

# BROUGHTON TOWN COUNCIL MINUTES

---

**Minutes from the meeting held on Monday 16<sup>th</sup> December 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.

Cllr Price wished all present a Merry Christmas and Happy New Year and thanked Cllrs for all their work this year.

**2412/01** Apologies and reasons for absence received from Cllr Senior.

**2412/02** **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. A resident asked if the car parked on the verge outside a property on Windsor Way could be approached as there are no parking signs on the verge. Clerk to advise the Police.

**2412/03** To approve the minutes for the following meetings: -

**Resolved** – the minutes of the Full Council meeting held on 25<sup>th</sup> November 2024 were approved and signed as a true and correct record.

**2412/04** 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 interest in agenda item 2412/06.

Cllr Simpson declared a personal interest in agenda item 2412/26.

**2412/05** To note dispensations given to any member of the Council in respect of the agenda items listed.  
None outstanding.

**2412/06** **Planning**

To be notified of the following application and decisions received from North Lincolnshire Council determining actions required.

Cllr Ross left the meeting.

**2024/1363** – planning permission to erect a two-storey extension with increased dormer and new dormer to the rear of dwelling at The First House, George Street, Broughton.

**Resolved** – no objection or comment.

It was suggested that a projector and equipment is investigate so the Council could review the applications at the meeting. The Clerk to investigate but stated that the cost might not be justified to view the one application per month and Cllrs should look prior to attending the meeting.

**2024/678** – removal/variation of conditions in order to modify the location of both dwellings on plots 1 & 2 and revise internal layout of dwelling on plot 2 by the addition of rooflights and bricking up existing front gable window at land adjacent to 31 Brigg Road, Broughton.

A response has been received from the Head of Planning regarding the works undertaken on this site as detailed below:

I have noted your comments and can confirm that the Council have worked with the applicant and agent to regularise the relevant breeches of which were granted planning permission at planning committee on the 30<sup>th</sup> October.

Building Control have been contacted too and will be able to point you in the right direction.

However, please note Building Control Officers would not investigate breaches of planning control and therefore these records are unlikely provide any planning information as such.

The correspondence received from Building Control are as follows:

# BROUGHTON TOWN COUNCIL MINUTES

From what I can see on our system about this site, the building work and compliance with the Building Regs is not being overseen by the Council, it's an Approved Inspector, therefore the LA Building Control inspectors haven't been on site.

In more general terms, The BCIs would generally be looking at compliance with the Building Regs and the plans that are submitted for Building Reg approval, not the plans on site and submitted as part of the planning process. The only time there may be some cross referencing would be if there were privacy/oversight issues for example but even then, the role of the BCI is to ensure compliance with the Building Regs and not compliance with the planning permission. It's planning enforcement's role to deal with non-compliance with the planning permission, such as conditions or layout on site.

It was suggested that there was a loophole in the system to which they answered that they didn't disagree, but the problem would be the number of plans that Building Control can often need to be grappling with when on site. I am certain that if there were clear issues on site with layout/spacing etc, they would refer to planning enforcement but in some cases, you can be talking about relatively small measurements which might not be evident initially and not evident on their plans at all.

The Senior BCI's Officer had been copied into the email so he can see your question and my response – I'm sure that if he has anything to add, he will do so but in this particular case, because it's not us overseeing the work, we wouldn't have picked it up in any case. No response has been received to date.

Clerk to escalate this issue to someone higher in the organisation to try and close this loophole.

Cllr Ross re-joined the meeting.

## 2412/07 **Clerks Report**

- a. HWRA Information Bulletin – December 2024.
- b. ERNLLCA Newsletter – November 2024.
- c. Thank you letter from Lindsey Lodge Hospice for the recent donation from the Civic Service.
- d. A price for updating the honours board at the village hall has been received. It was agreed to go ahead and have the works completed under the Clerks authority for delegated spend.
- e. Big Lunch webinar – 30<sup>th</sup> January 2025 – the Clerk and Cllr Price to attend.
- f. The Clerk provided an update on the situation with a pothole on Church Lane which was not adopted by the local authority.
- g. Resident information regarding HGV travelling down Ermine Street sent to NLC/Police.
- h. CPRE Share Offer on Solar Panels.
- i. Maps circulated and approved for the consultation on Brooklands & Yarborough Crescent.
- j. Update on the salt bins requests. It was agreed as previously discussed to go ahead and order a green salt bin for Watersedge.

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

- 2412/08 To receive an update on reported highway issues as detailed below determining any further actions required.

Log Number/details	Date reported	Location	Details
FS6366839259	07/08/2024	Raven Close	Broken street signage. <b>Repaired. The sign for Badger Way is missing, have reported. There is a sign located on the wall. Item to be removed from the next agenda.</b>

# BROUGHTON TOWN COUNCIL MINUTES

FS646658320	12/09/2024	Townhill Drive	Replacement of damaged and weathered salt bin. <b>NLC have stated that they will not replace as still serviceable. Item to be removed from the next agenda.</b>
FS666192143	28/11/2024	Church Lane	Pothole – been advised not NLC responsibility but property owners. <b>Item to remain until an outcome is determined.</b>

**2412/09** To be notified of the speed limit amendment 18 – Mortal Ash Hill (A18) Scunthorpe & B1398 Kirton in Lindsey received from NLC determining actions required.

**Resolved** – Councillors are happy for the amendment to go ahead.

Clerk to ask if Ermine Streets speed can be looked at with a view to reducing to 50mph from 60mph.

**2412/10** To be notified of any further highway issues determining any actions required.

Clerk to chase up the response from NLC regarding the bus shelter on George Street and the bus stop signage.

## **Reports / Updates**

**2412/11** To receive a report from the mayor determining any actions required.

No report received.

**2412/12** To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following report:-

Cllr Rob Waltham has been elected by the Conservative Party to be the conservative candidate for the position of the Mayor of Greater Lincolnshire when the elections will be held next May 2025.

Five other people went for the position and Rob was amongst the last 3 candidates, of which two were former MPs, and he was elected in the first round of elections by winning over half of the vote of all attendees at the meeting and no second round of balloting was required.

The A15-M180 junction and roundabout, work will be on site in March 2025.

Ermine Street resurfacing from Forest Pines to Broughton village is currently being evaluated.

There will be drainage works on the B1207 Appleby Lane which will consist of culvert clearance, and improvement works. It was noted that these works had already been done and that one of the culverts was protruding into the road. Cllr Lee to report back to Highways.

North Lincs Council are proposing that the A18 Mortal Ash Hill speed limit will be reduced to 50mph from the junction with the A15 to the junction at the bottom at the British Steel roundabout.

The A18 in Brigg near Water's Edge is being closed between 9:00pm and 3am on the 19 December 2024 by Cadent Gas. This is being done at night to avoid disruption during the day. Local residents should have been contacted by Cadent to make them aware. Cllr Taylor stated that residents had not been informed.

More information on what is happening in North Lincolnshire can be found on the website at [www.northlincs.gov.uk](http://www.northlincs.gov.uk)

In the new year there is a new bus service for Scawby and Greetwell travelling from Brigg or Scunthorpe through Hornsby Bus Group for a perceived amount of time to see how this is used.

There will be air fryers handed out shortly by North Lincolnshire Council to pensioners/residents in Broughton & Scawby Ward.

**2412/13** To consider any Police & Neighbourhood Watch issues determining actions required.

There have been some theft of bikes and motorbikes at Watersedge recently.

**2412/14** To receive an update report from the Village Hall Committee representative determining any actions required.

Cllr Ross stated that there was nothing further to report.

# BROUGHTON TOWN COUNCIL MINUTES

---

Cllr Harness to forward all future agenda and minutes to the Clerk for circulation.

Cllr Harness stated that the Finance Policy was in draft format ready for discussion/approval at their next meeting.

As part of the finance Cllr Price had been looking at the water bill and suggested that the installation of a water meter is investigated.

Cllr Harness stated that times had been challenging but looking forward the management committee are pulling together.

The Clerk had received correspondence from NLC regarding the continuation of the community gas/electric initiative. There was not enough information or notice to do anything other than confirm that the VHC had committed to another supplier. Cllr Ross confirmed that the costs per unit/watts were less than the NLC rate.

The utilities are looking to be substantially reduced this year and next.

Cllr Carter stated that her funding raising event for the VH will start week commencing 3<sup>rd</sup> January and will see her walking 66 miles around Broughton.

- 2412/15** To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson stated that the MUGA should be completed in March 2025.

The Egdon funding process will change from 1<sup>st</sup> January 2025 and allow areas outside of Broughton to apply.

- 2412/16** To receive an update report for the Broughton Allotment Association determining any further actions required.

Wood has been purchased for the owl boxes which will be built in due course.

The tenancy agreements will be sent out before the Christmas break.

- 2412/17** To receive an update report for the Appleby Lane Cemetery/Churchyard determining any further actions required.

Works on the NLC trees on the verge have been started. Clerk to check all works have been completed.

- 2412/18** To receive an update report on the Anglian Water Smart Meter Antenna installation determining any actions required.

All paperwork has been received. Planning is due to be completed before Christmas.

- 2412/19** To receive an update report on the Firework De-Brief determining any actions required.

The notes were circulated prior to the meeting.

**Resolved** – the firework event will take place on Saturday 1<sup>st</sup> November 2025.

## **General Items**

- 2412/20** To notify the Clerk of items to be placed on the agenda for the next meeting.

Items to be provided to the Clerk.

- 2412/21** To be notified of the North Lincolnshire Council Community Governance Review determining any actions required.

Cllr Lee declared a personal interest and left the meeting.

Cllr Price stated that she had read all the information on the latest review and was impressed how this had been handled compared to the way the Town Councils review had been carried out in 2017.

If the Town Council had challenged the process at the time, there might have been a different outcome.

This review on Parish Councils sees smaller councils with very small budgets compared to Broughton have a larger number of Cllrs recommended than Town Councils.

# BROUGHTON TOWN COUNCIL MINUTES

---

Residents at the Xmas Fair meeting that Cllr Price spoke with stated that they felt there are too few councillors and that they wouldn't want to stand at the next elections as too much work.

The Clerk was asked to contact NLC and ask if they would consider reviewing the process and undertaking a further review on Town Councils using the process recently undertaken on Parish Councils.

Broughton Town Council believe that 12 Cllrs would be sufficient.

13 Cllrs stood at the 2019 election, but this was reduced to 9 Cllrs from the review in 2017. As detailed when asked residents stated that they wouldn't stand for election unless the number was increased to spread the workload.

**Resolved** – close the meeting to allow a resident to talk.

The resident stated that residents should be encouraged to attend meetings.

**Resolved** – to re-open the meeting.

Cllr Lee re-joined the meeting.

## **Finance**

**2412/22** To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 30<sup>th</sup> November 2024.

**Resolved** – approval of the financial information.

**2412/23** To consider the quotes for the works to the trees at the Cemetery and Churchyard determining actions required.

The 3 quotes were provided to the Council prior to the meeting.

**Resolved** – Simon Dobson was selected to carry out the works.

**2412/24** To be notified of the NLC T & P Precept request determining any actions required.

A Finance Committee meeting has been arranged for 20<sup>th</sup> January. Cllrs requested to provide any budget requirements to the Clerk by 6<sup>th</sup> January 2025.

**2412/25** To consider attendance to the ERNLLCA Talking Tables seminar scheduled for Friday 21<sup>st</sup> March 2025.

Cllrs Portess & Harness along with the Clerk to attend the event.

**2412/26** To consider the booking systems investigated and determining further actions required.

A report was circulated from the Deputy Clerk prior to the meeting with the 4 systems reviewed.

**Resolved** – Hallmaster was selected as the preferred system.

Deputy Clerk to arrange a meeting with Hallmaster in the new year with all interested parties to set up the system. This will be trialled for a year to see if compatible.

**Time and date of the next meeting to be confirmed as Monday 27<sup>th</sup> January 2025 at 7pm.**

**2412/27** The time and date of the next meeting was confirmed.

## **Part B – Closed to the public.**

**2412/28** 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.  
No items for discussion.

# BROUGHTON TOWN COUNCIL MINUTES

## Appendix 1 – November 2024

Date: 12/12/2024

Broughton Town Council - R&P

Page 1

Time: 09:00

Current Bank A/c

List of Payments made between 01/11/2024 and 30/11/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/11/2024	North Lincolnshire Council	DD	278.00		Business Rates
01/11/2024	North Lincolnshire Council	DD	74.00		Business Rates
05/11/2024	Talk Talk Business	DD	39.18		October 2024
06/11/2024	Sissons Gardening Services	BACS 157A	1,677.00		Inv 1213
06/11/2024	Bow ness Electrical	BACS 158A	1,679.18		Inv 48397
06/11/2024	Next Generation	BACS 159	150.00		Firework Event
06/11/2024	Hall-Med Ltd	BACS 160	336.00		Firework Event
06/11/2024	Tesco	BACS 161	14.60		Firework expenditure
06/11/2024	ERNLLCA	BACS 162	28.01		Training
06/11/2024	Amazon	DDR 85A	3.83		Stationery
06/11/2024	Tesco	BACS 161A	10.51		Refreshments - Firework event
07/11/2024	Amazon	DDR 86	44.97		Mole traps
07/11/2024	Amazon	DDR 87	19.98		Door bolts
07/11/2024	Amazon	DDR 88	39.98		Sweeping brushes
08/11/2024	Just Giving	DDR 89	50.00		Donation - Runners
13/11/2024	CPRE	BACS 163	36.00		Membership
13/11/2024	Bow ness Electrical	BACS 164	297.67		Electrical works
13/11/2024	Public Sector Audit	BACS 165	767.70		Internal Audit Fee
13/11/2024	Carrie Wadher	BACS 166	100.00		Stall refund - Fireworks
13/11/2024	Fleet	BACS 167	465.24		Pitchmarker
13/11/2024	North Lincolnshire Council	BACS 168	266.00		Waste bins - Firework Event
13/11/2024	Paul Senior	BACS 169	130.01		Mayoral events
13/11/2024	Pest Stoppers	BACS 170	504.00		Annual Fee
15/11/2024	Screw fix	DDR 90	37.67		Floodlight/Voltage pen
15/11/2024	Mobile Phones	DD	44.88		October 2024
18/11/2024	Adobe	DD	19.97		Acrobat Pro
18/11/2024	EON	DD	482.31		October 2024
21/11/2024	HSBC	DD	7.60		Bank Charges
21/11/2024	IONOS	DD	9.60		November 2024
22/11/2024	Screw fix	DDR 91	8.88		Weatherproof wire box
22/11/2024	Container King	BACS 171	76.80		Inv 63835
28/11/2024	HMRC	BACS 172	1,318.76		November 2024
28/11/2024	P Woods	BACS 173	2,523.45		Church wall repair
28/11/2024	Fleet	BACS 174	465.24		Pitchmarker
28/11/2024	Fillingham Christmas Tree	BACS 175	300.00		Fillingham Christmas Tree
28/11/2024	Bennetts Timber	DDR 92	15.28		Timber
29/11/2024	Salaries	BACS 176	6,451.34		November 2024
29/11/2024	Pensions	BACS 177	1,129.38		November 2024
Total Payments			19,903.02		