

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 25th January 2020, at 7.30 pm, via Zoom

Public Participation

A member of the public informed the Full Council of a Good Neighbour Scheme being set up locally, which already had quite a few volunteers.

3419. Record of Members Present

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

3420. Apologies and Reasons for Absence

Apologies were received from Councillor Portess - ill.

3421. Declarations of Interest

- (i) Councillors Price & Whittingham both declared an interest in Item 8 Correspondence (ii) e) and j), whilst Councillor Simpson declared an interest in Item 18 - Grounds Maintenance.
- (ii) The Clerk had received and granted no dispensations.

3422. Mayor's Report

The Mayor and Deputy Mayor had done a tour of Broughton to look at Christmas lights, and the winner of the Christmas Lights Competition for 2020 was 84 / 86 Brooklands Avenue, and the runner-up was 1 Wressle Road. Photos had been posted on the Council's Facebook page. On Saturday, 9th January 2021, the Mayor and the Deputy Mayor's husband had taken the tree down and put the lights away. On Monday, 18th January 2021, he had attended presentations from KCOM and Quickline to do with full fibre / ultra-fast broadband in Broughton, and on Wednesday, 20th January 2021 he and the Clerk had meetings on the playing field to do with the Telecommunications Mast and Storage. **It was resolved that the report be noted.**

3423. Police Matters

The Clerk informed councillors that he had caught a youth in the Skate Park and asked him to leave due to the lockdown, however he refused therefore he reported the matter to the Police. Councillor Price commented that lots of youngsters had been in the Skate Park over the weekend. **It was resolved that the information be noted.**

3424. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 21st December 2020, were circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

3425. Matters Arising

Minute 3374 Matters Arising / Minute 3348 Correspondence (ii) j) Mr D Jones - Japanese Knotweed. Mr Andrew Taylor at North Lincolnshire Council had not been able to carry out a site visit, however he would make a note to look in the Spring when any shoots of Japanese Knotweed would be reappearing.

Minute 3399 Correspondence (ii) f) Hornsbys - Parking on Brooklands Avenue. The Clerk had contacted North Lincs Council to see if they could send a Community Warden out to look at the parking issues on Brooklands Avenue. Mr Harry Metcalf, the Community Warden Manager at North Lincolnshire Council had replied that there were no parking restrictions in the vicinity causing the issues so they were powerless to take any action to address the matter, however they would pay passing attention to the area in case any offences occur which they might be able to address. In addition, Mr Ian Jickells, the Integrated Transport Project Officer at North Lincs Council said a parking leaflet had been delivered along with copies of the fire service leaflet to properties in the area.

Minute 3399 Correspondence (ii) k) Digital Skills Survey - The deadline for completion had been extended to 31st January 2021.

Minute 3408 External Noticeboard - The Clerk had placed an order to purchase an external noticeboard for the Phil Grundy Community & Sports Centre from the Noticeboard Company.

Minute 3411 Hot Water Boiler - The Clerk informed councillors that the repairs to the Hot Water Boiler had been carried out and it was now working.

Minute 3412 SLCC -The Clerk had renewed his membership of SLCC at a cost of £208 for the year.

3426. Correspondence

- i) a) Kirton in Lindsey Town Council - Christmas Wishes
- b) Crowle & Ealand Town Council - Christmas Greetings
- c) ERNLLCA / NALC - Pay Freeze
- d) ERNLLCA - New Guide for Councillors
- e) North Lincs Council - Changes to Bin / Box Collection Over Festive Period
- f) North Lincs Council - EU Transition
- g) North Lincs Council - Gambling Training
- h) North Lincs Council - Merry Christmas from Invest in North Lincs
- i) BCSA - Grounds Management Association Level 2 Winter Pitches
- j) OPCC - Humberside Fire Precept Consultation / Policing Precept Survey
- k) Ms B Fawcett - Egdon Resources
- l) OPCC - Fraudulent Text
- m) INRG Solar - Little Crow Solar Park
- n) OPCC - Advice Against Fraud During Covid
- o) RS Surveying Ltd - Ivy on Power Pole
- p) NALC - Open Letter to All Councillors
- q) PSE Online - Building a Stress Tested Public Sector
- r) North Lincs Council - News from Grow Wild
- s) North Lincs Council - Crime Prevention Scam
- t) North Lincs Council - NHW Teams Webinars

It was resolved that this correspondence should be noted.

(ii) a) North Lincs Council - Transfer of Responsibility for Grass Cutting. Emailed letter confirming the grant payable for 2021. It will be paid in two equal instalments on 30 June 2021 and 30 September 2021 via BACS. The second payment is subject to a satisfactory inspection by an officer at North Lincolnshire Council. In addition, a request for details of the cost of the grass cutting compared to the grant received and information on how the Council intends to spend any surplus - whether it be used for additional cuts or for community projects.

It was resolved that Full Council should agree with the recommendation made by the General Purposes Committee that any surplus from the grass cutting of the verges should be used to pay towards the cost of the Tree Work at St. Mary's Churchyard and Pocket Park.

b) North Lincs Council - North Lincs Council - Standards Training. A request to see if there is an appetite for any online standards training and if so the likely numbers, and views on how this could best be delivered. However, the Clerk had since received an email stating that an interactive online training session would take place on Thursday, 4th March 2021, at 2pm via MS Teams. **It was resolved that councillors should let the Clerk know if they would like to attend the Standards Training.**

c) Mr D Lince - Street Name for New Development Near The Red Lion. A request from the owner of the land at the rear of The Red Lion, who has planning permission for six units on the site, for the Council's views on naming the road 'Bowling Green Lane' given the history of the site. **It was resolved that the Council should accept the name put forward for the road and therefore it has no objections to it being called Bowling Green Lane.**

d) ERNLLCA - Climate & Ecological Emergency Bill. Information about the Climate & Ecological Bill which is now before Parliament, including a flyer on why it is essential, and a request to support the CEE Bill. **It was resolved the information be noted.**

e) North Lincs Council - Spring in Bloom 2021. Information about Spring in Bloom 2021, including guidance and an application form, however the deadline was noon on Monday, 25th January 2021. The Clerk therefore requested an extension, but this had been refused, so he submitted an application on behalf of the Council for Spring in Bloom to the value of £379.62. **It was resolved that the Council should endorse the action taken by the Clerk in submitting an application to Spring in Bloom 2021.** Note: Councillor Price & Whittingham had earlier declared an interest in this item, therefore they both left the meeting whilst it was being discussed.

f) Westminster Insight - Complaint Handling in the Public Sector Digital Conference. Details of a conference to be broadcast live on Friday, 30th April 2021, from 9.00 am to 1.00 pm. **It was resolved that the information be noted.**

g) NACO - Virtual Annual Training Event / AGM / Civic Office of the Year Awards. Details of a webinar due to be held on Wednesday, 24th March 2021, from 10.00 am to 1.00 pm. **It was resolved that the information be noted.**

h) North Lincs Council - Tourism Partnership Membership Review & Survey. A request to renew membership of the Tourism Partnership - which is free of charge, and also to complete a survey. **It was resolved that the Council should renew its membership of the Tourism Partnership and councillors be allowed to fill the survey in individually if they wished to do so.**

i) Ms S Leaning / Mr W Gammon - Dog Waste Bins / Litter Bins. The Council had received a request from Ms Leaning for a new dog waste bin to be installed on the snicket between Airedale Close and Town Hill, and also a request from Mr Gammon for a litter bin on Brigg Road / Mill Lane corner. It was felt that there was a need to look at where all the litter and dog bins were within the parish before deciding what to do. The Clerk had been provided with such a map by Mr Gammon but it was not known how accurate and up-to-date it was. **It was resolved that the Clerk should contact North Lincolnshire Council to ask for a review of the bins to see where they are and how well used they are and it appear as an agenda item.**

j) Mr W Gammon - Litter Pick Equipment. Email about a group of individuals who are doing litter picks in Broughton. They are asking if the Council could help in supplying 50 picker / grab sticks. 50 bag hoops, various sizes of non-permeable gloves, at least one sharps box, 50 hi-viz tops with a range of sizes including childrens, and a stock of bin / refuse sacks. Mr Gammon stresses that this is not a one-off but will be an ongoing campaign. **It was resolved that the Clerk should contact North Lincolnshire Council to see if they were able to help with providing litter picking equipment.**

Note: Councillor Price & Whittingham had earlier declared an interest in this item, therefore they both left the meeting whilst it was being discussed.

k) North Lincs Council - NAT Review & Virtual Meetings. A request to complete a review on NAT meetings to help improve procedures and to complete it by Monday, 1st February 2021. Councillor Price had already completed the review as one of the Council's representatives on the NAT and went through how she had answered it. **It was resolved that the information be noted.**

l) Public Sector Network - NHS, Social Care & Frontline Workers' Day. A request for the Council to take part in the NHS, Social Care & Frontline Workers' Day planned for Monday, 5th July 2020. **It was resolved that the information be noted.**

3427. Publications

The following publications had been received:-

Clerk & Councils Direct - Magazine	January 2021
CPRE Northern Lincolnshire - Countrywise	January 2021
HSBCnet - News	January 2021
NACO - Newsletter	January 2021
North Lincs Council - Forthcoming Meetings	January 2021
OPCC - Newsletter	January 2021
Environment Agency - Wressle Wellsite	
CPRE - Campaigns Update	
ERNLLCA - Newsletter	
ERPF - Employer Alert	
ERPF - Employer Bulletin	
NALC - Chief Executive's Bulletins	
NALC - Coronavirus	
NALC - Newsletter	
North Lincs Council - Covid 19 Business Update	
North Lincs Council - Weekly Roadworks List	
Public Sector Executive - Online Newsletters	
Rural Services Network - Bulletins & Rural Funding Digest	
SLCC - News Bulletin	

It was resolved that the information be noted.

3428. Committee / Working Group Reports

i) General Purposes Committee - The minutes of a meeting of the General Purposes Committee held on Monday, 11th January 2021, were circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

3429. Planning

a) The following planning applications had been received:-

PA/2020/2062 Proposal: Retrospective planning permission for the installation of an air conditioning unit to the south wall of the property
Location: 2 Badger Way, Broughton, DN20 0TW
Applicant: Mr Lee Argent

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

PA/2020/2046 Proposal: Outline application for proposed residential development of up to 79 no. dwellings with all matters reserved except for access
Location: Vicarage Fields, Scawby Road, Broughton
Applicant: T Heaton, DDM Agriculture Ltd

It was resolved that the Council should object due to the following:- (i) Drainage Concerns - poor drainage and flooding of the site. (ii) Highway Concerns - Site near bad junctions of Scawby Road / High Street / Brooklands Avenue and Scawby Crossroads, which are notorious black spots.

b) The following planning decisions had been received:-

PA/2020/1605 Full planning permission granted to erect a first-floor extension & single-storey extension to the front at 57 Appleby Gardens, Broughton, DN20 0BA

PA/2020/1513 Full planning permission granted to erect a single-storey side / front extension and first floor rear extension at 23 South View, Broughton, DN20 0EE

It was resolved that the information be noted.

c) The following planning correspondence had been received:-

PA/2020/1926 Notification that the application received on 02/12/2020 for determination of the requirement for prior approval of a household extension at 2 Beechwood Crescent, Broughton, DN20 0SB has been considered and it has been decided that North Lincolnshire Council's prior approval as to the impact of the proposed development on the amenity of the adjoining properties is not required.

Pegasus Group Little Crow Solar Park Development Consent Order

It was resolved that the information be noted.

3430. Finance**(i) Audit Checks**

As the meeting was not on-site, various transactions could not be picked to follow through the accounts. **It was resolved that the item be deferred to future meeting.**

(ii) Financial Accounts

Detailed monthly accounts for December 2020 were provided for councillors to scrutinise. **It was resolved that these accounts be approved.**

(iii) Budget Reports

Councillors were provided with a copy of the budget report for April 2020 - December 2020, 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 - JANUARY 2021****Payments made since last meeting:-**

22.12.20	DD	E.on - Electricity for Playing Field	25.15
	DD	E.on - Electricity for Sports Centre	411.34
24.12.20	Dr Card No.23	Zoom - Monthly Fee	14.39
30.12.20	BACS No.86	Payroll & Pension	5,641.60
		Yorkshire Bank - Bank Charges	6.50
04.01.21	DD	North Lincs Council - Business Rates for Cemetery	81.00
03.01.21	DD	Talk Talk Business - Telephone & Broadband	39.60
11.01.21		HSBC - Bank Charges	24.00
18.01.21	DD	E.on - Gas for Sports Centre	56.14
19.01.21	DD	Anglian Water - Water for Sports Centre	33.71
21.01.21	Chq No.100650	SLCC - Annual Membership	208.00
	Csh No.23	Brians DIY – Fixings	4.50
	BACS No.87	HMRC - Tax & NI	2,383.05
	DD	Anglian Water - Water for Allotments	16.15
	DD	Anglian Water - Water for Cemetery	16.15
		HSBC - Bank Charges	12.90

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

25.01.21	BACS No.88	Turnerwarren - Payroll Charges	99.60
	BACS No.89	Cathedral Leasing Limited - Supply of Hygiene Services	205.92
	BACS No.90	Complete Business Solutions Group Ltd - Toner	49.19
	BACS No.91	A E Cox & Sons – Gloves	7.20
	BACS No.92	Mr P T Senior - Mayoral Allowance	590.00
	DD	E.on - Electricity for Playing Field	20.40
	DD	E.on - Electricity for Sports Centre	311.76

It was resolved that these accounts be paid, with the exception of BACS No.92 for the Mayoral Allowance, as the Mayor had indicated that he would decline it.

Note: The Mayor declared an interest in this item, therefore he left the meeting whilst it was discussed, in his absence the meeting was chaired by the Deputy Mayor.

3431. Parish Precept & Grant for 2021 / 2022

The Clerk provided councillors with detailed information to enable them to consider a precept figure for the forthcoming financial year.

He explained that councillors could set a precept which was substantially lower than last year, however if the Council was capped next year then it may not be able to raise the precept to the level which was required, and lead to the Council having to borrow money, therefore he advised the Council to be cautious during these uncertain times.

He also informed councillors that North Lincolnshire Council would offer a grant again this year and provided them with a copy of the conditions which would be applied to the grant.

It was suggested that the amount set aside for the S137 Grant should be increased from £1,030 to £2,060 to provide more help for local organisations who may have been affected by the coronavirus pandemic, and also money should be set aside for various community projects.

Potential projects included a new boiler, the resurfacing of the car park, new / refurbished shower block, new storage facilities, speed signs, water testing, new play park path, new cemetery path and Pocket Park.

It was generally felt that the precept should be frozen for the forthcoming year.

PRECEPT FOR 2021 / 22**RECEIPTS**

Allotments		1,400
Sports Centre	Room & Pitch Hire	13,700
Grass Cutting Grant		12,590
		27,690

PAYMENTS

Wages / Salaries	Wages / Tax & NI	71,130
	Pension	9,440
Sports Centre	Business Rates	13,020
	Electricity / Gas	6,020
	General Maintenance	2,000
	Telephone	680
	Cleaning Materials	590
	Waste	1,280
	Water Rates	210
	Alarms	500
	Electrical Servicing	1,000
	Boiler Servicing	700
	Sanitary Disposal	180
	Extinguisher Servicing	120

Field	Grounds Maintenance	10,000
	Highways Grass Cutting	5,000
	White Line Marking	570
	Pest Control	100
	Skip	330
	Premises Licence	70
	Wressle Park	100
	Safety Inspections	240
Cemetery	Business Rates	830
	Waste	410
	Pest Control	100
	Petrol	100
	Water Rates	70
	General Works	300
Allotments	Lease	1,000
	Water Rates	140
	General Works	300
	Pest Control	100
Administration	Insurance	6,530
	Audit	1,140
	P & T Councils	1,090
	Subs / Membership / Fees	380
	Payroll	400
	Stationery	110
	Postage	210
	Copier Service / Toner	200
	Bank Charges	610
	Travelling Expenses	200
	Training	1,000
	H & S / Clothing	500
	Online / Website Services	300
General Works		1,500
	Equipment / Software	2,000
	Village Hall Clock	220
Donations / Grants	Village Hall	5,070
	S137	2,060
Civics	Mayors Allowance	1,200
	Christmas Lights / Prizes	170
	Civic Service	610
	Civic Dinner	880
	Remembrance Day	500
	Christmas Tree	225
	Honours Board	50
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		153,785

PRECEPT CALCULATIONS

		<u>2020/2021</u>
Bank Balance		187,435
<u>Add</u>	Receipts	27,690
<u>Less</u>	Payments	<u>153,785</u> 61,340
General Reserve		-88,700
Cemetery Reserve		-35,000
Community Project Reserve		-65,715
		<hr/> 128,075
<u>Less</u>	Grant	8,142
Precept		<hr/> <u>119,933</u>

It was resolved that the Council should set a precept of £119,933 for the financial year 2021 / 2022, and also accept a grant of £8,142 from North Lincs Council.

3432. Multi-User Games Area

Due to the confidential nature of the item to be discussed both the press and public were excluded.

The Clerk informed the Council that he was trying to obtain a valuation for the land, and had provided a local valuer with a copy of a document the solicitor had sent him to do with the selling or leasing of land below value, and said it may require a more detailed valuation than originally thought and was therefore liaising with the valuer over this.

Councillors expressed a wish to lease the land rather than sell it.

It was resolved that the Clerk should contact North Lincolnshire Council and let them know that the Council was prepared to offer them a lease at a peppercorn for a part of the playing field to enable them to build a MUGA.

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

3433. Full Fibre / Ultra Fast Broadband

At the last meeting of the Full Council held on Monday, 21st December 2021, it was resolved that the Clerk should arrange a meeting for KCOM and Quickline to give a presentation to councillors on Full Fibre / Ultrafast Broadband, and this had taken place on Monday, 18th January 2021, via Zoom. Both companies had given an indication of how they may be able to improve broadband in Broughton. KCOM had provided information on how the Council could help, but Quickline had yet to do so. **It was resolved that this item should be deferred until the next meeting of the Full Council.**

3434. Storage

At a meeting of the Full Council held on Monday, 30th November 2020, the Clerk was asked to clarify with Broughton Ravers how formal any agreement for permission to use the land upon which they wished to erect a fence around their storage container. needed to be, and if required to find out the legal costs involved. Mr Patrick Harrison, the Chair of Broughton Ravers JFC, had since sent a reply stating that he believed a letter from the Council offering a 10 year tenure would be adequate, and he had also been in contact with the planning department at North Lincolnshire Council and his understanding was that planning permission would be needed for an 8ft fence. **It was resolved that the Clerk should write an appropriately worded letter to allow Broughton Ravers JFC to erect a fence around their storage container subject to them obtaining the relevant planning permission.**

3435. Grass Cutting

At a meeting of the General Purposes Committee held on Monday, 11th January 2021, it reviewed the specification and plans for the grass cutting of the highway verges, and the Clerk provided each councillor with copies of them. **It was resolved that Full Council should agree with the recommendation made by the General Purposes Committee and approve the Specification and Plans for the grass cutting of the highway verges for 2021-22.**

3436. Grounds Maintenance

At a meeting of the General Purposes Committee held on Monday, 11th January 2021, it reviewed at the Schedule of Work for 2021-22, and the Clerk provided each councillor with a copies of it. **It was resolved that Full Council should agree with the recommendation made by the General Purposes Committee and approve the Schedule of Works for 2021-22.**

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

3437. Servicing of Mowers & Strimmers

The Clerk had managed to obtain the following quotes to service three mowers and two strimmers:-

Crawford Lawnmowers Ltd	£255
Farmstar Ltd	£375

It was resolved that Crawford Lawnmowers Ltd should be asked to service the mowers and strimmers at a cost of £255 plus parts.

3438. Photocopier Repair

The Clerk had managed to obtain the following quote to repair the photocopier:-

Active Copier Systems Ltd	£225 + VAT
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It was resolved that Active Copier Systems Ltd should be asked to repair the photocopier at a cost of £225 + VAT.

3439. Items Raised By Councillors

(i) **Speed Signs** - Each councillor was provided with a copy of a document drawn-up by the Deputy Clerk, which provided information about speed signs in general and gave three possible options:- a) To hire a speed sign from North Lincolnshire Council at a cost of £420 for a three month period. b) To purchase a speed sign from Elan City at a cost of £1,950 + VAT. c) To purchase a speed sign from Morelock Signs Ltd at a cost of £2,994 + VAT.

It was felt that although the Morelock speed sign was more expensive than the Elan City speed sign - it was a better product, and there was a need for two signs.

It was resolved that the Council should purchase two speed signs from Morelock Signs Ltd at a cost of £2,994 + VAT each.

A request for a recorded vote was made and this was as follows:-

For: Councillors Leitch, Mumby-Croft, Price, Ross, Senior, Simpson, Whittingham and Tattersfield.

Against: None.

3440. Reports From Council Representatives

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

(i) **Village Hall Committee** - There was nothing to report.

(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** - There had been some break-ins, a need to repair some fencing and look at the gates.

It was resolved that the information should be noted.

3441. North Lincolnshire Council's Leader's Report

The Leader of the Council had to leave the meeting earlier and therefore emailed his report to the Mayor and Deputy Mayor. Councillor Waltham had asked for the Vicarage Fields planning application to be determined by the planning committee and also asked for a two week extension to the consultation period. Following an email to the Clerk about Spring in Bloom he also asked that the Council submit their application this evening or tomorrow morning at the latest. Vaccinations continue to be carried out ahead of Government expectations and the rate of infection continues to be in the lowest quartile of UK rates. North Lincs Council is continuing to provide Covid grant assistance to protect jobs and to support businesses locally and continues to support a number of residents who are shielding in the parish in line with Government requirements. North Lincs Council has also submitted a permit request to Highways England for traffic management on their network and are awaiting a response, this is to allow them to undertake cyclic work including grass cutting, extensive flail work, litter picking, tree work and any highway related work from Briggate Lodge roundabout along the A15 south to the county boundary. **It was resolved that the report be noted.**

3442. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 22nd February 2021, at 7.30 pm, and in addition there is also a meeting of the Recreational Field Working Group due to take place on Monday, 8th February 2021, at 7.00 pm, both meetings are via Zoom. **It was resolved that the information be noted.**

3443. Closure of Council Meeting

The meeting was closed by the Mayor at 9.58 pm.