

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 29th January 2024 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

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

Also Present: 1 resident & Town Clerk – Deb Hotson.

2401/01 To receive any apologies and reasons for absence.

All members Present.

2401/02 **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 asked about the many potholes in the town and when they are to be repaired.

Cllr Lee stated that these resurfacing of the roads within the town would not be done until May now. All potholes need to be reported by residents.

The Clerk has also asked for an update from Highways Department on the schedule of works on the road in the town.

To present the 2023 Christmas Light winners.

No-one was present to receive their prizes.

2401/03 To approve the minutes for the following meetings: -

Resolved – approval of the Full Council meeting held on 18th December 2023.

Resolved – approval of the Trustees Meeting held on 15th January 2024.

Resolved – approval of the Finance Meeting held on 15th January 2024.

2401/04 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 2401/07.

Cllr Simpson declared a personal interest in agenda items 2401/21 & 24.

Cllr Taylor declared a personal interest in agenda item 2401/24.

Cllr Price declared a personal interest in agenda item 2401/26.

2401/05 To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

2401/06 To consider adoption and approval of the Broughton Town Council Tender policy.

Resolved – approval and adoption of the policy.

2401/07 **Planning**

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

Cllr Ross left the meeting.

The following decisions were received from NLC.

2023/351 – hazardous substance consent granted to store 36 tonnes of propane gas within storage tanks at site 1, Castlethorpe Farm, Carr Lane, Broughton.

2023/1771 – householder planning permission granted for a proposed first floor side extension above integral garage at 102, Brandy Apiary, Appleby Lane, Broughton.

2023/1873 – prior approval, larger home extension is not required for a proposed larger home extension at 54 Estate Avenue, Broughton.

BROUGHTON TOWN COUNCIL MINUTES

The following application received from NLC were discussed by the Town Council.

2023/1930 – outline planning permission for a bungalow and off-street parking with appearance, landscaping layout and scale reserved for subsequent approval at Kenard, 104 South View, Broughton.

Resolved – no objection or comment.

2024/1 – planning permission to erect a garage at 52 Estate Avenue, Broughton.

Resolved – object with the following comments:

- Drawings are of poor quality.
- There is no vehicular access to the ‘garage’.
- The size of the structure is a concern.
- Insufficient information on what the ‘garage’ is to be used for.

2024/31 - planning permission for the installation of a 25m telecommunications mast with no.2 0.6m dishes and ancillary equipment including no.1 control room and 1.8m high palisade fence compound at Little Crow Solar Panel, land to the west of Ermine Street, Appleby.

Resolved – no objection or comment.

2024/75 – planning permission for a first-floor extension over existing garage at 38 Appleby Gardens, Broughton.

Resolved – no objection or comment.

Cllr Ross re-joined the meeting.

2401/08 Clerks Report

- a. Thank you note received from the Brownies for allowing the placement of collection boxes for hedgehog food and bedding at the Centre.
- b. Air ambulance clothing bank update – there will be 2 banks placed on site with a key provided. This will be used if they get full prior to a collection being undertaken.
- c. NATs minutes of the meeting held on 13/12/23.
- d. Countrywise newsletter January 2024.
- e. Update on roof repairs.
- f. 80th D-Day Event £250 funding application submitted.
- g. Sustainable Planting Scheme – In Bloom 2024/25 funding application submitted. NLC will not fund some of the items so therefore as previously resolved the Town Council will support these costs.

Highways / Town issues / North Lincolnshire Council items.

2401/09 To receive an update on reported highway issues determining any further actions required.

Clerk has chased the following outstanding issue:

- Brooklands Avenue and Rue Du Nozay Street signage.
- Bus shelter repair.
- Watersedge salt bin – criteria have been rechecked and still not meeting the yellow bin criteria, the building of the Aldi Store is irrelevant. A green bin has been ordered. Cllr Taylor the Clerk to find out what the criteria is.

Reports / Updates

2401/10 To receive a report from the mayor determining any actions required.

Cllr Senior stated that both he and the Deputy Mayor had judged the Christmas Lights in December.

2401/11 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee informed the Council of the following issues:

- The resurfacing of the road in Broughton will now not be carried out until May 2024.
- The bins in Castlethorpe had not been collected on their due date. This has now been rectified.

BROUGHTON TOWN COUNCIL MINUTES

- There is a National Apprenticeship event between 05/02-09/02. More information is available on the NLC website.

2401/12 To consider any Police & Neighbourhood Watch issues determining actions required.

Cllr Price stated that there is still a large number of HGV coming through the town. This has been reported to the various haulage companies and the police if have given 2 spot fines so far.

Cllr Harness said she would be willing to monitor the HGV in a morning and afternoon session at the Dog & Rat. She was thanked for this. Data should be passed to the Police.

2401/13 To receive an update report from the Village Hall Committee representative determining any actions required.

Cllr Ross stated that she had started to go through the list of outstanding items.

Cllr Senior has started to look at the electricity usage and supplier.

- The old Treasurer has now been removed and Cllr Ross added.
- An online account has been set up.
- A vat exemption form has been requested as the village hall has been paying 20% vat and should have only paid 5% as a charity. It is possible that the monies already paid can be reclaimed.
- Research on the halls electricity usage for one months has identified that there are potential savings to be made. Once the full years electricity usage is obtained then different suppliers can be investigated. Cllr Ross will cancel the current contract if and when required.

The Deputy Clerk is currently working with plumbers to get quotes to upgrade the radiators.

2401/14 To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson informed the Council that the next funding window is open.

2401/15 To receive an update report for the Broughton Allotment determining any further actions required.

The following report was received from the Allotment Committee:

The Allotment Association held its first meeting for 2024 on Tuesday 9th January. Here's a brief outline of what was discussed for your next council meeting.

It was decided to hold the AGM on Wednesday 3rd April at 7pm at the Chapel. We hope Deb and Sonia can attend.

An interim report has been sent to BCSA to give details, progress and expenditure on the raised beds project. There is still a balance of £249.87 but we have plans to provide covers for the beds and to use the remainder of the grant for this.

Many members welcomed paying the rent for their plot on line but some struggled to get hard copies of the agreement for signing. Thank you for the 10 copies that you printed for us. These were given out to members without a printer. Next year we plan to hold an 'open afternoon' to collect in and witness the allotment agreements and then bring as many as we can straight to the office. Some of our members felt that the post box on the fence wasn't secure enough to leave papers or cheques in so this is another way of dealing with this.

Site issues - Roger and Dave have caught 41 rats so far. It's still a problem but they're not giving up. A lot of produce has been lost this year to rats so it may be an ongoing problem that we are trying to deal with. The posts on the main entrance gates have moved because the ground is so wet, but Brian will rectify this when things dry up by re-purposing a piece of surplus steel fencing from the Phil Grundy Centre.

The War Memorial Garden area will still be maintained by a group of committee members.

Monthly donations of fresh produce to the food bank will be suspended for a couple of months until allotment holders have got fresh surplus produce to give again in the Spring.

The Allotment Association have decided to undertake the works on one of the plots themselves to flat and repurpose.

BROUGHTON TOWN COUNCIL MINUTES

The Council agreed that the use of a firearm would not be permitted on the site and the current rat traps are adequate.

- 2401/16 To receive an update report on organising a D-Day 80th Anniversary Event determining actions required.

The minutes of the meeting have been circulated prior to this meeting.

General Items

- 2401/17 To notify the Clerk of items to be placed on the agenda for the next meeting.

- Christmas Market.

- 2401/18 To consider and determine actions required regarding the arrangements for the Community Service Award for 2023/24.

Clerk to arrange to advertise on the Facebook page and notice board. The closing date will be 23/02 with the selection process at the February Council meeting scheduled for 26th. The award will be presented at the Civic Dinner and the recipient will be invited to attend as a guest.

- 2401/19 To be notified of the email received from a resident about listing the Thatch, Red Lion & Dog & Rat determining actions required.

The request was discussed at length, and it was agreed that the listing of such buildings puts too much burden on the owner with potential costs associated to that status. Therefore, the Council agreed they could not support this request at this time.

- 2401/20 To be notified of the email received from a resident about dog faeces in the woods and surrounding fields determining any actions required.

It was agreed that there are sufficient dog bins in the vicinity of these walks and that it was just down to the fact that people were not being responsible for cleaning up after their dogs.

Clerk to place an advert on to the Facebook page encouraging residents to clean up in the woods and if anyone sees a person not doing this to report them to the Dog Warden.

Clerk to report the broken bin on the entrance of the woods on Ermine Street, the lid is broken, and this bin needs to be emptied weekly or a large bin put in situ.

Cllr Ross to look at placing a further bin opposite the properties near to the Cemetery on the woodside.

- 2401/21 To be notified of the request from the Cricket Club to install an artificial pitch on the playing field determining actions required.

Cllr Simpson left the room but was then asked to return to answer a few questions and then left the room again.

Resolved – the installation is approved subject to there being no interference with any other groups, the Cricket Club take responsibility for its maintenance and insurance and there are no costs incurred by the Town Council.

Cllr Simpson re-joined the meeting.

- 2401/22 To be notified of the Hedgehog Highway Project determining actions required.

Resolved – purchase a box for the cost of £150 which includes 50 hedgehog highway surrounds, 50 information leaflets, a display box and window sticker.

Cllr Harness stated that she has sent original letters from residents with regard to a planning condition on the development off Burnside. There had been no response so Cllr Ross said she would look into this.

Finance

- 2401/23 To receive and approved the Financial Statement up to 31st December – see appendix 1.

Cllr Senior left the meeting due to a personal interest.

Resolved – approval of the statement.

BROUGHTON TOWN COUNCIL MINUTES

Cllr Senior re-joined the meeting.

- 2401/24** To be notified of the communication received from BCSA regarding the Firework Event grant funding determining any further actions required.

Cllrs Simpson & Taylor left the meeting.

It was agreed that the email was not particularly worded well. The Firework Event was the first and was highly successful and the amending of the funding form was not top of the priority list and had been missed.

Clerk to acknowledge the points raised in the email to BCSA.

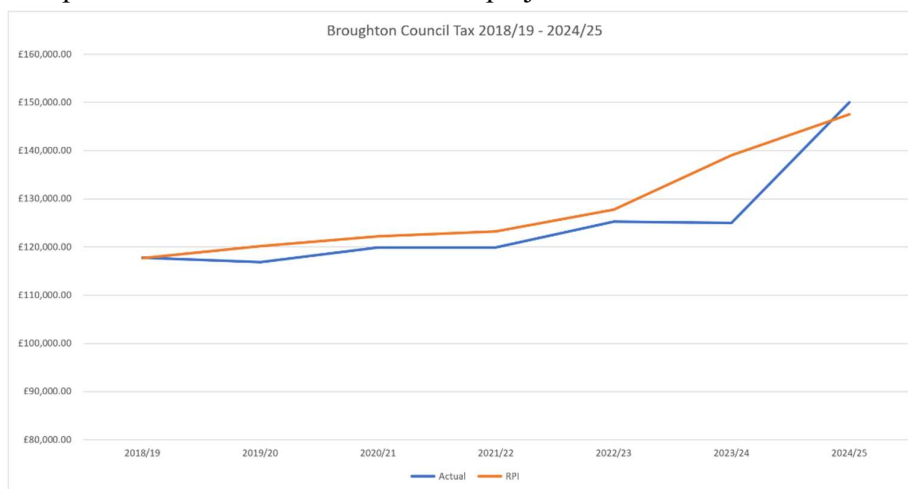
Cllrs Simpson & Taylor re-joined the meeting.

- 2401/25** To consider the 2024/25 budget and precept.

Resolved - Broughton Town Council have considered the budget requirements for 2024/25 and have resolved to set the precept at £150,000. This was a unanimous decision.

This increase is 22.4% higher than last year's precept of £122,524 and a 22.2% increase on an average band D property from £71.68 to £87.60 per year (an increase of £15.92 per year or £1.33 per month). Band A-C will be lower than £15.92 per year and band E-H will be higher than £15.92 per year.

The precept has increased over the last 10 years, in 2013 it was £99,000. The increase to date is less than the RPI if that had been applied over the 10-year period. Below is a chart showing the last 6 years comparison. The Town Council have tried for as long as possible to keep the increases to an absolute minimum, unfortunately this year we have had to make a very tough decision to increase due to unexpected maintenance work and new projects.



- 2401/26** To consider a request for either Brownies or Guides planting this year's hanging baskets.

Cllr Price left the meeting.

It was agreed to ask the Brownies/Guides to create the hanging baskets for the Village Hall and Community Centre.

Cllr Price re-joined the meeting.

Resolved – the remaining baskets to be ordered as normal for all other areas.

- 2401/27** To consider attendance to the ERNLLCA Training events.

Clerk to ask ERNLLCA for evening events.

- 2401/28** To consider the requirements for the installation of a digital notice board in the village hall.

Cllr Senior to obtain updated quotes for the notice board.

- 2401/29** To consider the covering of the cost of the hire of the centre and field for the 50th anniversary for Little Acorns.

Resolved – the council authorised free use of the field and centre for up to 6 hours.

BROUGHTON TOWN COUNCIL MINUTES

Time and date of the next meeting to be confirmed.

2401/30 The time and date of the next meeting is Monday 26th February at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton.

Part B – Closed to the public.

2401/31 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 – close the meeting to the public.

The resident left the meeting.

Discussion and actions agreed regarding the email circulated this week to full council.

The meeting closed at 9pm.

BROUGHTON TOWN COUNCIL MINUTES

Appendix 1 – December 2023

Date: 11/01/2024

Broughton Town Council - R&P

Page 1

Time: 12:31

Current Bank A/c

List of Payments made between 01/12/2023 and 31/12/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2023	North Lincolnshire Council	DD	278.00		Business Rates
01/12/2023	North Lincolnshire Council	DD	74.00		Business Rates
01/12/2023	Amazon	DDR 69	179.99		Vacmaster
03/12/2023	Talk Talk Business	DD	35.96		November 2023
04/12/2023	War Memorial Trust	BACS 186	350.00		Life time membership
08/12/2023	Fasthosts	DD	6.94		Inv 74655207
11/12/2023	Paul Senior	BACS 187	600.00		Mayors Allowance
11/12/2023	Carol Ross	BACS 188	100.00		Gazebo purchase
11/12/2023	Container King	BACS 189	76.80		Inv 55875
11/12/2023	Thomas Bell	BACS 190	47.85		Rat traps
11/12/2023	Sissons Gardening Services	BACS 191	360.00		Grass cutting - cemetery
11/12/2023	Fleet	BACS 192	443.16		Inv S1234831
11/12/2023	Roger Wilkinson	BACS 193	50.00		Pest Control
12/12/2023	HSBC	DD	43.12		Bank charges
13/12/2023	K Nottingham	BACS 194	432.00		Overpayment refund
15/12/2023	RBL Poppy Shop	DDR 70	250.00		50 lamppost poppies
15/12/2023	Amazon	DDR 71	14.29		First Aid Kit
15/12/2023	British Telecom	DD	102.96		Mobile Phone charges
18/12/2023	EON	DD	1,528.70		November 2023
20/12/2023	Firesolve Ltd	BACS 195	155.82		Firesolve Ltd
20/12/2023	Pestcotex	BACS 196	418.80		Pestcotex
20/12/2023	ERPF	BACS 197	1,080.34		Pensions December 2023
20/12/2023	HMRC	BACS 198	1,381.41		December 2023
21/12/2023	HSBC	DD	24.55		Bank Charges
21/12/2023	RBL Poppy Appeal	BACS 199	100.00		Donation
21/12/2023	Fleet	BACS 200	543.24		Inv S1229820
21/12/2023	W H Smith	BACS 201	12.00		Postage
22/12/2023	Post Office	DDR 72	8.15		CCLA Postage
22/12/2023	Wickes	DDR 73	14.00		Padlock
22/12/2023	EON	DD	90.23		November 2023
29/12/2023	Salaries	BACS 202	5,320.54		December 2023
Total Payments			14,122.85		