over the years.**

f) Government Events - Change Management Driving & Delivering Change. Details of an online training course due to be held on Tuesday, 25th May 2021. **It was resolved that the information be noted.**

g) North Lincs Council - Street Trading at A15 Layby. Notice that a grant application has been made by Mrs Elizabeth Starkey t/a Starkey's Café to trade at Layby A15, Junction 4, Ermine Street, Broughton, Brigg, DN20 0AL, Monday to Sunday from 06:00hrs to 18:00 hrs cold and hot food. Any person wishing to object to this application had 28 days from the date of the notice in which to do so. **It was resolved that the information be noted.**

h) ERNLLCA - Training Courses. Details of various online training sessions being held in April & May 2021, including a Web Accessibility course due to be held on Friday, 30th April 2021, at 10.00 am, and several others to do with Communication. **It was resolved that Councillor Price be allowed to attend the Chairmanship course due to be held on Wednesday, 26th May 2021, at a cost of £60 + VAT, and also the Social Media Skills for Councillors course due to be held on Tuesday, 18th May 2021, at a cost of £30 + VAT.**

3503. Publications

The following publications had been received:-

HSBCnet - News	April 2021
North Lincs Council - Forthcoming Meetings	April 2021
CPRE - Countryside Voices	Spring 2021
CPRE - Fieldwork	Spring 2021
CPRE - Campaigns Update	
ERNLLCA - Newsletter	
ERPF - Employer Alert	
NACO - Newsletter	
NALC - Chief Executive's Bulletins	
North Lincs Council - Covid 19 Business Update	
North Lincs Council - Weekly Roadworks List	
North Lincs Council / Visit Lincoln - Tourism & Visitor Economy Policy Updates	
Public Sector Executive - Online Newsletters	
Rural Services Network - Bulletins	
SLCC - News Bulletins	

It was resolved that the information be noted.

3504. Planning

a) The following planning applications had been received:-

PA/2021/546 Proposal: Planning permission to site a 91x55m (11v11) 3G all weather football pitch with associated grassed area, car park and lighting
Location: Land adjacent Sports Field, Scawby Road, Broughton, DN20 0AB
Applicant: Mr Clixby, BCSA

It was resolved that the Council should support the planning application providing that consent is conditioned so that if there is a future excess of playing field or sporting facilities land it will be returned to agriculture.

PA/2021/410 Proposal: Planning permission to erect a 4-bedroom dwelling
Location: Doctors Surgery, 8 Brigg Road, Broughton, DN20 0JW
Applicant: Mr & Mrs P Taylor

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

Note: Councillor Price declared an interest in this particular planning application and therefore left the meeting whilst it was being discussed.

PA/2021/583 Proposal: Planning permission to erect a single-storey ground floor side and rear extension and make alterations to provide additional accommodation
Location: 9 Scawby Road, Broughton, DN20 0AB
Applicant: Mr & Mrs P Oak

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

PA/2021/624 Proposal: Planning permission to erect single and two-storey rear extensions and make alterations to the front elevation
Location: 3 Raven Close, Broughton, DN20 0TX
Applicant: Mr Christian Marris

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

PA/2021/411 Proposal: Planning permission Planning permission for change of use from public house to convenience store, and erect front extension
Location: The Red Lion, 45 High Street, Broughton, DN20 0HY
Applicant: Mr Darren Lince, Durable Systems Ltd

It was resolved that the Council should object on the following grounds:- (i) Serious concerns about the impact on a neighbouring business and the potential loss of the Post Office. (ii) Concerns about its close proximity to a poor junction and the risks associated with that. (iii) Concerns about the aesthetics due to any extension being forward of the building line and spoiling the link between the War Memorial and the Church.

b) The following planning decisions had been received:-

PA/2020/1864 Full planning permission granted to erect detached garage ancillary to the main dwelling at Highwood House, A18 From A15 To B1206, Broughton, DN20 9LZ

PA/2021/202 Full planning permission granted to erect a single-storey extension and make alterations to provide additional ground floor accommodation at 74 High Street, Broughton, DN20 0HY

PA/2021/342 Full planning permission granted to erect a single-storey front extension at Rosewood, 26 Town Hill, Broughton, DN20 0HD

PA/2021/199 Full planning permission granted to erect a single storey extension (including demolition of garage) at 1 Harrys Dream, Broughton, DN20 0DW

It was resolved that the information be noted.

Note: Councillor Simpson declared an interest in this item and therefore left the meeting whilst it was being discussed.

3505. Finance**(i) Audit Checks**

Prior to the meeting various transactions were picked to follow through the accounts:-

- a) Cheque receipt of £102.00 from Broughton Working Mens Club for Pitch Hire, which was received via BACS on 3rd March 2021.
- b) Debit card payment of £14.39 made to Zoom on 24th March 2021.
- c) BACS payment of £5,752.33 made for Payroll & Pension and approved on 29th March 2021.
- d) BACS payment of £3,115 made to North Lincs Tree Services Ltd for Tree Work at Pocket Park and St. Mary's Church and approved on 29th March 2021.
- e) BACS payment of £500 made to DDM Agriculture Clients Account for Allotment Rent and approved on 29th March 2021.

All the relevant paperwork and associated documents were found to be correct. **It was resolved that this be noted.**

(ii) Financial Accounts

Detailed monthly accounts for March 2021 were provided for councillors to scrutinise. **It was resolved that the accounts be approved.**

(iii) Budget Reports

Councillors were provided with a copy of the budget report for April 2020 - March 2021, and the Clerk went through the figures in the report and provided an explanation for any variances between the budgeted and actual figures. **It was resolved that the report be noted.**

(iv) Accounts for Payment**ACCOUNTS FOR PAYMENT - APRIL 2021****Payments made since last meeting:-**

01.04.21	Csh No.1	Timpsons - Key	7.00
	DD	North Lincs Council - Business Rates for Cemetery	83.30
07.04.21	DD	Talk Talk Business - Telephone & Broadband	58.74
11.04.21	Dr Card No.1	Screwfix Direct Ltd - Marking Paint	17.67
12.04.21		HSBC - Bank Charges	24.12
16.04.21	Dr Card No.2	MFG Brigg - Fuel for Mowers	28.63
19.04.21	DD	E.on - Gas for Sports Centre	63.37
21.04.21	BACS No.1	HMRC - Tax & NI	2,276.74
		HSBC - Bank Charges	7.23
22.04.21	DD	Anglian Water - Water for Sports Centre	11.77
	DD	Anglian Water - Water for Cemetery	15.89
	DD	Anglian Water - Water for Allotments	27.50

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

26.04.21	Chq No.100651	LIVES - S137 Grant	250.00
	Chq No.100652	Turnerwarren - Payroll Charges & End of Year	279.60
	Chq No.100653	BCSA - Grounds Maintenance	483.14
	Chq No.100654	Green Grass Contracting - Grass Verges	690.00
	Chq No.100655	Morelock Signs Ltd - Speed Signs	7,185.60
	Chq No.100656	Rigby Taylor Ltd - White Line Marker	293.70
	Chq No.100657	Information Commissioner - Data Protection Fee	40.00
	Chq No.100658	North Lincs Council - Waste Collection	1,759.40
	Chq No.100659	Farmstar Ltd - Tractor & Mower Repairs	440.70

It was resolved that these accounts be paid.

(v) Bank Accounts

The Clerk wished to discuss the consolidation of the Council's bank accounts and the option of opening a savings account, however he did not have all of the information in order to discuss it. **It was resolved that this item be deferred to a future meeting to allow the Clerk time to gather the information.**

3506. Storage

At the last meeting of the Full Council held on Monday, 29th March 2021, the Clerk was asked to seek quotes for an architect to draw-up diagrams for a new breeze-block storage building, however he had not received them in time for the meeting.

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

3507. Lawnmower & Wheelbarrow

(i) Lawnmower - The Clerk provided each councillor with two quotes for a new lawnmower due to the need to replace an existing lawnmower. A Cobra Lawnmower would cost £210, whilst a Honda lawnmower would cost £340 + VAT. The Handymen had expressed a preference for the Honda lawnmower as it was believed to be of better quality and sturdier. **It was resolved that the Clerk should purchase a Honda Lawnmower from Scunthorpe Lawnmowers for £340 + VAT.**

(ii) Wheelbarrow - The Clerk provided each councillor with a quote for a solid-wheeled wheelbarrow. **It was resolved that the Clerk should purchase a solid-wheeled wheelbarrow from Screwfix Direct Ltd at a cost of £39.16 + VAT.**

3508. Internal Auditor

The Clerk had liaised with a number of internal auditors, but the information he wished to present had not arrived in time for the meeting. **It was resolved that the Clerk, in consultation with the Mayor and Deputy Mayor, be allowed to appoint an Internal Auditor for 2020 / 2021.**

3509. ERNLLCA

Membership of ERNLLCA was due for renewal, which provided valuable help and support to the Council in the form of advice and training. **It was resolved that membership of ERNLLCA should be renewed for 2021 / 2022 at a cost of £1,106.63.**

3510. HWRA

The Council considered whether it wanted to renew its membership of Humber & Wolds Rural Action. **It was resolved that the Council should renew its membership of Humber & Wolds Rural Action for 2021 / 2022 at a cost of £25 - although the cheque would be made payable to HWRCC.**

3511. Best Kept Village Competition

The Clerk had received information about this year's competition and it was felt the Council should enter it - including the categories for Best Kept Churchyard/Cemetery, Best Kept Playground, Best Kept War Memorial, Best Community Planting and Most Imaginative Planting Display. **It was resolved that the Council should enter the Best Kept Village Competition for 2021 at a cost of £25.**

3512. Items Raised By Councillors

(i) Car Park - Councillor Senior had two reasons for raising this item. Firstly, he felt that the front car park of the Phil Grundy Community and Sports Centre was in need of repair and that quotes should be obtained to gain an understanding of what the cost of repair would be. Secondly, he said that with there had been discussion about the Council becoming VAT registered and obtaining quotes for the repair of the car park and for storage etc. would allow us to understand how much VAT the Council would have to pay over the next financial year. **It was resolved that the Clerk obtain quotes for the resurfacing of the front car park at the Phil Grundy Community and Sports Centre.**

(ii) Benches - Councillor Senior discussed how a decision should be made with regards to where the remaining benches that are currently in storage should be sited around the recreation field. It was felt that BCSA, Ravers and other groups who used the field on a regular basis should be consulted with regards to where the benches should go. **It was resolved that the Clerk be given authority to site the benches where it is most convenient and where there will be most use for them.**

(iii) Boot Cleaner - Councillor Senior felt that as football was returning following the end of lockdown, a Boot Cleaning Wiper Brush was required to contain the mud to the field and avoid the mud spreading, in particular across the path near the school. **It was resolved that a 4ft wide Boot Cleaner be purchased at a cost of £229.99 + carriage from Net World Sports.**

3513. Reports From Council Representatives

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

(i) Village Hall Committee - No meeting, but starting to get bookings in. The Handymen had repaired a window at the back of the hall, where the window frame was loose. Youths were still getting up on the roof and using it for drinking and smoking. Smashed glass bottles had been found which the Caretaker had cleaned up. The lady who organised the NHS memorial stones was wondering when they were going to be cemented on to the wall.

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

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

(iv) Broughton Allotment Association & Leisure Gardeners - Meet every month. Councillor Whittingham and the Deputy Clerk were due to meet on-site to see which plots are not being looked after and these tenants would be written to requesting that they tend their plots. The fence and both gates are in need of repair. There have also been issues with regards to theft.

(v) Wressle Wellsite Community Liaison Group - There had been no meeting of the Group since the last meeting of the Full Council.

It was resolved that the reports should be noted.

3514. North Lincolnshire Council's Leader's Report

Councillor Waltham explained that there have been concerns from local residents regarding the Red Lion proposals. The next Neighbourhood Action Team meeting is on Wednesday, 26th May 2021. A grant of £2,700 has been awarded to the Village Hall to help with issues related to security as part of the North Lincolnshire Council Community Grant, whilst £5,600 has been given to the Amateur Dramatics Society for the repair of their roof. A seat has been vandalised at Castlethorpe Bridge, so a new one has been ordered. Councillor Waltham said he had taken a look at the hedge that has been removed on Chapel Lane because this was not part of the planning permission, so it had been reported to Planning Enforcement. He was aware of concerns raised by Mr Day with regards to the lamppost at the War Memorial and he was arranging for a proper post to be put in place for the 'Give Way' sign. With regards to water-testing at Wressle Well site, he said that he had received information to say that North Lincs Council have a legal requirement to monitor water quality that impacts on just a small number of dwellings, however there was nothing to say that the water quality had been compromised. A litter-pick had been taking place at Mortal Ash Hill and the bulk of the work had been done. New bins have been ordered to be installed at the lay-bys. Councillor Whittingham said there was still litter in this area unfortunately. Councillor Waltham said that the volunteers were a great help in eradicating the problem in the area, North Lincolnshire Council will be doing a clean every couple of months and he is hoping the ANPR cameras will also help with the issue. Councillor Tattersfield thanked Councillor Waltham about the bus-stand pole in Wressle. A new 10L bin is due to be installed at Pocket Park. **It was resolved that the report be noted.**

3515. Council Meetings from May onwards

The legislation to continue Council meetings remotely was ending on the 6th May 2021, and after this date any meetings would have to be face-to-face, however there was a possibility that the restrictions may not be lifted sufficiently to enable this to happen, therefore contingency plans needed to be put in place. **It was resolved that that power be devolved to the Clerk to make decisions about the Council in the absence of it not being able to meet remotely or in person.**

3516. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 24th May 2021, at 7.30 pm, and in addition there is a meeting of the Recreation Field Working Group on Monday, 10th May 2021, and also a meeting of the Personnel Committee on Monday, 17th May 2021, both at 7.00 pm. All meetings are to be held in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

3517. Closure of Council Meeting

The meeting was closed by the Mayor at 9.35 pm.