

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 22nd August 2022 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

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

Also Present: 7 residents, NLC – Julie Reed & Town Clerk - Deb Hotson.

Procedural

2208/01 Apologies and reasons for absence received from Cllr Mumby-Croft & Cllr Simpson.

2208/02 **Resolved** - to temporarily suspend the meeting for a period of normally, no more than 15 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 Parish 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 an update on the request for double yellow lines near to the junction of the High Street and to also install road markings at the bus stop on Brooklands opposite to Harrys Dream, this is due to cars parking close to the allocated bus stop which is hindering the collection of disabled resident as the buses cannot pull up to the raised kerbing. Clerk to contact NLC for an update and further request.

Presentation – Best Kept Allotment Plots – Cllr Price presented the prizes to the large and small plot winners.

Presentation – Best Kept Gardens – Cllr Price presented the prizes to the 1st prize winners and the 2nd & 3rd prize winners will have their prizes delivered.

6 residents left the meeting.

Funding Presentation – Julie Reed – Julie introduced herself stating that she worked for Andrew Percy's funding team, and he had authorised her to work with Broughton on the Centre project.

It was agreed to call a meeting and invite Julie Reed to attend to go through the options and start to move the project forward.

The meeting was re-opened.

2208/03 To approve the minutes for the following meetings: -

Resolved - Full Council – 25th July 2022 were approved and signed as a true and correct record.

Resolved - Personnel Committee – 20th June 2022 - were approved and signed as a true and correct record.

2208/04 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 & prejudicial interest in agenda item 2208/07.

2208/05 To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

2208/06 To consider the adoption of a CCTV policy.

Resolved - the policy was approved.

2208/07 **Planning**

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

The following decisions were received from NLC.

Cllr Ross left the meeting.

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2022/921 – outline planning permission granted for two detached dwellings with appearance, landscaping, layout and scale reserved for subsequent consideration at 81 & 83 Brooklands Avenue, Broughton.

2022/1096 – full planning permission granted to install a new vehicular dropped crossing at the front of the property at 74 High Street, Broughton.

The following applications were discussed by the Town Council.

2022/1358 – planning permission to erect a single storey rear extension and attached garage (including demolition of existing timber garage) at 15 Pinetree Close, Broughton.

Resolved – no objection or comment.

2022/1454 – planning permission to erect a single storey rear extension at 60 Appleby Lane, Broughton.

Resolved – no objection or comment.

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

2022/1240 – planning permission for conversion from offices to care facility at Castlethorpe Court, access roads in Castlethorpe Hall, Castlethorpe.

Comments submitted - Until it is confirmed that it is Castlethorpe Nursing Home wanting to extend for extra capacity the Town Council object to this proposal.

Cllr Ross re-joined the meeting.

2208/08 Clerks Report

- a. Invitation to West Lindsey District Council Emergency Services Day on 9th September and the Merchant Navy Day flag raising ceremony on 2nd September. Cllr Price will attend if possible.
- b. ERNLLCA AGM zoom joining details for the meeting scheduled 22nd September at 7pm.
- c. Highway updates.
- d. Banking update. Finance & Audit meeting to be arranged.
- e. NALC Empowering Communities event scheduled for 7th November.
- f. Playing field tree line – trimming of trees required.
- g. Humber Low Carbon Pipelines project update.
- h. NLC Standard Committee Annual Report 21-22.
- i. Thank you note from the War Memorial Trust for the recent donation.

It was noted at this point that Cllr Price had been informed about a fallen electricity pole onto a property on Appleby Lane. Resident on Appleby Lane and Ermine Street had also raised concerns about the safety of the trees on these streets. Cllr Ross and Cllr Lee to pursue with NLC.

Highways / Town issues / North Lincolnshire Council items.

2208/09 To determine actions required regarding the Town Council taking on the PROW cutting from 2023. Brigg Town Council have agreed to relinquish their agreement with NLC and let Broughton Town Council take on the cutting of the PROW from next season.

There is currently an issue of fly tipping on BRO218 which the Clerk has reported to NLC.

Resolved – it was agreed to award the cutting of the PROW's to Gibson's Home & Garden Services who was selected in February on the proviso the cost remains the same.

2208/10 To determine if any actions are required regarding the rises in the cost of living to support Broughton residents.

Cllr Price raised concerns for the residents of Broughton regarding the rising costs and suggested that the local MP is contacted.

Cllrs Lee & Ross stated that all Ward Cllrs had united and had put this forward as a major concern.

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It was suggested a meeting is organised to discuss the use of the Centre and Village Hall for refreshments and a warm place to stay in the winter for residents who could not afford to heat their own homes. Cllr Price, Senior & Taylor would look to move this forward.

Clerk to contact Andrew Percy MP with the concerns.

Clerk to contact NLC Rob Waltham asking that the council tax could be set at a 0% increase for 2023/24 and the Town Council would look to do the same.

Reports / Updates

2208/11 To receive a report from the mayor determining any actions required.

The following report was read out by the mayor.

August has been a quiet month on civic events so far.

I was unable to attend the NATS meeting on the 27th July due to personal commitment however Councillor Portess attended.

I held an Agenda meeting with the Clerk on the 16th August which seems early as our August meeting is early.

The Mayoral Chain is currently with Fattorinis and this Council agreed for it to be updated at the previous meeting. I have circulated the design and would appreciate other comments especially as my term of office ends soonish! Option A was selected for the orb and the same colour linking as already on the chain.

I am delighted to have been able to present awards for the best kept front garden and allotments. I wish I was a little more green fingered!

I am absolutely delighted and also somewhat flabbergasted that Broughton has again, for the third year running, been awarded the Best Kept Small-Town Award. I was sat in my tent at Poacher International Scout and Guide camp with 110 of my Guides and Scouts and 6000 other Scouts and Guides when I heard the news which had been leaked somehow before the Clerk had communicated it to me! I squealed loudly and two of the Guides brought me a cup of tea thinking I had lost the plot! An enormous, huge thank you to all who make this possible – thinking caps on for next year. We must continue to support the groups that work hard to make Broughton a brighter and more beautiful place to live!

2208/12 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee stated that Cllr Waltham and Cllr Mumby-Croft had met with the Levelling Up Ambassador. Over 1000 children have taken advantage of the free-swimming lessons.

A campaign is underway to emphasise the dangers of swimming in open water.

NLC have been short listed for the Journal Award on there undertaking of the Covid vaccination programme.

2208/13 To consider any Police & Neighbourhood Watch issues determining actions required.

Cllr Portess stated that there are still concerns regarding motorcycles using the paths in the woods.

Cllr Price informed the meeting that there has been some vandalism at the war memorial with graffiti and a planter that has been smashed.

Clerk to get in touch with the relevant memorial contractor to look at removing the graffiti and a member of the In Bloom team has purchased a new planter.

There has been a couple of serious incidents in the village over the past week and residents are having problems either getting through to 101 or calls are not being actioned.

Resolved – Clerk to contact the Police & Crime Commissioner with the concerns of residents and the Town Council stating that there is an underlying drug problem in the town which is then having repercussions throughout the town.

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It was stated that the policemen allocated to this area do a fabulous job but there is not enough of them, and they are restricted in what can be done.

Clerk to look at downloading the information from the mobile speed signs and ensure the data can be interpreted correctly.

- 2208/14** To receive an update report from the Village Hall Committee including the concerns regarding rising utility bills determining any actions required.

Cllr Portess stated that the Village Hall has concerns about the rising costs. The current utility bill will rise 400% for gas and 100% for electric. NLC Library facilities are not contributing to the costs of the invoices as per their agreement and this is being looked into by the Committee.

Cllr Portess stated that the funds from the Town Council had yet to be paid. The Clerk will take a look into this.

It was thought there would be a £8k shortfall in finances with the increase in the utility costs.

- 2208/15** To receive an update report from the Broughton Community & Sports Association determining any actions required.

Cllr Simpson had provided a report stating that Egdon have asked BCSA to manage the community grant.

Broughton Bulletin will be out soon, and the Broughton Burn is scheduled for 4th September.

- 2208/16** To receive an update report from the Broughton Allotment Association & Leisure Gardeners determining any actions required.

Cllr Tattersfield asked if the agent could be contacted with the request for the following:

Beehives, Raised beds & Toilet.

The Clerk will require all the relevant details to allow her to pursue with the agent. Cllr Tattersfield to provide.

Cllr Tattersfield also stated that the war memorial had not been mentioned in the Best Kept Village results and as a team from the Allotments carried out the maintenance this was disappointing. Cllr Price stated that the Town Council will write a thank you letter to the group. Cllr Tattersfield to provide the Clerk with the contact details.

The Clerk to check to see if the war memorial is part of the criteria for the application.

Clerk to thank the handymen for their work at the site too.

- 2208/17** To receive an update report from the Wressle Wellsite Community Liaison Group determining any actions required.

A report was received and circulated from Egdon prior to the meeting.

Cllr Price stated that the community fund should be run by Egdon with members from the groups in Broughton.

Cllr Tattersfield added that the site was tidy.

- 2208/18** To receive an update report from the Pocket Park Liaison Group determining any actions required.

The Clerk had been in touch with the resident who had raised concerns about the park to ask if they would be willing to reform the Liaison Group. No response had been received to date; the Clerk will chase this up.

Clerk to look at getting a bin and bench installed at the park.

- 2208/19** To receive an update report for the Cemetery determining any actions required.

The application for memorial checks is currently with the Chancellor.

The Clerk has been approached by a resident again with concerns of more falling of branches at the church. Clerk to arrange for quotes to be received for a tree survey on all parish trees.

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General Items

- 2208/20 To notify the Clerk of items to be placed on the agenda for the next meeting.
- Christmas tree.
 - Winter planting costs.
- 2202/21 To consider the latest plan received from Clarke Telecom on the siting of the mast, determining any further actions required.
- Resolved** – Clerk to confirm that the Council are happy with the submitted plans as long as all wires are underground, and the area is put back to its current state after the works are complete.
- Clerk to ask for a copy of the Wayleaves agreement.
- 2208/22 To be notified of the emails received from ERNLLCA regarding an update on the Civility and Respect project determining any actions required.
- Item noted.
- 2208/23 To be notified of the Green Future 2021 Prospectus determining any actions required.
- Item noted.
- 2208/24 To be notified of the option to opt out of the SAAA central external auditor appointment arrangements determining any actions required.
- Resolved** – the Town Council will not be opting out and will remain with the current arrangements.
- 2208/25 To determine actions required regarding the Cricket Club request to install power on the field.
- Resolved** – the Council agree in principle to the request on the proviso that there is a separate meter, and the bills are paid for by the Cricket Club.
- 2208/26 To be notified of the results for the Best Kept Village including the costs to update the village signs, determining actions required.
- It was agreed by all what a fabulous job all those involved had undertaken. With the introduction of the hanging baskets and kiosk, thinking caps on for next year to see if more can be introduced.
- Resolved** – approval of the costs to update the village signs.
- A cost of £450 had been submitted for the winter bedding plants. This was agreed in principle due to the time constraints of securing the plants and would go on the agenda next month for full approval.
- ## Finance
- 2208/27 To receive and approved the Financial Statement up to 31st July 2022. See appendix 1.
- Resolved** – approval of the statement.
- Clerk to try to enlarge the financial information for the next agenda.
- 2208/28 To select a preferred supplier to install an outside gym on the playing field determining actions required.
- The preferred supplier was selected as Wicksteed. 5 items were selected and the Clerk to ask for a revised quote. Once received this will be sent to NLC Funding team to source some funding and this will then be brought back to full council.
- The Clerk is currently discussing the surfacing in the play park with Wicksteed as it is shrinking and needs attention.
- Clerk to approach the owner of the play area at Wressle for a lease to secure tenure to allow the installation of more equipment on the site.
- 2208/29 To consider attendance to the ERNLLCA Events Programme.
- Resolved** - the following training attendance was agreed:
- National Allotment Association training around inspection, compliance and giving notice – Clerk & Deputy Clerk to attend.

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- Roles of Clerk & Councillors – Clerk & Deputy Clerk to attend. Depending on the time of the training various Cllrs committed to attend. The Clerk suggested that Councillors attend this event so there is an understanding of the different roles which is quite important.
- Play area inspection – Handymen to attend.

2208/30 To consider a request for funding support for the Broughton Burn event on 04/09.

Resolved – waiver the cost of the hire of the hall and field for £72.40.

2208/31 The time and date of the next meeting is Monday 26th September 2022 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton.

2208/32 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.

- To consider nominations for local heroes for the Community Champion Award.
The nominations were considered and agreed. Cllr Price and the Clerk to obtain further information for those nominated and to submit the forms prior to 30th September.

The meeting closed at 9pm.

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Appendix 1

Date: 17/08/2022

Broughton Town Council - R&P

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Time: 13:25

Current Bank A/c

List of Payments made between 01/07/2022 and 31/07/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2022	Linden Nurseries	BACS 56	828.00		Hanging baskets & brackets
01/07/2022	North Lincolnshire Council	DD	85.00		Business Rates - July 22
01/07/2022	North Lincolnshire Council	DD	642.00		Business Rates - July 22
02/07/2022	Talk Talk Business	DD	37.74		Land Line - June 22
04/07/2022	BCSA	BACS 58	792.00		Inv 039
04/07/2022	War Memorial Trust	BACS 59	100.00		Donation
04/07/2022	MFG Fuel	DDR	31.34		Mow er fuel
04/07/2022	Elgia Scunthorpe	DC 16	275.00		Skip hire
06/07/2022	Petty Cash	DC 17	50.00		Petty cash top up
07/07/2022	Postage	DC 18	22.41		Postage
11/07/2022	Ian Jobson	BACS 61	60.00		Pest Control
11/07/2022	Green Grass Contracting	BACS 62	1,956.00	June 22	Green Grass Contracting
11/07/2022	HSBC	DD	38.60		Bank charges - May 22
11/07/2022	TurnerWarran	BACS 63	60.00		Payroll
11/07/2022	TurnerWarran	BACS 64	75.60		Payroll charges April - June
11/07/2022	Bow ness Electrical	BACS 65	81.90		Electrical works Inv 47600
11/07/2022	British Telecom	DD	90.00		Mobile phones - June 22
11/07/2022	WAVE	DD	113.82		Water - April - July 22
11/07/2022	WAVE	DD	12.73		Water Allotments - April - Jul
11/07/2022	WAVE	DD	17.62		Water Cemetery Apr - July 22
21/07/2022	EON	DD	9.31		Electricity - June 22
21/07/2022	HSBC	DD	11.24		Bank charges
21/07/2022	ERNLLCA	BACS 66	72.00		Training
21/07/2022	East Riding Supplies	BACS 67	40.28		Stationery
21/07/2022	Norton Security Systems	BACS 68	470.00		Annual alarm check
21/07/2022	B & M	DC 19	5.00		Consumables
24/07/2022	Brigg Garden Centre	DC20	150.00		Best Kept Allotment vouchers
28/07/2022	MD Signs	BACS 69	442.86		Signage
28/07/2022	Salaries	BACS 70	5,285.16		Salaries - July 22
28/07/2022	HMRC	BACS 71	1,251.87		HMRC - July 22
28/07/2022	HWRA	BACS 72	50.00		Membership renewal
28/07/2022	Lee Bolton Monier-Williams LLP	BACS 73	311.20		Faculty Fee
Total Payments			<u>13,468.68</u>		

Signed:

Date: 26th September 2022