

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 23rd September 2024 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

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

Also Present: 2 residents, Deputy Clerk – Sonia Baig & Town Clerk – Deb Hotson.

- 2409/01** Apologies and reasons for absence received from Cllr Carter.
- 2409/02** 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. No members of the public wished to bring any matters to the attention of the Council.
- 2409/03** To approve the minutes for the following meetings: -
Resolved – to approve the minutes of the Full Council Meeting held on 29th August 2024 with the agreed correction to typographical errors.
Resolved – to approve the minutes of the General-Purpose Meeting held on 16th September 2024.
Resolved – to approve the minutes of the Personnel Committee Meeting held on 29th August 2024
- 2409/04** 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 2409/07.
Cllrs Harness, Portess & Ross declared a personal interest in agenda item 2407/34.
- 2409/05** To note dispensations given to any member of the Council in respect of the agenda items listed.
None outstanding.
- 2409/06** To approve the Induction & Training Procedure.
Resolved – approval of the procedure.
- 2409/07** **Planning**
To be notified of any decisions and the following applications received from North Lincolnshire Council.
Cllr Ross left the meeting.
The following decision/notices were received from NLC.
2024/275 – full planning permission granted for an extension of the existing wellsite to construct 3 well cellars, drill two additional lateral underground boreholes and other works at Egdon Resources Ltd, Wressle Site, Broughton.
2024/678 – breach of planning on new builds located on Brigg Road. Clerk asked Planning what the status was on the site to be told that the proposal is yet to be decided. NLC have received responses from all statutory consultees and are in the process of reviewing all the comments and accessing material considerations.
The following applications received from NLC were discussed by the Town Council.
2024/861 – planning permission to erect a single storey extension to rear of dwelling at 29 Appleby Gardens, Broughton – amended plans.
Resolved – no objection if reduced in scale but amended plans would need to be brought before Council
2024/1081 – notification of prior approval for a proposed larger home extension at 56 George Street, Broughton. This was provided by NLC for information only and no comments were required.
Cllr Ross re-joined the meeting.
Cllr Lee joined the meeting

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2409/08 Clerks Report

- a. Safer Neighbourhoods newsletter.
- b. Update from NLC on the Wressle B1208 road closure.
- c. Townhill wild verge update. NLC have ordered the 'no parking' signage and this will be installed in due course. In the meantime, PC Hickson has called at the house of one of the vehicles who have agreed not to park on the verge anymore.
- d. Egdon Grant update. Funds are now available. The front loader has been ordered and this will be available in November.
- e. New bench & plaque – Mill Lane. A review of the plaques to take place. A new one can be added and the existing ones can be replaced if required.

Highways / Town issues / North Lincolnshire Council items.

2409/09 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. Cllr Ross to chase.
FS642246373	29/08/2024	B1207	Fly tipping. Cllr Ross to chase.
FS646658320	12/09/2024	Townhill Drive	Replacement of damaged and weathered salt bin. Cllr Ross to chase.

There is damage to a drain cover at Waters Edge. Cllr Ross to report

2409/10 To be notified of any further highway issues determining any actions required.

None

Reports / Updates

2409/11 To receive a report from the mayor determining any actions required.

On the 16th September Cllr Senior attended the General-Purpose meeting and the Fireworks Event Working Party meeting. On the 18th September he met with the Clerk at the playing field to plan how it would be set out at the Fireworks event. On the 19th September he attended the Consultation event for the re-generation of the Phil Grundy Community and Sports Centre. On the 20th September he met the Clerk and the solicitor at Pocket Park to discuss boundary breaches. On the 22nd September the Kirton in Lindsey Civic Service was held which the mayor also attended.

2409/12 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

The Greater Lincolnshire devolution is moving forward and is set to benefit from £720m in new investment and game-changing powers after the landmark devolution deal was agreed. Following successful talks with the Government the deal will now progress through its final Parliamentary stage to the forming of a combined County Authority (CCA) ahead of the Mayoral elections next May. More information can be found on North Lincolnshire website.

Cases of Bluetongue (BTV) have been confirmed across the East of England from East Riding all the way down to Sussex and Essex. Bluetongue is a notifiable disease and needs to be reported. It is a viral disease which affects ruminants (such as sheep, cattle, goats and deer) and (llamas and alpacas). It does not affect horses or pigs. BTV is mainly spread by adult infected midges biting an animal susceptible to the disease. This is classed as 'vector-borne' transmission.

Bluetongue does NOT affect humans. Anyone requiring further information please contact Defra.

There is ongoing emergency water works at Wressle on Strawson land due to a burst waterpipe that also led do another burst pipe very close to Waters Edge on the man road going into Brigg due to the pressure in the pipe.

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There are no further updates on when the Broughton A15 & M180 junction 4 roundabout and Ermine Street which is going to be resurfaced is due to be undertaken, and the scheme is still being designed. Residents in Hunts Close, Broughton are having problems with bins not being emptied due to parked cars on School Houses blocking the way for the large bin wagon to get through. After residents complained a smaller bin lorry was sent out, and if this happens again residents have been informed to call North Lincs again and a smaller bin lorry will be sent out. Residents are also unhappy about the cars parking in School Houses as they do not appear to belong to residents, but it is just making it difficult for the elderly residents. There is also the concern that in the event of an emergency, an ambulance would be unable to get through.

Residents who live on Waters Edge and park in Yarborough Court just off the main road into the development are having problems getting on to the main road as cars on the main road are not leaving enough viewing room for the cars to get out. Someone from highways is going to look at this difficulty as they have to pull right out and leave themselves open to being hit by oncoming cars, and also the cars going up and down this road are travelling too fast and there is a worry for children using the footpath.

There has been some fly-tipping on the B1208 which has been reported and will be collected. (It may have already been collected).

Finally, this year will see the millionth Imagination Library book delivered free to children in North Lincolnshire, so if not yet registered please encourage families to do so by going online to North Lincolnshire website.

2409/13 To consider any Police & Neighbourhood Watch issues determining actions required.

This item was deferred to the closed section of the meeting.

2409/14 To receive an update report from the Village Hall Committee representative determining any actions required.

The AGM was held on the 11th September 2024

Officials were elected as follows:

Chairperson – Cllr Keith Portess

Deputy Chairperson – Cllr Janet Lee

Secretary – Cllr Vee Harness

Treasurer – Cllr Carol Ross (with assistance from Cllr Louise Price)

User Groups representatives are as follows:

Broughton ;Town Council – Cllr Suzanne Carter

V H Sequence Dance – Mr Rod Blackburn

V H Kurling – Mr John Easton

Drama Group – Mrs Carol Bowness

V H Parent & Toddler Group – Mrs Rachael Watchorn

V H Coffee Mornings – Mrs Ann Smith

V H Wednesday Pensioners – Mrs Anne Smith

Friday Dance Class – Mrs Claire Whyatt

Womens Institute – Mrs Mary Dennis

None of the other regular user groups have chosen to appoint a representative to the committee

POLICIES - All the safeguarding policies have been updated and agreed by the Management Committee together with the new Health and Safety Policy, the Data Protection Policy and the Environmental Impact Policy and were duly signed and dated by the Chairman

FUNDRAISING - A very successful Cash Bingo Event was held on the 13th and we made £329.50, so we are looking to host another event on the 18th October and the 8th November together with a giant chocolate bingo event on the 13th December and following on from Cllr

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Harness very generously donating the prizes for the last Chocolate Bingo evening, Cllr Lee has offered to donate the prizes for the December one.

MAINTENANCE – the hot water heating pipes have now been enclosed and a fabulous job has been made.

We are in the process of receiving quotes for the refurbishment of both the ladies and gents toilets, but the pricing of the work required is extremely high, so we are looking at having to phase the works and possibly having to apply for multiple grants in order to complete the works required.

FINANCE – the banking is up to date, Rachael and myself banked the cash payments at the end of August so you will see that the totals for August were

INCOME - £1217-00

EXPENDITURE - £2148-01

and the account showed that when on the 19th September the Town Clerk requested the accounts to support our grant request there was £1,202-45 in the account

So you can see we are still running at least a £1000 loss each month

The financial year of 2023/2024 figures showed that total income was £46,939-47 and the total expenditure was £57,467-20 which left us with a deficit of £10,527-73 loss

The invoice has been sent to North Lincolnshire Councils Library for £3,500

I have had no contact from Keith Hunt of Turner Warren but until I get the confirmation from the Town Councils Solicitors regarding the Constitution I don't see the point in chasing him unnecessarily

We have taken receipt of a Dell Laptop Computer and Samsung Mobile Phone generously given by the Humber and Wolds Rural Action Group who run the Village Halls Advisory Group so we are in the process of trying to get them set up and running for the halls use.

All the user groups seem to be happy but Rachael is now getting requests for the heating to be put on, but we are trying to put off having to do this for as long as possible.

ERNLLCA had sponsored a first-aid course which was undertaken by Cllr Harness. Cllr Ross explained that putting Rachael through her Basic Food Hygiene Certificate would be discussed at the next Committee meeting to allow her to prepare buffets.

Cllr Price said that the accounts need to be sent to the Charity Commission urgently, Cllr Ross said that she would contact Keith Hunt tomorrow. They have the spreadsheet from the previous treasurer. The accounting sheets will be amended for future use.

2409/15 To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson explained that the Community Land Hedgerow Fundraiser was still open for people to sponsor a tree or hedge. The Egdon Community Grant is also open.

2409/16 To receive an update report for the Broughton Allotment including the allocation of plots to Scawby residents determining any further actions required.

A request has come into the Town Council for an allotment plot from a resident in Scawby. The Deputy Clerk has been in contact with Scawby Parish Council who have stated they will not be able to provide Allotments for residents of the parish.

Having spoken with the Allotment Association they have suggested that one plot is divided into 4 ¼ plots and these are allotment for Scawby residents only as part of the same ward as Broughton.

Resolved – Plot 38 is divided in to 4 ¼ plots and allocated to Scawby residents.

2409/17 To receive an update report for the Appleby Lane Cemetery/Churchyard including the removal of the iron railings along Church Lane snicket determining any further actions required.

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The tree surveys are being carried out.

The Clerk and one of the handymen met with the contractor regarding phase 2 of the church wall repairs. This will be the wall running along the snicket and works should commence on 21st October. Rev Eames has been informed.

Since the tree has fallen in the churchyard crushing the railings it was thought that the railings should be removed due to H & S concerns and then the small verge can be better maintained. Prior to removal the owner of one of the white cottages will need to be informed as part of his fence is resting on these railings.

Phase 3 of the repairs will include the wall and railings in the walled churchyard. This is being undertaken by the handymen and a group of volunteers. This will hopefully start this year.

Resolved – the railings can be removed. Contact Men in Sheds regarding the Owl box.

2409/18 To receive an update report from the Firework Working Group determining actions required.

The notes and action plan were circulated prior to the meeting.

Agreed to continue with all actions required.

The website will be live soon to purchase tickets.

Resolved – the cost for the fair rides was agreed to be charged as £100 per ride, as there will be 2 rides the invoice will therefore be for £200.

General Items

2409/19 To notify the Clerk of items to be placed on the agenda for the next meeting.

- Digital archiving of town photographs.
- Community Champion Awards
- Christmas Lights Competition

2409/20 To confirm a date in December to hold a thank you event for the volunteers of Broughton determining any actions required.

Resolved – An afternoon tea to be held for volunteers on the 8th December. The Deputy Clerk to circulate last year's invitation list to councillors for their comments.

2409/21 To be notified of the plans for the proposed Anglian Water Arqiva Smart Meter Antenna determining any actions required.

Resolved – To respond saying that they may proceed with the plans but that fencing must be put around the antenna.

2409/22 To be notified of the Lindsey Lodge Operation Spread the Sunshine determining actions required.

Resolved – To respond that we fully support the event and can provide publicity on the day if required. We are aware that local community groups have been approached about participating.

2409/23 To be notified of the Community Governance Review email from a Haxey Parish Council and from ERNLLCA determining actions required.

Cllr Lee declared a personal interest in this agenda item and left the meeting.

Cllrs Price, Portess and Senior wished to reply that they unhappy with the reduction in the number of councillors. They felt that the paperwork for the original consultation implied that councillors are paid for their role and therefore people voted to have less councillors. Having fewer councillors has meant that the workload is greater. The Council wouldn't run without volunteers. Cllr Senior pointed out that a Clerk's wages may need increasing if the Clerk needs to step in to do the work that the councillors usually did.

Cllr Lee re-joined the meeting.

2409/24 To consider engaging the Community Payback for works in the town determining actions required.

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Clerk to investigate further.

2409/25 To be notified of the Market Consent Application for the Broughton Firework event determining actions required.

Resolved – no objection or comment.

2409/26 To be notified of the Public Space Protection Order (PSPO) consultation determining actions required.

Resolved – Individual councillors to complete on behalf of Council.

Finance

2409/27 To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 31st August 2024.

Resolved – approval of the financial information as detailed.

2409/28 To consider attendance to the ERNLLCA training seminars and events, to also be notified of the Energy Funding Grants determining actions required.

The following seminars/courses have been booked:

Cllr Portess – Appraisal Skills, ERNLLCA Conference.

Cllr Harness – Emergency First Aid in the Workplace.

Clerk – Appraisal Skills, ERNLLCA Conference.

Energy Funding Grant – Village Hall Committee to apply for this.

2409/29 To consider the purchase of large lamppost poppies to sell to residents.

Resolved – to purchase 100 at £5.00 each (there is 15% off available).

2409/30 To consider the purchase of space dividers for use at both the Centre & Village Hall.

Resolved – to purchase 4 1500 x 900 mm space dividers at a cost of £183.48 + VAT

2409/31 To be notified of the Police & Crime Commissioner Community Safety Fund determining actions required.

The Clerk has been let down on the 2nd quote and therefore has no time to obtain a further quote and complete the application as the window closes on 7th October. Clerk to complete for the next round of funding.

2409/32 To consider the purchase of a Christmas Tree determining actions required.

Resolved – Cllr Senior to visit and select this year's tree with the aim that the tree will be in situ ready for the lights to be switched on at the Christmas Fayre on the 23rd November.

2409/33 To consider the placement of A Barriers on the field to stop access to motorbikes.

Item deferred until further quotes have been obtained.

2409/34 To consider the 2nd grant instalment for the Village Hall based on the accounts provided.

Cllrs Harness, Lee, Portess and Ross left the meeting.

Resolved – **The 2nd grant instalment of £5000 to be to the Village Hall this week.**

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

Time and date of the next meeting to be confirmed as Monday 28th October 2024 at 7pm.

2409/35 The time and date of the next meeting was confirmed.

Part B – Closed to the public.

2409/36 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.

Resolved – to close the meeting to the members of the public & press.

The Council reviewed the information provided by PC Hickson regarding the recent vandalism to the church wall. The parents of the child have agreed to pay for the repairs. Deputy Clerk to contact the parents and inform them that we will be in touch in due course with the cost of repair.

The meeting closed at 8.56pm.

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Appendix 1 – August 2024

Date: 16/09/2024

Broughton Town Council - R&P

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Time: 14:10

Current Bank A/c

List of Payments made between 01/08/2024 and 31/08/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/08/2024	North Lincolnshire Council	DD	278.00		Business Rates
01/08/2024	North Lincolnshire Council	DD	74.00		Business Rates
01/08/2024	CCLA Broughton Town Council	BACS 95	10,000.00		Public Sector Fund
05/08/2024	Talk Talk Business	DD	39.18		July 2024
08/08/2024	BCSA	BACS 96	523.20		Inv 64
08/08/2024	Sissons Gardening Services	BACS 97	2,423.00		Inv 1172
09/08/2024	CCLA Broughton Town Council	BACS 98	10,000.00		Public Sector Fund
09/08/2024	Thomas Bell	BACS 99	25.50		Mole Trap
09/08/2024	Earnshaw s Fencing	BACS 99A	1.99		Bolts & Nuts
12/08/2024	Fasthosts	DD	14.39		Domain renew al
13/08/2024	New ton Flag Makers	DDR 51	28.80		VE Day Flag
13/08/2024	Y J Express Ltd	DDR 52	2.78		Refreshments
14/08/2024	ROSPA	BACS 100	333.60		Playground inspections
14/08/2024	EON	DD	57.96		July 2024
16/08/2024	Adobe	DDR 53	19.97		August 2024
16/08/2024	EE	DD	50.69		July 2024
20/08/2024	Land Registry	DDR 54	41.94		Map search
20/08/2024	EON	DD	65.91		July 2024
21/08/2024	HSBC	DD	8.93		Bank charges
21/08/2024	Container King	BACS 101	76.80		Inv 61802
21/08/2024	P Woods	BACS 102	1,800.00		Church wall repairs
21/08/2024	PKF Littlejohn	BACS 103	756.00		External Audit Fee
21/08/2024	Dog Club	BACS 104	40.00		Donation
21/08/2024	Yards Apart	BACS 105	780.00		PROW cut
21/08/2024	IONOS	DDR 55	4.80		August 2024
22/08/2024	Y J Expresss Ltd	DDR 56	4.93		Refreshments
27/08/2024	British Garden Centre	DDR 57	250.00		Gift vouchers
27/08/2024	B & M	DDR 58	9.00		Refreshments
27/08/2024	ERPF	BACS 59A	1,091.78		August 2024
27/08/2024	HMRC	BACS 60A	961.00		August 2024
28/08/2024	B & M	DDR 61	17.97		Disposable gloves
29/08/2024	Bennetts Timber	BACS 106	134.02		Timber
29/08/2024	Salaries	BACS 107	5,120.72		August 2024
30/08/2024	Timpson	DDR 62	26.00		Engraving
Total Payments			35,062.86		

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Date: 19/08/2024

Broughton Town Council - R&P

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Time: 13:27

Current Bank A/c

List of Payments made between 01/07/2024 and 31/07/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2024	North Lincolnshire Council	DD	278.00		Business Rates
01/07/2024	North Lincolnshire Council	DD	74.00		Business Rates
01/07/2024	CCLA Broughton Town Council	BACS 68	10,000.00		Public Sector Fund
02/07/2024	BCSA	BACS 69	897.60		Inv 63
02/07/2024	Sissons Gardening Services	BACS 70	2,438.00		Inv 1152
02/07/2024	TurnerWarran	BACS 71	75.60		Inv 350
02/07/2024	Chevron Traffic Management	BACS 72	498.00		Remembrance Day road closure
04/07/2024	Talk Talk Business	DD	39.18		June 2024
04/07/2024	CCLA Broughton Town Council	BACS 73	10,000.00		Public Sector Fund
05/07/2024	CCLA Broughton Town Council	BACS 74	10,000.00		Public Sector Fund
05/07/2024	Amazon	DDR 44	20.98		Strimmer wire
08/07/2024	B & M	DDR 45	8.97		Latex gloves
10/07/2024	Tesco	BACS 75	30.04		Fuel for mower
10/07/2024	Align Architects	BACS 76	2,520.00		Feasibility expenditure
10/07/2024	Smith & Derby	BACS 77	320.40		Village Hall Clock service
10/07/2024	Farmstar Ltd	BACS 78	73.20		Tractor repairs
11/07/2024	CCLA Broughton Town Council	BACS 79	10,000.00		Public Sector Fund
12/07/2024	CCLA Broughton Town Council	BACS 80	10,000.00		Public Sector Fund
15/07/2024	CCLA Broughton Town Council	BACS 81	10,000.00		Public Sector Fund
16/07/2024	Screw fix	DDR 46	16.79		Dow pipe clips
17/07/2024	Mobile Phones	DD	50.69		July 2024
17/07/2024	WAVE	DD	181.71		April-July 2024
17/07/2024	CCLA Broughton Town Council	BACS 82	10,000.00		Public Sector Fund
18/07/2024	CCLA Broughton Town Council	BACS 83	10,000.00		Public Sector Fund
19/07/2024	Sonia Baig	BACS 84	32.40		Travel expenditure
19/07/2024	Container King	BACS 85	76.80		Inv 61110
19/07/2024	East Riding Supplies	BACS 86	125.46		Inv 1662894
21/07/2024	HSBC	DD	9.13		Bank charges
22/07/2024	WAVE	DD	28.97		April - July 24
22/07/2024	WAVE	DD	173.98		April-July 2024
22/07/2024	IONOS	DDR 47	4.80		July 2024
22/07/2024	Howarth Timber	DDR 48	12.05		Timber
23/07/2024	EON	DD	81.00		June 2024
24/07/2024	CCLA Broughton Town Council	BACS 87	10,000.00		Public Sector Fund
24/07/2024	CCLA Broughton Town Council	BACS 88	10,000.00		Public Sector Fund
25/07/2024	Cartridge People	DDR 49	84.56		Cartridges
26/07/2024	Chevron	BACS 89	480.00		D-Day road closure
29/07/2024	CCLA Broughton Town Council	BACS 90	10,000.00		Public Sector Fund
30/07/2024	Fleet	BACS 91	402.79		Inv 241678
30/07/2024	ERPF	BACS 92	1,106.11		Pensions - July 2024
30/07/2024	HMRC	BACS 93	1,155.18		July 2024
30/07/2024	Salaries	BACS 94	5,657.72		July 2024
31/07/2024	Amazon	DDR 50	39.89		Guillotine
Total Payments			<u>126,994.00</u>		