

BROUGHTON TOWN COUNCIL**Minutes of the Full Council Meeting held on Monday, 30th November 2020, at 7.30 pm,
via Zoom****Public Participation**

No members of the public expressed an interest in addressing the Full Council.

3367. Record of Members Present

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

3368. Apologies and Reasons for Absence

Apologies were received from Councillor Portess - ill.

3369. Declarations of Interest

- (i) Councillor Tattersfield declared an interest in Item 12 - Planning c) and Councillor Simpson an interest in Item 14 - Multi-User Games Area, whilst Councillors Price, Simpson and Whittingham all declared an interest in Item 20 - Bedding Plants.
- (ii) The Clerk had received and granted no dispensations.

3370. Vicarage Fields

Ms Tori Heaton, a Chartered Surveyor at DDM Agriculture gave a presentation regarding details of an outline planning application that DDM Agriculture are preparing for a residential development of up to 79 dwellings at Vicarage Fields, Scawby Road, Broughton. She explained that before the application is made, an online consultation is taking place to allow local residents to give their views on the proposals and residents had been made aware of this via a leaflet drop close to the proposed development site. The MP has also written to local residents regarding the scheme. Ms Heaton explained that there had been a number of responses so far and the aim was to prepare an outline planning application that reflects the views of local people. Councillors were given an opportunity to ask any questions they had about the proposals, and some were asked about the number of affordable homes, then the Mayor thanked Ms Heaton for her presentation. **It was resolved that the presentation be noted.**

3371. Mayor's Report

The Mayor explained that not a lot had been happening on the Mayoral front, however on Saturday, 28th November 2020, he and the Deputy Mayor and a number of volunteers had put the Christmas Tree up outside the Village Hall and decorated it with lights. He thanked all the volunteers and Councillor Price and her husband for their efforts. **It was resolved that the report be noted.**

3372. Police Matters

The Clerk informed the Council that he had received a phone call informing him that there were some young people in the Skate Park when they shouldn't be during the local restrictions, therefore he reported it to the Police who subsequently turned up and moved them on. Councillor Price explained that she had also asked some youngsters to leave the Skate Park on another occasion. The Clerk said some signage regarding anti-social behaviour was due to be put up at the Skate Park, but he had not had a chance to see if it had been done yet. **It was resolved that the information be noted.**

3373. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 26th October 2020, were circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

3374. Matters Arising

Minute 3348 Correspondence (ii) c) Broughton Primary School - Lighting of Pathway. The Clerk informed councillors that Bowness Electrical Ltd had fitted a timer and he had received an email from Broughton Primary School thanking the Council.

Minute 3348 Correspondence (ii) e) Woodland Trust - Woodland Planting. The Clerk had contacted the Woodland Trust to inform them that the Council had no objections to the woodland creation project and were in favour of the planting.

Minute 3348 Correspondence (ii) f) Clarke Telecom - Telecommunications Mast. The Clerk had raised a query about the measurements on the drawings with Clarke Telecom and they were in the process of reviewing the query.

Minute 3348 Correspondence (ii) g) ERPF - AGM. The Clerk informed councillors that the AGM had been postponed until Friday, 11th December 2020.

Minute 3348 Correspondence (ii) h) ERNLLCA - Finance Training. The Clerk had booked the Deputy Clerk on a finance training session, and would also book himself on a session following the release of some additional dates.

Minute 3348 Correspondence (ii) j) Mr D Jones - Japanese Knotweed. The Clerk had contacted North Lincs Council, who had responded to say that whilst they believed it may not be Japanese Knotweed they would carry out a site visit to confirm this.

Minute 3348 Correspondence (ii) k) Mr D White - One Way System on Brigg Road. The Clerk had contacted North Lincs Council to inform them that issues had been raised to do with crossing the road as a result of the traffic and he was awaiting a response as to what could be done to make it better.

Minute 3357 Christmas Tree & Christmas Lights - The Clerk had purchased the Christmas Tree and Christmas Lights, and these were now up outside the Village Hall.

Minute 3360 War Memorials Trust - The Clerk had renewed the Council's membership of the War Memorials Trust for 2020 / 2021 at a cost of £20.

Minute 3361 Royal British Legion - The Clerk had made a Section 137 grant of £50 to the Royal British Legion for the Poppy Appeal on behalf of the people of Broughton.

Minute 3362 Internal Auditor - The Clerk had informed Mr T Flatters of Ossett Internal Services, that he had been appointed as the Council's internal auditor for 2020 / 2021, although he had expressed concerns about being able to do an interim audit due to the coronavirus pandemic.

3375. Correspondence

- i) a) North Lincs Council - NAT Crime Stats
- b) BCSA - Deep Aeration
- c) Broughton Ravers JFC - Container
- d) North Lincs Council - Sleeper Estimate Meeting
- e) North Lincs Council - Job Support Scheme
- f) Helping Hand Environmental - Working Together to Take Action on Litter

- g) ERNLLCA - Annual General Meeting
- h) North Lincs Council - Parish Snow Wardens
- i) Barton Town Council - New Clerk & Deputy
- j) North Lincs Council - Rough Sleeper Count 2020
- k) Scunthorpe Telegraph - Free School Meals
- l) North Lincs Council - Personal Covid-Secure Plan
- m) Northern Powergrid - Who to Contact in a Power Cut
- n) HWRA - Annual General Meeting
- o) BCSA - Agenda
- p) North Lincs Council - Lockdown Walks Cancelled
- q) NALC - Make A Change Campaign
- r) Broughton Allotment & Leisure Gardens Association - Vacant / Unkept Plots
- s) North Lincs Council - Local Restriction Support Grant
- t) North Lincs Council - Peer Support Programme for Visitor Economy SME's
- u) North Lincs Council - Business Grant Register Form
- v) North Lincs Council - New National Restrictions
- w) BCSA - Agenda, Minutes & Link
- x) North Lincs Council - Extension of the CJRS & Updates to Visitor Economy Guidance
- y) HWRCC - North Lincolnshire Community Network
- z) North Lincs Council - Virtual Walks
- aa) OPCC - Opportunity to Meet the Commissioner
- bb) War Memorials Trust - Thank You for Renewal of Membership
- cc) ERNLLCA - Zoom Chats with ERNLLCA
- dd) Hedon Town Council - Death of Councillor Gordon Thurston
- ee) North Lincs Council - Free Business Lincolnshire Webinar
- ff) VANL - Annual General Meeting
- gg) ERNLLCA - Photos for ERNLLCA Website
- hh) North Lincs Council - Fostering
- ii) North Lincolnshire Alliance Volunteer Hub - Community Offer
- jj) Citizens Advice North Lincolnshire - Financial Grant Support for North Lincs Residents
- kk) North Lincs Council - Discretionary Grant Scheme Open
- ll) Citation - How to Successfully Pass a Covid Secure Inspection Webinar
- mm) ERNLLCA - Microsoft 365 Masterclass
- nn) Mr N Maguire - Map of Broughton Woods, Trails & Pathways
- oo) Ms L Noon - Ward Data
- pp) VANL - Amended Agenda for AGM
- qq) North Lincs Council - 5 Ways to Wellbeing During Coronavirus Lockdown
- rr) Mr M Fox - Ten Foot Next to School Entrance
- ss) North Lincs Council - Asda Foundation's Feeding Communities Grant
- tt) Department for Business, Energy & Industrial Strategy - New Rules for Business with EU

It was resolved that this correspondence should be noted.

(ii) a) Westminster Insight - Third Sector Commissioning Digital Conference. Details of a conference to be broadcast live on Tuesday, 23rd February 2021, from 9.00 am to 1.00 pm. **It was resolved that the information be noted.**

b) Westminster Insight - Customer Insight & Experience Digital Conference. Details of a conference due to be broadcast live on Thursday, 18th February 2021, from 9.00 am to 1.30 pm. **It was resolved that information be noted.**

c) **FCC Communities Foundation** - Grant Funding. The FCC Community Action Fund offers grants of between £2,000 and £100,000 for capital projects at eligible community facilities. Applications can be made online and the closing date for the next round of applications is Wednesday, 2nd December 2020. **It was resolved that the information be noted.**

d) **Mr A Beaumont** - Internet Speed. An email was received from Mr Beaumont explaining his increasing frustration at the much slower than expected internet speed at his home address in Broughton, despite having Superfast Broadband. He had explained his concerns to BT who told him that he was getting the speed expected for his line profile. In addition, he had virtually no mobile signal too. He wondered if the Council could do anything to enable him to get a better service. **It was resolved that the Clerk investigate what the Council could do to improve the internet speed, although there were plans in place to improve the mobile signal in Broughton.**

e) **VANL** - Funding Service Survey. A request to complete a survey regarding the Community Development and Funding Service. **It was resolved that the Clerk should complete the survey if he wished to do so.**

f) **North Lincs Council** - Become a Team NL Covid-19 Community Champion. Information about a network of community champions being formed to empower thousands of residents to remain up-to-date with the latest information, advice and guidance about Covid-19 direct from public health experts. Champions can be anyone in the community, they will have the latest advice and guidance so that they can help themselves, their families, friends, and members within their community. A request to sign up to be a Team NL Champion and join the network. **It was resolved that information about the Team NL Covid-19 Community Champions network should be put on the Council's website and Facebook page.**

g) **ERNLLCA** - Consultation & Survey on Standards in Public Life. A request to complete a survey as part of a consultation that has been launched by the Committee on Standards in Public Life, and for any responses to be emailed by 4th December 2020. **It was resolved that the consultation and survey should be noted, however councillors could fill it in individually if they wish to do so.**

h) **North Lincolnshire Community Network** - Meeting Invitation. An invitation to attend a meeting due to be held on Thursday, 3rd December 2020 at 6.30 pm, via Zoom. **It was resolved that the information be noted.**

i) **North Lincs Council** - Cycling & Walking Survey. A request to complete a survey on plans to improve and create walking and cycling routes in the area. The routes are part of an ambitious plan to boost local walking and cycling opportunities, encouraging more people to enjoy the benefits of living an active lifestyle, while connecting local communities. **It was resolved that the information should be noted, however councillors could fill it in individually if they wish to do so.**

j) **NALC** - Local Councils and the Future of Play Online Event. Details of an event due to be held on Wednesday, 9th December 2020, at a cost of £30. **It was resolved that the information be noted.**

k) DDM Agriculture - Proposed Housing Development Vicarage Fields. Email from Ms Heaton, a Chartered Surveyor at DDM Agriculture, notifying the Council that they were preparing an outline planning application for a residential development of up to 79 dwellings at Vicarage Fields, Scawby Road, Broughton. Before the application is submitted they were seeking the views of local people and would also welcome the views of the Town Council, as they would like to hear what local people think. Views need to be submitted by 5 pm on Monday, 14th December 2020. Ms Heaton also offered to attend an online meeting to discuss the proposals further if it would be useful and actually made a presentation about the proposed development earlier on in the meeting, and also asked for a copy of the leaflet to be posted on the town council noticeboard. **It was resolved that the correspondence be noted, however the Clerk should contact North Lincolnshire Council to establish what need there was for housing in Broughton and what consultation had been carried out by the spatial planning team with regard to housing in Broughton.**

3376. Publications

The following publications had been received:-

Clerks & Councils Direct - Magazine	November 2020
HSBCnet - News	November 2020
North Lincs Council - Forthcoming Meetings	November 2020
War Memorials Trust - Bulletin	November 2020
CPRE - Countryside Voices	Autumn / Winter 2020
CPRE - Fieldwork	Winter 2020
CPRE - Campaigns Update	
ERNLLCA - Newsletter	
ERPF - Employer Alerts	
ERPF - Employer Bulletin	
NACO - Newsletter	
NALC - Chief Executive's Bulletins	
NALC - Coronavirus	
North Lincs Council - Covid19 Business Update	
North Lincs Council / Visit Lincoln - Tourism & Visitor Economy Policy Updates	
North Lincs Council - Weekly Roadworks List	
Public Sector Executive - Online Newsletters	
Rural Services Network - Bulletins & Rural Funding Digest	
SLCC - News Bulletins	
VANL - Newsletter	

It was resolved that the information be noted.

3377. Committee / Working Group Reports

i) General Purposes Committee - The minutes of a meeting of the General Purposes Committee held on Monday, 16th November 2020, were circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

3378. Planning

a) The following planning applications had been received:-

PA/2020/1670	Proposal: Planning permission to erect an extension to the rear of the property Location: 43 High Street, Broughton, DN20 0HZ Applicant: Lenthall-Green
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It was resolved that the Council should make no objections or comments.

PA/2020/1708 Proposal: Planning permission to erect a single storey side extension
Location: 5 Swift Drive, Scawby Brook, Brigg, DN20 9FL
Applicant: Mrs Chaffey

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

b) The following planning decisions had been received: -

PA/2020/1437 Full planning permission granted to erect single storey front extension at 6 Townhill Drive, Broughton, DN20 0HF

PA/2020/1616 Consent granted for an application to prune a yew tree in group G3 and subject to Tree Preservation (Beechwood House, Broughton) Order 1979 at 14 Scawby Road, Broughton, DN20 0AF

It was resolved that the information be noted.

c) The following planning correspondence had been received: -

PA/2019/2035 Appeal by Mr Chris Morley against North Lincolnshire Council's refusal to grant planning permission to erect four single-storey dwellings with all matters reserved for subsequent consideration, on land adjacent to 17 Common Road, Wressle, DN20 0DH

It was resolved that the information be noted.

Note: Councillor Tattersfield declared an interest in this item so left the meeting whilst it was being discussed.

d) Water Testing at Wressle Wellsite - The Clerk had obtained more information from the Environment Agency and Anglian Water about baseline water testing and provided each councillor with a copy of the correspondence. Anglian Water have said that the water supply to Broughton is not from Wressle, whilst the Environment Agency have confirmed that they will not be carrying out baseline water testing, Egdon Resources have said water testing will be conducted by an independent third party which will then be submitted to the Environment Agency. A concern was expressed regarding properties in Wressle who do not receive a mains water supply, but the source of their water is a spring. **It was resolved that the Clerk should find out if the residents in Wressle who take their drinking water from a spring are being tested separately along with streams in the area.**

3379. 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 October 2020 were provided for councillors to scrutinise. **It was resolved that these accounts be approved**

(iii) Accounts for Payment**ACCOUNTS FOR PAYMENT - NOVEMBER 2020****Payments made since last meeting:-**

	Dr Card No.13	Zoom - Monthly Fee	14.39
27.10.20		Yorkshire Bank - Bank Charges	6.50
28.10.20	BACS No.70	Payroll & Pension	5,574.39
29.10.20	Chq No.100647	HWRCC - Annual Membership	25.00
	Chq No.100648	War Memorials Trust - Annual Membership	20.00
	Chq No.100649	Royal British Legion - S137 Grant	50.00
31.10.20	BACS No.71	HMRC - Tax & NI	2,110.86
01.11.20	Csh No.21	Poundstretcher Ltd - Plastic Container	3.99
02.11.20	DD	North Lincs Council - Business Rates for Cemetery	81.00
	DD	E.on - Gas for Sports Centre	36.80
03.11.20	DD	Talk Talk Business - Telephone & Broadband	40.52
04.11.20	BACS No.72	Royal British Legion Poppy Appeal - Poppies for Lamp Posts	250.00
09.11.20	DD	E.on - Electricity for Playing Field	11.95
	DD	E.on - Electricity for Sports Centre	281.90
		HSBC - Bank Charges	26.04
10.11.20	Csh No.22	Wilko Retail Limited - Cable Ties	3.00
12.11.20	Dr Card No.14	Wilko Retail Limited – Paint	12.00
	Dr Card No.15	Festive Lights - Christmas Lights	464.96
14.11.20	Dr Card No.16	Screwfix Direct Ltd - Wood Stain	14.99
16.11.20	Dr Card No.17	Skuma Timba Ltd – Wood	48.92
21.11.20		HSBC - Bank Charges	11.90
24.11.20	Dr Card No.18	Zoom - Monthly Fee	14.39
26.11.20	Dr Card No.19	Brians DIY - Cable Mount Fixings	5.19
	Dr Card No.20	Screwfix Direct Ltd - Hammer, Adhesive & Cable Ties	29.99
	BACS No.73	Payroll & Pension	6,108.16
		Yorkshire Bank - Bank Charges	6.50
27.11.20	DD	BT - Telephone Directory	82.76

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

30.11.20	BACS No.74	Bowness Electrical Ltd - Timer for Path Light	72.00
	BACS No.75	Firesolve Limited - Fire Extinguisher Service	109.62
	BACS No.76	ERNLLCA - Finance Training	36.00
	BACS No.77	Engie Ltd - Tree Surveys St. Mary's Churchyard & Pocket Park	672.00
	BACS No.78	BCSA - Grounds Maintenance	346.44

It was resolved that these accounts be paid.

3380. Multi-User Games Area

The press and public were temporarily excluded by a resolution to allow councillors to discuss issues surrounding the MUGA which were of a confidential nature. At the last meeting of the Full Council held on Monday, 26th October 2020, the Mayor explained that the management plan was in the process of being updated with a view to a final version being presented at tonight's meeting of the Full Council. Each councillor (with the exception of those who had an interest) had been provided with a copy of it, and the Mayor went through it and answered any questions raised by councillors.

The conclusion at the end of the management plan was that whilst the Council felt unable to go ahead with the building of such a facility due to the financial risks involved, it was looking at the possibility of either selling some land at a nominal amount or leasing some land at a peppercorn rent, in order to facilitate the building of a MUGA in Broughton. The Clerk had received correspondence from the solicitor implying that the Council could dispose of land at an undervalue but he would need to research the matter further to confirm his advice. **It was resolved that the draft management plan should become the final version, subject to an amendment to the VAT section, and it would then be made available to the public.**

Note: Councillor Simpson had earlier declared an interest in this item so left the meeting while it was being discussed.

3381. External Noticeboard

At a meeting of the Full Council held on Monday, 24th August 2020, the Council decided to defer a decision about an External Noticeboard at the Phil Grundy Community & Sports Centre and ask Mr Mark Fox to provide further information to questions raised at that meeting. He felt it should display information about local clubs and groups / monthly fixtures and activities / recruitment of volunteers / ongoing news on the good work being done / Covid-19 restrictions etc. It should be installed where the most footfall is, near the park and skate park. Hopefully, the Council would pay for it, but he was not against the idea of a joint collective approach from all who would use it. **It was resolved that the Clerk should obtain quotes for the cost of an external noticeboard of various sizes and the decision be deferred until the next meeting.**

3382. Storage

At a meeting of the General Purposes Committee held on Monday, 16th November 2020, the issue of storage was discussed and the Committee recommended that Broughton Ravers JFC should be given permission to erect a fence round the football container, and that a working group should bring together all the interested parties to work out the requirements for storage, come up with a plan, and then report back to the Council. However, since that meeting the Clerk had received an email from Mr Patrick Harrison, the Chair of Broughton Ravers JFC, asking several questions as a result of them having to apply for a grant to fund the fencing. **It was resolved that:- (i) The Clerk should clarify with Broughton Ravers how formal any agreement for permission to use the land needed to be, and if required find out the legal costs involved. (ii) The Council should agree with the recommendation made by the General Purposes Committee that a working group should bring together all the interested parties to work out the requirements for storage, come up with a plan, and then report back to Council. (iii) The Recreation Field Working Group should consist of Councillors Price, Ross, Senior, Simpson and Tattersfield - along with users of the playing field.**

3383. Tree Work

(i) St. Mary's Churchyard - A survey had been carried out on Friday, 23rd October 2020, by Engie Services Ltd. The recommendations contained within the report then formed the basis for the quotes sought by the Clerk. He had managed to obtain five quotes and provided each councillor with a spreadsheet comparing them all. **It was resolved that Urban Arborist Ltd should be asked to carry out the tree work at St. Mary's Churchyard at a cost of £2,250 + VAT - subject to the work being carried out to the relevant standards and also having the appropriate qualifications to do such work.**

(ii) **Pocket Park** - A survey had been carried out on Friday, 23rd October 2020, by Engie Services Ltd. The recommendations contained within the report then formed the basis for the quotes sought by the Clerk. He had managed to obtain five quotes and provided each councillor with a spreadsheet comparing them all. **It was resolved that the contractor with the cheapest quote should be asked to carry out the tree work at Pocket Park - subject to the work being carried out to the relevant standards and also having the appropriate qualifications to do such work.**

3384. Fire Alarm

The Clerk had obtained quotes for the annual service and maintenance of the fire alarm system, and provided each councillor with a copy of them. **It was resolved that Norton Security Systems should be asked to carry out the annual service and maintenance of the fire alarm system at a cost of £225.**

3385. CPRE

The Council's membership of the Council for the Preservation of Rural England was due for renewal and it had to consider whether it wanted to renew its membership for 2021. **It was resolved that the Council should renew its membership of CPRE for 2021 at a cost of £36 for the year.**

3386. Bedding Plants

A request had been received from Broughton in Bloom to see if the Council was prepared to order some bedding plants and compost for them to plant in Spring 2021. **It was resolved that the Clerk should be allowed to spend up to £300 on ordering bedding plants and compost for next Spring.**

Note: Councillors Price, Simpson and Whittingham had earlier declared an interest in this item so left the meeting while it was being discussed.

3387. Items Raised By Councillors

(i) **Speed Signs** - Councillor Ross felt that due to speeding along Appleby Lane and Ermine Street, four speed signs should be purchased in order that two can be displayed on Appleby Lane and two on Ermine Street. **It was resolved that the Clerk should investigate the cost of purchasing up to four speed signs.**

3388. 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 was nothing to report.

(iv) **Broughton Allotment Association & Leisure Gardeners** - A list of plots that were not being tended had been passed on to the Deputy Clerk to investigate. There had been issues with the gate not being closed and dog-fouling and a new welcome letter was going to be put out in January to address these issues.

It was resolved that the information should be noted.

3389. North Lincolnshire Council's Leader's Report

Councillor Waltham said there were four companies looking to take over the provision of broadband in Broughton and Fibre to the Premises (FTTP) is also due to be rolled out in the area, so the market is due to get very competitive, and hopefully this should eradicate some of the issues related to internet speed in the area. **It was resolved that the information be noted.**

3390. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 21st December 2020, at 7.30pm, via Zoom. **It was resolved that the information be noted.**

3391. Closure of Council Meeting

The meeting was closed by the Mayor at 10.02 pm.