

## Elloughton-cum-Brough Town Council

**Minutes of a Town Council Meeting held on Tuesday 10 December 2013  
in the Committee Room at Brough Community Centre, Centurion Way, Brough**

### Public Forum

**Community Led Plan (CLP)** - Brian Parker of the CLP Group read out a report and asked Members to make a formal submission to East Riding of Yorkshire Council (ERYC) Ward Members to request a meeting between the CLP Group and Ward Members regarding residential developments in the Ward area. Ward Members were present at the meeting and agreed to meet with the CLP Group. The group are to follow up recommendations and actions from their Community Led Plan - predominantly relating to transport & street scene, planning and services and asked the Town Council work with them. The group recognised that the Brough South development is to go ahead but want ERYC to allow local opinion to influence the detail. The Chairman reiterated that the Town Council has objected wholly and regularly to all new developments for many, many years and will continue to do so. The Town Council is not happy with the way in which Brough South had been approved and will continue to contest any further unnecessary housing. Discussion followed. The Chairman thanked the CLP Group for carrying out a litter bin survey in 2013.

**ERYC Website** – Several residents attended the meeting and complained that planning application 13/03577 (Redrow Homes) had not been available for public access on the ERYC website for more than a week following consultation letters. Members of the Town Council had experienced similar issues since the paperless planning system had been introduced. Also, many operating systems/search engines are unable to access the ERYC website eg. google chrome, firefox, safari, applemax or ipads. A resident reported that it is quite easy to program a website to give an option of operating systems. ERYC Ward Councillor Galbraith agreed to report these complaints to the ERYC Planning Department and to follow them up. See also Item 11.5.

**A63 lay-by improvements** – The Chairman reported that a resident had been informed by the Highways Agency that improvements are being carried out to the A63 lay-by at Welton to create access to a new garden centre. However, ERYC have not yet made a decision on the garden centre application.

**Youth Service** – Phil Jackson of ERYC Youth & Family Support Services and two local teenage girls gave a presentation. The ERYC Youth Service now targets vulnerable young people and their families and South Hunsley Youth Centre has been closed as it did not attract those groups. The girls would like to start a voluntary youth group but need adult volunteers. They can access ERVAS funding of £2,000 and have the support of Phil Jackson and ERVAS. Their aim is get adolescents off the street and socialising with all ages, ideally meeting straight after school. They felt that people are drifting apart as a result of an increased use of social media. They would like to include social and sporting activities and volunteering/fundraising for groups/events within the community. The Town Council offered their full support. Following discussion it was agreed to organise a meeting for volunteers to include Councillor Mrs Smith, Councillor Galbraith, Councillor Mrs Duckles, Brian Parker of the CLP group and possibly other Councillors and CLP group members (see also Item 8).

**Flooding** - The Chairman and Members thanked Councillor Mrs Duckles for her valiant efforts during the flooding of 5 December 2013. She had checked the flood gates after the Environment Agency had closed them and found that someone had padlocked them open again. If she had not checked, the flooding would have been more far more devastating. The Town Council also recognised the help of a local resident of Saltgrounds Road who helped the police to knock on doors warning that there might be a flood. The water reached to within 2 inches of the top of the flood defence at the Haven car park. Areas breached included:

- The Haven - flooding the Yawl Clubhouse
- Welton Waters - flooding the Clubhouse
- Bunding and river defences across the airfield - flooding the airfield.

**Present:** Councillors Davis (Chairman), Mrs Galbraith (Vice-Chairman), Mrs Brogden, Busk, Credland, Mrs Duckles, Galbraith, Scaife, Mrs Smith

### 1. TO ACCEPT APOLOGIES

Apologies were accepted from Councillors Burgess, Mrs Hudson and Ms Rowe.

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

Councillor Mrs Duckles declared a non-pecuniary and non-prejudicial interest in Item 10, planning application 13/03577, as she lives adjacent to the site.

Councillor Galbraith declared an interest in Item 10, planning application 13/03577, as he is a Ward Member and a member of the relevant ERYC Planning Committee and will be dealing with the application at that level.

### 3. TO RECEIVE A REPORT FROM THE LOCAL POLICE

Members were very pleased to hear that there had only been three reported crimes since the last meeting.

### 4. TO APPROVE MINUTES OF A FULL COUNCIL MEETING HELD ON 19 NOVEMBER 2013 & AN ADMINISTRATION & FINANCE COMMITTEE MEETING HELD ON 25 NOVEMBER 2013

It was proposed by Councillor Galbraith, seconded by Councillor Davis and agreed unanimously that both sets of minutes be signed as a true and accurate records of the meetings.

### 5. TO NOTE COMMITTEE MINUTES/DRAFT COMMITTEE MINUTES

5.1 **Arts, Publicity and Fundraising Committee meeting held on 20 November 2013** - noted

5.2 **Development, Planning, Highways & Safety Committee meeting held on 20 November 2013** - noted

### 6. FINANCE & ADMINISTRATION

6.1 **To sign a new lease for the Town Council office at 60 Welton Road** – It was agreed that the Clerk should take the lease to a solicitor to be checked. It was proposed by Councillor Davis, seconded by Councillor Mrs Galbraith and agreed unanimously that the Clerk be authorised to sign the lease on behalf of the Town Council.

**Resolved:** Clerk is authorised to sign the lease on behalf of the Town Council.

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

<b>Income</b>	Event sponsorship	180.00	
<b>Expenditure</b>			
Mrs LJ Smith- emergency box supplies	Maplin	38.32	Administration
		7.66	vat
	Staples	26.66	Administration
		5.33	vat
Brough Rainbows	Xmas Tree Festival prize	50.00	balances
Salaries	staff	3,766.16	Remuneration
Inland Revenue	NIC/PAYE/EMPNIC	537.67	Remuneration
ERYC	Pension	1,272.13	Pension
Southern Electric	office electric - dd	61.91	Office Accommodation
		3.09	vat
ERYC	Council Tax - dd	150.00	Office Accommodation
Peterson (GB) Ltd	fax rolls	31.00	Administration
		6.20	vat
Stafforce	agency worker	9.30	Agency Workers
		1.86	vat

Signed as a True and Accurate Record by the Chairman ..... Date .....

ERYC	litter bin	364.57	donation
		72.91	vat
SW Greens & Sons	Xmas trees & stands	380.50	balances
		76.10	vat
SW Greens & Sons	Xmas tree for Elloughton	16.00	Open Spaces
		3.20	vat
ERYC	supplies/emergency box	62.75	Administration
		60.75	Amenity sweeping
	supplies	24.70	vat
Elloughton-cum-Brough TC	Reserve Account	6,475.00	(agreed at A&F mtg 25/11/13)
Mrs K Brogden for	sweets	16.52	balances
Xmas Festival supplies		3.30	vat
	Hamper contents	36.65	balances
		5.83	vat
	ink cartridges	18.99	Administration
		3.80	vat
Mrs LJ Smith	Xmas Festival Supplies	23.32	Balances
		1.67	vat
	supplies	13.89	Administration
		2.30	vat
	travel	13.05	Administration
	postage	8.40	Administration
	office cleaning (5 weeks)	45.00	Office Accommodation
Mrs VA Herring	travel	23.40	
Mrs K Brogden	Xmas Festival supplies	60.26	

It was proposed by Councillor Mrs Smith, seconded by Councillor Credland 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 CONSIDER A GRANT APPLICATION FROM THE EAST YORKSHIRE CITIZEN'S ADVICE BUREAU

The Citizen's Advice Bureau (CAB) had provided a detailed report on their outreach service at Brough. There has been an increase in usage and a further increase is expected and they would like to double the amount of appointments available by extending the time from 2 hours to 4 hours and ask the Town Council to consider increasing their funding. Following lengthy discussion it was proposed by Councillor Mrs Smith, seconded by Councillor Credland and agreed unanimously to give a grant of £4,000 to CAB in 2014/15 on the condition that the funds be ring-fenced for the Brough outreach. Also, to request that CAB contact all other town/parish councils where residents have used the Town Council subsidised service at Brough to ask them to consider making a contribution. Members requested an update within the next few months.

**Resolved:** To give a grant of £4,000 to CAB in 2014/15 with conditions as indicated in the above minute.

#### 8. TO CONSIDER A REQUEST FOR SUPPORT TO SET UP A YOUTH CLUB IN BROUGH (VISIT BY ERYC YOUTH WORKER AND TEENAGE VOLUNTEERS)

See also Public Forum. Following discussion it was agreed to organise a meeting for volunteers. Volunteers included Councillor Mrs Smith, Councillor Mrs Duckles, Brian Parker of the CLP group plus other Councillors and CLP group members. An appeal for further volunteers is to be made in the January edition of the Petuaria Press

#### 9. TO DECIDE ON RECOMMENDATIONS FROM THE ADMINISTRATION & FINANCE COMMITTEE AND TO AGREE A PRECEPT REQUEST TO THE EAST RIDING OF YORKSHIRE COUNCIL (ERYC) FOR 2014/15

Ward Councillor Galbraith gave a report on the ERYC's Cabinet decision regarding Precept Grant Funding. The funding is to be given to 17 Town and Parish Councils and will be phased out over the next three years.

Members considered the Administration & Finance Committee's recommendations. It was proposed by Councillor Credland, seconded by Councillor Mrs Galbraith and agreed unanimously to ask ERYC for a Precept of £150,600, with adjustments to the CAB and Projects/ Reserves budgets to reflect the decision taken at Item 7 above. Budgets to be as follows:

Footway Lighting Maintenance	1,994
Remuneration	69,090
Agency Workers	1,000
Administration	8,000
Parish Office Accommodation	11,600
Village Environment	18,000
Arts & Pubs	5,000
Grants:	
WRCS Nature Res. LGA s137	600
Playing Field Association s137	500
Village Hall s145	1,500
Cemetery s214(a)	2,000
Citizens' Advice Bureau s137	4,000
Ell/Brough in Bloom s137	1,000
Brough Voluntary Action s137	900
Grant contingencies	1,000
PWLB Community Centre loan	8,791
Salt Bin Refills	1,925
Contingencies	2,700
Projects/Reserves	11,000
	<b>150,600</b>

**Resolved:** To set a Precept request to ERYC of £150,600 for 2014/15

**10. TO CONSIDER PLANNING APPLICATION 13/03577 ERECTION OF 200 NO. RESIDENTIAL DWELLINGS AND PRIMARY SCHOOL, PROVISION OF ACCESS (INCLUDING OF OPEN SPACE, LANDSCAPING AND TEMPORARY SALES CENTRE AND SITE COMPOUND) FOLLOWING OUTLINE PLANNING PERMISSION 11/04104 - REDROW HOMES LTD**

Councillor Mrs Duckles and Councillor Galbraith declared an interest. Following lengthy discussion Members unanimously agreed to recommend refusal of the application but if the East Riding of Yorkshire Council committee is of a mind to approve it then they make the following recommendations. In light of the severe flooding of Thursday 5th December 2013, Members requested that ERYC have urgent discussions with the Environment Agency. Brough Haven & the Yawl Club were inundated, bunding & river defences along the airfield were over-topped and Welton Waters severely breached. Members felt it would be absurd if the Environment Agency still class the airfield (flood plain) as being suitable for residential development. The Town Council recommended refusal but if the ERYC committee is of a mind to approve it the Town Council make the following requests/recommendations:

- No residential development (including the School) should commence before the bridge and road infrastructure are in place
- No lorries should be allowed access via Skillings Lane or Saltgrounds Road for any building work other than the bridge
- No residential development (including the School) should commence before A63 improvements and infrastructure are in place
- No residential development (including the School) should commence before existing traffic issues are addressed.
- More consideration should be given to increased play areas, allotments and a skatepark
- More consideration should be given to affordable homes and one bedroom homes which are badly needed.

**11. EAST RIDING OF YORKSHIRE COUNCIL (ERYC) GENERAL MATTERS**

- 11.1 **To receive a report from the ERYC Haltemprice and Hunsley Community Partnership** – Councillor Galbraith gave a report. He will no longer be Chairman from January 2014. A formal review of the Partnership will be made sometime in 2014
- 11.2 **To receive a report on adoption of estate roads and open spaces** – nothing to report
- 11.3 **To receive a report on the Winter Volunteer Scheme to help clear snow during spells of severe weather** – A new ERYC Haltemprice and Hunsley Community Partnership scheme is to be piloted in Elloughton/Brough and Cottingham to recruit older teenagers and adults to help in severe weather.
- 11.4 **To note the ERYC ‘Making Time for Winter’ booklet** - noted
- 11.5 **To consider suggestions for the ERYC Overview and Scrutiny sub-committees** – Members agreed to ask for the following issues to be considered by the relevant ERYC Overview and Scrutiny Committees.
- In the experience of the Town Council and local residents it is often the case with the paperless planning system that applications do not come online within a reasonable length of time.
  - In the experience of the Town Council and local residents many operating systems/search engines are unable to access the ERYC website eg. google chrome, firefox, safari, applemax or ipads. A resident has reported that it is quite easy to make a website give people the option of various operating systems.
- 11.6 **To receive an update on the formation of a ‘Brough South’ Liaison Group** – nothing to report
- 11.7 **To consider a request from ERYC for the Town Council’s comments on the resident’s petition presented to the Environment and Regeneration Overview and Scrutiny Sub Committee on 5 June 2013 regarding the speed of traffic on Stockbridge Road and a request for enforcement and traffic calming** – Members fully support the report presented to the Overview and Scrutiny meeting in June 2013 by Ward Councillor Galbraith. Clerk to reply to ERYC.

**12. TO CONSIDER AN EMAIL AND PAPERS FROM ERYC REGARDING THE COUNCILLOR’S CODE OF CONDUCT**

The papers were noted, Members were happy that their new Code of Conduct covered all issues.

**13. TO CONSIDER MATTERS FROM EAST RIDING & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA)**

Councillor Galbraith reported on an Executive Committee meeting and reported that they have introduced a new membership fee system based on the size of a town or parish council.

**14. TO CONSIDER MATTERS FROM HUMBER & WOLDS RURAL COMMUNITY COUNCIL (HWRCC) AND EAST RIDING VOLUNTARY ACTION SERVICES (ERVAS)**

The Chairman and Vice-Chairman gave a report.

**15. TO RECEIVE A REPORT ON THE TOWN COUNCIL’S CHRISTMAS TREE FESTIVAL HELD ON 7 DECEMBER 2013**

Councillor Mrs Brogden gave a report on a very successful event and thanked all Members, staff and volunteers who helped on the day with a special thank you to Ian Smith and Tony Brogden

**16. TO RECEIVE COMMUNITY REPORTS**

**Village Hall** - Councillor Mrs Brogden gave a report on the Village Hall. She has finally managed to attain Gift Aid status for the Village Hall. She had found that the old Town Council Christmas lights are beyond repair and the Village Hall Committee has decided to purchase their own outdoor Christmas lights.

**Community Led Planning** – see public forum above.

**17. TO RECEIVE A REPORT FROM COUNCILLOR BUSK ON THE FUTURE OF SUB-POST OFFICES**

Councillor Busk reported that the Post Office intend to place postal services into retail stores and close local post offices unless they meet several 'impossible' criteria but he felt that there are many people who rely on these local facilities. He reported that there are avenues to address concerns which he urged Members to follow. The Chairman reported that by 2015/2016 the Government intends to pay all benefits and pensions directly into bank accounts which together with the digitalisation of car tax will leave little to keep small post offices viable. The Government feel that the way forward is to encourage retail outlets to take on the residual post office functions. Councillor Busk proposed to draft a letter to the Post Office CEO and copy to David Davis MP. He encouraged other members to do the same.

**18. TO NOTE DATE OF NEXT FULL COUNCIL MEETING**

The next meeting is to be held at 7pm on Tuesday 21 January 2014 at Brough Community Centre.