

ELLOUGHTON-CUM-BROUGH TOWN COUNCIL

**MINUTES OF A TOWN COUNCIL MEETING HELD ON TUESDAY 18 OCTOBER 2016
AT BROUGH COMMUNITY CENTRE, CENTURION WAY, BROUGH**

Public Forum – no members of the public were present

Matthew Buckley of East Riding of Yorkshire Council was present at the meeting and gave training to Members on the Code of Conduct and use of social media. Discussion followed on the use of social media

Present: Councillors Credland (Chairman), Mrs Galbraith (Vice-Chairman), Mrs Brogden, Mrs Duckles, C Duckles, Galbraith, Luckraft, Muzaffar, Ms Rowe and Scaife

1. TO ACCEPT APOLOGIES

Apologies were received from Councillor Mrs Credland

2. TO ACCEPT DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations of interest.

3. TO APPROVE THE MINUTES OF A MEETING OF THE COUNCIL HELD ON 20 SEPTEMBER 2016

It was proposed by Councillor Ms Rowe, seconded by Councillor Luckraft and agreed unanimously that the minutes be signed as a true and accurate record of the meeting.

Resolved: The minutes be signed as a true and accurate record of the meeting.

4. TO NOTE COMMITTEE MINUTES

4.1 **Development, Planning, Highways and Safety Committee meetings held on 14 September 2016** - noted

5. TO RECEIVE A REPORT ON THE HAVEN CAR PARK GATE

Councillor Mrs Duckles gave a report. Unfortunately, the main volunteer for the East Riding of Yorkshire Council is no longer able to open and close the gate to the Haven car park. Councillor Mrs Duckles is to hold a meeting with the volunteers to discuss a way forward and the Chairman agreed to attend the meeting. It was noted that the carpark, lane and gate are owned by the East Riding of Yorkshire Council.

6. TO RECEIVE A REPORT FROM THE BURRS ROMAN REMAINS WORKING GROUP

Both the Chairman and Councillor Galbraith gave reports. The extent of the project and the exact amount of funding required is not yet known. A report is to be prepared by Peter Halkon of Hull University and the amount of funding is expected to be at least £250,000. The following resolutions were proposed by Councillor Galbraith, seconded by councillor Muzaffar and agreed unanimously.

Resolved: The Town Council will be the lead body on the project

Resolved: Councillor Galbraith will complete the preliminary Heritage Lottery application online in consultation with Peter Halkon of Hull University

The following resolution was proposed by Councillor Scaife, seconded by Councillor P Duckles and agreed unanimously.

Resolved: Project Name to be Petuarria ReVisited

Signed as a True and Accurate Record by the Chairman Date

The Chairman had created a facebook page named Petuaria ReVisited. The following resolution was proposed by the Chairman, seconded by Councillor P Duckles and agreed unanimously.

Resolved: The Chairman's facebook page is to be adopted by the Council, the Chairman will be the moderator and be responsible for all content and updates.

Clerk to put a link on the Town Council website.

7. TO RECEIVE AN UPDATE ON THE TOWN COUNCIL FLAGPOLE PROJECT

Councillor C Duckles gave an update. He had visited all the businesses in the area with information on the flagpole and its location and there had been no objections. The Clerk is still waiting for written permission from East Riding of Yorkshire Council.

8. TO RECEIVE COMMUNITY REPORTS

8.1 **Community Led Planning group** – nothing to report

8.2 **Petuaria Community Forum** - Councillor Galbraith gave a report. The Scarecrow festival will take place at Blackburn Club on 29 October 2016.

8.3 **Village Hall Committee** - Councillor Mrs Brogden gave a report. Repairs to all the vandalised areas are nearly complete. The CCTV update project is almost complete. When finished it will give full CCTV coverage to the site including all the flat roofs and the area to the rear of the Village Hall. It is hoped that this will end the spate of vandalism and harassment of Village Hall users. Councillor Mrs Brogden had been in touch with Inspector Coultard and will attend the next Police Liaison Meeting to be held at Brough Police Station on 10 November 2016.

8.4 **Unity Youth Group** – Councillor Galbraith reported the youth group had not fully taken off. However, a survey had been carried out and many people had requested a different evening of the week. As a result it will be held on Tuesday evenings from 1 November 2016 and hopefully more children will attend.

9. FINANCE & ADMINISTRATION

9.1 **To consider a grant application from Ladybird Pre-School (a registered Charity) to allow for increased childcare provision and to continue the Support Group provision** - Members discussed the application and asked the Clerk to write to Ladybird Pre-School to ask for a breakdown of how their last grant has been spent and for clarification of the annual running costs of the Support Group provision. Members asked the Clerk to prepare a draft Community Grant Fund Policy and application form for consideration at the next meeting.

9.2 **To consider membership renewal for Humber & Wolds Rural Community Council** – It was agreed to renew the membership at £25.

9.3 **To approve the Town Council Risk Assessments** - The following resolution was proposed by Councillor Scaife, seconded by Councillor Luckraft and agreed unanimously

Resolved: To approve the Town Council Risk Assessments

9.4 **To approve an updated Town Council Asset Register to reflect the donation of civic regalia for the Deputy Chairman** - The following resolution was proposed by Councillor Mrs Brogden, seconded by Councillor Scaife and agreed unanimously

Resolved: To approve the updated Town Council Asset Register

9.5 To approve the Responsible Financial Officer's report and cheques for signature

Income					
	ERYC 2nd half precept	76,605.00			
	VAT - repayment	5,363.92			
Expenditure		amount	vat	total	budget
	Adj. for vat on travel		-9.88		Administration
	Salaries	3,427.40		3,427.40	Remuneration
	Inland Revenue	1,199.95		1,199.95	Remuneration
	ERYC	1,455.11		1,455.11	Remuneration Office
	Southern Electric	70.48	3.52	74.00	Accommodation Office
	ERYC	157.00		157.00	Accommodation
	KCOM	29.40	5.88	35.28	Administration
		75.00	15.00	90.00	Administration
	Stafforce Personnel Ltd	405.52	81.10	486.62	Agency Workers
	ERNLLCA	170.00	34.00	204.00	Administration
	Royal British Legion	50.00		50.00	Administration Village
	HAGS-SMP Ltd	40.00	8	48.00	Environment Village
		170.00	34.00	204.00	Environment Village
		13.03	2.60	15.63	Environment Village
	Playsafety Ltd	66.50	13.30	79.80	Environment
	ImageData Group Ltd	395.00		395.00	Arts & Publicity
	Mrs LJ Smith	52.50		52.50	Administration
		6.38	1.27	7.65	Administration
		13.20		13.20	Administration
		25.20		25.20	Administration

The following resolution was proposed by Councillor Mrs Galbraith, seconded by Councillor Luckraft and agreed unanimously

Resolved: To approve the Finance Report and pass the cheques for signature.

10. TO RECEIVE A REPORT FROM EAST RIDING OF YORKSHIRE COUNCIL WARD MEMBERS

Councillor Galbraith gave a report on fracking and recycling. The ERYC Health, Wellbeing and Scrutiny Committee had visited 4 more hospitals. There is to be an NHS public consultation on Improving Urgent Care Services in the East Riding - shaping a healthy future NHS.

11. TO CONSIDER MATTERS FROM EAST RIDING OF YORKSHIRE COUNCIL (ERYC)

Nothing to report.

12. TO CONSIDER SURVEY RESULTS FROM NETWORK RAIL ON THE BROUGH LEVEL CROSSING SURVEY CARRIED OUT IN JULY 2016

The survey results had been circulated to Members and were noted.

13. TO RECEIVE A REPORT FROM THE EAST RIDING LOCAL COUNCILS NETWORK MEETING HELD ON 13 OCTOBER 2016

Councillor Mrs Galbraith gave a report. The Network is working on a Parish Charter which would be an agreement between Town/Parish councils and East Riding of Yorkshire Council.

Signed as a True and Accurate Record by the Chairman Date

14. TO CONSIDER MATTERS RELATING TO THE EAST RIDING & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA) AND TO NOTE THEIR LATEST NEWSLETTER

Councillor Galbraith gave a report. Precept Capping is to be brought in for 2017/18 for larger Town Council's but will not affect Elloughton-cum-Brough Town Council. A new charter mark for Town and Parish Councils is being considered. The latest newsletter was noted.

15. TO CONSIDER MATTERS FROM HUMBER & WOLDS RURAL COMMUNITY COUNCIL (HWRCC) AND TO NOTE THEIR LATEST NEWSLETTER

Councillor Mrs Brogden gave a report. The latest newsletter was noted.

16. TO REMIND MEMBERS OF THE REMEMBRANCE DAY SERVICE TO BE HELD AT BROUGH WAR MEMORIAL AT 3PM ON SUNDAY 13TH NOVEMBER 2016

The Remembrance Day service was noted.

17. TO CONSIDER CARRYING OUT THE ANNUAL REVIEW OF THE TOWN COUNCIL EMERGENCY PLAN AND SNOW PLAN

Councillor Mrs Duckles gave a report. She and Councillor C Duckles had been to a Flood Warden's workshop where they had carried out a desk top exercise. Councillor Mrs Duckles is to organise a review of the Town Council emergency plans using the desk top exercise with all Members who wish to take part.

18. TO NOTE THE NEXT FULL TOWN COUNCIL MEETING TO BE HELD AT 7PM ON TUESDAY 15 NOVEMBER 2016 AT BROUGH COMMUNITY CENTRE – noted