

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 26th February 2024 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

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

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

2402/09 Apologies and reasons for absence received from Cllr Senior.

2402/10 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. The resident present asked if there was any progress regarding the highway concerns and placement of double yellow lines and lines donating a bus stop on Brooklands. The Clerk stated that there was no update. Cllr Ross stated that she would following this up with the Highway Officer. The resident also stated that in his opinion the full amount of the maintenance grant being requested by the Village Hall should be given. The Committee, particularly the Treasurer are doing a great job sorting out the mess that had been left. There is an energy crisis. The rents could not be increased any further as this has already been done.

The meeting was re-opened.

2402/11 To approve the minutes for the following meetings: -

Resolved - General Purpose Meeting held on 5th February 2024.

Resolved - General Purpose Meeting held on 7th February 2024.

2402/12 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 2402/14 & 2402/33.

Cllrs Lee, Carter & Portess declared a personal interest in agenda item 2402/33.

Cllr Simpson declared a personal interest in agenda item 2402/27 & 2402/35.

Cllr Taylor declared a personal interest in agenda item 2402/35.

2402/13 To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

2402/14 **Planning**

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

Cllr Ross left the meeting.

To receive the following decisions received from NLC.

2023/1864 – full planning permission granted for change of use of an existing domestic garage for the storage and distribution of wine at The Poplars, Brigg Road, Wressle, Broughton.

2023/1930 – outline planning permission granted for demolition and construction of a bungalow with off-street parking at Kenard, 104 South View, Broughton.

To receive and discuss the following applications received from NLC.

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

Resolved – to submit the same response as last time as detailed.

To object with the following comments:

- Drawings are of poor quality.
- There is no vehicular access to the 'garage'. Access has been added to the site plan.

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- The size of the structure is a concern.
- Insufficient information on what the ‘garage’ is to be used for.

2024/106 – planning permission to vary condition 2 of PA/2022/895 to reposition dwellings on plot 1 – 2, the addition of opaque glazing to window to the front dormer and a roof light to the rear of plot 2 at 31 Brigg Road, Broughton.

Resolved – object with the following comment:-

The building is too far forward and is not in accordance with the original planning application. The Council are concerned that this hasn’t been picked up by the building regulations department and has been left this long.

2024/119 – application for a lawful development certificate for the proposed use of a room for beauty therapy treatments at 74 Swift Drive, Scawby Brook, Brigg.

Resolved – no objection or comment.

2024/139 – planning permission to erect dwelling including demolition of existing structure at Broughton Sawmill, Ermine Street, Broughton.

Resolved – object with the following comments:

The proposed dwelling is larger than expected. To grant this application could lead to a precedent being set for others to build in the woods and the Council do not want to encourage any developments of this sort.

2024/143 – application to vary condition 2 of PA/2023/1268 to change from render to brickwork at 4 George Street, Broughton.

Resolved – no objection or comment.

Cllr Ross re-joined the meeting.

2402/15 Clerks Report

- a. ERNLLCA January Newsletter.
- b. Update on the Hedgehog Highway Project. Clerk to ask the 2nd Broughton Brownies if they would lie the box with the highway surrounds, leaflets, display box and window sticker.
- c. In Bloom & 80th D-Day grants submitted to NLC.
- d. Football Foundation report from BCSA.

Highways / Town issues / North Lincolnshire Council items.

2402/16 To receive an update on reported highway issues determining any further actions required.

The Clerk went through the outstanding highway issues and will chase up the following items:-

- Missing bin on Mill Lane.
- Street sign – Brooklands & Commons side.

Cllr Lee added that she had received a call about flooding in Wressle which she had dealt with.

Reports / Updates

2402/17 To receive a report from the mayor determining any actions required.

No report received.

2402/18 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

The following report was received from Cllr Lee.

- The North Lincs Budget Meeting for 2024 was held earlier this month.
- There will be a small rise of 1.99% in general council tax alongside the adult social care precept increase of 1.75%. Two thirds of North Lincolnshire households will pay less than 92 pence a week more.
- The works that we have mentioned that are to take place in Broughton on the highways in June have now been put back to July and these roadworks will come to a total of £561,998.

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Ward Cllrs to chase up the repair to the Scawby Road footpath which is a bad state of repair.

- From the Key Ward themes at the Budget Meeting there will still be 2 hours free parking.
- The free book schemes for under 5's, the Imagination Library will continue.
- The continuation of the free swimming will now also be held in the Easter and continue in the summer school holidays.
- Assist the Broughton Toddlers Group to create an outdoor facility.
- Broughton Brownies received a ward community grant for 23/24.
- Broughton Community and Sports Association are going forward with the Broughton MUGA through the shared prosperity fund grant, and the Broughton Town Council redevelopment of the Phil Grundy sports centre is going through the same scheme.
- People are being urged that if they have not already done so to get themselves vaccinated against Measles, Mumps and Rubella (MMR). Figures show that 1 in 10 aged 5 to 15 remain at risk.

2402/19 To consider any Police & Neighbourhood Watch issues determining actions required.

Cllr Portess raised concerns from a resident of a car that had been parked on Brigg Road since before Christmas. The police are aware, but the car is not illegally parked. Cllr Portess stated that the police call centre had been rude to the resident and as an elderly resident this was upsetting for her. Cllr Portess to advise the resident to contact the Police & Crime Commission to complain.

Cllr Price stated that there has been an increase in HGV using Appleby Lane and Ermine Street – 52 in one day. Cllr Price has uploaded these on to a website provided by the local police officer who had also attended site and spot fined two HGV drivers.

Clerk was asked to contact the Appleby Ward Cllrs with concerns about a planning application for Sand House Farm in Santon which could see 140+ transport movements per day. The Clerk to express concerns from Broughton Town Council and that Ward Cllrs should ensure there is a transport plan, so the HGV do not come through Broughton.

There have been 3 attempted burglaries in the area.

2402/20 To receive an update report from the Village Hall Committee representative determining any actions required.

Cllr Ross provided the following update:

- The Deputy Clerk arranged for the solar panel company to attend site to sort out the app which has now been installed on the phones of Cllr Portess, Village Hall Caretaker and the Deputy Clerk.
- The Deputy Clerk is waiting for quotes for the upgrading of the heating system, once received a grant will be submitted to Egdon.
- Cllr Senior has set up an investigation into the payment of VAT which should be able to be reclaimed.
- Cllr Ross and the Deputy Clerk will be attending the bank so the later can gain access to the accounts.
- Unfortunately, when updating the mandate, the correspondence address was not changed. This is ongoing.
- User groups are going well. One group has left but there looks to be a replacement.
- The CPRE Presentation will take place at Broughton this year which will be hosted in October.

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The Action plan created from the last Trustees meeting and the Energy Survey was discussed. These needs addressing at the next Village Hall Committee meeting particularly the insulation of the building.

2402/21 To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson stated that the Egdon funding is open until the end of April.

2402/22a To receive an update report for the Broughton Allotment determining any further actions required.

The minutes of their last meeting had been circulated.

2402/22b To consider applying for the East Midlands in Bloom grant for a sleeper composter determining further actions required.

Resolved – Clerk to submit the grant in the name of the Council and apply for match funding from Egdon.

2402/23a To receive an update report for the Appleby Lane Cemetery determining any further actions required.

The memorial repairs should be completed in the next week.

There has been one issue with a memorial which the Clerk is currently dealing with.

2402/23b To consider the installation of a bench by a resident who has agreed to maintain, determining any further actions required.

Resolved – the resident is permitted to install the bench and will fix securely and maintain.

2402/24 To receive an update report on organising a D-Day 80th Anniversary Event determining actions required.

Cllr Price and the Clerk provided information on the event.

2402/25 To receive an update report on the creation of a new website determining any further actions required.

Resolved – the website to be in place by 1st April.

General Items

2402/26 To notify the Clerk of items to be placed on the agenda for the next meeting.

Items to be provided to the Clerk.

Clerk to contact NLC Enforcement regarding a suspected breach of planning and the lack of communication with the resident reporting the breach.

2402/27 To be notified of the request from the Cricket Club to apply for planning permission to install an artificial pitch on the playing field determining actions required.

Cllr Simpson left the meeting.

Resolved – approval for the Cricket Club to submit planning for the installation of an artificial pitch.

Cllr Simpson re-joined the meeting.

2402/28 To consider entering the Best Kept Village Competition 2024 determining actions required.

Resolved – town to enter the competition. All categories with the exception of the bus shelter to be entered. Clerk to inform the In Bloom Group.

2402/29 To consider the proposal for the junction of Town Hill to allow the area to grow naturally determining actions required.

Resolved – to approve the proposal and allow the natural growth of the grass. Clerk to obtain signage from NLC and send letters to all surrounding properties.

2402/30 To consider the town events for 2024 determining actions required.

Resolved – the following activities will take place this year.

- 80th D-Day event – 6th June.
- Firework event – 2nd November.

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Finance

- 2402/31 To receive and approved the Financial Expenditure up to 31st January 2024 – see appendix 1.
Resolved – approval of the expenditure as detailed in appendix 1.
- 2402/32 To receive and approve the receipts, bank statements and budget monitoring report up to 31st January 2024.
Resolved – approval for the receipts, bank statements and budget monitoring report up to 31st January 2024.
- 2402/33 To consider the Annual Grant request from the Village Hall determining actions required.
Cllrs Carter, Lee, Ross & Portess left the meeting.
Resolved – £5k would be provided to the Village Hall Committee on 1st April. Any further monies would be reviewed on the proviso that the issues with HMRC are resolved no later than the 5th April, the accounts from 1st April 2023 to date are provided to the Deputy Clerk by 4th March to allow sufficient time for her to create a spreadsheet and reconciliation for year end and the audit and for the Charity Commission accounts to be submitted by 1st April.
Cllrs Carter, Lee, Ross & Portess re-joined the meeting.
- 2402/34 To consider the grant request from LIVES determining actions required.
Resolved – approval to fund the purchase of a Resusci Anne. Clerk to ask for a specification to purchase.
- 2402/35 To consider the grass cutting tenders for 2024.
Resolved – Sissons Gardening Services were selected from the quotes to carry out the ground maintenance for this year.
Cllrs Taylor & Simpson left the room.
Resolved – BSCA were selected from the quotes to carry out the ground maintenance as per their quote for the next 2 years.
Cllrs Taylor & Simpson re-joined the room.
- Time and date of the next meeting to be confirmed.**
- 2402/36 The time and date of the next meeting is Monday 25th March at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton.
- 2402/37 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 close the meeting to the public and press.

Allotments

Resolved – rent increase information will be provided with the January 2025 rent review letters with the rents increasing in January 2026. The rents will increase as follows:

¼ plot - £18.00 ½ plot - £25.00 Full plot - £45.00

Resolved – Deputy Clerk to send out letters in April asking plot holders to provide evidence of insurance. This can be obtained by being a member of the Allotment Association at a cost of £3pa. By being an individual member of the National Association of Allotments at £24pa or by having private insurance.

Resolved – Clerk to submit an application to EMIB for a capital grant for the purchase of material to build a composter to be located at the Allotments. The Town Council will submit a match funding grant application to Egdon.

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General Purpose Meeting recommendations

Resolved – use of the field by an individual to carry out running activities is approved as long as there is no charge to participate, and the use of the field is not affecting any paying user of the field.

A further GPC meeting to be held to discuss the other ongoing issues with the Clerk requesting further information.

Community Award Nominations

Resolved – the person was selected from the nominees to receive the Community Award for 2024 for services provided to the town. They will be invited to attend the Civic Dinner to receive their award.

Clerk to write to all those who nominated thanking them and encourage them to nominate again next year.

Personnel

Information was provided to full Council on the NALC Pay award for 2023/24.

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Appendix 1 – January 2024

Date: 15/02/2024

Broughton Town Council - R&P

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Time: 11:34

Current Bank A/c

List of Payments made between 01/01/2024 and 31/01/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
02/01/2024	North Lincolnshire Council	DD	278.00		Business Rates
02/01/2024	North Lincolnshire Council	DD	74.00		Business Rates
03/01/2024	Talk Talk Business	DD	35.94		December 2023
08/01/2024	Fasthosts	DD	6.94		74991669
11/01/2024	Container King	BACS 203	76.80		Inv 56503
11/01/2024	BCSA	BACS 204	216.00		Inv 57
11/01/2024	National Allotment Society	BACS 205	66.00		National Allotment Society
15/01/2024	HSBC	DD	40.00		Bank Charges
15/01/2024	TurnerWarran	BACS 206	75.60		Inv 77076
15/01/2024	East Riding Supplies	BACS 207	116.26		Inv 1643797
15/01/2024	East Riding Supplies	BACS 208	16.20		Inv 1646035
15/01/2024	Tesco	BACS 209	12.30		Consumables
17/01/2024	EON	DD	1,101.13		December 2023
17/01/2024	British Telecom	DD	102.96		December 2023
17/01/2024	WAVE	DD	212.47		Oct-Dec 2023
18/01/2024	SLOCC	BACS 210	144.00		ILCA CLCA fee
21/01/2024	HSBC	DD	10.27		Bank charges
22/01/2024	Mobile Phones	DD	32.33		January 2023
22/01/2024	WAVE	DD	20.13		Oct-Dec 23
22/01/2024	Textil Depot	DDR 74	279.19		Table Linen
23/01/2024	EON	DD	68.18		December 2023
25/01/2024	Bow ness Electrical	BACS 211	270.00		Inv 48129
25/01/2024	Brigg & Humberside Roofing	BACS 212	1,068.00		Flat roof repairs
25/01/2024	East Riding Supplies	BACS 213	21.42		Inv 1646746
26/01/2024	Bennetts Timber	BACS 214	55.75		Inv 35794
31/01/2024	Salaries	BACS 215	5,842.91		January 2024
31/01/2024	HMRC	BACS 216	1,602.77		January 2024
31/01/2024	ERPF	BACS 217	1,080.94		Pensions - January 2024

Total Payments 12,926.49

Signed:

Date: 25th March 2024

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