

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 29th August 2024 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

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

Also Present: 14 residents, NLC Highway Officer – Gareth Denovan, PC Glenn Hickson & Town Clerk – Deb Hotson.

The presentation of Best Kept Front Garden winners and Best Kept Allotment winners took place.

2408/01 All members present.

2408/02 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 about the many £10k payment over the past month to which the Clerk explained these had gone into a public deposit fund.

The same resident asked about the status of the properties on Brigg Road that had not been built according to their planning permission. The Clerk stated that she would enquire with NLC.

Cllr Senior welcomed both NLC Gareth Denovan and PC Hickson to discuss the issues with HGV.

It was stated that Humberside Police are stopping and fining many HGV who are breaching the weight restrictions but there are at least 50-60 some days. They are travelling through Appleby to and from Broughton and the motorway and a lot of them are coming from the Steelworks. PC Hickson has been passed the details for one business who is directing the HGV through Broughton as a short cut and that they HGV cannot navigate under a low bridge in the opposite direction. Cllr Hickson to call in and speak with the business.

NLC Gareth Denovan has been out and check the signage and apart from one on the B1207, which he will get enlarged directing traffic down the B1208 all are ok. NLC are unable to enforce breaches in weight restrictions, this is down to the police. HGV do have right of access for deliveries, but he is happy to work with the police to try alleviating this issue.

NLC have a lorry watch programme and any businesses reported will be paid a visit.

PC Hickson stated that he had emailed a lot of businesses, and they had not replied.

Clerk to provide contact information to PC Hickson/Gareth Denovan for them to work together.

Cllr Lee stated that there are also more HGV travelling through Castlethorpe. There is a point in Castlethorpe that is only wide enough for one HGV to pass one time and some of the HGV travelling do not realise and causing some near misses.

NLC Gareth Denovan to carry out a check on this road to see if any priority to oncoming traffic signage can be erected at this point.

Cllr Simpson asked if ANPR can be installed to check on HGV access and egress of the town and the time this takes to which Gareth Denovan stated that this is not enforceable.

Gareth Denovan was asked for an update on the Brooklands, Yarborough Crescent and Doctors traffic road order to which he stated that it is on the list but a low priority.

A resident stated that cars are parking at the bus stop which is causing problems for the buses to pull up and allow disabled access/egress from the bus. Gareth Denovan will check with the bus company. Both NLC Gareth Denovan and PC Hickson were thanked for attending and a plan was now in place. NLC Gareth Denovan left the meeting with 9 residents.

2408/03 To approve the minutes for the following meetings: -

Resolved – approval of the Full Council held on 29th July 2024.

Resolved – approval of the General-Purpose Meeting held 14th August 2024.

BROUGHTON TOWN COUNCIL MINUTES

Resolved – approval of the Personnel Committee Meetings held 12th August 2024.

2408/04 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 2408/06.

2408/05 To note dispensations given to any member of the Council in respect of the agenda items listed.
None outstanding.

2408/06 **Planning**

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

The following decision was received from NLC.

2024/877 – application to determine if prior approval is required for proposed larger home extension at 56 George Street, Broughton has been refused.

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

2024/952 – planning application for an alternative access to Little Crow Solar Park at land east of Ermine Street, Broughton.

Resolved – no objection or comment.

2024/967 – planning permission to add additional floor within the loft and erect new entrance lobby and canopy at 53 Bigg Road, Broughton.

Resolved – no objection or comment.

Cllr Ross rejoined the meeting.

2408/07 **Clerks Report**

- a. Pocket Park Management Plan update.
- b. VE Day flag has been purchased.
- c. Update on the Wildlife & Natural Habitat Area on Townhill Drive/Townhill.
- d. ERNLLCA Health & Safety Advice & August newsletter.
- e. NATs minutes of the meeting held July 10th.

Highways / Town issues / North Lincolnshire Council items.

2408/08 To receive an update on reported highway issues as detailed below determining any further actions required.

Log Number/details	Date reported	Location	Details
Various	13/09/2023	Yarborough Crescent	Double yellow lines from the hydrant to cover the junctions.
		Brooklands Avenue	Bus markings to be installed with restrictions 7am-7pm opposite Harrys Dream.
		Brooklands Avenue	Double yellow lines extended at the top of Brooklands from High Street both sides of the road.
		High Street/Brooklands Avenue	Loading restrictions to be investigated outside the shop. This is on the list but is low priority.
FS6366839259	07/08/2024	Raven Close	Broken street signage.

BROUGHTON TOWN COUNCIL MINUTES

FS638019459	12/08/2024	Windsor Way/Bassett Close	Overhanging hedge. Part of this has been sorted, Clerk to review other areas in the location.
	5/08/2024	Rear of George Street	Trying to identify owner of trees as they need some work. NLC as the owner have stated that the trees are in good order and the fallen branch will be removed.
FS642246373	29/08/24	B1208 near B1207 junction, Clapgate	Fly tipping of sofa and fridge

2408/09 To be notified of any further highway issues determining any actions required.

Appleby Lane trees – it was agreed that this was an issue with low overhanging branches that the HGV who are breaching the weight restrictions are hitting and causing H & S concerns. Cllr Ross stated that the owners are not responding to NLC emails.

HGV routes through the town – as discussed above NLC and the Police are going to work together to try help alleviate this problem.

Reports / Updates

2408/10 To receive a report from the mayor determining any actions required.

This month has seen Cllr Senior along with Cllr Price judge the Best Kept Front Garden & Best Kept Allotments.

2408/11 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following report:

Council leader Rob Waltham is set to lead a small delegation to China to meet British Steel’s owners in an attempt to protect the future of steelmaking in Scunthorpe.

British Steel’s owners, Jingye, have previously announced a £1.25bn development plan to create new green steel making facilities in Scunthorpe.

And, North Lincolnshire Council has pledged to develop 300 acres at the site to create new, green engineering and energy jobs, creating more opportunities for residents to access sustainable, high-paid jobs.

One of the UK’s leading independent suppliers of landscaping products is acquiring a 15-acre site from North Lincolnshire Council as part of its expansion plans.

The move will be, subject to planning approval, and enable Talasey Ltd to build a new warehouse and storage facility in Scunthorpe, creating 130 new jobs, on top of the 100 people already employed.

From sites across North Lincolnshire the company supplies key players in the UK builders merchant market with high quality porcelain paving, composite decking, fencing, and more.

Talasey, which recently celebrated its 20th anniversary, relocated its base of operations to Scunthorpe in 2022.

North Lincolnshire Residents are being invited to have their say on proposed changes to arrangements for more than 40 parish councils across North Lincolnshire.

Between February and April 2024, North Lincolnshire Council asked people for their views on existing parish boundaries, numbers of councillors and if any new parishes should be created or existing parishes grouped or abolished.

BROUGHTON TOWN COUNCIL MINUTES

Hundreds of residents had their say as part of the 'parish review', which is typically undertaken every 10 to 15 years.

Also known as a Community Governance Review, the exercise helps to ensure that parish councils are reflective of the identities and interests of a community, enabling local services to be delivered effectively and efficiently.

All comments and suggestions have now been carefully considered and used to inform proposed changes to the parish councils.

People living in the Skippingdale area are also being contacted to gauge if they want to remain in the Flixborough parish.

The new Government has opened consultation on major changes to planning rules that would see the number of houses built in North Lincolnshire each year almost double, farmland used for houses and the development of more wind and solar schemes in the countryside.

North Lincolnshire Council is asking local people to have their say on the proposals with an online survey going live Friday 9 August. The survey and details of the proposals can be found on the [North Lincolnshire Council website](#). The survey is open until Tuesday 10 September. The results will be sent to the Government for them to consider.

There have been some positive comments regarding the recent road resurfacing programme costing in excess of £250k. Cllr Price stated that there is some signage left behind and a pile of soil with cones on one of the Appleby Lane layby. Cllr Ross will report.

2408/12 To consider any Police & Neighbourhood Watch issues determining actions required.

Cllr Carter stated that while out running along the river she was intimidated by two large dogs and the owner could not get them under control. Clerk to provide the contact details to PC Hickson. There is also an issue at the war memorial with children climbing on the soldier and wall. PC Hickson to keep an eye on the area.

Cllr Harness stated that she had been approached by residents with concerns about speeding motorbikes on Burnside.

There are also children of around 6-8 years old riding scooters on the High Street at around 9.30pm, they have been seen several times.

PC Hickson to look into both issues and Cllrs to be aware too.

2408/13 To receive an update report from the Village Hall Committee representative determining any actions required.

Cllr Portess stated that it was a great Bingo night and well supported.

The following report was received from Cllr Ross.

An AGM has been called on the 11th September 2024 where Officials will be elected to the Chairman, Deputy Chairman, Secretary and Treasurer posts.

All the regular user groups appear to be happy.

We are still awaiting confirmation from BTC Solicitors on the clarification of the wording of the constitution. The Clerk stated that evidence is required regarding the change of status from Broughton Parish Council to Broughton Town Council. Cllr Harness offered to come into the office next week, in the absence of the Town Clerk to look through the 1974 minutes when the status changed. Once the information has been obtained the Deputy Clerk will provide to the Solicitor.

I am in the process of retying the safeguarding policies to be ready for the AGM.

Keith Hunt of Turner Warren is in the process of Auditing the accounts for the Charity Commission and he has downloaded all the information that was stored on the memory stick into a BOX account where himself and myself have access to it.

BROUGHTON TOWN COUNCIL MINUTES

Brian has removed the sink unit that was in the office so that's now done.

We had a great evening last Friday with the Chocolate Bingo night, and we have a cash bingo evening planned for the 13th September, and we also have the singer Kenny J booked for the evening of 11th October and tickets are now on sale.

Rachael and I are hosting the Great Macmillan Coffee morning again this year and it will be on Sunday the 22nd September 10am – 2pm so if anyone would like to donate a raffle or tombola prize, we would be very grateful.

We have not cash banked this month yet as there are still funds to be paid from 2 groups tomorrow but obviously all direct debits and standing orders have been paid for the month, but the actual bank account is currently standing at £1117.66 but we are in dire need of the second payment of our grant. The request and invoice are due to be sent out to the Library in September.

Cllr Harness has managed to secure the purchase of a laptop computer and a mobile phone for the hall from HWRA and we are meeting Carole Forster next Tuesday for the handover of the equipment.

2408/14 To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson stated that funding bids are currently being completed for the MUGA. Works are hopefully to start in October.

The next round from the Egdon grant closes at the end of this week.

BCSA will work with groups if they haven't got a constitution as smaller groups are encouraged to apply.

Resolved – to close the meeting.

A resident stated that she had raised concerns about a cricket ball that had come over the fence and landed close to her conservatory. Cllr Simpson was aware of this and was looking into it.

The residents also stated that there is a lot of swearing. Cllr Simpson to speak with the groups.

Resolved – re-open the meeting.

2408/15 To receive an update report for the Broughton Allotment determining any further actions required.

The Clerk stated that the polytunnel is up and running growing on plants for winter bedding.

The Open Day event held on 18/08 was well attended and went well.

The raised beds are now being taken up bringing those with social exclusion into the Allotment family.

Barn owls are nesting on the site.

2408/16 To receive an update report for the Appleby Lane Cemetery determining any further actions required.

There have been a few burials over the month.

2408/17 To receive an update report from the Firework Working Group determining actions required.

The notes were circulated prior to the meeting.

Resolved – agree to undertake all actions from the notes.

General Items

2408/18 To notify the Clerk of items to be placed on the agenda for the next meeting.

- Christmas Tree.
- Digital archiving – October meeting, Clerk to obtain costs.

2408/19 To be notified of this year's Best Kept Small Town results determining any actions required.

Resolved – Cllr Price and Brian Turner to attend the EMIB presentation on 25/09 at a cost of £10 per person. There is a 3rd place available. The Clerk will complete the information week commencing 9th September.

BROUGHTON TOWN COUNCIL MINUTES

The updated village signage will include the 2024 win.

Cllr Ross stated that there will be a dedicated area in the village hall to display the certificates.

A celebration event will be held and all those who have contributed will be invited. Cllrs to provide dates to the Clerk.

Resolved – close the meeting.

Brian Turner updated the meeting with proposed future developments to enhance the town.

The In Bloom group will be applying for grant funding from the Egdon grant to enhance the cemetery, closed churchyard and churchyard in consultation with the Town Council and the Vicar.

Brain Turner is working with the Clerk and Cllr Senior to look at improving the overall standard of the grass cutting.

These projects are not solely aimed at saving money but to enhance the town.

Machinery can be used jointly with BCSA and at the Allotments.

Cllr Harness stated that she would like to work with the In Bloom Group to help with a hedgehog corridor and hedgehog homes.

Resolved – re-open the meeting.

2408/20 To be notified of the invitation to apply for free tree packs for the community from the Woodland Trust, determining any actions required.

Item noted.

PC Hickson left the meeting.

2408/21 To be notified of the Year of Walking 2024 Funding for local communities determining any actions required.

Item noted. Clerk to add the PROW information to the website.

Finance

2408/22 To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 31st July 2024.

Resolved – approval of the accounts.

2408/23 To consider the quotes for tree inspections in both the closed churchyard and the cemetery.

Resolved – contractor B was selected with a request to decay test all beech trees at the churchyard.

2408/24 To consider the purchase of large lamppost poppies to sell to residents.

Clerk to obtain costs of the large lorry poppies for the next meeting.

The Town Council poppies for this year will be placed one on each lamppost and not doubled up as there were last year.

2408/25 To be notified of the completion of phase 1 of the repair of the church wall and lych gate and to consider the next phases of the repairs.

Resolved – phase 2 to progress.

2408/26 To consider attendance to ERNLLCA training seminars.

The Clerk run through details of the seminars and confirmed attendance.

2408/27 To determine a reasonable donation towards a council bench to be located on Mill Lane determining actions required.

Resolved – a donation of £250 to be requested and the handyman will replace the bench.

2408/28 To be notified of the completion of the External Audit determining any actions required.

Item noted.

2408/29 To be notified of the Police & Crime Commissioner Community Safety Fund determining actions required.

Clerk to obtain quotes for the next meeting.

BROUGHTON TOWN COUNCIL MINUTES

Time and date of the next meeting to be confirmed as Monday 23rd September 2024 at 7pm.

2408/30 The time and date of the next meeting was confirmed.

Part B – Closed to the public.

2408/31 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. All remaining residents left the meeting.

General Purpose Committee Recommendations

The minutes were circulated prior to the meeting.

A public consultation will take place on Thursday 19th September 3-7pm to help showcase the plans to refurbish the Centre. The Clerk has arranged for the caretaker to come in early to serve refreshments.

All Cllrs are asked to attend including Ward Cllrs. The following will also be attending, Council Architect, Julie Reed & NLC Officers.

Deputy Clerk to invite all users of the facility to the event.

Clerk to ask Sean Clixby if members of the FA could attend.

Ward Cllrs are working with Julie Reed to send out letters inviting all residents and to produce a poster to advertise on the notice boards and website.

Resolved – approval of the final plans.

Resolved – approval to include additional parking on the MUGA into the planning application.

Resolved – approval of the Planning Agent advert to be placed on Facebook and the website.

Resolved – Cllr Senior to be available in the Town Clerks absence to place details on the website and answer any questions.

Resolved – approval to purchase the large plans for the public consultation.

It was agreed that the cost for the walk through to too expensive. Cllr Senior to set up visuals on the TV monitor.

Personnel Committee Recommendations

The recommendations from the Committee were approved and the Clerk will contact all applicants.

The meeting closed at 9.02pm.

BROUGHTON TOWN COUNCIL MINUTES

Appendix 1 – July 2024

Date: 19/08/2024

Broughton Town Council - R&P

Page 1

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 npipe 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	How arth 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			126,994.00		