

# BROUGHTON TOWN COUNCIL MINUTES

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**Minutes from the meeting held on Monday 20<sup>th</sup> May 2024 at 7.20pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.**

Present: Cllrs Harness, Lee, Price, Ross, Portess, Senior (Chair) & Taylor.

Also Present: 2 residents & Town Clerk – Deb Hotson.

Cllr Senior congratulated Cllr Ross as the Deputy Mayor of NLC.

**2405/01** Apologies and reasons for absence received from Cllr Carter & Cllr Simpson.

**2405/02** **Resolved** - to temporarily suspend the meeting for a period of normally, no more than 20 minutes, but at the Chairman's discretion to allow for a period of public participation. Members of the public may raise subjects, which they wish to bring to the attention of the Town Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened. A resident informed the council of the street sign for Brickhill's which has fallen. The Clerk will report. For items like this residents can report on the NLC self-service portal.

<https://www.northlincs.gov.uk/roads-paths-and-transport/road-and-path-maintenance/>

The same resident stated that the car park was full and could the field adjacent be used for the centre parking. It was explained that the field is a ploughed field and not suitable for parking cars. The field also does not belong to the Council although negotiations will be held to use when laid out appropriately.

Another resident asked on the progress of an issue that was raised by two residents at the last meeting regarding the cemetery memorials. A meeting is to be scheduled in due course. The resident also stated that he had someone approach him regarding the cost of the memorial checks and how many this related to. The Clerk advised that any future requests for information should be directed to the office.

**2405/03** To approve the minutes for the following meetings: -

**Resolved** – approval of the Full Council minutes held on 29<sup>th</sup> April 2024.

**2405/04** To record declarations of interest by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

Cllr Ross declared a personal interest in agenda item 2405/06.

Cllr Price declared a personal interest in agenda item 2405/22.

**2405/05** To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

**2405/06** **Planning**

To receive any decisions and to discuss the following applications received from North Lincolnshire Council.

To receive the following decisions from NLC.

Cllr Ross left the meeting.

**2024/230** – full planning permission granted to install an artificial turf cricket pitch at Community Sports Centre, Scawby Road, Broughton.

**2024/313** – householder planning permission to erect a single storey side/front extension and dormer to rear at first floor level at 23 South View, Broughton.

**2024/360** – full planning permission granted for change of use of a reception room into a beauty salon at 74 Swift Drive, Scawby Brook, Brigg.

To discuss the following applications received from NLC.

**2024/275** – extension of the existing wellsite to construct 3 well cellars, drill 2 additional lateral underground boreholes to appraise and develop the hydrocarbon resources from the Penistone flags

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and ashover grit reservoirs, upgrade existing production facilities to include additional fluid storage tanks, separator system, surface pump and associated bunds, install gas processing equipment, construct a 600m underground gas pipeline and flow gas to the existing national grid pipeline and the long term production of oil and gas at Lodge Farm, Appleby.

**Resolved** – no objection or comments.

**2024/483** – application to determine if prior approval is required for a 17.5 lattice tower and equipment cabinets by or on behalf of electronic communications code operator for the purpose of the operators Electronic Communications Network in, on or over or under land-controlled by that operator or in accordance with the electronic communication code at Phil Grundy Community & Sports Centre, Scawby Road, Broughton.

**Resolved** – no objection or comments.

**2024/539** – planning permission for installation of a ground mounted solar PC array at Broughton Grange, Broughton.

**Resolved** – no objection or comments.

The following application was received after the agenda was issued and will be submitted under the Clerks Delegated Powers.

**2024/1** – planning permission to erect a garage at 52 Estate Avenue, Broughton (further amended plans).

It was noted that this is the 3<sup>rd</sup> time this application has been amended. Profession plans had now been submitted but the dimensions remained the same.

**Resolved** – resubmit the previous comments.

Cllr Ross re-joined the meeting.

## **2405/07 Clerks Report**

- Help make the roads Safer information from the Police & Crime Commissioner – Clerk to advertise on Facebook.
- Fly tipping issue to the rear of Appleby Gardens of conifer trees – Clerk to arrange for signage to be erect on Council land not to fly tip.
- ERNLLCA Energy Projects Policy Consultation.
- Continued HGV issue on Appleby Lane and Ermine Street. Cllr Ross & Cllr Lee have raised this issue at both the NATs and NLC.
- Safety of Lithium-ION batteries and e-bikes and scooters. Item noted.

## **Highways / Town issues / North Lincolnshire Council items.**

**2405/08** To receive an update on reported highway issues as detailed below determining any further actions required.

<b>Log Number/details</b>	<b>Date reported</b>	<b>Location</b>	<b>Details</b>
FS582498408	01/02/2024	Ermine Street	Broken bin requires emptying weekly. <b>Informed by NLC that this has been repaired, Review this meeting.</b> The bin looks bigger but holds less. Clerk to question.
Email P Harling	31/10/2023	Mill Lane/High Street jct	Bin needs new post. <b>Advised by NLC that the bin cannot be erected in this place and a new location is required. Review this meeting.</b> A bin has been erected opposite

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			the original and it was agreed that this is acceptable.
FS525962428	07/08/2023	Watersedge	New salt bin request. It was agreed to remove this item until nearer the winter months when required.
FS525936894	07/08/2023	High Street	Damaged bus shelter has now been repaired; cleaning required. Waiting for the shelter to be cleaned, Clerk to keep chasing.
Various	13/09/2023	Yarborough Crescent Brooklands Avenue Brooklands Avenue High Street/Brooklands Avenue	Double yellow lines from the hydrant to cover the junctions. Bus markings to be installed with restrictions 7am-7pm opposite Harrys Dream. Double yellow lines extended at the top of Brooklands from High Street both sides of the road. Loading restrictions to be investigated outside the shop.
L Price to Ward Cllrs	03/05/2024	Appleby Gardens/Woodlands Drive	Re-marking required of white lines. Cllr Ross to chase up.
Email to NLC	April 2024	Millers Way	Concerns over vehicles parking on Mill Lane and issues with access. Cllr Ross has asked PC Hickson to monitor when in the Town. Item to be removed.

## Reports / Updates

**2405/09** To receive a report from the mayor determining any actions required.

Cllr Senior had nothing to report for this month.

**2405/10** To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following report:

Last Thursday Carol Ross was inaugurated as Deputy Mayor of North Lincolnshire Council at the Annual General Meeting at the Baths Hall, Scunthorpe with Councilor Janet Longcake taking up the Mayor mantle for another year due to the death of Councillor John Briggs.

Last Sunday I attended a meeting at the Pocket Park that Roger from Broughton Flowers in Bloom team organized with a lady giving a guided talk and walk through Pocket Park. It was well attended and very informative.

Carol and I have requested that the new bin erected on Ermine Street is removed due to the nearby resident being allergic to bee and wasp stings. The bin could not be moved to another site in the area.

There is a lot of news on the North Lincolnshire Council website such as disused space on Somerville Road, Scunthorpe transformed into disability friendly allotments and plans have been submitted for Artificial Intelligence hub investment called Humber Tech Park, and will be built on land near the A180 south of South Killingholme.

Cllr Ross added that 5-19 year olds can travel round NLC on the bus for a £1 per trip.

There is a £2 cap on most bus journeys.

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NLC are looking to provide a journey from Scawby – Kirton – Brigg.

Cllr Price asked for an update on disabled parking provisions at the multi-storey car park in Scunthorpe. Cllr Ross stated that there will be over ½ of the bottom level provided for disabled parking.

**2405/11** To consider any Police & Neighbourhood Watch issues determining actions required.

The biggest issue and ongoing issue are the HGV travelling through the town. The police are catching and fining HGV regularly.

**2405/12** To receive an update report from the Village Hall Committee representative including a review of the action plan from the last trustees meeting and to agree the new Charity Commissions VHC Contact information determining any actions required.

Cllr Portess stated that the gas bills are draining the village hall funds and it was not sustainable.

Cllr Harness stated that as sole trustees the Town Council should now get involved to assist in sorting this out.

Cllr Ross has approached the supplier regarding the new correspondence address and regarding the VAT issue. The correspondence address has not yet been changed.

Cllr Senior stated that he would take this on, and a joint call is to be arranged as soon as possible.

GDPR and the contract seems to have been breached. This is now extremely urgent to get resolved.

Cllr Ross to also ask if the local MP A Percy can get involved.

Cllr Senior suggested dissolving the charity and starting a fresh. A further suggestion was to close down the hall until the gas was sorted as at present the hall is running at a financial loss.

Cllr Ross provided the following report.

- a. Turner Warren are now officially our Accountants dealing with all aspects of PAYE and NEST pension for Rachael.
- b. I have had confirmation from NEST pensions confirming their acceptance but nothing from HMRC as yet.
- c. The caretaker will now be paid every 4 weeks from the 15<sup>th</sup> May onwards hopefully making it easier for me to work out.
- d. PAT testing was completed today (20<sup>th</sup> May).
- e. Yu Energy came to install our smart metre this morning when it was discovered that they had actually got the library account details and not the Village Halls. They are carrying out a full investigation into how this has happened, but it appears that the Village Hall has paid last month's electricity bill for the library.
- f. I have tried to contact Bionic who set this all up, but no one has got back to me. I also tried to contact the purchasing group at North Lincs council also with no luck because one of the questions I will be asking is why they are encouraging none profit making Charities to sign up with these group buying schemes and they don't appear to belong one themselves. This could throw a huge spanner in the works getting this sorted.
- g. We have a cash prize Bingo evening booked for Friday 28<sup>th</sup> June if anyone is willing to donate a raffle prize, we would be very grateful.
- h. The plumber is booked in to start work on the improved heating system on the 17<sup>th</sup> June and the grant money from Egdon via BCSA has been received.
- i. All the user groups seem to be happy with no complaints.
- j. I have completed the new Asset register and although it's still in had written form it will be a typed copy before the Management Committees next meeting.

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- k. 2 second hand wooden filing cabinets have been purchased last week so that we can start keeping all our records in one place and make a start of going through the jumble of paperwork we inherited.

**2405/13** To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

No update received.

**2405/14** To receive an update report for the Broughton Allotment determining any further actions required.

The plot inspection criteria have been reviewed to ensure tenants have clear details of any issues. The next inspection is scheduled for June.

EMIB have awarded the In Bloom Group partial funding to build a composting unit on site, this has been match funded by Egdon. Funding has also been provided by Egdon for a polytunnel and staging to be sited at the allotments. This will be a BCSA asset.

**Resolved** – approval to site at the allotments.

**2405/15** To receive an update report for the Appleby Lane Cemetery determining any further actions required.

The grass cutting has started.

The handyman is strimming the weeds in the kerbed memorials and will then spray with a salt solution.

The obelisks have been erected in the cemetery and planted up; this was funded with the NLC Sustainability grant.

**2405/16** To receive an update report on organising a D-Day 80<sup>th</sup> Anniversary Event including expenditure / grant funding required for the event determining actions required.

A sum not to exceed £500 was approved to include first aid, DJ services, wrist bands and other consumables.

The minutes were circulated prior to the meeting. The Clerk circulated the posters that are going to be distributed around the Town along with bunting for the shops. Wrist bands have been purchased; these will be collected from the village hall from 3.30pm on 6<sup>th</sup> June for children to obtain a free portion of chips as part of National Fish & Chip Day.

Marshals will meet at the village hall at 6pm on the evening to collect Hi-Viz and walkie talkies.

**Resolved** – the Gilbert Bayes sign was approved, this will be installed on the lamppost on the site.

**2405/17** To receive an update report on the creation of a new website determining any further actions required.

The .gov.uk domain has been registered along with a web hosting package.

The website is nearing completion, and the email addresses will be set up with a meeting to sort each one out.

Files have been updated including the minutes and agendas.

## **General Items**

**2405/18** To notify the Clerk of items to be placed on the agenda for the next meeting.

- Clerk to report to the police speed cars on Burnside.

**2405/19** To be notified of the Ethical Property Foundation information received from ERNLLCA determining any further actions required.

Deputy Clerk to contact to source any help with the current gas provider issue.

**2405/20** To consider arrangements for the 2024 Remembrance Service determining actions required.

**Resolved** – arrangements to commence and Chevron to be engaged with the TTRO.

## **Finance**

**2405/21** To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 30<sup>th</sup> April 2024.

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**Resolved** – approval of the finance expenditure.

2405/22 To consider the charge for overnight use of the centre for the Guides sleepover.

**Resolved** – a charge of £60 was agreed.

2405/23 To review the quotes received for the works at the play park determining actions required.

Item deferred as waiting for a quote for a further supplier.

**Time and date of the next meeting to be confirmed as Monday 24<sup>th</sup> June 2024 at 7pm.**

2405/24 The time and date of the next meeting was confirmed.

**Part B – Closed to the public.**

2405/25 To consider (if required) the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of any item(s) to be discussed.

**Resolved** – to exclude the public and press. Two residents left the meeting.

**Recommendations for Personnel –**

**Resolved** – advertisement for a further staff member to be actioned.

The meeting closed at 8.40pm.

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## Appendix 1 – April 2024

Date: 13/05/2024

Broughton Town Council - R&P

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Time: 15:19

Current Bank A/c

### List of Payments made between 01/04/2024 and 30/04/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/04/2024	North Lincolnshire Council	DD	273.69		Business Rates
02/04/2024	North Lincolnshire Council	DD	70.03		Business Rates
02/04/2024	Broughton Village Hall	BACS 1	5,000.00		Grant
03/04/2024	EON	DD	4,699.53		April 2024
04/04/2024	Talk Talk Business	DD	39.18		March 2024
09/04/2024	Fasthosts	DD	10.20		Inv 76022197
11/04/2024	Screw fix	DDR 1	39.99		Work boots
12/04/2024	HSBC	DD	40.00		Bank Charges
15/04/2024	Sissons Gardening Services	BACS 2	85.00		Play Parking cutting
15/04/2024	TurnerWarran	BACS 3	255.60		Service 2023/24
15/04/2024	Broughton Ravens	BACS 4	490.00		Grant
15/04/2024	Hetts Johnson Whiting	BACS 5	144.00		Pocket Park
15/04/2024	Container King	BACS 6	76.80		April 2024
15/04/2024	BCSA	BACS 7	594.00		060
15/04/2024	Bennetts Timber	BACS 8	32.88		Timber - In Bloom
15/04/2024	Brigg Garden Centre	BACS 8A	97.53		Brigg Garden Centre
15/04/2024	Farmstar Ltd	BACS 9	22.90		Chain - saw
15/04/2024	Samuel Jacob Memorials Ltd	BACS 10	14,220.00		Memorial repairs
15/04/2024	Max Spielmann	DDR 2	9.50		Picture Frame
15/04/2024	B & M	DDR 3	11.98		Vinyl Gloves
17/04/2024	EON	DDR 4	374.96		April 2024
17/04/2024	Mobile Phones	DD	50.69		March 2024
17/04/2024	WAVE	DD	75.47		April 2024
17/04/2024	Screw fix	DDR 5	13.74		Cistern Lever
18/04/2024	EON	DD	9.72		October 2023
18/04/2024	Lindsey Lodge Hospice	BACS 11	80.50		Grant
18/04/2024	Screw fix	DDR 6	36.78		Drill bit & screw s
18/04/2024	Bennetts Timber	DDR 6A	96.62		Timber - In Bloom
18/04/2024	North Lincolnshire Council	BACS 12	2,374.15		Trade Waste SLA
18/04/2024	Jacks Patch	BACS 13	310.68		Plants/compost - In Bloom
18/04/2024	ZHHLIANG Ltd	DDR 7	59.95		Flag
19/04/2024	Amazon	DDR 8	81.99		Rechargable w alkie talkies
19/04/2024	Amazon	DDR 9	28.98		Water pump
19/04/2024	Amazon	DDR 10	43.54		Law nmow er battery
19/04/2024	Screw fix	DDR 11	39.99		Toilet taps
19/04/2024	Amazon	DDR 12	41.45		80th D-Day flags, decorations
19/04/2024	Amazon	DDR 13	83.88		80th DDay Bunting
19/04/2024	Amazon	DDR 14	66.30		DDay decorations
21/04/2024	HSBC	DD	8.18		Bank Charges
22/04/2024	WAVE	DD	27.17		Jan - April 24
22/04/2024	WAVE	DD	10.34		Jan - April2024
22/04/2024	Tesco	DDR 15	2.70		Stationery
23/04/2024	EON	DD	86.43		March 2024
23/04/2024	Travis Perkins	DDR 16	200.00		Deposit - shredder
24/04/2024	Bow ness Electrical	BACS 14	134.52		Centre w orks
24/04/2024	J B Rural Services Ltd	BACS 15	660.00		PROW Oct 23
24/04/2024	EMIB	BACS 16	55.00		Entry Fee 2024

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Signed:

Date: 2024

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Date: 13/05/2024

Broughton Town Council - R&P

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Time: 15:19

Current Bank A/c

List of Payments made between 01/04/2024 and 30/04/2024

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
24/04/2024	R Dixon	BACS 17	829.70		Internal Audit Fee
24/04/2024	Tesco	BACS 18	8.45		80th DDay expenditure
24/04/2024	Discount Dragon	BACS 18A	40.50		DDay expenditure
24/04/2024	Greenhatch Group	BACS 19	3,774.00		Building/Topographical survey
25/04/2024	R Wilmot	BACS 20	310.00		CPR Manikin donation
25/04/2024	Container King	BACS 21	76.80		April 2024
25/04/2024	Screw fix	DDR 17	67.61		Lights/saw w heels
26/04/2024	Post Office	DDR 18	2.10		Postage
29/04/2024	Salaries	BACS 22	6,062.85		April 2024
29/04/2024	ERPF	BACS 23	1,091.78		Pension - April 2024
30/04/2024	HMRC	BACS 24	1,223.18		Tax/NI - April 2024

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**Total Payments**      44,753.51

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Signed:

Date: 2024

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