

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 29th June 2020, at 7.30 pm, via Zoom.

Unfortunately the start of the meeting was delayed by about half an hour due to a technical issue to do with sound.

Public Participation

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

3245. Record of Members Present

The following councillors were present: Councillors Senior (Mayor), Leitch, Portess, Price, Simpson and Whittingham.

3246. Apologies and Reasons for Absence

Apologies were received from Councillor Mumby-Croft & Councillor Ross - personal commitments.

3247. Declarations of Interest

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

3248. Mayor's Report

The Mayor explained that there had been no official duties due to the lockdown. **It was resolved that the report be noted.**

3249. Police Matters

There had been an incident where somebody was demonstrating bad driving skills along Townhill, and this had been reported to the police. **It was resolved that the information be noted.**

3250. Minutes of the Last Meeting

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

3251. Matters Arising

Minute 3230 Correspondence (ii) b) Mr J Harris - Walking in Lincolnshire. The Clerk had forwarded the email to BCSA for them to make a decision.

Minute 3235 Mayoral / Chairperson's Allowance - The Clerk informed the Council that the first of two instalments of the Mayoral Allowance had been paid for 2020 / 2021.

Minute 3238 Insurance - The Clerk had renewed the Council's insurance policy with BHIB Limited at a cost of £6,441.14

Minute 3239 Standing Orders - The Clerk had amended the standing orders accordingly to take account of the changes suggested by councillors.

Minute 3240 Financial Regulations - The Clerk had amended the financial regulations accordingly to take account of the changes suggested by councillors.

Minute 3242 North Lincolnshire Councillors' Reports - The Clerk had applied for £25,000 from the Retail, Hospitality and Leisure Grant Fund, and in addition had applied for £10,000 from the Discretionary Grant Fund from North Lincs Council.

3252. Correspondence

- i) a) HSBC - Reduction to Savings Account Interest Rates / Business Overdrafts
- b) OPCC - Rural Community Safety Priorities
- c) HWRCC - Trustee Update
- d) Cloverleaf Advocacy - New Support Offer Covid19
- e) North Lincs Council - Brocklesby Estate Walks Closed
- f) ERNLLCA / Bath Publishing - Free Neighbourhood Planning Webinar
- g) North & North East Lincolnshire Alzheimer's Society - Dementia
- h) NALC - Impact of Covid19 on High Streets & Town Centres
- i) NALC - Open Letter to All Councillors
- j) Yorkshire Bank - Interest Rate on Cash Management Account Reduction
- k) OPCC - Rural Crime Issue
- l) North Lincs Council - Temporary Suspension of Waste Collection
- m) Calor Rural Community Fund - Public Supporting Starts Now
- n) North Lincs Council - Weedspray Update
- o) Ms C Gray - Complaint about Pocket Park Path
- p) HWRCC - Bulk Oil Buying Scheme
- q) NALC - New Publication on Website Accessibility
- r) NALC - New Edition of Points of Light
- s) BHIB - Reopening Council Offices After Covid19
- t) NALC - New Risk Assessment Guide
- u) North Lincs Council - National Refuge Week Phone In
- v) Mr J Whitaker - Amendments to Existing Parking Restrictions
- w) Broughton Ravers JFC - Broughton War Memorial Recreation Ground
- x) North Lincs Council - Availability of Community Buildings
- y) North Lincs Council - Review of Declarations of Interest Forms
- z) North Lincs Council - Coronavirus Related Scams
- aa) Network Rail - South Humberside Main Line Landslip
- bb) ERNLLCA / NALC - Coronavirus & Future of Local Government
- cc) North Lincs Council - Business Webinars
- dd) North Lincs Council - Canal & River Trust Newsletter
- ee) North Lincs Council - Report of Footbridge with Damaged & Rotten Decking Board
- ff) Stand Up For Care Givers - Guest Article for Website
- gg) Mr R Bonnett - Notice Board Grass
- hh) Rehab4Addiction - Mental Health Guide
- ii) Humberside Police - Information About Various Groups

It was resolved that this correspondence should be noted.

(ii) a) Mr G Day - VE Day 75 Plaque & Flag Pole. Several emails expressing his disappointment about the Council's VE Day Celebrations, although it was pointed out that the Council had been prepared to support a local event to celebrate VE Day, but unfortunately this was cancelled due to the coronavirus pandemic. Mr Day suggested a plaque and flagpole to celebrate VE Day 75. **It was resolved that the Clerk should look into the cost of a plaque, however there was already a flagpole on the church.**

b) Westminster Insight - Complaints Handling in the Public Sector Forum. Details of an event due to be streamed live on Wednesday, 30th September 2020, from 9.00 am to 1.30 pm. **It was resolved that the information be noted.**

c) North Lincs Council - Community Grant for Spring in Bloom. The Council's application for purchasing spring plants, bulbs and seeds had been considered by North Lincs Council. The Council had awarded a grant of up to £467 for Spring in Bloom, and each councillor was provided with a copy of the conditions for the grant offer. **It was resolved that the Clerk should accept the relevant terms and conditions for the Community Grant for Spring in Bloom of £467.**

d) VANL - Survey. An email had been received from VANL requesting a response to two questions with a view to completing a further survey to allow VANL to champion the needs of the voluntary sector in such a way that funders, Government and local statutory organisations accept it as credible because of the evidence provided to them. **It was resolved that the Clerk should complete the survey if he wished to do so.**

e) NALC / ERNLLCA / North Lincs Council - New Model Code of Conduct Consultation. The Local Government Association has launched a consultation on a new model member code of conduct. High Standards of conduct and behaviour are of huge importance to the local council sector as they are required to protect the integrity of decision-making, maintain public confidence, and safeguard local democracy. NALC, ERNLLCA AND North Lincs Council are therefore strongly encouraging local councils to consider the proposed new model member code of conduct and respond to the LGA consultation before the deadline of 17th August 2020. One councillor said it was very detailed but muddled. **It was resolved that any comments on the New Model Code of Conduct should be sent to the Clerk so he could then forward them on to the Local Government Association before the deadline.**

f) Playsafety Limited - Reduced Rate Play Area Inspections. Playsafety Limited are currently offering reduced rates on playground inspections. As they are in the area in August, they are able to offer inspections at a discounted rate of £68.50 per play area + VAT - with any additional items over five per play area at £3.50 + VAT. **It was resolved that the Clerk should ask Playsafety Ltd to carry out inspections of both Scawby Road Play Park and Wressle Play Park, and also the Skate Park.**

g) Ms H Marsters - Tourism & Social Media Survey. An email has been received from a postgraduate student undertaking an MSc in Digital Marketing at the University of Westminster. Her dissertation was on investigating how social media can be used by town councils in England to promote tourism, and she therefore requested the completion of a survey by Thursday, 2nd July 2020. **It was resolved that the Clerk should complete the survey if he wished to do so.**

h) Mr R Fox - Westminster Road Double Yellow Lines. An email asking the Council to urge North Lincs Council to paint double yellow lines at the top of Westminster Road, because it was a struggle to get in and out of the road due to cars being parked close to the junction, and difficult to see cars approaching from Appleby. Standing orders were temporarily suspended to allow the Leader of North Lincolnshire Council to speak. **It was resolved that the Clerk should acknowledge the concerns about parking at the top of Westminster Road, however the Council does not believe it warrants 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.**

i) **Mr A Gant** - Brigg Road Parking Issues. An email drawing the Council's attention to parking issues on Brigg Road outside Broughton Primary School. It was felt that the issue has been compounded by the fact that the road has been resurfaced and the double yellow lines and the yellow zig-zag lines had not yet been reinstated. The Council was already aware of the problem and the Clerk had contacted the Headteacher to ask if any members of staff / visitors to the School could be encouraged to use off-road parking rather than on-road parking in order to help alleviate the problem for local residents. Standing orders were temporarily suspended to allow the Leader of North Lincolnshire Council to speak. **It was resolved that the Clerk should acknowledge 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 Lincs Council.**

3253. Publications

The following publications had been received:-

OPCC - Newsletter	May 2020
CPRE - Campaigns Update	June 2020
ERPF- Employer Alert	June 2020
HSBCnet - News	June 2020
HWRCC - Newsletter	June 2020
North Lincs Council - Forthcoming Meetings	June 2020
ERNLLCA - Newsletters	
ERPF - Employer Bulletins	
NALC - Chief Executive's Bulletins	
NALC - Coronavirus	
NALC - Newsletter	
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.

3254. Committee / Working Group Reports

(i) **General Purposes Committee** - The minutes of meetings of the General Purposes Committee held on Monday, 1st June 2020 and Tuesday, 23rd June 2020 were circulated prior to the meeting. **It was resolved that they should be approved as a correct record.**

3255. Planning Applications

a) The following planning application had been received:-

PA/2020/873	Proposal: Planning permission to raise roof height to provide accommodation, erect garden room and replace pre-fabricated garage with single detached garage Location: 7 Old Mill Lane, Broughton, DN20 0JF Applicant: Mr T James, Viking Way Properties
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It was resolved that the Council should make no objections or comments.

b) The following planning correspondence had been received:-

COMP/2019/375 An appeal made against an enforcement notice issued by North Lincolnshire Council on 10th March 2020, about an alleged breach of planning control to do with the erection of play equipment in excess of 2.5 metres in height within 2 metres of the boundary which is detrimental to the amenity rights of adjoining neighbours through overlooking, at 90 Windsor Way, Broughton DN20 0EL

It was resolved that the Council should support the views of North Lincolnshire Council and the structure should be removed in its entirety.

PA/2020/590 The local planning authority has written to confirm that this application has now been withdrawn.

It was resolved that the information be noted.

c) **Water Testing at Wressle Wellsite** - The Clerk had previously been asked to gain more information about the source of the water supply and the costs of monitoring it. Whilst he had not yet received an answer to the source of the water supply from Anglian Water, he had managed to obtain an idea of a cost to do with the monitoring of it. Stephen Buss - an Environmental Consultant was prepared to provide a monitoring scheme for the development and estimated it would take about 8 hours and cost £576 + VAT. A third party was willing to pay a contribution towards this, however it was felt that the Council should be impartial. One of the planning conditions for the Wressle Wellsite was to do with baseline testing and it was believed that Egdon Resources were close to doing this. Standing orders were temporarily suspended to allow the Leader of North Lincolnshire council to speak. He was happy to set up a meeting for the Council with the Environment Agency and Planning to see what had been done with regards to this. **It was resolved that a decision be deferred until other exploratory work has been carried out including consultation with the regulatory bodies.**

3256. **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 a future meeting.**

(ii) **Financial Accounts**

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

(iii) **Accounts for Payment**

The following financial information was presented:

ACCOUNTS FOR PAYMENT - JUNE 2020

Payments made since last meeting:-

27.05.20	BACS No.17	Payroll & Pension	5,480.19
28.05.20	DD	BT - Telephone Directory	46.76
01.06.20	DD	North Lincs Council - Business Rates for Cemetery	81.00

02.06.20	DD	E.on - Gas for Sports Centre	26.94
03.06.20	DD	Talk Talk Business - Telephone & Broadband	39.60
04.06.20	BACS No.18	BHIB Ltd - Insurance	6,441.14
07.06.20	Csh No.5	MFG Brigg Service Station - Fuel for Mowers	12.00
08.06.20	DD	E.on - Electricity for Playing Field	11.68
	DD	E.on - Electricity for Sports Centre	250.78
08.06.20	BACS No.19	Mr P T Senior - Mayoral Allowance	590.00
10.06.20		HSBC - Bank Charges	24.96
21.06.20		HSBC - Bank Charges	13.50
26.06.20	Csh No.6	Morrisons - Fuel for Mowers	20.00

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

29.06.20	BACS No.20	BCSA - Grounds Maintenance	874.44
	BACS No.21	Green Grass Contracting - Grounds Maintenance	384.00
	BACS No.22	Supplies - Stationery / Cleaning Materials / H & S	160.91
	BACS No.23	North Lincs Council - Premises Licence	70.00
	BACS No.24	Payroll & Pension	5,479.99
	Csh No.7	MFG Brigg Service Station - Fuel for Mowers	12.79

It was resolved that these accounts be approved.

3257. Multi-User Games Area

Standing orders were suspended to allow Mr Mark Fox of Broughton Ravers to speak. He asked if any further information was still required from them, and the Clerk said he was just waiting for their accounts, and was told that these would be provided in the near future. The Mayor explained that two months ago, the Council had requested a business plan to be put before Full Council this evening. It would show three scenarios - the best case scenario, the worst case scenario and a middle case scenario, with the possibility of it being managed by a charity / charitable trust. The General Purposes Committee had been working on this. The plan was being refined and some answers were still required. The lockdown has caused a delay and also an increase in the cost of materials. North Lincs Council had put £580,000 aside towards the building of the MUGA and the Council needed to ensure it stick within the budget. He said he could not yet give a timeline for the building of the MUGA. The press and public were then excluded at this point in order to allow councillors to look at the management plan for the MUGA, which was confidential. The Mayor went through the plan and answered any questions raised by councillors. **It was resolved that the report be noted.** Note: Councillor Simpson had earlier declared an interest in this item and therefore left the meeting whilst it was being discussed.

3258. Grass Cutting of Verges and Public Rights of Way

Due to a clause related to confidentiality in the grant it was felt that the press and public should be excluded just for this item. The Clerk provided each councillor with information about the grants payable by North Lincolnshire Council to do with the grass cutting of 'Highway Verges & Small Open Spaces' and the 'Public Rights of Way'. In addition he had tried to obtain three quotes for the work this entailed but only received two quotes. Councillors then discussed the possibility of Broughton Town Council taking over responsibility for the cutting of the grass verges and public rights of way. **It resolved that the Council should 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 that Greengrass Contracting should be asked to carry out such work for 2020.**

3259. Future Opening of Council Facilities

Following government guidance regarding the easing of lockdown and the reopening of certain facilities from Saturday, 4th July 2020, the reopening of the Centre, Office, Play Park and Skate Park were discussed. The Clerk had sought advice from the Council's insurers about the fact that the Play Park and Skate Park were not supervised and meant government guidelines could not be enforced. Would our insurance policy consider the risk of someone contracting Coronavirus from our Play Park or Skate Park? The response was that as long as everything was being done by the Council with regards to following government guidelines related to reopening facilities, then the Council's policy would be in place as normal. There was an issue regarding the locking-up of the main gates in the evenings. Standing orders were temporarily suspended to allow a member of the public to speak. He suggested a rota of volunteers to lock-up the gate to the car park if there was a lack of staff due to them being furloughed. Another member of the public was concerned about the lack of safety due to lack of adequate parking. Standing orders were reinstated at this point. **It was resolved that the Car Park be reopened, the Phil Grundy Community & Sports Centre and Office remain closed, and the General Purposes Committee should make a recommendation with regard to the reopening of the Play Park and the Skate Park with a view to making a decision at the next meeting of the Full Council.**

3260. Best Kept Garden Competition

A councillor was required to judge the Best Kept Garden Competition alongside two members of Broughton in Bloom. **It was resolved that Councillor Whittingham should judge the Best Kept Garden Competition alongside the two members of Broughton in Bloom.**

3261. Annual Governance Statement - Assertions Review

There was insufficient time to consider this item. **It was resolved that this item should be deferred to a future meeting.**

3262. Broughton & Appleby Neighbourhood Action Team

With no ward councillor at present the Council needed someone to represent it on the Broughton and Appleby Neighbourhood Action Team. **It was resolved that Councillor Price be appointed as the Council's representative on the Broughton & Appleby Neighbourhood Action Team.**

3263. Items Raised by Councillors

(i) **Community Speed Watch** - Councillor Price said there were now sufficient volunteers to move forward with Community Speed Watch. It was resolved that **It was resolved that the Clerk should contact Mr Goodwin, the Community Speed Watch Coordinator with a view to going ahead with such a scheme within the parish of Broughton.**

3264. Reports From Council Representatives

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

(i) **Village Hall Committee** - The Village hall had received a £10,000 grant from North Lincolnshire Council, and were looking at reopening when the Council reopened its facilities - but were as yet unsure when it would be safe to do so.

(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. They had supported the Scarecrow competition and a Lockdown Champion Award was to take place, and also asked for the grass verges to be cut.

(iv) **Broughton Allotment Association & Leisure Gardeners** - Councillor Whittingham had liaised with the Deputy Town Clerk regarding some issues and asked for the grass to be cut for the Best Kept Village Competition.

It was resolved that the information should be noted.

3265. North Lincolnshire Councillors' Reports

As there was currently no ward councillors standing orders were temporarily suspended to allow Councillor Rob Waltham, Leader of North Lincolnshire Council to speak. North Lincolnshire Council had received an extra £1.5 million for the Discretionary Grant Fund which would help more local businesses. Councillor Waltham had reached out to Mr Fox regarding his request for double yellow lines on Westminster Road. He has started the process for to a meeting with the Environment Agency to take place regarding Egdon Resources and he expected someone to be in touch with us with regards to a date for this soon. He thanked the residents of Broughton for sending queries his way and he said he was always available for questions. Councillor Whittingham asked where plastic recycling goes to and Councillor Waltham assured her that it did not end up abroad. It went to a waste transfer station to be processed and the bulk of it does get recycled. **It was resolved that the information be noted.**

3266. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 27th July 2020, at 7.30pm, and there is also a meeting of the General Purposes Committee due to be held on Monday, 13th July 2020, at 7.00 pm, both via Zoom. **It was resolved that the information be noted.**

3267. Closure of Council Meeting

The meeting was closed by the Mayor at 10.30 pm.