

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 25th November 2024 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

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

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

2411/01 Apologies and reasons for absence received from Cllr Lee.

2411/02 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 what the large expenditure to Wickstead was for to be told it was for the works carried out that was picked up from the ROSPA inspection.

2411/03 To approve the minutes for the following meetings: -

Resolved – approval of the Full Council meeting held on 28th October 2024.

2411/04 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 2411/06.

2411/05 To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

2411/06 **Planning**

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

The following decision were received from NLC.

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.

Resolved – Clerk to respond to NLC regarding this decision stating that they are disappointed with the outcome as this is a breach of the planning conditions. The Council would like to know why the breach was not picked up when the building regulation checks were undertaken.

The following applications received from NLC were discussed by the Town Council.

2024/1259 – Application to determine if prior approval is required for the installation of a one smart metering OMNI at 13.45m mean mounted on proposed 12m street works pole, one GPS antenna at 12.0m mean mounted on proposed street works pole, one 3G OMNI antenna at 4.19m mean mounted on proposed street works pole, a smart metering equipment enclosure to be installed on a roof foundation and two concrete bollards at land at the Phil Grundy Centre, Scawby Road, Broughton.

Resolved – no objection or comment.

2024/1299 - Application under the Overhead Lines (Exemption) (England & Wales) Regulations 2009 to remove an existing terminal pole and erect a 12m wooden H pole at Scawby Road, Broughton.

Resolved – no objection or comment.

2024/1305 - Application for Certificate of Lawful Development as proof of commencement of construction. Pre-commencement conditions have been satisfied and works have started on site in accordance with the approved plans and details at land off Hillside Road, Broughton.

Resolved – no objection, comment that it is hoped the development will progress quicker than it has done so far and not left.

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2411/07 Clerks Report

- a. Newsletter – My Police Portal.
- b. Update – Wildlife & Natural Habitat Area.
- c. BCSA – Football Pitch Inspection Report.
- d. ERNLLCA Training Seminar – Talking Tables – to be added to the next agenda.
- e. 2025/26 Parish Precept – a Finance meeting to be arranged in the new year.
- f. The Clerk and Cllr Senior met with representatives from Community Payback regarding works to paint the railings at the play park. It was agreed that at this time the Council would not pursue any engagement with the group.

Highways / Town issues / North Lincolnshire Council items.

2411/08 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. Repaired. The sign for Badger Way is missing, have reported. The old sign has been collected.
FS646658320	12/09/2024	Townhill Drive	Replacement of damaged and weathered salt bin. NLC have stated that they will not replace as still serviceable.

2411/09 To consider the Pocket Park management plan update determining any actions required.

Resolved – approval of the plan. Clerk to ask NLC if the plan can be added to the website.

2411/10 To be notified of any further highway issues determining any actions required.

Cllr Price informed members that a couple of issues had been raised at the Xmas Fayre that the Clerk has taken forward.

The metal bus shelter on George Street is in disrepair and needs replacing. Clerk has informed NLC. Cllr Ross stated that it belonged to the Town Council.

The information board at the bus stop on Wressle Road between Green Lane and Catherine Grove needs cleaning inside and outside as moss has now made the information inside unreadable. Clerk has reported.

Cllr Harness stated that there are large potholes on Church Lane that a resident had reported to her. The Clerk suggested that residents report issues via the portal. The Clerk will obtain the what3word location and forward to NLC for action. Cllr Ross will also report to the Highway Department.

Reports / Updates

2411/11 To receive a report from the mayor determining any actions required.

Cllr Senior has attended the following events:

- 02/11 - Firework Event. Cllr Senior stated that he was grateful to the volunteers that helped run this event.
- 10/11 – Remembrance Service.
- 11/11 – Trustees Meeting.
- 23/11 – Xmas Fayre and Christmas Tree light switch on.
- 25/11 – Community Payback meeting.

2411/12 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Ross provided the following information from NLC.

- Residents are being warned of text message scams going around purporting to be from NLC regarding a funding boost to pensioners. If pensioners qualify the money will be transferred automatically and they do not have to apply. Residents encouraged to ignore these texts.

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- Low-income families can attend the popular healthy cooking courses, and another 1000 places are available when completed. The participants will be given an energy efficient air fryer.
- Flu jabs are now available at a number of walk-in clinics across the county and residents are being encouraged to have them done.
- New winter opening hours have been issued for the household recycling centres.

2411/13 To consider any Police & Neighbourhood Watch issues determining actions required.

The next NATs is scheduled for January.

It was stated that Broughton on the whole was quiet, but other areas have seen a rise in crime.

2411/14 To receive an update report from the Village Hall Committee representative determining any actions required.

Cllr Portess stated that at their last meeting the hire rates were discussed and agreed, and these will increase in January. Each year these will be discussed at the AGM with a raise scheduled for each January. Users are complaining to which Cllr Portess stated representatives should attend from the groups to ensure they are included in the discussion of such matters.

Cllr Carter stated that the Coffee Morning Group have put up the entrance from 50p to £1 which will cover the rise.

Cllr Ross stated that crockery and cutlery has gone missing from the hall in large numbers, approximately 100 plates have gone missing and only the oldest cutlery has been left.

It was suggested that the local supermarkets are approached to donate these items or local businesses for a donation of funds.

Clerk to get costs from East Riding Supplies which are soon to close.

Cllr Carter stated that she would undertake a sponsored wobble in the new year to raise funds for the village hall.

Cllr Ross stated that she had corrected the latest financial information and provided to Cllr Price.

The 22/23 charity commission account had been uploaded today. 2023/24 accounts to be submitted Thursday.

Cllr Price asked a question regarding the Internal Audit regarding cash in hand. This will now be paid into the bank account.

It was suggested that banking is undertaken weekly via the post office.

After the HWRA/Community Vision Networking Event the Clerk will set up a meeting in the new year with representatives to work through the issues at the village hall.

Concerns were raised at the weekend by elderly residents that could not see when leaving the village hall as the lighting was out. Cllr Ross was already looking into this.

Solar Panels – Cllr Price had been working on this for several months and it had now come to light that the seems to be no smart metre. Cllr Price to arrange a visit from the installers.

2411/15 To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson informed the Council that the MUGA would be completed in 20 weeks.

Clerk to ask if some spare tarmac could be used to fill in the potholes at the centre.

The Egdon fund has been amended to allow groups outside of Broughton with no conflict of interests to apply for funding. This pot total is £10,000.

2411/16 To receive an update report for the Broughton Allotment Association including an update on the installation a self-composting toilet determining any further actions required.

Two of the four allotment plots have been taken by Scawby residents.

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The association are looking to install a composting toilet which was discussed and agreed sometime ago with both the Town Council and the landowner. This was supported by the Town Council. The toilet will be purchased via grant funding.

- 2411/17** To receive an update report for the Appleby Lane Cemetery/Churchyard determining any further actions required.

The church wall repairs are nearing completion.

The invoice will include the price of the repair to the vandalised area of the wall which the Clerk will send to the parents.

NLC have stated that they do not own the railings. The contractor for the wall knows a contractor that could remove these from the site. Details to be provided to the Clerk in due course.

The letters to heaven box will be emptied and Cllrs Senior & Price to accompany the Clerk to burn on the cemetery site.

- 2411/18** To receive an update report on the Anglian Water Smart Meter Antenna installation determining any actions required.

The Clerk has confirmed that a wooden fence is required to enclose the antenna.

The Clerk awaits confirmation of the PL cover held by Anglian Water to cover the site.

- 2411/19** To receive an update report on the Northern Power Wayleaves agreement determining actions required.

The wayleaves were circulated prior to the meeting and the Clerk has met a representative on site to discuss the proposed works.

Resolved – the wayleaves were agreed and the Clerk to confirm the start and finish date of the works to be undertaken.

General Items

- 2411/20** To notify the Clerk of items to be placed on the agenda for the next meeting.

Any items to be provided to the Clerk.

- 2411/21** To be notified of the various information for VE Day, 8th May 2025 determining actions required.

Resolved – Clerk to register for the beacon lights on 8th May only VE Day and not for the event in August VJ Day.

Cllrs to provide ideas for grant funding expenditure at the next meeting.

A suggestion was a DJ and a band/performer of some kind. Clerk to investigate.

- 2411/22** To be notified of the concerns raised by a resident regarding a tree located in the pocket park determining actions required.

The photos were circulated prior to the meeting. The general consensus was that the tree is not too large or close to the boundary. The Clerk will ask NLC as part of the management of the area for their thoughts. Clerk to advise the resident.

- 2411/23** To be notified of the information received from ERNLLCA regarding the consultation about enabling remote attendance and proxy voting determining actions required.

Cllrs to complete the consultation individually.

- 2411/24** To confirm the dates when the Centre will be closed for Christmas and staff cover to open up the parks throughout this break.

Resolved – the centre will close from the end of the day Friday 20th December and re-open on Monday 6th January. There will be one group in on the evening of Saturday 21st which is being covered. The rota for Christmas cover was agreed and the Clerk will circulate.

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2411/25 To consider the criteria for the Christmas Light 2025 competition.

Cllrs Portess and Harness to undertake the judging this year which will include Castlethorpe and Watersedge.

Resolved – 1st prize - £75, 2nd prize - £50, 3rd prize - £25 and a Best Window Display for £25.

Judging will be from Wednesday 18th December to Tuesday 24th December.

Clerk to advertise on Facebook and the notice boards.

Cllrs Portess & Harness to inform all Cllrs of the results on the WhatsApp Group with addresses of the prize winners.

Cllrs Price or Senior will announce the winners on Facebook on Christmas Eve and residents will be invited to the January Town Council meeting to receive their prizes.

Resolved – the property on Brooklands that provides a display in aid of a charity will be given £100 towards the charity.

Finance

2411/26 To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 31st October 2024.

Resolved – approval of the financial expenditure and detailed.

2411/27 To consider the placement of A Barriers on the field to stop access to motorbikes.

Resolved – to install an A barrier to the entrance leading to Brigg Road. Hodson & Klaus was the preferred supplier. Clerk to ask for the barrier to be painted green.

2411/28 To consider the quotes for the Tree Reports recently undertaken at the Cemetery and Churchyard determining actions required.

Item deferred.

2411/29 To consider a donation for the collection of the Christmas Tree by Lindsey Lodge Hospice.

Resolved – a donation of £50 to be provided.

2411/30 To inform NLC of additional salt bin and salt routes required within the parish.

At the last Town & Parish Council Liaison Meeting Cabinet Member Cllr Poole asked Councils for any new salting routes and for locations of any salt bins required.

The Council have since asked NLC for a replacement bin on Townhill to be refused and a further new bin on the junction of Watersedge with the A18 to be told no. Clerk to contact NLC Leslie Potts to ask for these bins.

2411/31 To consider the quotes for digital archiving services determining actions required.

A further quote has been received from a company in Lincoln which was the favourable option.

Cllr Simpson along with a resident will look through and create shoe boxes for scanning.

The boxes will need to be taken to Lincoln.

2411/32 To consider the purchase of ID Cards for all members including the Town Clerk.

Resolved – purchase ID cards for Cllrs and the Town Clerk.

The lanyard to include Broughton Town Council, the badge to include a photo, logo and name and to the rear of the badge it will state – The person detailed is a member of Broughton Town Council.

2411/33 To consider the purchase of a lawn mower determining actions required.

Resolved – to purchase a lawn mower – John Deer X350R.

2411/34 To consider the purchase of no parking cones.

The Clerk had obtained advise from NLC on the placement of bollards on Scawby Road.

A risk assessment has been created and instructions on the placement of the cones.

Resolved – purchase 24 cones for use on Saturday and Sundays on Scawby Road between the first property and the entrance to the centre.

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Time and date of the next meeting to be confirmed as Monday 16th December 2024 at 7pm.

2411/35 The time and date of the next meeting to be confirmed.

Part B – Closed to the public.

2411/36 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 – the meeting was closed to the public and press.

Allotments

Resolved – approval to increase the rents from January 2026 as follows:

¼ plot - £18pa.

½ plot - £25pa.

Full plot - £45pa.

Letters will be sent with the rent reviews in December.

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Appendix 1 – October 2024

Date: 18/11/2024

Broughton Town Council - R&P

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Time: 13:34

Current Bank A/c

List of Payments made between 01/10/2024 and 31/10/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2024	North Lincolnshire Council	DD	278.00		Business Rates
01/10/2024	North Lincolnshire Council	DD	74.00		Business Rates
03/10/2024	Talk Talk Business	DD	39.18		September 2024
07/10/2024	Container King	BACS 134	840.00		Firework Event Toilets
07/10/2024	Sissons Gardening Services	BACS 135	2,227.00		Inv 1195
07/10/2024	Terrace Outside Catering	BACS 136	970.00		Civic Service
07/10/2024	East Riding Supplies	BACS 137	57.24		Inv 1668611
07/10/2024	Chevron	BACS 138	360.00		Firework Event - Event TM
07/10/2024	Countryside Pest Control	BACS 139	45.00		Wasp nest - allotments
07/10/2024	TurnerWarran	BACS 140	79.20		Monthly charges Inv 0879
07/10/2024	Rainbow Fireworks	BACS 141	3,750.00		Rainbow Fireworks
07/10/2024	B & M	DDR 71	4.00		Stationery
07/10/2024	Tesco	DDR 71A	13.55		Flowers
08/10/2024	BCSA	BACS 142	2,133.60		Inv 65
08/10/2024	Brown Bear Tree Care Ltd	BACS 143	317.50		Tree survey - cemetery
08/10/2024	Wickstead	BACS 144	15,435.35		Park repairs
08/10/2024	Royal British Legion	DDR 72	462.50		Large Poppies
10/10/2024	MD Signs	BACS 145	30.00		Inv 17197 - Firework exp
10/10/2024	JLI Deals Ltd	DDR 73	6.49		Radiator pipe covers
11/10/2024	Viking Hardware	DDR 74	163.20		Panic Bar - Hall replacement
11/10/2024	Amazon	DDR 75	146.99		Electric Water Heater
11/10/2024	Screw fix	DDR 76	6.64		Cable ties
11/10/2024	Cartridge People	DDR 77	244.94		Inv 6276396
11/10/2024	Screw fix	DDR 76	-6.64		Cable ties
11/10/2024	Screw fix	DDR 76	6.68		Cable ties
15/10/2024	Festive Lights	DDR 78	203.93		Inv 31638
15/10/2024	Ultimate One Ltd	DDR 79	1,147.60		Firework event - mesh
15/10/2024	EON	DD	212.38		September 2024
16/10/2024	Mobile Phones	BACS 158	57.66		September 2024
16/10/2024	Adobe	BACS 157	19.97		Acrobat Pro
17/10/2024	ERNLLCA	BACS 146	12.00		ERNLLCA - training
17/10/2024	Container King	BACS 147	76.80		Inv 63162
17/10/2024	Amazon	DDR 80	46.49		WiFi consumables
17/10/2024	Amazon	DDR 81	9.99		Ethernet Cabling
17/10/2024	B & M	DDR 82	8.97		Latex gloves
17/10/2024	WAVE	DD	526.05		July - October 2024
18/10/2024	Instant Print	BACS 148	36.19		Certificate printing
18/10/2024	WAVE	DD	81.37		September 2024
21/10/2024	WAVE	DD	21.44		September 2024
21/10/2024	HSBC	DD	7.14		Bank Charges
21/10/2024	IONOS	DD	4.80		October 2024
21/10/2024	SLCC	BACS 149	142.40		Local Admin Book
21/10/2024	Home Bargains	DDR 85	0.99		Plasters
23/10/2024	Brown Bear Tree Care Ltd	BACS 150	725.00		Tree Survey - church
24/10/2024	Dengzhizin Ltd	DDR 83	9.98		Firework Event Tally counters
28/10/2024	Hetts Solicitor	BACS 151	484.00		Pocket Park Encroachment
28/10/2024	East Riding Supplies	BACS 152	179.76		Cleaning consumables

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