

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 24th February 2020, at 7.30 pm, in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton

Public Participation

A resident who had ongoing concerns about overhanging vegetation informed the Council that since the last meeting he had gone around Broughton with the Leader of North Lincolnshire Council, who were going to write to the landowners.

Another resident asked about the 'Local Plan' and was told it was an agenda item and therefore would be discussed by the Council later in the meeting.

3157. Record of Members Present

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

3158. Apologies and Reasons for Absence

Apologies were received from Councillor Mumby-Croft - work commitments.

3159. Declarations of Interest

(i) Councillor Simpson declared an interest in Item 9 - Correspondence (ii) m), Item 14 - BCSA, Item 15 - Multi-User Games Area, Item 18 - Grounds Maintenance and Item 19 - Lettings Policy and Booking Conditions, whilst Councillor Price declared an interest in Item 9 - Correspondence (ii) m), Item 19 - Lettings Policy and Booking Conditions.

(ii) The Clerk had received and granted no dispensations.

3160. Community Speed Watch

A presentation was given by Mr Wayne Goodwin, the Community Speed Watch Coordinator for Humberside Police. He explained that it allowed residents to become trained volunteers monitoring vehicle speeds in their communities with the aim of changing the behaviour of some road users who drive above the speed limit through small towns and villages. He said that six volunteers would be required if the programme was to be implemented in Broughton. There would be no cost to the Council as the training would be provided free of charge. After his presentation Mr Goodwin answered several questions raised by councillors and was then thanked by the Mayor. **It was resolved that the information be noted.**

3161. Mayor's Report

On Saturday, 1st February 2020, the Mayor attended Barton upon Humber's Civic Dinner. On Saturday, 8th February 2020, he met with one of the Handymen to remove the lighting from the Christmas tree. On Monday, 10th February 2020, he chaired a meeting of the General Purposes Committee. On Saturday, 15th February 2020, he attended Kirton Lindsey's Civic Dinner. On Tuesday, 18th February 2020, he met with the Clerk to discuss the agenda for the Full Council meeting. On Thursday, 20th February 2020, he attended an on-site meeting with Clarke Telecommunications along with the Clerk. **It was resolved that the report be noted.**

3162. Police Matters

A Police Surgery had taken place in the Phil Grundy Community & Sports Centre since the last meeting of the Full Council.

A councillor informed the Council that a hit and run incident had taken place on Appleby Lane, which had involved a car and van colliding with one another. The people in the car had to be cut-out whilst the driver of the van had run-off, therefore a police helicopter was seen over the woods.

Both Councillors Portess & Price had attended the last NATs meeting, and the phone which had been found at the Village Hall was handed in to the Police. The crime rate was virtually non-existent, however there was still anti-social behavior taking place at the Village Hall. **It was resolved that the information be noted.**

3163. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 27th January 2020 were circulated prior to the meeting. **It was resolved that they should be deferred to the next meeting of the Full Council.**

3164. Matters Arising

This item was deferred until the next meeting of the Full Council. **It was resolved that this be noted.**

3165. Correspondence

- (i) a) Mr M Fox - Hole Near Football Container
- b) ERNLLCA - Village Hall Photography Competition
- c) Kirton in Lindsey Town Council - Civic Dinner
- d) North Lincs Council - Proposed Traffic Regulation Order
- e) North Lincs Council - Precepts & Grant
- f) Mr G Ladlow - Councillor Glover & Council Vacancy
- g) Royal Mail - Correct Business Address
- h) North Lincs Council - 2020 / 2021 Precept & Grant Taxbase
- i) North Lincs Council - Notification of NAT Meeting & Minutes
- j) BCSA - Several Issues
- k) BHIB Councils Insurance - VE Day Event Insurance
- l) North Lincs Council - Broughton Youth Club Times & Age Ranges
- m) Humberside Police - Information Required For Any Planned VE Day Celebrations
- n) North Lincs Council - Broughton Town Council's Precept & Grant for 2020 / 2021
- o) North Lincs Council - Schools Out Leaflet
- p) HSBCnet - Generate a HSBCnet Security Code Using Mobile Devices
- q) Yorkshire Bank - Inactive Account
- r) Goole Town Council - Annual Civic Service
- s) HSBCnet - Business Email Compromise
- t) HEC Associates - Invitation to Wilder Ancholme Project Launch Event
- u) Winterton Town Council - Civic Dinner
- v) Ms L Coy - Complaint about Pizza Shop
- w) Yorkshire Bank - Flexible Banking Service
- x) UKEconet / SYBRG - Rediscovering & Rewilding a Lost Landscape Press Release

It was resolved that this correspondence should be noted.

(ii) a) ERNLLCA - Play, Sport & Fitness Area Training Seminar. Details of a seminar due to be held on Thursday, 9th April 2020, from 9.30 am to 3.30 pm, at Worlaby Village Hall, Worlaby. **It was resolved that a member of staff be allowed to attend at no cost to the Council.**

b) NALC - Joint Panel on Accountability & Governance Practitioners Guide Survey. Invitation to complete a short survey on JPAG and the guide by Friday, 28th February 2020. **It was resolved that the information be noted.**

- c) **Keep Britain Tidy / North Lincs Council** - Great British Spring Clean. Launch of a campaign to encouraging people to participate in the Great British Spring Clean. They are urging people to either sign-up to host a clean-up, join a clean-up or pledge to pick. **It was resolved that the Council should host a Clean-Up on Sunday, 5th April 2020, at 10.00 am, starting in the Phil Grundy Community and Sports Centre Car Park.**
- d) **North Lincs Council** - Public Space Protection Orders Review. North Lincolnshire Council are in the process of reviewing the current Public Space Protection Orders in place across North Lincolnshire and the review must ensure that any new orders are in place and publicised by October 2020. Therefore councils are being asked to put forward any suggestions where it is believed that PSPOs would be appropriate within their area by Saturday, 29th February 2020. **It was resolved that the information be noted.**
- e) **Local Government Insight** - Complaint Handling in the Public Sector Forum. Details of a forum due to take place on Thursday, 23rd April 2020, from 8.30 am to 1.30 pm, in Central London. **It was resolved that the information be noted.**
- f) **ERNLLCA** - Financial Responsibilities Training Day. Details of a training day due to place on Thursday, 19th March 2020, from 9.45 am to 4.00 pm, at Bishop Burton College. **It was resolved that a member of staff be allowed to attend the Financial Responsibilities Training Day at a cost of £90 plus VAT.**
- g) **VANL** - Emergency First Aid in the Workplace. Details of a course due to take place on both Friday, 10th April 2020, and Tuesday, 28th April 2020, from 9.30 am to 4.00 pm, at 4-6 Robert Street, Scunthorpe. **It was resolved that any member of staff who wished to attend the Emergency First Aid in the Workplace Course be allowed to do so at a cost of £65.**
- h) **North Lincs Council** - Events Risk Assessment Training. Details of a training event due to take place on Wednesday 18th March 2020, at 6.30 pm, in St. John's Market, Scunthorpe. **It was resolved that the details of the Events Risk Training Course be forwarded to all local groups and a member of staff also be allowed to attend the training.**
- i) **North Lincs Council** - North Lincolnshire Local Plan (2017 to 2036) Preferred Options. North Lincolnshire Council is preparing a new single Local Plan for the area. It will establish the vision and objectives for the area, allocate sites for housing, employment, retail, leisure and other forms of development. As well as setting out where new development will go, the Plan will also include policies which seek to protect and preserve open space, green infrastructure, the historic environment, and environmental assets. A Preferred Options document has been prepared setting out the council's preferred approach as to how the new Local Plan could address the important issues that face North Lincolnshire, now and in the coming years. It can be viewed on the council's local plan website www.localplan.northlincs.gov.uk/localplan The consultation period runs from Friday, 14th February 2020 to Friday, 27th March 2020. All comments should be submitted online, or sent to the Place Planning & Housing Team by 5pm on Friday, 27th March 2020. In addition, several roadshows are also to be held across North Lincolnshire to allow local people to come along and give their views about the future growth and development of the area as well as the issues the plan should cover. **It was resolved that the Clerk should request a Roadshow for Broughton and the Consultation on the Preferred Options document be promoted on social media to encourage the public to give their comments.**

j) **NACO** - Survey. The Government's Cabinet Office have asked NACO to survey their entire membership to get a picture of events planned or being considered in relation to the death of her Majesty the Queen. The survey is to be completed by Friday, 6th March 2020. **It was resolved that the information be noted.**

k) **ERNLLCA** - Social Media Engaging Your Community. Details of a workshop due to take place on Tuesday, 24th March 2020, at Bishop Burton College, and then on Wednesday, 25th March 20, at The Ropery Hall, Barton upon Humber, from 9.30 am to 12.15 pm. **It was resolved that Councillor Price be allowed to attend the Social Media Engaging Your Community Training at a cost of £37.50 + VAT if she was able to do so.**

l) **VANL** - Data Protection with GDPR Training. Details of an event due to take place on Thursday, 21st May 2020, from 9.30 am to 4.30 pm, at 4-6 Robert Street, Scunthorpe. **It was resolved that a member of staff be allowed to attend the Data Protection with GDPR Training Course at a cost of £65.**

m) **1st Broughton Guides / Brigg Division Rangers** - New Cooker. The Clerk had received a request for a new cooker in the kitchen at the Phil Grundy Community and Sports Centre due to it being '...old, outdated and not working very well.' **It was resolved that the Clerk should seek a quote to repair the cooker and be given the authority to purchase a new cooker if necessary.**

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

3166. **Publications**

The following publications had been received:-

Carnegie UK Trust - News	January 2020
ERNLLCA - Newsletter	January 2020
HWRCC - Newsletter	January 2020
CPRE - Campaigns Update	February 2020
Environment Agency - Stakeholder Newsletter	February 2020
HSBCnet - News	February 2020
North Lincs Council - Forthcoming Meetings	February 2020
War Memorials Trust - Bulletin	February 2020
ERPF - Employer Bulletin	
NALC - Chief Executive's Bulletins	
NALC - Newsletters	
North Lincs Council - Weekly Roadworks List	
Public Sector Executive - Online Newsletters	
Rural Services Network - Bulletins & Rural Funding Digest	

It was resolved that the information be noted.

3167. **Committee / Working Group Reports**

(i) **General Purposes Committee** - The minutes of a meeting of the General Purposes Committee held on Monday, 10th February 2020, had been circulated prior to the meeting. **It was resolved that they should be approved as a correct record.**

3168. Planning Applications

- a) The following planning application had been received:-

PA/2020/108 Proposal: Planning permission to demolish existing single garage and replace with a new single garage
Location: 7 Beech Close, Broughton, DN20 0UA

Applicant: Mr Matthew Harrison

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

- b) The following planning decisions had been received:-

PA/2019/1627 Full planning permission granted to vary condition 2 of planning permission PA/2019/535 namely to amend plot 7's layout and elevations at part of former playing field, Old Broughton Infant School, Brigg Road, Broughton, DN20 0JW

PA/2019/2065 Full planning permission granted to erect single storey rear extension at 3 Eastwood Drive, Broughton, DN20 0HJ

It was resolved that the information be noted.

- c) Since the last meeting the Clerk had tried to find out the source of the water supply from Anglian Water, but he had not yet received a reply from them. In addition, he had contacted several firms to try and find out the cost of monitoring the water supply, but not found a company who could do it. **It was resolved that this item should be deferred until the information was available.**

3169. Finance**(i) Audit Checks**

Prior to the meeting various transactions were picked to follow through the accounts:-

- a) Cash payment of £1.49 made to Trotters Traders for Blades on 19th January 2020.
b) Direct debit payment of £278.35 made to E.on for Gas on 30th January 2020.

All the relevant paperwork and associated documents were found to be correct. **It was resolved that this be noted.**

(ii) Financial Accounts

Detailed monthly accounts for January 2020 were provided for councillors to scrutinise, and questions were asked about several unpaid cheques which were due to a local memorial mason going bust. **It was resolved that the accounts be approved.**

(iv) Accounts for Payment

The following financial information was presented:-

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

28.01.20	BACS	Job Earnshaw & Bros Ltd - Sleepers & Screws	409.40
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29.01.20		Yorkshire Bank - Bank Charges	6.50
30.01.20	DD	E.on - Gas for Sports Centre	278.35
31.01.20	Csh No.61	Brians DIY - Fixings	5.00
	Csh No.62	Screwfix Direct Ltd - Woodstain	29.98
	BACS	Payroll & Pension	5,592.30
04.02.20	DD	Talk Talk Business - Telephone & Broadband	39.60
06.02.20	Csh No.63	Morrisons - Paper	3.50
	Csh No.64	Morrisons - Stamps	8.40
	Csh No.65	Brians DIY - Fixings	3.42
10.02.20	DD	E.on - Electricity for Playing Field	14.98
	DD	E.on - Electricity for Sports Centre	355.76
14.02.20		HSBC - Bank Charges	23.36
	Csh No.66	Brians DIY - Fixings	1.76
	Csh No.67	Howarth Timber & Building Supplies - Wood	24.14
	Csh No.68	Overhall Aggregates Ltd - Planings	48.00
21.02.20	Csh No.69	Brians DIY - Fixings	2.52
		HSBC - Bank Charges	7.40

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

24.02.20	BACS	Mr R Lowrie - Mole Control	100.00
	BACS	BCSA - Grounds Maintenance	216.00
	BACS	Bowness Electrical Ltd - Lighting Repairs	2,750.47
	BACS	Supplies - Cleaning Materials / Stationery	119.08
	BACS	Wicksteed Leisure Ltd - Trampoline Repair	2,358.46

It was resolved that these accounts be paid.

3170. BCSA

After the last meeting of the Full Council the Clerk had been told to ask BCSA to apply for a grant from the Council rather than be given free use of the playing field for their VE Day Celebrations. He had received an email from Ms Elizabeth Welch requesting a grant of £225.50 towards the cost of using the playing field and also the rooms at the Phil Grundy Sports and Community Centre on Friday, 8th May 2020 from 12-4 pm. **It was resolved that the Council should give BCSA a grant of £200 towards the cost of the VE day Celebrations.**

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

3171. Multi-User Games Area

The Mayor Councillor Senior outlined that North Lincolnshire Council's Estates team had informed him that the contractor was ready to start the build and we would be informed of a starting date in due course. Councillor Whittingham asked where the business plan was and whether a predicted income / expenditure plan was now in place. She said that when initial enquiries were being made about how popular demand for a MUGA would be, the Council had said they would contact Scunthorpe Rugby Club to see if they would use the MUGA. Councillor Whittingham said that when she recently contacted Scunthorpe Rugby Club to follow this up, they said that no such initial enquiry had been made. They explained that the surface would not be appropriate for them to play matches on but they may be able to use the MUGA for training purposes. Councillor Whittingham also expressed the need to know what the costs of replacing the surface would be and was worried that if the MUGA ended up

running at a loss in the future it would be a massive drain on Broughton. Councillor Senior agreed that we needed to be aware of costs associated with resurfacing the surface and that once he knew who the manufacturer was he was going to speak directly to them so that he can input the costs of replacing the surface in the business plan. The FA are now working on the policy that it is more cost effective to work on the maintenance of existing infrastructure rather than replacing it and it may well be that they can help with the costs of replacing the surface in the future but this cannot be guaranteed. At this point the Clerk asked for the press and public to be excluded from the meeting. The press and public were excluded from the meeting and the Clerk explained his concerns with regards to the lack of a management plan and that the MUGA could potentially run at a loss. The press and public were invited back into the meeting at this point. The Mayor and Clerk were going to meet with North Lincolnshire Council and try and get some answers to some of the questions raised, and would report back in due course. **It was resolved that the information should be noted.**

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

3172. Play Park

The Clerk had been liaising with Wicksteed to query whether the cost of tarmac the path quoted by Wicksteed was reasonable. In response to this Wicksteed offered the following proposals for the Council's consideration: Option 1 - They were prepared to give a credit note of £1,700 off the total cost of the refurbishment of the Play Park, however the Council would then need to appoint a contractor to tarmac the path. Option 2 - They would ask the Council to pay £3,500 + VAT (rather than £4,080.14 + VAT) towards the cost of them tarmac the path. **It was resolved that the Council was prepared to accept Wicksteed's offer of a credit note of £1,700 off the total cost of the refurbishment of the Play Park, and the Clerk should then pay the final amount owed to Wicksteed to bring the matter to a close.**

3173. Telecommunications Mast

On Thursday, 20th February 2020, the Mayor and Clerk met on-site with Clarke Telecommunications about the telecommunications mast. A new location for the mast was discussed between the car park and the proposed site for the MUGA. It would allow good access for floodlight maintenance vehicles and hedge trimmers, and would also allow the car-park to be extended in the future if necessary. Standing orders were temporarily suspended to allow a member of the public to speak. He suggested that all cables that lead to the telecommunications mast should be underground and the Mayor confirmed that they will be. **It was resolved that the Council agreed in principle with the new location of the telecommunications mast and Clarke Telecommunications would be asked for a new set of Terms & Conditions.**

3174. Grounds Maintenance

At a meeting of the General Purposes Committee held on Monday, 10th February 2020, it reviewed at the Schedule of Work for 2020-21, and the Clerk provided each councillor with a copies of it. **It was resolved that Full Council should agree with the recommendation made by the General Purposes Committee and approve the Schedule of Works for 2020-21.**

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

3175. Lettings Policy & Booking Conditions

At a meeting of the General Purposes Committee held on Monday, 10th February 2020, it reviewed the Council's Lettings Policy and Booking Conditions and made a minor amendment, and the Clerk provided each councillor with the revised copy. **It was resolved that Full Council should agree with the recommendation made by the General Purposes Committee and approve the revised version of the Council's Lettings Policy and Booking Conditions.**

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

3176. Community Emergency Plan

The Clerk had provided each councillor with a revised copy of the Community Emergency Plan, which he informed them was in a slightly different format to the previous ones. It was suggested that Point 7 should be amended to include the defibrillator at the Village Hall. **It was resolved that the Council should approve the revised Community Emergency Plan subject to the amendment being made and all the contact details being added once permission had been given for their use.**

3177. SLCC

Membership of SLCC was due for renewal, which provided valuable help and support to the Clerk in the form of advice and training. **It was resolved that membership of SLCC should be renewed for 2020 / 2021 at a cost of £202.**

3178. Personnel Committee / Appeals Panel

There was a vacancy on the Personnel Committee as a result of Councillor Mumby-Croft stepping down from it. **It was resolved that Councillor Price should be appointed to the Personnel Committee and Councillor Whittingham appointed to the Appeals Panel as a result of this.**

3179. Opening Hours Over Christmas & New Year 2020 / 2021

Councillors considered the Christmas & New Year opening times for the Office, Centre, Play Park and Skate Park, and it was suggested that they should be:-

Office	Closed: Tues, 22 nd Dec 2020	Re-open: Mon, 4 th Jan 2021
Centre	Closed: Tues, 22 nd Dec 2020	Re-open: Mon, 4 th Jan 2021
Play Park	Close: Closed: Christmas Day, Boxing Day and New Year's Day	
Skate Park	Close: Closed: Christmas Day, Boxing Day and New Year's Day	

It was resolved that Opening Hours over Christmas & New Year 2020 / 2021 be as above and current hirers of the Phil Grundy Community and Sports Centre and Playing Field should be informed of this.

3180. Items Raised By Councillors

(i) Spring in Bloom 2020 - Councillor Price suggested that the Council should apply for a community grant from Spring in Bloom 2020 to help purchase planters, flowers and shrubs to go in the raised beds around Broughton. **It was resolved that the Clerk should apply for a grant of £497.16 from Spring in Bloom 2020.**

(ii) Roll-Up Banner - Councillor Senior suggested purchasing 2 roll-up banners for civic events - one banner would be used for the Community Service Awards whilst the other would be more generic and show Broughton Town Council's logo and display the wording 'Working together for a better community for all.' **It was resolved that the Council should purchase 2 roll-up banners at a cost of £168.23 + VAT.**

3181. Reports From Council Representatives

(i) **Village Hall Committee** - The new cooker has been delivered and cost £150 less than expected and included free delivery. Altogether the cost came to around £800. The roof of the annexe had been leaking due to vandalism or severe weather, and now been fixed.

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

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

(iv) **Broughton Allotment Association & Leisure Gardeners** - The Allotment Association are keen to display a sign outside the Allotments showing the Council's contact details so they knew who to get in touch with if they wished to rent an allotment plot. Repair of the road had cost £48. Fence posts had come down which needed to be put back up again.

It was resolved that this information should be noted.

3182. North Lincolnshire Councillors' Reports

As there was no ward councillor present standing orders were temporarily suspended to allow Councillor Rob Waltham, Leader of North Lincolnshire Council to speak. He explained that the £580,000 grant for the MUGA had been approved and prices for CCTV were being looked at in order to protect the area and North Lincolnshire Council would back up the tapes. He said that the issue with the smell at the library had been rectified. He explained that for the last 3-4 years work had been done with regards to gaining recognition for the area between South Ferriby to Caistor to be recognised as an Area of Outstanding National Beauty and this will be extended to include Broughton. He said that he had met with a local resident and he had driven around Broughton with this resident in order to try to understand better which areas he was concerned about with regards to overhanging vegetation and letters were now being sent out to residents of the properties who needed to trim the foliage to allow road signs to be more visible. Councillor Whittingham also agreed that there was an issue with regards to foliage obscuring road signs. Councillor Waltham said that the good news for British steelworkers was excellent and he was optimistic for their future. There were national and regional initiatives in place to pick up litter and he suggested that the Council liaise with Appleby to work together on this issue. He said that materials were going into schools to educate children on this problem and there were plans to change government policy to apply a levy to fast food outlets seen to be responsible for the problem. He said that take-away boxes carrying food provided at drive-thru restaurants may in the future display a code linked to the registration number of the car they were provided to and if these consumers were seen to be littering, a fine would be imposed. The issue with regards to large amounts of rubble on Ermine Street was also brought up which Councillor Waltham said he would take pictures of it to forward on and then report back with a resolution. **It was resolved that the information should be noted.**

3183. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 30th March 2020, at 7.30 pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

3184. Closure of Council Meeting

The meeting was closed by the Mayor at 9.52 pm.