

ELLOUGHTON-CUM-BROUGH TOWN COUNCIL

MINUTES OF A TOWN COUNCIL MEETING HELD ON TUESDAY 20 NOVEMBER 2012 AT BROUGH COMMUNITY CENTRE, CENTURION WAY, BROUGH

Public Forum – no members of the public were present. Councillor Mrs Gill reported that the hedge/trees are very overgrown at Westerlands Nursing Home on Elloughton Road. The Chairman volunteered to call in and ask them to cut the hedge/trees back.

Councillor Ms Rowe reported that, at around 6pm on two evenings the previous week, she had been stationary on the west bound side of the A63 whilst trying to turn off to Brough. Councillor Burgess had experienced the same problem. Clerk to report to ERYC as a matter of urgency.

Councillor Mrs Gill read a letter of resignation to the Council. On behalf of the Council the Chairman thanked Councillor Mrs Gill for all her hard work and for her many contributions to the community over the last 25 years. The Clerk also thanked her. Council recognised that Councillor Mrs Gill had achieved many things as both an East Riding of Yorkshire Councillor and as a Parish/Town Councillor. Members showed their appreciation for the many years of dedicated service.

Members also thanked Councillor Mrs Gill for the last 15 years during which time she has worked hard with the In-Bloom volunteers making the villages look so much better. Not just for the flowerbeds, rockeries and tubs but also for cleaning, painting and decorating street furniture, cleaning signs and for painting the bus shelters with such lovely designs. Members were pleased to hear that she will be carrying on with this work. *Councillor Mrs Gill left the meeting.*

Present: Councillors Davis (Chairman), Mrs Galbraith (Vice-Chairman), Mrs Brogden, Burgess, Busk, Credland, Galbraith, Mrs Gill, Ms Rowe, Mrs Smith

1. TO ACCEPT APOLOGIES

Apologies were accepted from Councillor Mrs Duckles and Councillor Mrs Hudson.

2. TO ACCEPT MEMBERS DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS – none

3. POLICE ISSUES

3.1 **To Receive an update on crime figures** – The Chairman welcomed the new Neighbourhood Beat Officer PC Katie Hewitt who, together with PCSO Steve Lynch, gave a report on crime for the month. The Chairman asked for an update on the Elloughton crossroads/Main Street parking issues. It was reported that the police cannot do anything, double yellow lines are needed and these should be placed in the Spring of 2013. It was noted that the police can issue a ticket if a car is causing an obstruction but not for parking on a double yellow line. Discussion followed on what constitutes an obstruction and on traffic congestion in Brough and Elloughton.

3.2 **To Note the latest Humberside Police Parish/Town News Release** – noted.

4. TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 16 OCTOBER 2012

It was proposed by Councillor Mrs Galbraith seconded by Councillor Ms Rowe and agreed unanimously that the minutes of the Full Council Meeting held on 16 October 2012 be signed as a true and accurate record of the meeting.

5. TO NOTE COMMITTEE MINUTES

5.1 **Village Environment Committee 31 October 2012** - noted

5.2 **Development, Planning, Highways & Safety Committee 10 and 31 October 2012** - noted

Signed as a True and Accurate Record by the Chairman Date

6. FINANCE & ADMINISTRATION REPORT

6.1 **To Consider the Internal Audit Report** - The Internal Auditor's report was considered, it was noted that all matters arising had been addressed. Council considered the recommendation to consider a high interest account but felt the cost of administration would be greater than the small amount of interest that may be gained. If interest rates increased consideration could be given to the matter again. Discussion followed on alternative banks and it was agreed to remain with HSBC as there are no charges on the account and the local branch is very close to the council office. It was noted that the reserve account remains at a good rate of interest compared to other banks/accounts. It was noted that following the Internal Auditor's examination he is satisfied that the Council's financial records continue to be well maintained by the Clerk, with no material errors. It was proposed by Councillor Davis, seconded by Councillor Mrs Galbraith and agreed unanimously to accept the Internal Auditors Report and note that no action need to be taken.

Resolved: To accept the Internal Auditors Report.

6.2 **To Report on Funds raised from the Annual Art Exhibition held on 2, 3 and 4 November 2012** – A very successful Art exhibition had been held and Members thanked Councillor Mrs Brogden for organising the event. It was agreed to use the funds raised to pay for an additional page in the Petuaria Press to feature the exhibition and sponsors. Remainder of the funds raised to be carried forward to help towards the 2014 exhibition.

Income

b/f from last year	144.24	
21 sponsors @ £20	420.00	
Exhibit entry fees	140.00	
Income from programmes	154.50	
Income from sales	<u>337.00</u>	
	1195.74	1195.74

Expenditure

display boards	220.00	
Payments to Artists	303.30	
drink/nibbles/trophy boxes	95.55	
Hire of Centre	<u>150.00</u>	
	768.85	768.85
Balance		426.89

6.3 **To Approve the Responsible Financial Officer's Report and Cheques for Signature –**

Paid between meetings

Royal British Legion	poppy wreath	50.00	Village Environment
Art Exhibition	payments to artists	303.30	Art Exhib funded
Octagon Exhibitions	art Exhibition stands	220.00	Art Exhib funded

November Expenditure

Salaries	Office/amenity sweeping	3,192.47	Remuneration/Salaries
Inland Revenue	NIC/PAYE/EMPNIC	1,124.27	Remuneration
ERYC	Pension	1,218.14	Pension
Stafforce	agency workers	1690.77	Agency Workers
		338.16	vat
ERYC (Apr to Jan)	council tax - dd	146.00	Office Accommodation
Southern Electric	office electric - dd	52.38	Office Accommodation
		2.62	vat
Altodigital	copy charges - dd	9.01	Administration
		1.80	vat

Signed as a True and Accurate Record by the Chairman Date

Glasdon Manufacturing Ltd - two phoenix seats		727.60	Contingencies
		145.52	vat
Celect Electrical - Xmas lights clock/lamps/checking		181.92	Village Environment
		36.38	vat
ERYC	service agreement lighting	1499.51	Street Lighting
		299.50	vat
ERYC	supplies	30.90	Village Environment
		11.19	Administration
		8.42	vat
Playsafety Ltd	annual safety report The Burrs	66.00	Village Environment
		13.20	vat
PPH	Office Insurance	98.27	Office Accommodation
A Johnson	Internal Audit	218.90	vat
Petersons(GB)Ltd	printer cartridges	111.70	Administration
		22.34	vat
SMP (Playgrounds) Ltd - repairs/maintenance		972.60	Village Environment
		194.32	vat
ER&NLSLCC	training day	20.00	Administration
Mrs LJ Smith	travel	52.65	Administration
	adjustment invoice 86	-0.45	
	clip frame (torch/Jubilee display)	15.00	Administration
	supplies - play area/open spaces	20.53	Village Environment
	labels	10.94	Administration
		2.19	vat
	computer screen (used, no vat)	40.00	Administration

It was proposed by Councillor Mrs Brogdenudson, seconded by Councillor Mrs Galbraith and agreed unanimously to approve the Finance Report and pass the cheques for signature.

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

7. TO GIVE AN UPDATE ON THE LANDSCAPING PROJECT AT ELLOUGHTON CROSSROADS OUTSIDE THE HALF MOON INN

The Clerk had negotiated a price of £400 with Nu-Lawn to install mowing strips around each raised flowerbed and around the seats. Nu-Lawn will liaise with ERYC regarding the relocation of the street directional sign. Total costs ex vat will be: Nu-Lawn to turf and lay mowing strips £3,000, seats £730 and a litter bin £315. It was agreed to ask the Atkinson Foundation for funding of £4045 for the project, deferred to the Administration & Finance Committee. It was proposed by Councillor Galbraith, seconded by Councillor Davis and agreed unanimously that the Town Council will fund ongoing grass cutting if ERYC are unable to do so. Clerk to investigate the ERYC de-minimis special expenses threshold and report to the Administration & Finance Committee meeting on 26 November 2012.

Resolved: The Town Council will fund ongoing grass cutting at Elloughton Crossroads if ERYC are unable to do so.

8. TO CONSIDER PROPOSALS BY ERYC TO INSTALL DROPPED CROSSINGS AT THE JUNCTION OF WELTON ROAD, CAVE ROAD AND STATION ROAD

Members welcomed the proposals.

9. TO CONSIDER PROPOSALS BY ERYC TO CHANGE THE FOOTWAYS BETWEEN SKILLINGS LANE/THE STATION/SALTGROUNDS ROAD TO SHARED FACILITIES FOR PEDESTRIANS/ CYCLISTS AND TO INSTALL A DROPPED CROSSING AT THE SALTGROUNDS ROAD END

Members welcomed the proposals.

Signed as a True and Accurate Record by the Chairman Date

10. TRAFFIC MANAGEMENT/PARKING ISSUES

- 10.1 **To Receive a Report from ERYC Ward Councillor Galbraith on Traffic Management/Parking Issues in Brough** – Councillor Galbraith reported that the ERYC Haltemprice and Hunsley Community Partnership cannot do anything further on this matter. He is now going down the avenue of local petitions.
- 10.2 **To Receive a Report on the Response from ERYC to the Petition from Residents requesting a traffic review and Traffic Calming on Saltgrounds Road and Skillings Lane** – Councillor Galbraith expressed the hope that the petition would be successful and confirmed that Ward Members are supporting it.
- 10.3 **To Receive a report from ERYC on the Council’s request for double yellow lines on one side of Elloughton Road/Main Street** – Ward Members agreed to chase this request. See also Item 3.1 above)
- 10.4 **To Receive a Report on the ERYC review of the one hour no parking restrictions in Station Road and King Edward Terrace** – Councillor Davis gave a report, he had provided more information to ERYC. It was hoped that a decision will be made soon.

11. EAST RIDING OF YORKSHIRE COUNCIL MATTERS

- 11.1 **To Receive a Report from the Haltemprice and Hunsley Community Partnership** – Councillor Galbraith gave a report.
- 11.2 **To Receive an update on the proposed Brough South development including the Liaison Committee set up by Ward Members to consult with interested parties on S106 agreement** - Councillor Galbraith gave a report.
- 11.3 **To Receive A Report on Adoption of New Estate Roads by ERYC** – nothing to report.
- 11.4 **To Receive a Report on the Council’s Request to ERYC to include additional areas into the winter salting routes** – the Town Council’s requests will be considered.
- 11.5 **To Receive a Report on the Winter Services event held on 14 November 2012** – Both Councillor Mrs Duckles and Councillor Mrs Gill had attended the event. However, no Members present at the meeting had attended the event.
- 11.6 **To Note the latest ERYC Parish Newsletters** - noted
- 11.7 **To Consider the Dog Control Order Review Consultation** – Members had no comments.
- 11.8 **To Note the ER Local Plan ‘Making it Happen’ Update newsletter Autumn 2012** – noted
- 11.9 **To Report on progress on road safety proposals at Morrisons** – ERYC had been trying to reach agreement with Morrisons regarding the installation of a pedestrian island at the entrance to the shops/public house from Welton Road. As part of the area required is not public highway ERYC had tried to obtain permission from the landowner (Morrisons) for the works to take place. Unfortunately, they have been unable to obtain permission and have been compelled to drop the proposal from their programme of works. ERYC pass on their regret to the Town Council, they cannot proceed without a positive position from Morrisons.

12. TO CONSIDER MAKING AN APPLICATION TO THE ATKINSON FOUNDATION FOR FUNDING FOR SAFETY SURFACING FOR THE ELLOUGHTON ROAD PLAY AREA LOG TRAIL

It was decided not to request a grant from the Atkinson Foundation for the log trail as an application is to be made for funding for the Elloughton crossroads project, see Item 7 above.

13. TO DECIDE ON MATTERS RELATING TO EAST RIDING/NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION, TO RECEIVE A REPORT ON THE DAY CONFERENCE HELD ON 3 NOVEMBER 2012 AND TO NOTE THE LATEST NEWSLETTER

No Members had attended the conference. The newsletter was noted.

14. TO DECIDE ON MATTERS RELATING TO HUMBER AND WOLDS RURAL COMMUNITY COUNCIL/ERVAS AND REPORT ON THE ANNUAL GENERAL MEETING HELD ON 7 NOVEMBER 2012

The Chairman gave a report on the AGM and on a recent ERVAS funding event.

15. TO NOTE CHAIRMAN'S INVITATIONS TO REPRESENT THE TOWN COUNCIL AT EVENTS/CIVIC RECEPTIONS

The Chairman is to attend the ERYC Chairman's pantomime at County Hall.

16. TO RECEIVE COMMUNITY REPORTS

16.1 To Receive a Report on the Village Hall Roof project – Councillor Mrs Brogden gave a report. Funding has been attained and work has started to replace the roof.

17. TO NOTE THE DATE OF THE NEXT FULL COUNCIL MEETING

The next meeting is to be held at 7pm on Tuesday 11 December 2012 at Brough Community Centre.

*The meeting closed at 9pm
Jane Smith
Clerk to the Council*