

## BROUGHTON TOWN COUNCIL

### Minutes of the Full Council Meeting held on Monday, 27<sup>th</sup> July 2020, at 7.30 pm, via Zoom

#### Public Participation

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

#### **3268. Record of Members Present**

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

#### **3269. Apologies and Reasons for Absence**

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

#### **3270. Declarations of Interest**

- (i) Councillor Tattersfield declared an interest in Item 11 - Planning, whilst Councillor Simpson declared an interest in Item 16 - Multi-User Games Area, Item 17 - Future Reopening of Play Park, Skate Park & Sports Centre and Item 20 - Service (ii) Kubota Tractor.
- (ii) The Clerk had received and granted no dispensations.

#### **3271. Mayor's Report**

Councillor Senior explained that he had not attended any civic events due to the lockdown, however he had attended a virtual meeting on Tuesday, 14<sup>th</sup> July 2020 with the Clerk and North Lincs Council to do with the MUGA. **It was resolved that the report be noted.**

#### **3272. Police Matters**

The Clerk had asked some young people in the skate park to leave and when they did not do so he rang the police, who subsequently returned his call. Councillor Portess reported that there had been youngsters on the roof at the Village Hall, so he rang the police who assured him they would send someone out, however they did not do so. **It was resolved that the information be noted.**

#### **3273. Minutes of the Last Meeting**

The minutes of a meeting of the Full Council held on Monday, 29<sup>th</sup> June 2020, had both been circulated prior to the meeting. **It was resolved that they be approved as a correct record.**

#### **3274. Matters Arising**

**Minute 3252 Correspondence (ii) c) North Lincs Council** - Correspondence had been received from North Lincs Council stating that the grant for Spring in Bloom was actually for an amount up to £497 not £467.

**Minute 3252 Correspondence (ii) g) Mr R Fox** - The Clerk had emailed Mr Fox and acknowledged his concerns about parking at the top of Westminster Road, however the Council did not believe it warranted double yellow lines because it believed it to be a temporary issue due to lockdown, however it was prepared to review this in the future if the problem persisted.

**Minute 3252 Correspondence (ii) i) Mr A Gant** - The Clerk had emailed Mr Gant and acknowledged that there was an issue with regards to parking on Brigg Road and it had been brought to the attention of the Leader of North Lincolnshire Council.

**Minute 3258 Grass Cutting of Verges and Public Rights of Way** - The Clerk had informed North Lincolnshire Council that Broughton Town Council will take over responsibility for grass cutting of the highway verges and small open spaces but not the public rights of way for 2020, 2021 and 2022, and Greengrass Contracting had been asked to carry out such work for 2020.

**Minute 3262 Broughton & Appleby Neighbourhood Action Team** - The Clerk had informed the Broughton & Appleby Neighbourhood Action Team that Councillor Price had been appointed as the Council's representative for the local NAT.

**Minute 3263 Item Raised by Councillors (i) Community Speed Watch** - The Clerk had contacted the Community Speedwatch Co-ordinator about going ahead with such a scheme within the parish of Broughton and he had outlined that the next step would be to visit the site and agree the location for the monitoring to take place with a Council representative or someone most likely to know where the speeding issues were and Councillor Price offered to do this.

### **3275. Correspondence**

- i) a) North Lincs Council - Government Guidance Updates, Webinars & Visit Lincoln Newsletter
- b) North Lincs Council - Great British September Clean
- c) Mr R Sergeant - Praise about Cemetery
- d) North Lincs Council - Visit England's New Industry Standard
- e) Yorkshire Bank - Financial Services Compensation Scheme
- f) North Lincs Council - Discretionary Grant Fund
- g) CPRE Northern Lincolnshire - Best Kept Village 2020
- h) SLCC - Letter to Secretary of State about Financial Viability of Town & Parish Councils
- i) Iyanna Spain - Virus the Viper
- j) North Lincs Council - Transfer of Responsibility for Grass Cutting to Town Council
- k) Citation - HR & Tax Webinar
- l) BHIB Ltd - Business Interruption Test Case Update
- m) Humberside Police - Child Sexual Exploitation Poster
- n) SLCC - Survey on Government Guidelines on the Re-Opening of Playgrounds
- o) Mrs C Hempstock - Complaint about Grass Cutter
- p) Arts Council England - Library Recovery Toolkit
- q) Mr R Bonnett - Praise about Grass Cutting
- r) North Lincs Council - Update of Clerk & Chair Contact Details
- s) LIVES - Everyday Heroes Campaign
- t) ERNLLCA / NALC - Series of Online Events on Rebuilding Communities
- u) North Lincs Council - Tourism & Hospitality 5% VAT Webinar
- v) Citation - HR & Payroll Webinar
- w) North Lincs Council - Foster Carer Poster
- x) Councillor Waltham - Telephone Problem on Lilywood Road, Broughton

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

**(ii) a) Broughton in Bloom** - Collection Point for Eco-Bricks. An email requesting permission to place a collection box at the Phil Grundy Community and Sports Centre for residents to leave their completed eco-bricks, which Broughton in Bloom would then use to build a planter as a community project.

**It was resolved that this be agreed subject to Broughton in Bloom be able to provide a suitable receptacle for residents to leave their eco-bricks in the Phil Grundy Community & Sports Centre car park.**

**b) Public Sector Voice** - Survey on Impact of Covid-19 on the Public Sector. A request to complete a survey on the impact of Covid-19 on the Public Sector and the public servants who lead the essential services. **It was resolved that the Clerk should complete the survey if he wished to do so.**

**c) Westminster Insight** - Managing Mental Health in the Workplace Online Conference. Details of a conference due to be streamed live on Thursday, 26<sup>th</sup> November 2020, from 9:15 am to 3:45 pm. **It was resolved that the Clerk and Deputy Clerk be allowed to attend if they wished to do so.**

### **3276. Publications**

The following publications had been received:-

NACO - Newsletter	June 2020
Clerk & Councils Direct - Magazine	July 2020
CPRE - Campaigns Update	July 2020
ERPF - Employer Alert	July 2020
HSBCnet - News	July 2020
North Lincs Council - Forthcoming Meetings	July 2020
LIVES - On Scene	Spring / Summer 2020
ERNLLCA - Newsletters	
NACO - Newsflash	
NALC - Chief Executive's Bulletins	
NALC - Coronavirus	
NALC - Newsletters	
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.**

### **3277. Committee / Working Group Reports**

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

### **3278. Planning Applications**

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

<b>PA/2020/944</b>	Proposal: Planning permission to erect three dwellings with associated landscaping and parking Location: Land rear of 6 High Street, Broughton, DN20 0JA Applicant: Mr Chris Morley
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Standing orders were temporarily suspended to allow a member of the public to speak and then reinstated.

**It was resolved that the Council should support the planning application subject to the land being decontaminated to a suitable point which North Lincolnshire Council was happy with.**

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

b) The following planning decision had been received: -

**PA/2020/278** Full planning permission granted to erect a bungalow with loft accommodation and attached garage on land adjacent Copperfield, Chapel Lane, Broughton, DN20 0HP

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

c) **Water Testing at Wressle Wellsite** - This had been deferred from the last meeting of the Full Council to allow other exploratory work to be carried out including consultation with the regulatory bodies, however no meeting had yet taken place. Standing orders were temporarily suspended to allow the Leader of North Lincolnshire Council to speak and he informed the Council that both British Steel and Anglian Water do a baseline test. **It was resolved that the Council should defer any decision about independent testing of the water for up to 3 months in anticipation of getting a copy of such information from both Anglian Water and the Environment Agency.**

### 3279. **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 June 2020 were provided for councillors to scrutinise. **It was resolved that the accounts be approved.**

#### **(iii) Budget Report**

Councillors were provided with a copy of the budget report for April 2020 - June 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**

The following financial information was presented:

#### **ACCOUNTS FOR PAYMENT - JULY 2020**

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

30.06.20	DD	E.on - Gas for Sports Centre	16.97
01.07.20	DD	North Lincs Council - Business Rates for Cemetery	81.00
06.07.20	DD	Talk Talk Business - Telephone & Broadband	39.60
08.07.20	Csh No.8	Howarth Timber & Building Supplies - Wood	22.43
09.07.20	Csh No.9	Brians DIY – Fixings	3.00
	DD	E.on - Electricity for Playing Field	13.61
	DD	E.on - Electricity for Sports Centre	297.02

10.07.20	DD	HSBC - Bank Charges	24.36
17.07.20	BACS No.25	Mr P Senior - Reimbursement for Coronavirus Signs	239.58
20.07.20	Csh No.10	Crawford Lawnmowers Ltd - Strimmer Head	20.00
	DD	Anglian Water - Water for Sports Centre	60.66
21.07.20	DD	Anglian Water - Water for Cemetery	23.01
	DD	Anglian Water - Water for Allotments	51.29
21.07.20	Csh No.11	MFG Brigg Service Station - Fuel for Mowers	19.66
		HSBC - Bank Charges	8.00

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

27.07.20	BACS No.26	Turnerwarren - Payroll Charges & Furlough Charges	88.80
	BACS No.27	The Parkinson Partnership LLP - VAT Advice for MUGA	600.00
	BACS No.28	BCSA - Grounds Maintenance	605.10
	BACS No.29	Green Grass Contracting - Grounds Maintenance	1,326.00
	BACS No.30	North Lincs Council - Waste for Cemetery & Sports Centre	411.20
	BACS No.31	North Lincs Council - Waste for Sports Centre	29.40
	BACS No.32	Pestfree Pest Control Limited - Wasps Nest	65.00

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

Note: Councillor Senior declared an interest in the BACS payment to do with the Reimbursement for Coronavirus Signs, therefore Councillor Price chaired the meeting in his absence.

### **3280. Risk Assessment**

The Clerk provided each councillor with a copy of the Council's risk assessment policy. **It was resolved that the Council should adopt the risk assessment policy.**

### **3281. Annual Governance Statement – Assertions Review**

The Clerk had provided each councillor with a copy of the Annual Governance Statement - Assertions Review, and the form was completed after careful discussion by councillors. **It was resolved that Full Council should approve the Annual Governance Statement - Assertions Review.**

### **3282. Annual Governance and Accountability Return**

The Clerk informed councillors that the internal auditor's report was not yet available for him to provide to councillors. **It was resolved that this item should be deferred to the next meeting of the Full Council.**

### **3283. Multi-User Games Area**

Due to the confidential nature of the item to be discussed the press and public were excluded to allow the Mayor to give councillors an update on the MUGA. He outlined some of the issues which had arisen and the options which were being considered by the General Purposes Committee to overcome them. **It was resolved that Full Council should:- (i) Allow the General Purposes Committee to continue to explore the existing avenues and any others as they arise, and also allow them to bring in representatives from Broughton Ravers and North Lincs Council to make them aware of the issues. (ii) Get the Clerk to ask North Lincolnshire Council if it was prepared to build the MUGA and then gift it to the town council.**

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

**3284. Future Reopening of Play Park, Skate Park & Sports Centre**

At the last meeting of the Full Council it was resolved that the General Purposes Committee should meet and make a recommendation about the re-opening of the Play Park and Skate Park. Each councillor was provided with a summary of general advice on the re-opening of playgrounds, a set of guidelines, risk assessments and signage for both the Play Park and Skate Park, which had been scrutinised and amended at a meeting of the General Purposes Committee held on Thursday, 16<sup>th</sup> July 2020. **It was resolved that Full Council should agree with the recommendation made by the General Purposes Committee that the Play Park and Skate Park should be reopened on Tuesday, 28<sup>th</sup> July 2020, and a statement issued via Facebook. In addition, the Clerk be authorised to unfurlough staff for the number of hours he deemed necessary to reopen the Sports Centre.**

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

**3285. Floodlights, Playing Surface and Storage**

The Clerk had received email correspondence from Broughton Ravers JFC to do with:-

**(i) Floodlights** - Broughton Ravers would like to see improvements to the existing floodlights otherwise they may need to seek alternative facilities out of Broughton. The Clerk had managed to obtain two quotes, one was for floodlights to be erected on existing poles to light up the area towards the cricket outfield / square, whilst the other is for floodlights to be erected on two damaged poles to light up the whole of the training area - although this would be an area occupied by the MUGA and therefore need removing in the future. The Clerk had sought advice from North Lincolnshire Council as to whether planning permission would be required if floodlights were to be erected on existing poles to which the response was that this would not be necessary but to ensure that it does not result in the illumination of any residential properties or private gardens. **It was resolved that the Clerk should ask Bowness Electrical to provide additional floodlights for the playing field at a cost of £996 + VAT.**

**(ii) Playing Surface** - Broughton Ravers feel that the area where the MUGA is due to be built on has not been maintained to the same standard as the rest of the field and requested that the Council ask the grounds maintenance contractor to improve the standard of this area whilst the MUGA was not in-situ. **It was resolved that the Clerk should ask the grounds maintenance contractor to improve the state of the playing given there were delays to the MUGA.**

**(iii) Storage** - Broughton Ravers need more storage space and were looking in the long term for four double garages or four new containers to be erected where the cricket and maintenance containers are now and for one of these to be for football, however in the short term they were looking at either an additional cage attached to the cricket cage, an additional cage attached to the football container, or an additional container. **It was resolved that the General Purposes Committee be asked to look at this in more detail with Broughton Ravers and make a recommendation to Full Council.**

**3286. Strimmer**

The Clerk informed the Council that the Handymen had requested a lighter strimmer due to the existing one being rather heavy for them to use, therefore he had obtained a quote for a new strimmer. **It was resolved that a Stihl Strimmer should be purchased at a cost of £240 + VAT from Farmstar Ltd.**

**3287. Service****(i) Hedgetrimmer**

The Clerk informed the Council that the hedgetrimmer needed servicing, therefore he had obtained a quote for a service. **It was resolved that the Hedgetrimmer be serviced at a cost of £40 + VAT by Farmstar Ltd.**

**(ii) Kubota Tractor**

The Clerk informed the Council that the Kubota tractor was due a service, therefore he had obtained a quote for a service. **It was resolved that the Kubota Tractor be serviced at a cost of £249 + VAT by Farmstar Limited.**

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

**3288. Trampoline**

One of the trampoline springs needed replacing, therefore the Clerk had obtained a quote to do this. Wicksteed were prepared to send the part free of charge, however if they were to send an engineer to fit it then it would cost £360 +VAT. **It was resolved that the Clerk should ask the Handymen to repair the trampoline, however if they were unable to do so then he be given the authority to ask Wicksteed to do it at a cost of £360 + VAT.**

**3289. VE Day 75 Plaque**

At the last meeting of the Full Council it was resolved that the Clerk should look into the cost of a VE Day 75 Plaque. The Deputy Clerk had since managed to obtain a quote for either an A4 or A5 sized plaque, and it was also suggested that it should be put up at the Village Hall. **It was resolved that the Council should purchase an A5 size plaque at a cost of £85 + VAT from A1 Signs to help commemorate 75 years since VE Day.**

**3290. Community Liaison Group**

Egdon Resources plc are keen to set up a Community Liaison Group (CLG) to enable an exchange of information around the development of the site at Lodge Farm, Wressle, into an oil production facility. In an email to the Council they stated that they took their community responsibilities very seriously and wanted to listen to genuine concerns from the local community, so that they could respond quickly and effectively. The CLG will be a forum consisting of a small number of members who will meet on a regular basis to discuss plans and ask questions put forward by locals. Members will also be able to seek expert opinion from within the businesses and other bodies such as the Environment Agency. They would like to have a mix of elected representatives and other interested local people. **It was resolved that Councillor Ross and Councillor Tattersfield be appointed as the Council's representatives on the Community Liaison Group for the Wressle Well site.**

**3291. Reports From Council Representatives**

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

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

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

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

**(iv) Broughton Allotment Association & Leisure Gardeners** - Councillor Whittingham had forwarded some queries to the Deputy Town Clerk.

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

**3292. North Lincolnshire Council's Leaders Report**

Councillor Rob Waltham, Leader of North Lincolnshire Council, explained that he had spoken to Mr Fox regarding his request for double yellow lines on Westminster Road and that the double yellow lines and yellow zig-zag lines on Brigg Road would be reinstated within a short period of time. The residents of Greyfriars Road also had some concerns which he was looking into. The meeting with the Environment Agency regarding Egdon Resources was delayed due to the summer holidays and would now be likely to take place at the end of August. Egdon Resources had asked North Lincs Council with help electing members for the Community Liaison Group and Councillor Waltham is the elected representative for North Lincs Council on the Community Liaison Group. Councillor Waltham had sent some information regarding the reopening of play parks and hoped this had been of use. He said there had been some issues regarding speeding which an update would be ready for at the next meeting. Councillor Waltham discussed the reopening of swimming pools and said that swimming would require pre-booking. There had been an article on the Scunthorpe Telegraph website about extending the area of natural outstanding beauty for the Lincolnshire Wolds from Caistor to as far as Kirton-in-Lindsey and over the River Humber to South Ferriby with Broughton being an important part of this. Councillor Whittingham said that the delay with the MUGA had been attributed to planning issues and Covid-19 in a political newsletter, however she said it was really due to financial issues. Councillor Waltham said that the MUGA had been in planning for at least 12 months and the conditions had not yet been discharged so there was a delay due to planning. **It was resolved that the information be noted.**

**3293. Date, Time and Place of Future Meetings**

The next meeting of the Full Council is due to be held on Monday, 24<sup>th</sup> August 2020, at 7.30pm, via Zoom. **It was resolved that the information be noted.**

**3294. Closure of Council Meeting**

The meeting was closed by the Mayor at 9.57 pm.