

**BROUGHTON TOWN COUNCIL****Minutes of the Full Council Meeting held on Monday, 28<sup>th</sup> September 2020, at 7.30 pm  
via Zoom****Public Participation**

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

**3318. Record of Members Present**

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

**3319. Apologies and Reasons for Absence**

There were no apologies as all members of the Council were present.

**3320. Declarations of Interest**

- (i) Councillor Senior declared an interest in Item 13 (ii) - Financial Accounts, whilst Councillor Simpson declared an interest in Item 14 - Multi-User Games Area.
- (ii) The Clerk had received and granted no dispensations.

**3321. Little Crow Solar Park**

Mr David Dean, Commercial Manager of INRG Solar provide an update about the Little Crow Solar Park. He explained that the pre-application which involved liaising with the local community had been completed, and the application is now going to be submitted to the Planning Inspectorate, although there were still a number of stages still remaining in the process. He informed the Council that there had been no real objections or need for any compulsory purchase orders. The footprint of the site had not changed and the footpath would be expanded and diverted around the site for six months. He would provide a link to the Planning Inspectorate's website to allow the Council to be kept updated about the development. The Mayor thanked Mr Dean for his update on the Little Crow Solar Park. **It was resolved that the report be noted.**

**3322. Mayor's Report**

Councillor Senior explained that he had attended a meeting of the General Purposes Committee on Thursday, 10<sup>th</sup> September 2020 and also on behalf of the Council the funeral of the late Dorothy James on Friday, 18<sup>th</sup> September 2020. He commented that as a former Mayor and councillor she had done so much for the town. **It was resolved that the report be noted.**

**3323. Police Matters**

The Clerk explained that the anti-social behaviour at the Skate Park had been discussed at a meeting of the General Purposes Committee meeting held on Thursday, 10<sup>th</sup> September 2020, and the Police had been asked for their advice and responded by saying that they would put the Skate Park on their hot-spot patrol. **It was resolved that the information be noted.**

**3324. Minutes of the Last Meeting**

The minutes of meetings of the Full Council held on Monday, 27<sup>th</sup> July 2020 and Monday, 24<sup>th</sup> August 2020 were circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

**3325. Matters Arising**

**Minute 3275 Correspondence (ii) a) Broughton in Bloom** - Collection Point for Eco-Bricks. The Clerk had sent an email to Broughton in Bloom confirming that a suitable receptacle could be placed in the car park of the Phil Grundy Community for residents to leave their eco-bricks.

**Minute 3284 Future Reopening of Play Park, Skate Park & Sports Centre** - The Clerk informed councillors that the Play Park and Skate Park were reopened on Tuesday, 28<sup>th</sup> July 2020, and a statement had been issued via Facebook. The Clerk had unfurloughed a member of staff for 63 hours for the month of August to allow the Sports Centre to reopen.

**Minute 3285 Floodlights, Playing Surface and Storage (i) Floodlights** - The Clerk informed the Council that Bowness Electrical had now provided additional floodlights for the playing field at a cost of £996 + VAT.

**Minute 3285 Floodlights, Playing Surface and Storage (ii) Playing Surface** - The Clerk informed the Council that the grounds maintenance contractor was in the process of improving the state of the playing field and was providing regular updates on such progress.

**Minute 3285 Floodlights, Playing Surface and Storage (iii) Storage** - The Clerk informed the Council that the General Purposes Committee were in the process of looking at storage options with Broughton Ravers and will make a recommendation to Full Council in due course.

**Minute 3287 Service (ii) Kubota Tractor** - The Clerk informed Council that the Kubota Tractor had now been serviced at a cost of £249 + VAT by Farmstar Ltd.

**Minute 3290 Community Liaison Group** - The Clerk had informed Egdon Resources plc that Councillor Ross and Councillor Tattersfield were appointed as the Council's representatives on the Community Liaison Group for the Wressle Wellsite.

**Minute 3302 Correspondence (ii) a) Mr M Fox** - External Public Notice Board / Activities page on Council Website. Mr Fox was due to respond to an email asking him what would be displayed on the External Public Notice Board, where it would be installed and who would pay for it, whilst the Clerk had informed him that the contact details of the hirers using council facilities would be added to the website subject to their approval.

**Minute 3302 Correspondence (ii) a) Mrs J Torn** - Trees in the Church Grounds. The Clerk had emailed North Lincolnshire Council asking them if they could carry out a survey of the trees in St. Mary's Churchyard, but they were unable to do so due to their workload.

**Minute 3302 Correspondence (ii) d) Mrs K Smaller** - Overgrown Trees in Pocket Park Rear of 21 & 23 Harry's Dream. The Clerk had emailed North Lincolnshire Council asking them if they could carry out a survey of the trees in Pocket Park, but they were unable to do so due to their workload.

**Minute 3302 Correspondence (ii) h) PSE** - Webinar on UK Web Accessibility Requirements. Councillor Tattersfield had been provided with the details to attend on behalf of the Council the Webinar held on Thursday, 17<sup>th</sup> September 2020.

**Minute 3306 Annual Governance and Accountability Return** - The Clerk had sent in the completed Annual Governance and Accountability Return and in addition it had been put on the public noticeboards and also the town council's website.

**Minute 3308 Boiler Cover** - The Clerk had renewed the cover for the gas boiler with British Gas Services (Commercial) Ltd. at a cost of £374.34 + VAT.

**Minute 3310 VANL** - The Clerk had renewed the Council's membership of VANL at a cost of £20 for 2020 / 2021.

**Minute 3312 Items Raised by Councillors (i) Alleged Inaccurate Reporting on the MUGA** - Following discussion regarding the MUGA at a meeting of the General Purposes Committee held on Thursday, 10<sup>th</sup> September 2020, it was felt that it was not appropriate for a draft statement to be drawn-up until a recommendation about the MUGA had been considered by Full Council.

### **3326. Correspondence**

- i) a) Mr R Bonnett - Churchyard Wildflowers
- b) Mr A Bell - Planning Permission for Broughton Co-op
- c) HSBC - Business Overdrafts
- d) Frack Free Scunthorpe - Wressle Oil Well
- e) ERNLLCA - AGAR Return
- f) North Lincs Council - Transfer of Grass Cutting / Tree Planting Opportunity / Litter Picking
- g) Citation - Managing Business Change Webinar
- h) North Lincs Council - Covid19
- i) HSBC - Changes to HSBCnet Pricing
- j) ERNLLCA - Pay Award 2020/2021
- k) BCSCA - Recreational Field Repairs
- l) Mr S Howe - Pocket Park Shed / Fence Panels
- m) North Lincs Council - Coronavirus Impact Business Survey
- n) North Lincs Council - Planned Works at Wressle / Common Road, Broughton
- o) CPRE Northern Lincolnshire - Best Kept Village 2020 Presentations
- p) Mr S Portess - Broughton Burn BBQ
- q) North Lincs Council - Receipt of Premises Licence Fee
- r) Egdon Resources - Wressle Well Site Meeting
- s) NALC - Planning for the Future Online Event
- t) ERNLLCA - Zoom Chats with ERNLLCA
- u) Sports England - Active Places Data Platform
- v) Egdon Resources - Wressle Well Site Follow On and Update
- w) HSBCnet - New Liquidity Management Dashboard
- x) North Lincs Council - Group Walks Update
- y) North Lincs Council - Business Recovery Webinar
- z) North Lincs Council - Coronavirus Update
- aa) Mr G Glover - Traffic Speeding on Appleby Lane
- bb) North Lincs Council - Tourism & Visitor Economy Policy Updates
- cc) North Lincs Council - Taste of Excellence Food & Drink Awards 2020
- dd) North Lincs Council - Visit North Lincolnshire Tourism Partnership Webinar
- ee) HSBC - Changes to Terms and Conditions, Pricing & Services
- ff) North Lincs Council - Fostering Promotion
- gg) OPCC - Victim Support Hate Crime Awareness Webinar
- hh) Mr G Glover - North Lincolnshire Tree Warden Scheme
- ii) Barton Town Council - Mayor Update 2020-21
- jj) What 3 Words – App

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

(ii) a) **VANL** - Survey for Restarting Training. A request to complete a survey regarding training to see what people wanted and how they would go about undertaking such training. **It was resolved that the Clerk should complete the survey if he wished to do so.**

b) **Kubota (UK) Limited** - Questionnaire. A request to complete a Questionnaire regarding Kubota and their dealer's performance. **It was resolved that BCSA be asked if they wished to complete the survey on behalf of the Council.**

c) **Scribe / BHIB** - Online Conference for Clerks. Details of a free online conference, 'Scribefest', due to be held on Wednesday, 7<sup>th</sup> October 2020 from 10.00 am to 2.00 pm. **It was resolved that the Clerk be allowed to attend the online conference if he wished to do so and also had the time.**

d) **NALC** - Planning White Paper Summaries, Links & Responses. An email providing information and links on several planning related issues, including an RTP1 one-page summary of the White Paper proposals, a presentation by Cornwall Council on changes to the planning system, and a rural analysis of the White Paper by ACRE. A request from NALC for responses to 'Changes to the Current Planning System' to be received by 17<sup>th</sup> Sep 2020, 'Planning for the Future - the planning white paper' by 15<sup>th</sup> Oct 2020, and 'Transparency and Competition: a call for evidence on data on land control by 16<sup>th</sup> Oct 2020. **It was resolved that the information be noted.**

e) **VANL** - Health & Safety Training Offer. Details of an offer to attend a three hour informal Health & Safety Course in partnership with Helping Lincolnshire Ltd. **It was resolved that the information be noted.**

f) **CPRE** - Planning Petition. A request to sign a petition to prevent proposed changes to the planning system which would hugely affect the countryside and the communities living and working within it. **It was resolved that the information be noted but individuals would be allowed to sign the petition if they wished to do so.**

### 3327. **Publications**

The following publications had been received:-

War Memorials Trust - Bulletin	August 2020
Clerk & Councils Direct - Magazine	September 2020
CPRE Northern Lincolnshire - Newsletter	September 2020
ERPF - Employer Bulletin	September 2020
HSBCnet - News	September 2020
North Lincs Council - Forthcoming Meetings	September 2020
ERNLLCA - Newsletter	
NACO - Newsletter	
NALC - Chief Executive's Bulletins	
NALC - Coronavirus	
North Lincs Council - Weekly Roadworks List	
Public Sector Executive - Online Newsletters	
Rural Services Network - Bulletins & Rural Funding Digest	
SLCC - News Bulletins	

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

**3328. Committee / Working Group Reports**

**i) General Purposes Committee** - The minutes of a meeting of the General Purposes Committee held on Thursday, 10<sup>th</sup> September 2020, were circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

**3329. Planning Applications**

**a)** The following planning applications had been received:-

**PA/2020/1288** Proposal: Planning permission to erect garage and outbuilding  
Location: 9 South View, Broughton, DN20 OEE  
Applicant: Mr D Hadley

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

**PA/2020/1410** Proposal: Hazardous substance consent for the storage of crude oil  
Location: Well Site, Clapp Gate, Appleby  
Applicant: Mr Paul Foster, AECOM Ltd

**It was resolved that the Clerk should ask for an extension for comments to be made by the Council to allow for further information to be provided to the Council.**

**b)** The following planning correspondence had been received: -

**PA/2020/853** Certificate of lawful use or development for a proposed garage and workshop / storage building at 44 Brooklands Avenue, Broughton, DN20 0DR

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

**PA/2017/124** Additional environmental approval for a development to erect six dwellings on land to the rear of The Red Lion, construct an associated private access and amend access to the public house car park

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

**c) Water Testing at Wressle Wellsite** - Councillors Ross and Tattersfield and the Clerk had met with Egdon Resources and the Environment Agency on-site on Wednesday, 9<sup>th</sup> September 2020, and were therefore allowed to give a brief report prior to discussion about water testing. The Clerk had received an email from Egdon Resources informing the Council that water testing was required by the Environmental Permit and would be undertaken by an independent third party and submitted to the Environment Agency, although they may also conduct their own testing. **It was resolved that this item be deferred to a future meeting to allow the Clerk to obtain baseline water testing information, if it was available, from the Environment Agency and Anglian Water.**

**3330. 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 the item be deferred to a future meeting.**

**(ii) Financial Accounts**

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

Note: Councillor Senior earlier declared an interest in this item, so left the meeting whilst it was discussed, therefore Councillor Price chaired the meeting in his absence.

**(iii) Accounts for Payment**

The following financial information was presented:

**ACCOUNTS FOR PAYMENT - SEPTEMBER 2020****Payments made since last meeting:-**

27.08.20	DD	BT - Telephone Directory	82.76
28.08.20	Csh No.17	Broughton Post Office - Postage	6.70
	BACS No.45	Payroll & Pension	5,658.41
01.09.20	DD	North Lincs Council - Business Rates for Cemetery	81.00
	DD	E.on - Gas for Sports Centre	16.26
03.09.20	Csh No.18	Home Bargains - Cleaning Materials	4.48
	DD	Talk Talk Business - Telephone & Broadband	39.60
07.09.20	DD	E.on - Electricity for Playing Field	10.77
	DD	E.on - Electricity for Sports Centre	232.32
	Dr Card No.1	Net World Sports - Covers & Pegs	373.87
09.09.20		HSBC - Bank Charges	25.56
	Csh No.19	Broughton Post Office - Stamps	4.56
10.09.20	Csh No.20	MFG Brigg Service Station - Fuel for Mowers	11.00
15.09.20	BACS No.46	British Gas Services (Commercial) Ltd - Annual Gas Boiler Cover	449.21
	BACS No.47	VANL - Annual Membership	20.00
	BACS No.48	Farmstar Ltd - Kubota Tractor Service	298.81
	BACS No.49	Nettle of Scunthorpe - Floor Stencil	33.60
21.09.20		HSBC Bank - Bank Charges	8.50
24.09.20	Dr Card No.2	Screwfix Direct Ltd - Padlocks	14.22
	Dr Card No.3	Zoom - Monthly Fee	14.39
25.09.20	Dr Card No.4	Pickerings - Keys	46.53

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

**Payments submitted at this meeting:-**

28.09.20	BACS No.50	AE Cox & Sons - Boots	55.70
	BACS No.51	BCSA - Grounds Maintenance	791.76
	BACS No.52	Playsafety Limited - Inspections for Skate Park & Play Parks	280.20
	BACS No.53	Green Grass Contracting - Grounds Maintenance	852.00
	BACS No.54	Supplies - Stationery & Cleaning Materials	168.64
	BACS No.55	DDM Agriculture Clients Account - Allotment Rent	500.00
	BACS No.56	Chubb Fire & Security Ltd - Fire Alarm Call Out	246.00
	BACS No.57	Norton Security Systems - Annual Intruder Alarm Service	264.40
	BACS No.58	Rigby Taylor Limited - White & Blue Line Marker	293.70

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

**3331. Multi-User Games Area**

The press and public were excluded by a resolution to allow councillors to discuss issues surrounding the MUGA which were of a confidential nature. At a meeting of the General Purposes Committee held on Thursday, 10<sup>th</sup> September 2020, it made a recommendation to Full Council that it should explore the provision of a MUGA with the help of North Lincolnshire Council. The Mayor explained to councillors how the General Purposes Committee had arrived at such a recommendation with the help of a decision tree and then answered any questions raised by councillors.

**It was resolved that:-**

**(i) The Clerk should contact a solicitor to seek legal advice on the following scenarios:-**

- a) **If the Council wanted to sell some land at a nominal amount i.e. freehold.**
- b) **If the Council wanted to lease some land at a peppercorn rent i.e. leasehold.**

**Also to query if there were any legal restrictions on selling / leasing some land upon which a MUGA could be built given the playing fields are a War Memorial Field.**

**(ii) The Clerk should contact a surveyor to seek a valuation for the land.**

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

**3332. Remembrance Day**

The way in which Remembrance Day would be celebrated this year amid the coronavirus pandemic was discussed at great length. It was felt that a parade would not be possible in order to maintain social distancing and protect vulnerable groups and also given the fact that there would be no road closures. **It was resolved that the item be deferred to the General Purposes Committee to make a recommendation to Full Council about arrangements for Remembrance Day.**

**3333. Christmas Tree & Christmas Lights Competition 2020**

**(i) Christmas Tree** - The Mayor believed that the Council should once again provide a tree for outside the Village Hall for this Christmas. He was trying to obtain a free one, otherwise the Council would need to buy one. It was also suggested that some better Christmas lights should be bought too, which were much bigger and more colourful. **It was resolved that the Clerk should obtain quotes for a 4m tall Christmas tree including transportation, and for some new large, colourful Christmas tree lights.**

**(ii) Christmas Lights Competition 2020** - It was felt that it should be judged by the Mayor & Deputy Mayor, take place between 19<sup>th</sup> & 24<sup>th</sup> December 2020, and a first and second prize of £50 & £25 respectively. **It was resolved that there should be a Christmas Lights Competition for 2020 with a 1<sup>st</sup> prize of £50 and 2<sup>nd</sup> prize of £25.**

**3334. HWRA**

The Council considered whether it wished to renew its membership of HWRA. **It was resolved that the Council should renew its membership of Humber & Wolds Rural Action for 2020 / 2021 at a cost of £25 - but made payable to HWRCC.**

**3335. Cemetery**

(i) **Interment of Ashes** - The Clerk had received a request from a relative of an individual whose ashes were interred in Broughton Cemetery asking that the cost of the interment of ashes should be that of a Broughton resident. Although the individual had moved away to be cared for by her daughter, she had lived in Broughton for seventy five years, and still owned a property in Broughton at the time of her death. **It was resolved that the cost of the interment of ashes charged should be £154 - in other words the inside the parish rate.**

(ii) **Erection of Headstone** - The Clerk had received a request for the erection of a stone headstone but with some ironwork on the front of it, therefore he had referred it to Full Council. The applicant had constructed the metal structure himself, and also provided photos and measurements of the memorial, which fell within the rules and regulations for Apple Lane Cemetery. **It was resolved that the erection of the headstone should be allowed but subject to it being able to be safely erected.**

**3336. Items Raised By Councillors**

(i) **Civic Awards** - Councillor Price felt that there were three people in Broughton who deserved an award to recognise their achievements in terms of serving the community of Broughton. Councillors discussed how these current individuals and any other individuals in the future could be recognised for their service to the community. **It was resolved that the item be deferred to the General Purposes Committee to make a recommendation to Full Council as to how current and future individuals could be recognised for their service to the community of Broughton.**

**3337. Reports From Council Representatives**

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

(i) **Village Hall Committee** - The Village Hall was now Covid-secure, which involved markings, signs and sanitisers, and they hoped to open this / next week.

(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 work being done to improve the condition of the playing field following the return of the chafer grub.

(iv) **Broughton Allotment Association & Leisure Gardeners** - There was nothing to report.

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

**3338. North Lincolnshire Council's Leader's Report**

Due to time constraints, Councillor Waltham said that he would send an update regarding North Lincolnshire Council to the Clerk via email.

**3339. Date, Time and Place of Future Meetings**

The next meeting of the Full Council is due to be held on Monday, 26<sup>th</sup> October 2020, at 7.30 pm, via Zoom. A meeting of the General Purposes Committee is due to be held on Monday, 12<sup>th</sup> October, at 7.00 pm, via Zoom. **It was resolved that the information be noted.**

**3340. Closure of Council Meeting**

The meeting was closed by the Mayor at 10.00 pm.