

BROUGHTON TOWN COUNCIL

Minutes of the Full Council Meeting held on Monday, 26th November 2018, at 7.30 pm, in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton

Public Participation

A member of the public commented about how useful it was to have the minutes on the Council website and was told that the Council would try and deal with it.

Another member of the public informed the Council that they had spoken to one of the ward councillors and also the Leader of North Lincolnshire Council about the hedgerows.

2777. Record of Members Present

The following councillors were present: Councillors P Senior (Mayor), Glover, Howe, Kitwood, Mumby-Croft, Portess, Price, D Senior, Simpson, Tweedie, Whitaker-Clark, Whittingham.

2778. Apologies and Reasons for Absence

Apologies were received from Councillor Ledger - ill, Councillor Waring - family commitments, and Councillor Williams - on holiday.

2779. Declarations of Interest

- (i) Councillors Glover, Price and Simpson all declared a personal and prejudicial interest in Item 11 Planning Applications.
- (ii) The Clerk had received and granted no dispensations.

2780. Mayor's Report

The Mayor informed members of the Council that he had attended Barton's Civic Service on Sunday, 4th November 2018, Broughton's Remembrance Parade and the Lighting of the Beacon on Sunday, 11th November 2018, whilst the Mayoress had attended the Remembrance Service at Broughton Methodist Church, a meeting of the Finance Committee on Monday, 12th November 2018, a Volunteer Repair Day on Sunday, 18th November 2018, a meeting of the Brigg & Appleby Regeneration Group followed by a meeting of the General Purposes Committee on Monday, 19th November 2018, met with the Town Clerk on Tuesday, 20th November 2018, and also attended a meeting to do with the Pitch Improvement Programme on Monday, 26th November 2018. **It was resolved that this information be noted.**

2781. Police Matters

Councillor Mumby-Croft informed the Council that the NAT meeting had been re-arranged whilst the he Clerk reported that staff had been verbally abused whilst locking up and the incident had been reported to the Police and logged. **It was resolved that the information be noted.**

2782. Minutes of the Last Meeting

The minutes of a meeting of the Full Council held on Monday, 29th October 2018, had been circulated prior to the meeting. **It was resolved that they should be approved as a correct record subject to the cost of the Band and Bugler being removed from Minute 2771 as these had been paid by the Ex-Service Association.**

2783. Matters Arising

Minute 2713 Brigg Biomass Community Fund - The Clerk had received an email informing the Council that they had been successful in securing a grant of £5,760 towards providing benches for the War Memorial Recreation Ground.

Minute 2758 Matters Arising / Minute 2714 Correspondence (ii) j) Humberside Police & Crime Commissioner - Invitation to Meet. The Clerk informed the Council that the Police & Crime Commissioner had agreed to attend a meeting of the Full Council due to be held on Monday, 25th February 2019.

Minute 2759 Correspondence (ii) c) Mrs W Nottingham - The Clerk had contacted Mrs Nottingham to see if she was prepared to sponsor a bin near the main gate of the Phil Grundy Community & Sports Centre rather than on the playing field.

Minute 2759 Correspondence (ii) f) Broughton Cricket Club - The Clerk had contacted Broughton Cricket Club to explain that the showers were now fixed and the Council was exploring options to improve them and it would give Broughton Cricket Club free hire for a month.

Minute 2759 Correspondence (ii) i) DDM Agriculture - The Clerk had informed DDM Agriculture that the Council had agreed to the increase in rent.

Minute 2766 Volunteer Repair Day - The Clerk reported that another Volunteer Repair Day had taken place on Sunday, 18th November 2018.

Minute 2768 Royal British Legion - The Clerk had sent a cheque for the Section 137 grant of £50 made by the Council to the Royal British Legion for the Poppy Appeal.

Minute 2769 Trampoline - The Clerk had asked Wicksteed to repair the trampoline at a cost of £1,965.38 + VAT.

Minute 2770 Christmas Trees - The Clerk said that the deadline for ordering trees had passed for this year.

2784. Correspondence

- (i) a) North Lincs Council - Christmas Concert
- b) VANL - Funding News
- c) ERPF - Agenda, Annual Report & Accounts for AGM
- d) North Lincolnshire Neighbourhood Policing - Remembrance Sunday
- e) BHIB Limited - Insurance Claim for Trampoline
- f) Goole Town Council - Christmas Lights Switch-On
- g) Barton upon Humber Town Council - Christmas Lights Switch-On
- h) BRINT – Minutes
- i) West Lindsey District Council - Carol Service
- j) North Lincs Council - Casual Vacancy within Six Months of Election
- k) North Lincs Council - Casual Vacancies
- l) North Lincs Council - North Lincolnshire Playing Pitch Strategy
- m) North Lincs Council - Town & Parish Council Elections - 2nd May 2019
- n) Act Now - CCTV, Data Protection & GDPR Webinar
- o) Crowle & Ealand Town Council - Christmas Lights Switch-On
- p) Broughton Methodist Chapel - Remembrance Service
- q) Ms P Phillips - Singing for Pleasure Concert
- r) North Lincs Council - Christmas Lights Switch-On

- s) North Lincs Council - Winter Service & Speed Management Issues
- t) ERNLLCA - New Clerk Induction Sessions
- u) Bottesford Town Council - Christmas Table Top Sale
- v) UK Air Ambulances Services - Recycle Stamps
- w) North Lincs Council - Tourism Partnership Engagement Event
- x) North Lincs Council - Walking the Way to Health in North Lincolnshire
- y) ERNLLCA - Data Controller Registration Fees
- z) HSBCnet - Business Email Compromise
- aa) North Lincs Council - Links to Website
- bb) North Lincs Council - Town & Parish Workshop
- cc) British Gas - Tips & Tricks

It was resolved that the above information should be noted.

ii) a) **Mrs C E Ross** - Resignation. Letter received from Mrs Ross tendering her resignation due to ongoing health problems. **It was resolved that the Clerk should send a letter of thanks to Mrs Ross for her service as a councillor and wish her well in her recovery.**

b) **VANL** - Training & Development Programme. Details of various courses being held from January to June 2018, at 4-6 Robert Street, Scunthorpe. **It was resolved that the above information should be noted.**

c) **EY & NL Branch** - Xmas Network & Lunch Session. Details about a session due to be held on Tuesday, 4th December 2018, from 9.00 am 3.30 pm, at Cave Castle Hotel, South Cave. **It was resolved that the Deputy Town Clerk should be allowed to attend the Xmas Network and Lunch Session at a cost of £20.**

d) **Mrs G Siddall** - Resignation. Letter received from Mrs Siddall tendering her resignation due to family commitments and wishing the Council success in their future endeavours for the residents of Broughton. **It was resolved that the Clerk should send a letter of thanks to Mrs Siddall for her service as a councillor and also the extra work she had carried out voluntarily on behalf of the Council.**

e) **ERNLLCA / NALC** - Toilet Survey. A request to complete a survey in order to help support legislative change to grant local councils mandatory 100% business rate relief on public toilets that they own or manage. **It was resolved that the survey should be noted.**

f) **Ms E Mullen** - Small Cemetery Rear of Church. Email received from Mrs Mullen asking if it would be possible for a group to be allowed to clear up the overgrown areas and possibly plant less invasive plants in the small cemetery at the rear of the church where there are the graves of three soldiers from World War One. Mrs Mullen had kindly offered to do such work in Spring 2019, however the Clerk had obtained a quote prior to receiving her email to carry out such work. **It was resolved that Bailey's Garden Services Ltd should be asked to clear this area of the small closed churchyard at a cost of £200.**

g) **Ms A Carter** - End of Office as a Councillor. Email from Ms Carter about the end of her time on the Council. **It was resolved that the Clerk should send a letter of thanks to Ms Carter for her service as a councillor and wish her all the best in the future.**

h) HSBC - General Survey. A request to complete an online survey about their Relationship Manager to find out how they are doing and what they can do to better meet their customer's needs. **It was resolved that the survey should be noted.**

2785. Publications

ERNLLCA - Newsletter	October 2018
Lives - Newsletter	October 2018
Clerks & Councils Direct - Newsletter	November 2018
SLCC - The Clerk Magazine	November 2018
North Lincolnshire Council - Forthcoming Meetings	November 2018
HSBCnet - News	November/December 2018
CPRE - Countryside Voice	Winter 2018
CPRE - Field Work	Winter 2018
CPRE - Campaigns Update	
ERPF - Employer Bulletin	
NACO - Newsflash	
NALC - Chief Executive's Bulletins & Newsletters	
North Lincs Council - Weekly Roadworks List	
Public Sector Executive - Online Newsletters	
Rural Services Network - Bulletin	
SLCC - News Bulletins	
VANL - Newsletter	

It was resolved that the information be noted.

2786. Committee / Working Group Reports

(i) Personnel Committee - The minutes of a meeting of the Personnel Committee held on Monday, 12th November 2018, had been circulated prior to the meeting. **It was resolved that they be approved.**

(ii) Finance Committee - The minutes of a meeting of the Finance Committee held on Monday, 12th November 2018, had been circulated prior to the meeting. **It was resolved that they be approved.**

(iii) General Purposes Committee - The minutes of a meeting of the General Purposes Committee held on Monday, 19th November 2018, had been circulated prior to the meeting. **It was resolved that they be approved.**

2787. Planning Applications

a) The following planning applications had been received:-

PA/2018/2163	Proposal: Planning permission to erect a new single storey side and rear extension, demolish existing side extension, and provide a new road crossing and additional parking provision. (This is a re-submission of PA/2018/1537) Location: 8 Woodland Drive, Broughton, DN20 0AX Applicant: Mrs Dianne Hopkinson
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It was resolved that the Council should make no objections or comments.

- PA/2018/2113** Proposal: Planning permission to erect single storey rear extension with a flat roof
Location: 46 George Street, Broughton, DN20 0LA
Applicant: Mr Pete Drury, tnt builders
- It was resolved that the Council should make no objections or comments.**
- PA/2018/2150** Proposal: Planning permission to erect a single storey extension and detached garage
Location: 93 Woodlands, Ermine Street, Broughton, DN20 0AQ
Applicant: Mr & Mrs Rusling
- It was resolved that the Council should make no objections or comments.**
- PA/2018/2225** Proposal: Planning permission to erect detached tractor shed
Location: Renoir, Green Lane, Wressle, Broughton, DN20 0BX
Applicant: Mr Brian Blackburn
- It was resolved that the Council should make no objections or comments.**
- Standing orders were suspended to allow members of the public to speak and one pointed out that the following two applications were being discussed at a meeting of North Lincolnshire Planning Committee on 28/11/2018.
- PA/2018/1316** Proposal: Planning permission for the retention of Wressle-1 wellsite and access track for the production of hydrocarbons, together with an extension of the site by 0.12 ha for the installation of additional security facilities; site reconfiguration to facilitate the installation of a new impermeable membrane, French drain and surface water interceptor; construction of a new bund, tanker loader plinth and internal roadway system; installation of up to two additional groundwater monitoring boreholes and deepening of three existing groundwater monitoring boreholes; well operation; installation of production facilities and equipment; installation of gas engine and electrical grid connection; oil and gas production for a temporary period of 15 years; and restoration to arable land
Location: Wressle-1 wellsite, Lodge Farm, Clapp Gate, Appleby, DN15 0DB
Applicant: Mr Mark Abbott, Egdon Resources UK Ltd
- PA/2018/1847** Proposal: Planning permission to change the use of domestic garden to form extension and additional car parking to existing doctor's surgery, and erect a single-storey rear extension (including part demolition of existing building), with associated external works
Location: 27 Brooklands Avenue, Broughton, DN20 0DY
Applicant: Michelle Slimm, Riverside Surgery
- It was resolved that they should be noted.**

PA/2018/2277 Proposal: Planning permission to amend house type on plot 9 to include single storey garden room
 Location: Plot 9, Land Rear of Former Infants, High Street, Broughton
 Applicant: Martin Flynn, JK Construction & Building Services Ltd

It was resolved that the information be noted.

b) The following planning decisions had been received:-

PA/2018/1820 Outline planning permission refused to erect detached chalet bungalow and detached garage with means of access not reserved for subsequent consideration on land adjacent to Fairacres, Bridge Road, Broughton, DN20 0BN

PA/2018/1680 Full planning permission granted to erect a front porch extension at 16 Beagle Close, Broughton, DN20 0SD

It was resolved that the information be noted.

c) The following planning correspondence had been received:-

PA/2018/794 Proposal: Planning permission for the variation of condition 11 on appeal number APP/Y2003/W/17/3182879, decision date 4 January 2018 to state the following: 'The buildings, structures and works hereby permitted shall be removed, the use hereby permitted shall be discontinued and the land restored to its condition before the implementation of planning permission MIN/2013/0281 no later than 12 months from the date of this decision.'
 Location: Lodge Farm, Clapp Gate, Appleby, DN15 0DB
 Appellant: Mark Abbott, Egdon Resources UK Ltd
 Inspectorate's Ref: APP/Y2003/W/18/3212137
 Appeal Start Date: 25 October 2018

It was resolved that the information be noted.

Note: Councillor Glover and Simpson had earlier declared an interest in this item and therefore left the meeting whilst it was discussed, and in addition were joined by Councillor Mumby-Croft who also declared an interest too, whilst Councillor Price left the meeting when PA/2018/2150 and PA/2018/1316 were discussed.

2788. Co-option

The Clerk informed the Council that there had been no request for a by-election to fill the two council vacancies, and because the latest council vacancy was within 6 months of the local elections there would be no by-election and the Council could choose to fill it by co-option if it so wished. **It was resolved that an advert for the vacancies should be put on the Council's noticeboard and website.**

2789. Play Park

The Clerk had received an email from Wicksteed Leisure Ltd about the play park enhancement informing the Council that it was their understanding that issues with the path were resolved in September therefore the balance of £20,949.64 was now due for payment. They were asking when the final payment would be made however

Councillors felt that the path issue had not been resolved satisfactorily yet. **It was resolved that the Council should still withhold the final payment because it believed that the path was not 'fit for purpose' and Wicksteed asked to meet onsite with the Clerk and Mayor / Deputy Mayors to try and sort the problem out.**

2790. Floodlights

The Clerk had arranged for one of the floodlights to be fixed by a contractor who had quoted a price of £470 + VAT, however the contractor then contacted the Council to say that they had quoted the wrong amount and it should have been £868.93 + VAT - relevant evidence was provided by the contractor to substantiate this. It was felt that this was a genuine error and the Council should meet the contractor half-way with the difference in the costs. **It was resolved that the Council should pay £669.46 + VAT for the repair of the floodlight.**

2791. Multi-User Games Area

The Mayor gave an update on the Multi-User Games Area. He had met with Councillors Waltham, Glover, Mumby-Croft and Simpson about the MUGA and provided councillors with a drawing of the MUGA to look at and was waiting for the Estates Team of North Lincolnshire Council to provide more information for the General Purposes Committee to discuss and make a decision. Councillors asked questions about the design, location and cost, and Councillor Mumby-Croft said it was being done in collaboration with the town council whilst the Mayor said that if there was any cost it would come before the Council. **It was resolved that this information should be noted.**

2792. Standing Orders

The Clerk had provided each councillor with a copy of the Council's standing orders to review and some changes had been suggested by councillors, however it was felt that the new standing orders issued by NALC in 2018 needed to be incorporated into the existing standing orders. **It was resolved that a review of the Council's standing orders should be deferred to a future meeting.**

2793. Financial Regulations

At a meeting held on Monday, 12th November 2018, the Finance Committee had reviewed the Council's financial regulations and the Clerk provided each councillor with a revised copy of the financial regulations. **It was resolved that the Council should adopt the revised financial regulations as recommended by the Finance Committee.**

2794. Financial Reserves Policy

The Clerk had drawn-up a financial reserves policy and provided each member of the Council with a copy of it, because a condition of the grant given by North Lincolnshire Council was that the Council should have a financial reserves policy. **It was resolved that the Council should adopt the financial reserves policy subject to a minor amendment.**

2795. Risk Assessment

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

2796. CPRE

The Council had to consider whether it wanted to renew its membership of the Council for the Preservation of Rural England for 2019. **It was resolved that the Council should renew its membership of CPRE at a cost of £36 for the year.**

2797. Personnel Committee

Due to the resignation of Councillor Siddall there was now a need to appoint a councillor to the Personnel Committee. **It was resolved that Councillor Whitaker-Clark should be appointed as a member of the Personnel Committee.**

2798. Items Raised By Councillors

(i) **Playing Field** - Councillor Glover had been approached by several people suggesting him that the recreation ground be given back its original name the War Memorial Recreation Ground and he felt this would be a most fitting change as it would commemorate the end of the First World War. It was pointed out there was no need for a name change just to promote the use of the original name. **It was resolved that the Clerk should seek a quote for a sign for the War Memorial Recreation Ground.**

2799. Reports From Council Representatives

(i) **Village Hall Committee** - Everything fine.

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

(iii) **Broughton Community & Sports Association** - The 'Film Day' would be held on Saturday, 8th December 2018, and it would be subsidised and a ticketed free event.

It was resolved that this information should be noted.

2800. North Lincolnshire Councillors' Reports

The ward councillors had nothing to report. Councillor Price asked them about the Broughton Signs and was told by Councillor Mumby-Croft that they were looking for an image for Castlethorpe and Wressle. **It was resolved that the information should be noted.**

2801. Accounts**ACCOUNTS FOR PAYMENT - NOVEMBER 2018****Payments made since last meeting:-**

31.10.18	Csh No.35	Mrs J Waring - Reimbursement for Drinks for Volunteer Day	20.33
	BACS	Payroll & Pension	5,633.16
01.11.18	DD	North Lincs Council - Business Rates for Cemetery	62.00
	DD	North Lincs Council - Business Rates for Sports Centre	1,236.00
06.11.18	Chq No.100530	C Dawson - Gas for Beacon	70.00
08.11.18	DD	Anglian Water - Water for Sports Centre	58.13
	DD	Anglian Water - Water for Allotments	136.65
12.11.18	DD	E.on - Electricity for Playing Field	11.36
	DD	E.on - Gas for Sports Centre	79.70
	DD	E.on - Electricity for Sports Centre	247.40
13.11.18		HSBC - Bank Charges	51.72
19.11.18	Chq No.100531	Royal British Legion - S137 Grant	50.00
21.11.18		HSBC - Bank Charges	12.70

It was resolved that the action taken be approved.

Payments submitted at this meeting:-

26.11.18	Chq No.100532	EC Surfacing Ltd - Hire of Equipment for Volunteer Day	222.00
	Chq No.100533	Scott-Grant Ltd - Time & Motion Study	1,092.00
	Chq No.100534	Green Grass Contracting - Grounds Maintenance	274.96
	Chq No.100535	North Lincs Council - Burials	2,740.50
	Chq No.100536	Firesolve Limited - Extinguisher Service	198.06
	Chq No.100537	Stoneledge (South Bank) Ltd - Top Soil for Volunteer Day	620.80
	Chq No.100538	Humberside Aid Plant Hire Ltd - Equipment for Volunteer Day	144.00

It was resolved that these accounts be paid.

2802. Date, Time and Place of Future Meetings

The next meeting of the Full Council is due to be held on Monday, 17th December 2018, at 7.30 pm, and there is also a meeting of the Finance Committee due to be held on Monday, 10th December 2018, at 7.00 pm. All meetings are to be held in the Phil Grundy Community & Sports Centre, Scawby Road, Broughton. **It was resolved that the information be noted.**

2803. Closure of Council Meeting

The meeting was closed by the Mayor at 9.10 pm.