

# BROUGHTON TOWN COUNCIL MINUTES

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**Minutes from the meeting held on Monday 30<sup>th</sup> January 2023 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.**

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

Also Present: PC Hickson, PCSO Moody, 4 residents & the Town Clerk – Deb Hotson.

## Procedural

**2301/01** Apologies and reasons for absence received from Cllrs Portess & Tattersfield.

**2301/02** **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. Members of the Allotments Association had attended the meeting to provide any information required for the agenda item and stated that the timeline for submitting the application for the UK Prosperity fund was prior to this meeting so it had been agreed to apply in the next round of funding if necessary. Due to being able to use a different plot on the site the area for development needs less work so the costing would reduce. The project is being done for the community to benefit and the Association will be doing all the manual labour which will keep the costs to material only. This is very much appreciated by the Town Council.

There is some other funding available, and the Clerk having discussed this with Julie Reed the Funding Officer for Andrew Percy stated if required Julie Reed would help the Association.

The Association could also look at getting the funding from the Egdon Community Fund.

A resident asked Ward Cllrs for an update on the state of the hedging along Appleby Lane to which he was told a meeting is being arranged with the landowner.

The resident also asked what was know about the land on Scawby Road owned by the Church which has been cleared. It is thought that this is being prepared to sell or to apply for planning permission.

The Clerk has written to the Diocese but to date has not received a response. Cllr Ross will ask CPRE if they are aware of the intensions of the landowner.

**Resolved** – bring forward item 13 for discussion. This will still be on the agenda as listed.

**2301/03** To approve the minutes for the following meetings: -

**Resolved** – approval of the minutes of the Full Council held 19<sup>th</sup> December 2022.

**Resolved** – approval of the minutes of the Personnel Committee held 9<sup>th</sup> January 2023.

**Resolved** – approval of the minutes of the General-Purpose Meeting held 23<sup>rd</sup> January 2023.

**2301/04** 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 2301/07.

**2301/05** To note dispensations given to any member of the Council in respect of the agenda items listed.

**2301/06** To consider adoption of the following policies and procedures:

**Resolved** – approval and adoption of the Environmental Sustainability Policy.

**Resolved** – approval and adoption of the NLC 2021 Code of Conduct Policy.

**2301/07** Planning

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

Cllr Ross left the room.

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The following decisions were received from NLC.

**2022/1827** – full planning permission granted to vary condition 2 and 3 on PA/2022/287 to allow for changes to the external appearance at 3-5 Rossleigh, Mill Lane, Broughton.

**2022/1901** – full planning permission granted for a first floor extension at 12 Catherine Grove, Broughton.

The following applications received from NLC are to be discussed by the Town Council.

**2023/22** – planning permission to convert existing garage to habitable accommodation at 98 South View, Broughton.

**Resolved** – no objection or comments.

Cllr Ross re-joined the meeting.

The Police members left the meeting.

## **2301/08 Clerks Report**

- a. The Police & Crime Commissioner funding is opening again in April. This is the funding that the Clerk was to apply for to contribute to new CCTV. It was agreed to wait and not submit an application as the installation of new CCTV can be included in the new plans to refurbish the building.
- b. Minutes of the meeting of the Village Hall Committee on 4<sup>th</sup> January.
- c. B1208 Castlethorpe Road & C115 Brigg Road – flood mitigation & highway drainage works started 09/01 for approximately 8 weeks.
- d. Concerns raised regarding a barrier on the bridge on the NLC side of the Pocket Park. Clerk has reported to NLC, and this will be monitored to ensure that it is repaired.
- e. North Linc CSP Violence Against Women and Girls Conference. Cllr Ross to attend.
- f. Guide Leader has applied to NLC to participate in the Great British Spring Clean. The event will be promoted by NLC from next month.
- g. The Council have been successful in obtaining funding from the Egdon community fund for the new gym equipment.
- h. Funding is being sought to hold further Safe Talk seminars.
- i. New Sergeant for the Rural Task Force information.
- j. TalkTalk Business increase in costs.
- k. HWRA Village Hall Information bulletin. The last networking meeting was held at the Phil Grundy centre and was well attended.
- l. Members sought to join the North Lincolnshire Independent Advisory Group. Place information on to the website.

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

**2301/09** To consider Broughton Town Council being responsible for selecting the next charity that funds from the Wishing Well will be donated determining actions required.

Item deferred.

**2301/10** To receive an update on reported highway issues determining any further actions required.

The Clerk has reported the state of repair to the footpath on Scawby Road, this is due to be slurry sealed. Cllr Ross also stated that other roads and paths would be done in Broughton.

## **Reports / Updates**

**2301/11** To receive a report from the mayor determining any actions required.

Cllr Price said it had been a quite month after Christmas. She has attended the Personnel Committee meeting on 9<sup>th</sup> January and the Appraisals on 16<sup>th</sup> which went well.

At the request of a resident a Police Surgery was arranged during the day, but no one attended.

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Along with the Clerk & Cllr Tattersfield attended a NALC seminar on 17/01 for a briefing on Elections and the Coronation.

Cllr Price and Cllr Senior selected the Christmas Light winners. Clerk to find out from the Deputy Clerk if the invites have been sent out to the winners and the prizes have been purchased.

**2301/12** To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following update from NLC.

North Lincolnshire Council are rolling out the installation of Solar Panels on Schools.

More 20mph zones are being set up such as Burringham to calm down traffic.

Winterton have been successful in securing £250,000 to update their multi sports playing area.

Barton have received £20 million in government money to progress their new link road.

There is a fund being set aside for the King's Coronation and organisations will be invited to apply for a maximum of £250 towards celebrations.

Potholes completed in the last 2 weeks are - A18 from A15 to B1206, B1208 from A18 to Brigg Road and the High Street in Broughton.

Almost 5,000 pensioners to receive second £100 payment to help with energy bills from Monday 30 January 2023.

The area's biggest Jobs Expo is back with leading employers attending such as Lebus Upholstery, Tayto, McDonalds, Britcon and Hunt Leisure, Rocal and Humberside Fire and Rescue at the Baths Hall, Wednesday 8 February 2023.

A brand-new Armed Forces Hub has opened in North Lincolnshire, signposting the local armed forces community. They are situated at 186 High Street, Scunthorpe which is funded by North Lincs Council and will serve as a one stop shop for the Armed Forces community, and will be open Monday, Wednesday and Friday.

**2301/13** To consider any Police & Neighbourhood Watch issues determining actions required including the correspondence received regarding becoming a member of the North Lincolnshire Independent Advisory Group.

PC Hickson the new officer for Broughton introduced himself alongside PCSO Moody.

The crime statistics at present are reasonably low with a couple of incidents of burglary.

There have been some tickets issued to HGV for exceeding the weight limit. The Council have received some concerns of this on Ermine Street. PC Hickson stated that the resident could be provided with his email address and contact him directly with vehicle registration. Clerk to advise the resident.

Once PC Hickson has completed his speed camera course on 14/02, he will be coming to Broughton to check on vehicle speeds.

**2301/14** To receive an update report from the Village Hall Committee determining any actions required.

The minutes were circulated prior to the meeting.

A formal decision has been taken and a letter of explanation sent to the Dog Club stating that they could no longer use the hall.

Garden works have been done to clear debris from neighbouring properties. The properties will be contacted as more works are required for the owners to carry out.

The solar panel funding process is still ongoing.

Cllr Ross will formally take over as Treasurer from 1<sup>st</sup> April.

Cllr Senior to contact both KCOM and Quickline regarding the Wi-Fi.

**2301/15** To receive an update report from the Broughton Community & Sports Association determining any actions required.

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Cllr Simpson stated that the funds had been allocated for the 1<sup>st</sup> round of Egdon Community Funds and the next round is now open and closes 30<sup>th</sup> April. The last pot was oversubscribed.

Bids are being accepted from those that have previously applied.

**2301/16** To receive an update report from the Broughton Allotment Association & Leisure Gardeners, determining any actions required including the consideration of the following:

- Funds for the raised beds project – it was noted that the Association would apply to the Egdon Community Fund. The Clerk will assist if required.
- Submission of the grant funding application – this was now no longer applicable.
- **Resolved** – approval for the hire of a skip at a cost of approximately £300. This will be done at the end of February/March to provide a means of clearing the site to run along the newly issued tenancy agreement.

Two members of the public left the meeting.

**2211/17** To receive an update report from the Wressle Wellsite Community Liaison Group determining any actions required.

It was agreed to remove from the agenda. It can be added back on if required in the future.

**2301/18** To receive an update report from the Pocket Park Liaison Group determining any actions required.

Cllr Senior stated that the only issue is the broken barrier on the NLC side which has been reported. Clerk to organise a meeting with members of the Liaison Group, NLC and the Town Council to discuss future works.

**2301/19** To receive an update report for the Cemetery determining any actions required.

The memorial checks are to be carried out in March. There were no other issues.

**2301/20** To consider the following items regarding the Phil Grundy Committee & Sports Centre.

**Resolved** - BCSA and Broughton Town Council will discuss the sharing of the car parking and access facilities when the MUGA is in place.

**Resolved** - Broughton Town Council to have continual discussions on the intension to develop the complex.

**Resolved** - Broughton Town Council to authorise Julie Reed – Community Funding Officer to complete a funding bid for the UK Prosperity fund for a design proposal, public consultation and planning project as detailed in the General-Purpose Committee minutes of the meeting held 23/01/23 and if successful £500 to be provided as a contribution to the costs. All those present in favour. Broughton Town Council to adopt an Environmental Sustainability Policy – as above.

## **General Items**

**2301/21** To notify the Clerk of items to be placed on the agenda for the next meeting.

Items to be provided to the Clerk.

**2301/22** To be notified of the state of repair to the closed churchyard wall determining actions required.

A faculty would not be required from the Diocese but an application under ‘List B’ can be submitted, and Rev Eames has offered to assist with this.

Clerk to ask Rev Eames if the wall can be removed and replaced with hedging, if this is not the case then quotes for its repair are to be sought.

**2301/23** To consider the request for new members of the North Lincolnshire Local Access Forum determining actions required.

Item noted.

**2301/24** To consider displaying information on becoming a Councillor onto social media and notice boards.

**Resolved** – the information will be placed on Facebook, website and notice boards.

**2301/25** To consider the training courses offered by ERNLLCA determining actions required.

**Resolved** - Cllr Ross to attend some financial courses and will advise the Clerk of which ones.

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- 2301/26** To determine actions required with regards to a Kings Coronation event in May.  
Clerk to advertise for volunteers from local groups and individuals who want to help arrange events through the May weekend.
- 2301/27** To consider provisions for a firework display on Bonfire Night determining actions required.  
Clerk to arrange a meeting to take forward.
- 2301/28** To consider the revised Head of Terms and related documentation received regarding the Clarke Telecom mast determining further actions required.  
**Resolved** – acceptance of the revised documentation. Clerk to complete the relevant paperwork and engage a solicitor.
- 2301/29** To consider changing the service provider of the clothing donation bank from a third party to the Air Ambulance directly determining actions required.  
**Resolved** – to contact Astco to remove the current bank and advise the Air Ambulance Service to locate one on site.
- 2301/30** To be notified of the review of Hackney Carriage & Private Hire Licencing Policy determining actions required.  
Item noted.  
**Finance**
- 2301/31** To receive and approved the Financial Statement up to 31<sup>st</sup> December 2022 – see appendix 1.  
**Resolved** – approval of the accounts as detailed.
- 2301/32** To consider the costs to undertake works on the closed churchyard trees determining actions required.  
**Resolved** – approval of the costs for work to be completed.
- 2301/33** To consider the SLA costs for the Pocket Park bins for 2023/24 determining actions required.  
**Resolved** – approval of the SLA costs. Clerk to advise NLC and sign the contract.  
**Resolved** – to temporarily close the meeting.  
A resident stated that there was some fly tipping at the Pocket Park. Clerk to ask the Handymen to clear the site.  
**Resolved** –the meeting was re-opened.
- 2301/34** To consider a donation request from LIVES determining actions required.  
Clerk to contact the local LIVES representative to find out if money is donated to the head office would Broughton benefit directly.
- 2301/35** To consider the quotes to either repair or replace the current fertilizer determining actions required.  
Cllr Simpson declared an interest and left the meeting.  
**Resolved** – approval to purchase the new machine as to repair the old was too much. BSCA have offered to fund 50% and it will be stored in the new container. The old machine will be sold for scrap.  
Cllr Simpson re-joined the meeting.
- 2301/36** The time and date of the next meeting is Monday 27<sup>th</sup> February 2023 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton.

The meeting closed at 8:35pm.

# BROUGHTON TOWN COUNCIL MINUTES

## Appendix 1

Date: 23/01/2023

Broughton Town Council - R&P

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Time: 12:44

Current Bank A/c

### List of Payments made between 01/12/2022 and 31/12/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2022	North Lincolnshire Council	DD	642.00		Business Rates Dec 22
01/12/2022	North Lincolnshire Council	DD	85.00		Business Rates - Dec 22
05/12/2022	Wilkos	DC 54	5.00		Hand fork
06/12/2022	Talk Talk Business	DD	37.74		Nov 22
09/12/2022	East Riding Supplies	BACS 146	340.48		Cleaning supplies
09/12/2022	Grove Groundwork Services	BACS 147	520.00		Concrete base, installation
09/12/2022	Bennetts Timber	BACS 148	131.02		Treated posts, post mix
09/12/2022	BCSA	BACS 149	324.00		Inv 44
09/12/2022	Lewis Gas & Plumbing Services	BACS 150	144.00		Inv SI-159
09/12/2022	ERNLLCA	BACS 151	36.00		Inv 792
09/12/2022	Amazon	DC 55	7.99		Year planner, w all calendar
09/12/2022	Amazon	BACS 55B	10.95		Copy paper
09/12/2022	Amazon	DC 55C	2.99		Desktop calendar
12/12/2022	HSBC	DD	38.52		Bank Charges - Oct 22
14/12/2022	East Riding Supplies	BACS 152	340.48		ERI1606435
14/12/2022	Firesolve	BACS 153	153.72		Extinguisher checks
14/12/2022	ERNLLCA	BACS 154	54.00		Inv 876
14/12/2022	CPRE	BACS 155	36.00		Membership renewal
15/12/2022	EON	DD	21.96		Oct-Nov 22
15/12/2022	EON	DD	-21.96		Oct-Nov 22
15/12/2022	EON	DD	20.93		Oct-Nov 22
19/12/2022	Ian Jobson Pest Control	BACS 156	80.00		Nov 22
19/12/2022	Microsoft	BACS 157	109.78		Inv July 22
19/12/2022	Bowness Electrical	BACS 158	246.00		PAT testing
19/12/2022	British Telecom	DD	90.00		Nov 22
19/12/2022	Morrisons	DC 56	70.72		Stamps
21/12/2022	HSBC	DD	8.64		Bank Charges - Nov 22
21/12/2022	Asda	DC 57	4.00		Envelopes
22/12/2022	EON	DD	2,631.04		Oct - Nov 22
23/12/2022	Salaries	BACS 161	5,300.62		December 22
28/12/2022	Green Grass Contracting	BACS 159	604.26		Hedge maintenance
28/12/2022	Public Sector Audit	BACS 160	698.70		Audit review
28/12/2022	HMRC	BACS 162	1,196.18		December 22
28/12/2022	ERPF	BACS 163	743.83		December 22
28/12/2022	Container King	BACS 164	286.80		Container King
28/12/2022	National Allotment Society	BACS 165	56.00		Membership application
29/12/2022	Broughton Scouts	BACS 166	1,000.00		Donation
<b>Total Payments</b>			<u>16,057.39</u>		

Signed:

Date: 27<sup>th</sup> February 2023

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