

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 19th December 2022 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

Present: Cllrs Lee, Mumby-Croft, Price (Chair), Portess, Senior, Simpson & Tattersfield.

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

Procedural

2212/07 Apologies were received from Cllrs Ross & Taylor.

2212/08 **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 if there was an update on the state of the hedge that had recently been cut on Appleby Lane which is said was dangerous. Cllr Lee said that this had been reported to NLC who had stated that they would come out to view the hedge.

Furthermore, a meeting was being arranged with the owner of the woods to discuss the cutting back of the branches overhanging the highway.

The resident also asked if there was any progress on the traffic concerns on Brooklands to which Cllr Lee informed those present that a few concerns had been raised at the recent Ward Cllrs surgery on the same subject and a meeting was being arranged with the Highway Department to discuss the matters further.

2212/09 To approve the minutes for the following meetings: -

Resolved – approval of the Full Council minutes of the meeting held 31st October 2022.

Resolved – approval of the Full Council minutes of the meeting held 28th November 2022.

Resolved – approval of the Personnel Committee minutes of the meeting held 5th December 2022.

Resolved – approval of the Finance & Audit Committee minutes of the meeting held 5th December 2022.

Resolved – approval of the Full Council, Extra Ordinary minutes of the meeting held 12th December 2022.

2212/10 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 Price declared a prejudicial interest in agenda items 2212/12 and 2212/40.

Cllr Simpson declared a prejudicial interest in agenda item 2212/12.

Cllr Portess declared a prejudicial interest in agenda item 2212/12.

2212/11 To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

2212/12 To approve the amended booking form for the centre and recreation field.

Cllrs Portess, Price & Simpson left the room.

The amended booking form was approved with the additional / amendment as discussed.

2212/13 **Planning**

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

To receive the following decisions from NLC.

2022/1806 – full planning permission granted to erect a front extension to form dayroom including demolition of conservatory and store at 8 Wressle Road, Broughton.

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

2022/2074 – application for a non-material amendment of PA/2022/895 to increase the number of bedrooms at 31 Brigg Road, Broughton.

Resolved – no objection or comment.

2212/14 Clerks Report

- a. Staff have completed the Emergency First Aid at work and have obtained certificate for the training. Manual handling training and working at heights will be arranged for the new year along with fire training.
- b. NATs minutes of the meeting held 27th July.
- c. CPRE Countrywise newsletter for November 2022.

Highways / Town issues / North Lincolnshire Council items.

2212/15 To consider Broughton Town Council being responsible for selecting the next charity that funds from the Wishing Well will be donated determining actions required.

The item was deferred until a letter setting out the requirements had been received including who was responsible for the future maintenance and insurance.

2212/16 To consider the installation of chatting benches in the town determining actions required.

Two new benches will be installed at the village hall. One will be labelled 'Chatting Bench', the other will have a plaque dedicated to the late Queen Elizabeth II.

2212/17 To be notified of the concerns raised by a resident regarding speeding traffic on the High Street between Wells Court and the junction with Mill Lane/Town Hill determining any actions required.

The Clerk has asked the new Police Constable if he can carry out some spot checks. These will be carried out in due course and a report provided on the findings.

2211/18 To determine actions required with regard to the concerns raised of speeding cars on Brigg Road, Wressle.

Cllr Price stated that a meeting is to be held by the Community Speedwatch Group in the new year and they will decide whether to continue or not. If they continue more volunteers would be required to cover this area.

2212/19 To receive an update on reported highway issues determining any further actions required.

The Clerk stated that the only outstanding issue was if a replacement bin had been installed at the junction of Windsor Way and South View.

Resolved – the meeting was closed to allow a resident to comment.

The resident stated that the new bin, a recycle and litter bin had been installed.

Resolved – the meeting was re-opened.

Reports / Updates

2212/20 To receive a report from the mayor determining any actions required.

The mayor provided the following report.

I attended the Personnel and Finance/Audit Sub-Committee meetings on the 5th December.

I had to give my apologies for the extraordinary meeting which was held on the 12th December and would like to thank Councillor Senior for chairing the meeting.

The staff held their Christmas get together on the 14th December and I popped along with chocolate and gifts for them. On the 15th December, myself and Councillor Tattersfield met with representatives from Broughton Scouts to discuss their current situation.

Then we find ourselves here - the last full Council meeting of 2022! I would like to thank all the Councillors for their hard work and support over 2022. My thanks also to the staff and to all the residents of Broughton who work so hard in keeping Broughton a fabulous place to live!

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2212/21 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following information:

- Feasibility funding had been found and the plans had been drawn up for the Centre. Clerk to arrange a meeting in the new year.
- A new initiative from NLC has been implemented – ‘Ask Angela’ an initiative for people who feel unsafe, vulnerable, or threatened can now discretely get help in a raft of bars and pubs across North Lincolnshire. The initiative is aimed at anyone getting unwanted attention in a local pub or other venue but feels unable to seek help. All they have to do is approach a staff member and ask for Angela.
- Blooming Beautiful - The in-Bloom fund has allocated £30k within North Lincolnshire for spring planting schemes. As part of the broader commitment to the environment NLC have also planted thousands of trees, creating community green spaces and going carbon neutral by 2030. Broughton received £2,356.
- Children’s Services - Ofsted have rated the sector outstanding to NLC Children and Families stating it is the best facilities and service with inspectors citing an exemplary commitment to children.
- The Imagination Library joins only four others nationally which have achieved the highest possible rating in North Lincolnshire and has provided 800k books over the past 10 years. 213 families out of 243 in the Broughton & Appleby Ward have joined the scheme. The children who receive the books perform better in school boosting communication and language skills.

2212/22 To consider any Police & Neighbourhood Watch issues determining actions required.

PC Glenn Hickson has joined the policing team and he will try and attend future Town Council meetings.

The last Police Survey was poorly attended when no one turned up including the police who had a call that they had to attend. The next one will be at the Village Hall which is more central for the elderly residents.

2212/23 To receive an update report from the Village Hall Committee determining any actions required.

Cllr Portess updated the meeting stating that there was a leaking roof, a solar panel survey is imminent and WI-FI installation is ongoing.

The heating of the library needs to be clarified with NLC as comments have been received stating it is quite cold in there.

2212/24 To receive an update report from the Broughton Community & Sports Association determining any actions required.

Cllr Simpson stated that the applications were now closed for the Egdon Fund and a meeting has been arranged in the new year to discuss the overwhelming number of applications received.

2212/25 To receive an update report from the Broughton Allotment Association & Leisure Gardeners, including consideration to add into the covering letter (being sent out with the 2023 agreements) an item informing holders that the rents may/will be reviewed for 2024, determining any actions required.

Cllr Tattersfield provided the following report.

Bees

The Landlords have given their blessing to keeping bees and I understand everything is now in place for clearing a small area in the Southeast corner of the allotments for a new apiary. It will be managed by the experienced plot holder beekeeper who brought this idea forward.

Education

The association has held a variety of educational courses at no cost to plot holders to help share

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the extensive knowledge some of plot holders have learned over many years. I understand a willow weaving course is planned in the new year.

Dinner

A very enjoyable annual Christmas Dinner was held at the Sutton Arms in Scawby.

Raised Beds

A small group of plot holders on the Association's projects sub-committee have worked incredibly hard to deliver funding to extend the benefits of having an allotment to less able and less agile Broughton Residents. They now have a costed proposal and are working on answering all of the questions funding providers will need answering to agree external funding for their projects. I understand the cost will be around £7,000 for materials and equipment hire. All of the work will be undertaken by a group of plot holders which bring with them extensive skills from their employed and business lives. This is an incredible resource, and it allows the Council to bring forward significant community benefits at a greatly reduced cost. The sub-committee estimates should the Council seek to undertake the same work on a more commercial track it would be at least double the cost and possibly significantly more.

New Agreement

The sub-committee is mindful the Council has to balance the interests of the allotments costs with the revenue raised from the plot holders. It hopes the benefit to the Council from the association's efforts to improve inclusivity can be taken into account when setting any future rental levels. It also notes that there is a significant range of incomes between plot holders and for some plot holders even the smallest increase may be impactful. It also hopes the Council will take into account the physical and mental health benefits of providing allotments to their residents.

The social contact offered by gardening in an allotment environment **helps to combat the lack of social capital embodied by loneliness**, which has the equivalent risk to health as consuming 15 cigarettes daily and is twice as harmful as obesity.

<https://www.nsalg.org.uk/allotment-info/benefits-of-allotment-gardening/>

Food Bank

On the 13th December an Association member successfully arranged for excess produce from the allotments to Brigg Food Bank even outside the main growing window. The Association hopes to be able to put in place arrangements to provide a significant amount of produce each month throughout the whole of 2023. I understand the proposal will be to reduce waste and potentially investigate growing a small amount of additional produce at different times to fill any gaps.

Resolved - the covering letter provided to Council prior to the meeting to be included with the Allotment Agreement renewal was agreed and this will be sent out this week.

2211/26 To receive an update report from the Wressle Wellsite Community Liaison Group determining any actions required.

Cllr Tattersfield stated that he understands the community funding has generated a lot of interest from community groups.

The latest onshore oil production reports for the UK confirm Wressle as the second largest onshore oilfield in the UK and the work on capturing the gas is continuing.

2212/27 To receive an update report from the Pocket Park Liaison Group determining any actions required.

Cllr Price stated that she had been approached by members of the public regarding the state of the park. Cllr Price has since spoken with a couple of members of the Liaison Group and it was agreed that a meeting to be arranged between the Group, members of the Town Council and NLC to discuss the concerns.

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2212/28 To receive an update report for the Cemetery determining any actions required.

There has been an increase in burials at the Cemetery which seems to be the same each year. The H & S checks are scheduled to take place in March.

2212/29 To receive an update report from the recent UK GDPR training seminars attended by the Clerk & Deputy Clerk determining further actions required.

Cllr Mumby-Croft agreed to register to use the email provided by the Council and the Clerk will resend this information.

The Council resolved at a previous meeting that their policy was to use Council emails therefore anyone not wanting to do so would receive paper copies moving forward. The paper copies will be collated through the week and would be available to collect on a Thursday pm or they would be posted out that evening.

The Clerk would be unable to deliver as she was unable to confirm if she would be driving that day or passing the Cllrs property.

General Items

2212/30 To notify the Clerk of items to be placed on the agenda for the next meeting.

- Firework Display – January agenda.

2212/31 To consider the request from Ravers JFC regarding permission to replace the current storage container on the site.

Resolved – approval to replace the current container.

2212/32 To consider the request from the Chairman of the Skatepark Group regarding a flagpole and the erection of artwork determining actions required.

Resolved – the Council do not want a flagpole on the premises this was due to concerns about H & S. The Council agreed that artwork could be erected but the final draft would need to be approved by Full Council prior to its erection.

Cllr Tattersfield to approach the Church to ask if the flagpole can be erected again on top of the church.

2212/33 To consider the request from Haxey Parish Council to add to their next agenda a resolution to contact the Head of Planning to attend the next Town & Parish Council Liaison meeting in regard to the 5-year housing plan.

Cllr Tattersfield left the room.

It was agreed that the NLC Town & Parish Council Liaison meeting answered the question posed by Haxey Parish Council.

Cllr Tattersfield re-joined the meeting.

2212/34 To be notified of the Warm Welcome North Lincs Pledge determining actions required.

It was agreed that the current events which take place in the Town such as coffee mornings and other social events should encourage and engage with the pledge. This will be on the next Village Hall agenda.

2212/35 To be notified of the notification of external audit appointment for 2022-23 financial year for the 5-year period until 2026-27 determining any actions required.

Item noted.

2212/36 To be notified of the Humber Low Carbon Pipelines Project Consultation event determining actions required.

Cllr Tattersfield provided the following report:

The information at consultation event at the Scawby Village Hall was very comprehensive and the people very knowledgeable. Most of the project is underground and done on a rolling basis, therefore I

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understand the impact to each local area is expected to be between two and three months and primarily on private land. The pipeline work will go under the A15 and A18 but there will be very limited impact to traffic as the work will take place on each side of the road to allow the pipeline to pass under it. The consultation allowed for discussion on the siting of some above ground equipment, but the landscape screening was excellent, and the choice of sites are both very close together near the western edge of the Broughton parish between the new solar farms and the steelworks. It seemed to me it would be best to leave the final decision to the pipeline designers as there was very little difference in impact on our parish between the two options, so I did not submit comments.

2212/37 To be notified of the Humber & Wolds Rural Action AGM determining actions required.

Cllr Tattersfield provided the following report:

I attended the Humber & Wolds Rural Action AGM and was warmly welcomed by everyone. It was a fantastic insight into the excellent work the HWRA undertake and see a roomful of people all with so much passion for what they do. For those that don't know HWRA are based in Barton, and they support and encourage rural communities to develop, so they can influence their own futures and secure a range of community facilities and services. Everything from Health & Social Care, Covid19, Transport, Village Halls Advisory Service, Rural Energy, Community Development, Voluntary & Community Organisation Support to Employability and Rural Broadband.

I was approached by Carole Johnson about their Men in Sheds project. Like a similar chat group already established which connects hard to reach and socially isolated members of the community has had some success and resulted in people who didn't know each other getting older people together for example shopping, meeting to help each other with day-to-day tasks and in turn forming lasting friendships, the sheds work in a similar way but seek to find a common bond through more male orientated activities such as manufacturing. There is funding for help with a small rental payment if a suitable building can be found. The nearest men in sheds group are Winterton & Scunthorpe and the area group has been looking for premises in Brigg for over a year. They gave me the broad criteria as the type of shed premises vary considerably by location, so I have said I will visit several sheds in the coming weeks to better understand what is and isn't needed in practice with a view to finding suitable premises within the Brigg or possibly Broughton area.

2212/38 To be notified of the proposed Brigg Eco Market determining actions required.

Cllr Tattersfield provided the following report:

Cllr Lee & I attended the meeting for the proposed Eco Market funded by North Lincolnshire Council. The meeting was very well attended, and the Group has set up a steering group. The initial proposal is for running an eco-market alongside the Indie market on the 3rd Saturday of the month; by setting up monthly talks and by promoting those business which offer eco solutions. This is to run for 10 months starting in March. It is envisaged that 10 eco stalls would sit alongside the 20 or so Indie stalls.

It was agreed that the Council are happy for Cllr Tattersfield to continue with this project.

2212/39 To be notified of the SafeTALK suicide training determining actions required.

Cllr Tattersfield provided the following report:

The training is a 3.5-hour course to develop suicide alertness and safety connection skills. It provides in-depth skills to recognise signs of suicide, engage someone, and ensure a connection to safety. By the end of the workshop those trained can recognise those with thoughts of suicide and take action by connecting them with life-saving intervention resources. Whilst I found the course quite uncomfortable, I was very pleased I attended as I felt it gave me a couple of routes to easily connect hard to reach people to the professionals if I thought there is an issue. I understand even Wressle as a very small community lost a resident to suicide during the lockdowns and rural industries often with

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a high proportion of men such as farming sadly have much higher than average rates. With this in mind please can we write to North Lincolnshire Council and see if they are planning on supporting future courses. The Clerk to ask NLC.

Finance

2212/40 To receive and approved the Financial Statement up to 19th December 2022 – see appendix 1.

Cllr Price left the room.

Resolved – approval of the statement as detailed in appendix 1.

Cllr Price re-joined the meeting.

2212/41 To consider membership of the National Allotment Society.

Resolved – approval to join the membership at a cost of £55 + vat.

2212/42 To consider the costs to install a new CCTV system determining actions required.

The 3 quotes received were circulated prior to the meeting.

Resolved - Quote 2 Norton Security was chosen as the preferred supplier. 1 Councillor was against the resolution made. Clerk to see if any suitable funding is available.

2212/43 To consider the grant request from Broughton Scouts determining actions required.

Resolved – on the Clerks guidance a donation of £1000 was approved to provide a maintenance grant for the Scouts.

2212/44 To consider the request for funding and permission to locate new storage containers onto the recreation field determining actions required.

Due to the recent information that the refurbishment of the Centre was now progressing it was agreed to rent a container in the first instance until the new plans had been reviewed and agreed.

Resolved – a sum not to exceed £750 was approved to rent a container. This will be reviewed if and when the funding was coming to the sum approved.

2212/45 To consider the budget and setting of the precept for 2023/24.

Resolved – the budget was fixed and the precept for 2023/24 set at £125,000 to include the Council support grant.

2212/46 To consider Financial & Audit Committees recommendations for the following items:

Resolved - Future banking arrangements approved to set up a new HSBC Business current bank account and to set up a further account to ensure all funds are covered by FSCS.

Resolved - Future Internal Financial controls were approved.

2212/47 The time and date of the next meeting is Monday 30th January 2023 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton.

Personnel Committee meeting to be held at 7pm on Monday 9th January 2023.

2212/48 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.

Personnel Committee recommendations – Staffing.

The recommendations were approved by the Council with 2 abstentions. The review of staff salaries for all staff except for the Clerk & Deputy Clerk will be reviewed again 6 months from 1st April 2023.

The meeting closed at 9:35pm.

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Appendix 1

Date: 08/12/2022

Broughton Town Council - R&P

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Time: 10:22

Current Bank A/c

List of Payments made between 01/11/2022 and 30/11/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2022	L Price	BACS 123	600.00		Mayoral allow ance
01/11/2022	North Lincolnshire Council	DD	642.00		Business Rates
01/11/2022	North Lincolnshire Council	DD	85.00		Business Rates - Nov 22
01/11/2022	Bow ness Electrical	BACS 124	120.91		Electrical w orks
01/11/2022	Bow ness Electrical	BACS 125	42.00		Electrical w orks 47750
01/11/2022	Brian Turner	BACS 126	81.00		Travel expenses
01/11/2022	SLCC	BACS 127	121.33		Membership renw al - Clerk
01/11/2022	Talk Talk Business	DD	37.74		October 2022
04/11/2022	Tesco	DC 49	3.20		Lever arch file
04/11/2022	Wickes	DC 50	22.00		Wickes
04/11/2022	Screw fix	DC 51	103.72		First Aid/tubes
11/11/2022	BCSA	BACS 128	432.00		Inv 43
11/11/2022	F G Adamson & Son	BACS 129	365.76		F G Adamson & Son
11/11/2022	Linden Nurseries	BACS 130	449.40		Winter plants
11/11/2022	Nanny Annes	BACS 131	380.00		Civic Services
11/11/2022	Nanny Annes	BACS 132	42.00		First Aid training
11/11/2022	Royal British Legion	BACS 133	50.00		Wreath donation
11/11/2022	HSBC	DD	35.56		Bank charges - September 22
11/11/2022	Petty Cash	DC52	50.00		Petty cash top-up
11/11/2022	British Telecom	DD	90.00		October 2022
21/11/2022	HSBC	DD	10.20		Bank Charges Oct 22
25/11/2022	Aldi	BACS 134	11.75		Civic Service refreshments
25/11/2022	Green Grass Contracting	BACS 135	986.88		October 2022
25/11/2022	Amazon	DC53	27.93	Asset	Wireless doorbell
25/11/2022	A Baldw inson	BACS 136	42.00		Cemtery refund
25/11/2022	Fillingham Trees	BACS 137	336.00		Fillingham Trees
25/11/2022	F1 Roofing	BACS 138	864.00		F1 Roofing
25/11/2022	East Riding Supplies	BACS 139	11.38		Supplies
25/11/2022	Shift Traffic	BACS 140	300.00		Shift Traffic
25/11/2022	Fleet	BACS 141	24.00		Tractor repair
30/11/2022	HMRC	BACS 142	1,573.44		November 2022
30/11/2022	ERPF	BACS 143	963.73		Pension November 2022
30/11/2022	Salaries	BACS 144	5,989.22		November 2022
30/11/2022	Fattorini Ltd	BACS 145	5,266.00		Mayoral chain update

Total Payments 20,160.15

Signed:

Date:

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