

# BROUGHTON TOWN COUNCIL MINUTES

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**Minutes from the meeting held on Monday 15<sup>th</sup> May 2023 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.**

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

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

## Procedural

**2305/01** All members present.

Cllr Senior explained that he had received a letter stating that the elected Cllr Maureen Whitaker Clark had now decided not to take up the post as Cllr.

**2305/02** Public Participation –

**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 for a parking update for Brooklands Avenue to which the Clerk informed him that the Highway Officer had changed due to retirement and the new Officer will be coming on to the site to look at all areas of parking.

The Clerk has also contacted the Pharmacy to ask that the staff park in the car park and this has been forwarded to their head office for consideration.

The resident also stated that the snicket between Windsor Way and Yarborough Crescent was overgrown with weeds. Clerk to report to NLC and this is to be added to the next agenda for general discussion on the snickets.

The resident who attended the Afternoon Tea thanked the Council for a lovely afternoon.

The meeting was re-opened.

**2305/03** To approve the minutes for the following meetings: -

**Resolved** – approval of the Full Council minutes of the meeting held on 24<sup>th</sup> April 2023.

**2305/04** 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 prejudicial interest in agenda item 2305/07.

Cllr Price declared a personal interest in agenda item 2305/07 2023/692.

**2305/05** To note dispensations given to any member of the Council in respect of the agenda items listed.#  
None outstanding.

**2305/06** To consider the placement of a notice of co-option for the one vacancy determining actions required.

**Resolved** – approval from the Council to place the notice for two vacancies of the Council. The co-option will take place at the June meeting. **Post Meeting** – only one vacancy can be advertised at present. A casual vacancy notice will have to be raised by NLC for the fact the Maureen Whitaker Clark has not taken up her position as Councillor.

**2305/07** Planning

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

Cllr Ross left the meeting.

**2023/632** – planning permission to erect a first-floor extension at 5 Avenue Nozay, Broughton.

**Resolved** – no objection or comment.

The following application was submitted under the Clerks Delegated Powers due to the time constraints.

# BROUGHTON TOWN COUNCIL MINUTES

---

Cllr Price left the meeting.

**2023/692** – planning permission to erect a single storey rear extension at 87 High Street, Broughton.

**Resolved** – no objection or comment.

Cllrs Ross & Price re-joined the meeting.

## **2305/08 Clerks Report**

- a. Update on the Centre's feasibility study funding.
- b. Thank you note from LIVES and Lindsey Lodge for the recent donations.
- c. Events Committee response from advertising for volunteers.
- d. Potential Community Hub update. No further actions will be taken, and it will be revisited when the refurbishment of the centre takes place.
- e. Brooklands Avenue, parking update.

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

### **2305/09 To receive an update on reported highway issues determining any further actions required.**

The Clerk has repeatedly reported the concrete block on the junction of Wressle / Brigg Road. Ward Cllrs to take this up with Highways.

## **Reports / Updates**

### **2305/10 To receive a report from the mayor determining any actions required.**

Cllr Price stated that while she was still mayor, she had attended a civic event for the Kings Coronation at Lincoln Cathedral and a NALC invite to Buckingham Palace.

The Afternoon Tea event for volunteers was a great day.

Cllr Price had received some complaints about the cemetery and the H & S memorial checks and further complaints about the overhanging branches on Appleby Lane. She was advised that residents should report the concerns about the branches on the NLC portal. Cllr Ross will chase up the site meeting with Cllr Waltham and landowners.

Cllr Senior suspended standing orders to allow a member of the public to speak.

The resident stated that he had taken NLC round the areas of concern 2 years ago. The meeting was re-opened.

Cllr Price went on to say that the grass around the signs on entering the village were overgrown and the bench opposite Westminster Road was not usable as the undergrowth is coming through the slats. Both of these are NLC responsibility. Clerk to get the Handymen to trim the grass under the bench.

### **2305/11 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.**

Cllr Lee informed the meeting of the following activities.

**School Readiness event** – Saturday 20 May between 10am - 3pm at The Baths Hall in Scunthorpe.

This event has been organised in conjunction with schools and health partners. There will be a range of professionals available for parents and carers to talk to on the day and to answer any questions or queries parents may have in relation to their child starting school.

Further information about the event is on the council website.

**Foster Care Fortnight Twilight Walk** – Friday 26 May, from 6.30pm.

The Twilight Walk will start at Church Square in Scunthorpe then venture to Central Park in Scunthorpe and will end back at Church Square. Arrival is from 6.30pm and participants are encouraged to wear something orange in support of Fostering.

Further information about Foster Care Fortnight is on the council website.

Cllr Ross added that the Electoral Commission had been informed about the recent events.

### **2305/12 To consider any Police & Neighbourhood Watch issues determining actions required.**

The Town Clerk had asked if Scawby Road could be added to the speed checks which it has.

The police would be attending the coffee mornings as and when they could.

# BROUGHTON TOWN COUNCIL MINUTES

---

- 2305/13** To receive an update report from the Village Hall Committee representative determining any actions required.  
Cllr Ross stated that the bank mandate was still pending.  
Cllr Ross added that it was thought the utilities were provided with assistance from the Yorkshire Energy Partnership and they were unsure why there were so expensive. They are now investigating if the village hall was tied in and if so for how long.  
Cllr Ross to provide the contact details for the Head of the Library to the Clerk along with the outstanding financial invoice and the recent email that was sent to NLC. The Clerk will then get in touch with NLC. Due to the none payment of the invoices the heating in the library has been turned off which has caused issues and again will be dealt with.  
Hire charges will again increase in May.  
The Town Clerk has still not received any 2022/23 accounting information. Cllr Senior and the Town Clerk will deal with this. The Town Council will assist the Village Hall to get things sorted.  
Cllr Ross to let the Clerk know if there are any further issues to add to the ones discussed tonight.  
The energy survey has yet to be booked in.
- 2305/14** To receive an update report from the Broughton Community & Sports Association representative determining any actions required.  
Cllr Simpson stated that the Egdon grant has been completed for this quarter.  
More funding is being sought for the playing field. All pitches have recently been rated excellent.
- 2305/15** To receive an update report for the Broughton Allotment site determining any actions required.  
The Clerk has completed the Risk Assessment and Plot Holder Inspection documentation.  
A meeting is in the diary to carry out the first of the quarterly checks this month.
- 2305/16** To receive an update report for the Pocket Park determining any actions required.  
A meeting was held on 20/04.
- 2305/17** To receive an update report from the Wressle Wellsite Community Liaison Group representative determining any actions required.  
The item to be removed from the agenda and any reports received to be provided under the Clerks Report.
- 2305/18** To receive a final summary update report on the Kings Coronation event determining any future actions required.  
The Afternoon Tea event was well received, and it was suggested that this becomes an annual event.  
Clerk to ensure the volunteers list is kept up to date.
- 2305/19** To receive an update report on the provisions for a firework display determining actions required.  
The next meeting is scheduled in a couple of weeks.  
Cllr Simpson stated that BSCA would be happy to assist on the night.
- 2305/20** To confirm the locations for the anti-dog fouling signs to allow the Clerk to gain permission from NLC.  
Locations were selected to place the signs.  
Clerk to collate the numbers of the streetlamps and ask NLC for permission to erect the signs.
- General Items**
- 2305/21** To notify the Clerk of items to be placed on the agenda for the next meeting. Items to be received no later than one week prior to the next meeting.
- Broughton Show – Deputy Clerk to continue trying to contact the fair to attend site.
  - Basketball/football area

# BROUGHTON TOWN COUNCIL MINUTES

---

**2305/22** To determine actions required regarding the Broughton Pinfold located on the junction of Mill Lane and High Street.

Some information has been received from a resident and Cllr Simpson to provide some photos.  
Further discussion at the next meeting.

**2305/23** To consider attendance to the various training/advice seminars being held by ERNLLCA.

Cllrs to inform the Clerk if they would like to attend the various events.  
ERNLLCA are offering to come on site to do training and this was favoured but it was agreed that these would be put on hold until the current vacancies are filled.

## **Finance**

**2305/24** To receive and approved the Financial Statement up to 30<sup>th</sup> April 2023 – see appendix 1.

Due to the financial year end only being completed on 12<sup>th</sup> May the Clerk has been unable to complete the closing down of the current year and opening the new financial year required for this meeting.  
Therefore, reports for April and May will be presented at the June meeting.

**2305/25** To consider the insurance policy quotes received determining actions required.

Two quotes were discussed, and Zurich Municipal was selected on a 3-year scheme.

**2305/26** To be notified and approve the full Internal Audit report 2022/23 determining any further actions required.

**Resolved** – the report was approved.

The Clerk will complete all recommendations.

Council stated that they were grateful for the work that the Town Clerk has undertaken on the accounts and audit.

**2305/27** To approve the Annual Governance Statement 2022/23.

**Resolved** – approval of the Annual Governance Statement for 2022/23.

**2305/28** To approve the Accounting Statement 2022/23.

**Resolved** – approval of the Accounting Statement for 2022/23.

**2305/29** To consider Broughton Village Hall annual maintenance grant of £5,000 for 2023/24.

Cllrs Portess, Lee and Ross left the meeting.

It was agreed that a further Trustees meeting was required before August and this would be arranged as soon as possible.

**Resolved** – a grant was approved for £5000.

Cllrs Portess, Lee and Ross re-joined the meeting.

**2305/30** To consider the hire of a container to be kept at the Phil Grundy Centre for storage of the trailer, bowser, and other Town Council & In Bloom equipment.

It was agreed that the container that is currently housing the Broughton Show equipment is to be moved in due course in conjunction with the telecom project.

Broughton Show are to be asked to remove their equipment and ramps are to be purchased to house the trailer and other In-Bloom items.

A resident left the meeting at 9.20pm.

**Time and date of the next meeting to be confirmed.**

**2305/31** The time and date of the next meeting is Monday 26<sup>th</sup> June 2023 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton.

**Part B – Closed to the public.**

**2305/32** To consider 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 the item to be discussed.

- Cemetery Headstone checks.

# BROUGHTON TOWN COUNCIL MINUTES

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Clerk to obtain further quotes for the repair of the identified memorials.

**Resolved** – the Council agreed to repair the headstone and place a notice at the cemetery.  
The item will be discussed further at the next meeting.

The meeting closed at 9.40pm.