

## Elloughton-cum-Brough Town Council

### Minutes of a Town Council Meeting held on Tuesday 20 May 2014 at Brough Community Centre, Centurion Way, Brough

**Public Forum** - Two members of the public were present.

**Grass cutting** – Both members of the public criticised the East Riding of Yorkshire Council (ERYC) for allowing the grass to become so long. The Chairman reported that recent weather conditions meant all grass had grown extremely quickly and it is the same everywhere in the East Riding. ERYC are tackling the problem as best they can and have already started to cut the grass in Elloughton and Brough and would continue through the week. It will improve after the next couple of cuts which are scheduled fortnightly.

**Litter picking** – Both members of the public asked the Town Council to employ a litter picker. The Chairman explained the reasons why the Town Council had ceased employing an Amenity Sweeper and the alternative arrangements made with the East Riding of Yorkshire Council. Ward Councillor Mrs Smith reported that both HMP Everthorpe and the Community Pay Back Scheme are looking for community projects and suggested that the In Bloom team contact them to see if they could help clear up prior to judging. The petition was considered at Item 10.

**Open space at Elloughton crossroads** – Members expressed concern that a crescent shaped flowerbed had been cut into the recently refurbished grass by In Bloom and requested that the matter be considered at a Village Environment Committee meeting scheduled for 11 June 2014.

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

#### 1. TO ACCEPT APOLOGIES

Apologies were accepted from Councillor Burgess and Councillor Mrs Duckles.

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

There were no declarations of interest.

#### 3. TO RECEIVE A REPORT FROM THE LOCAL POLICE AND NOTE THE TACKLING ANTI-SOCIAL BEHAVIOUR IN OUR COMMUNITY NEWSLETTER - ISSUE 11, APRIL 2014

**Crime Report** - The Police had sent their apologies as there had been a serious incident in Melton. There had been 11 crimes, the crime figures were circulated and the Clerk gave a report on crime for the previous month.

**Newsletter** - Issue 11, April 2014, of the Police newsletter Tackling Anti-Social Behaviour in our Community was noted.

#### 4. TO APPROVE THE MINUTES OF A FULL COUNCIL MEETING HELD ON 15 APRIL 2014

It was proposed by Councillor Brogden, seconded by Councillor Ms Rowe 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.

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

5.1 **Village Environment Committee meeting held on 30 April 2014** – noted

5.2 **Development, Planning, Highways & Safety Committee meeting held on 9 April & 30 April 2014** - noted

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

## 6. FINANCE & ADMINISTRATION

6.1 **To approve an updated Asset Register** – The proposed Asset Register had been circulated prior to the meeting. It was proposed by Councillor Credland, seconded by Councillor Mrs Hudson and agreed unanimously to adopt the Asset Register.

**Resolved:** To adopt the updated Asset Register

6.2 **To approve an updated Statement of Policy on the Local Government Pension Scheme (LGPS) following implementation of the revised scheme on 1 April 2014** – The proposed policy had been prepared by the Clerk in line with the LGPS recommendations and in consultation with the Chairman and had been circulated prior to the meeting. Following discussion it was proposed by Councillor Mrs Galbraith, seconded by Councillor Mrs Hudson and agreed unanimously to adopt the Town Council updated Statement of Policy on the Local Government Pension Scheme.

**Resolved:** To adopt the Town Council updated Statement of Policy on the Local Government Pension Scheme

6.3 **To decide on Town Council insurance renewal** – The Clerk had reviewed the Town Council's insurance, obtained quotes and reported to the Chairman. The review and quotes were considered. Following discussion it was proposed by Councillor Mrs Galbraith, seconded by Councillor Mrs Smith and agreed unanimously to enter a five year deal with Zurich at a cost of £703.35

**Resolved:** Town Council insurance to be on a five year deal with Zurich at £703.35

6.4 **To note receipt of the East Riding of Yorkshire Council Local grant**) – it was noted that a grant of £2512.04 had been received from East Riding of Yorkshire Council towards new tables and water boilers for the refurbishment of the Village Hall which is the Town Council's designated emergency centre.

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

It was agreed to purchase new wall baskets for outside the Town Council office and to pay to remove rubbish left by In Bloom behind the Town Council office. It was noted that In Bloom had been asked twice to remove the rubbish, however, more had been added. The Clerk was asked to keep a note of all expenditure for In Bloom matters.

<b>Income</b>	Precept	75,300.00	
	ERYC Local Grant	2,512.04	
	Allotment Assc. - rent	548.00	
<b>Expenditure</b>			
Salaries	staff	3,333.34	Remuneration
Inland Revenue	NIC/PAYE/EMPNIC	1,025.32	Remuneration
ERYC	Pension	1,305.51	Remuneration
Southern Electric	office electric - dd	61.91	Office Accommodation
		3.09	vat
ERYC	Council tax - dd	153.00	Office Accommodation
Stafforce	agency worker	27.90	Agency Workers
		5.58	vat
Zurich	Insurance	703.35	Administration
Zurich - LCAS membership/H&S seminar		95.00	Administration
		19.00	vat
PPH Commercial	service charge balance	21.62	Office Accommodation
Communicorp	publication subscription	144.00	Administration
Petersons (GB) Ltd	printer cartridges	214.60	Allotments
		42.92	vat
Altodigital	copier charges - dd	4.94	Administration
		0.99	vat

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

Mrs LJ Smith	travel	15.75	Administration
	2 x filled hay baskets	100.00	Office Accommodation
SLCC Enterprises Ltd – seminar		69.00	Administration
		13.80	vat

It was proposed by Councillor Ms Rowe, seconded by Councillor Mrs Smith 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 NOTE THE CLEAN-UP OF THE FOOTPATH FROM SKILLINGS LANE TO BROUGH STATION BY FIRST TRANSPENNINE EXPRESS AND DONATION OF LITTER BIN FOR SKILLINGS LANE AT THE END OF THE FOOTPATH

**Footpath clear-up** - Following a request by a member of the public, the Clerk had contacted First Transpennine Express to request the footpath be cleaned. The Station Manager had organised a clean up the following day and 30 bags of rubbish had been removed. First Transpennine Express have now added the footpath to their maintenance schedule and have agreed to fund a litterbin to be sited on Skillings Lane near the end of the footpath to the station.

**Station lighting** - Ward Councillor Galbraith reported that one of the new platform lights is extremely bright and shines directly into neighbouring houses. Councillor Galbraith had written to the Station Manager to ask if a deflector could be put on the light.

#### 8. TO CONSIDER THE ELLOUGHTON ROAD PLAY AREA REFURBISHMENT PROJECT

It had already been agreed that the old '10+' age group equipment in the play area needs to be replaced. The trapeze had already been removed for safety. It was agreed that the play area contains a wide range of play equipment for the younger age group but the '10+' equipment is the only piece of equipment specifically designed for the older age group and it needs to be replaced.

Following the Town Council's allocation of £10,000 towards replacing the equipment (minute reference ETC 2013/14-54) Councillor Mrs Brogden and the Clerk had carried out considerable research into play equipment and had consulted local children about the kind of equipment they would prefer. Using the children's preferences three quotes for different schemes had been obtained and another consultation carried out with local children to find their preferred scheme. A clear winner had been the scheme submitted by HAGS SMP costing £25,000. Councillor Mrs Brogden gave a report and Members considered the schemes/quotes.

It was proposed by Councillor Ms Rowe, seconded by Councillor Mrs Smith and agreed unanimously to:

- go forward with the HAGS SMP scheme
- apply to the Atkinson Foundation for approval
- apply to WREN for funding, with the Town Council as the Contributing Third Party Funder

It was agreed that an application would be made to the Atkinson Foundation and to WREN when further technical information had been made available. The application to WREN to be for £15,000 towards the project which, together with the £10,000 already set aside, totals £25,000. The contributing third party funding at 11% of the project cost to be paid by the Town Council (£1,650).

**Resolved:** To go forward with the teenagers preferred play equipment scheme from HAGS SMP for £25,000. To apply to the Atkinson Foundation for permission and apply to WREN for funding. Town Council to be the Contributing Third Party Funder.

#### 9. TO CONSIDER THE ELLOUGHTON ROAD PLAY AREA/VILLAGE HALL CCTV PROJECT

Councillor Mrs Brogden gave a report. A meeting is to be arranged between the Police, the Town Council and the CCTV Company.

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

## 10. TO CONSIDER A PETITION TO THE TOWN COUNCIL TO EMPLOY A LITTER PICKER

The Petition was considered. Members agreed that one amenity sweeper is inadequate for an urban area of such large population. The Chairman reported that alternative arrangements with the East Riding of Yorkshire Council (ERYC) had been in place since the summer of 2013. The Town Council is very pleased that the scheme, which includes sweeping in every street in Brough and Elloughton, had resulted in an improvement in sweeping in many localities and the sweeping of autumn leaves had vastly improved. ERYC had reported a few problems with mechanical sweepers being off the road prior to the Yorkshire In Bloom Spring Judging held on 4 April 2014. Unfortunately, this had led to a build-up of litter. However, mechanical sweeping had been back on track by the middle of April and the Town Council will continue to monitor it.

The Chairman reported that the Town Council does not have the expertise or resources to use mechanical sweeping vehicles. If the Town Council took over street sweeping from ERYC there would be a need to employ several Amenity Sweepers with barrows, plus associated storage costs. It was noted that there had been a zero increase to residents for the Precept but general costs and employment costs continue to rise so to fund such a project the Town Council would need to drastically increase the precept. Members agreed unanimously that it is neither financially viable nor necessary for the Town Council to employ litter pickers.

## 11. EAST RIDING OF YORKSHIRE COUNCIL

- 11.1 **To receive a report from the Haltemprice and Hunsley Community Partnership** - Councillor Galbraith gave a report on a meeting held at Brantingham Village Hall. Alan Bravey of ERYC had given an update on emergency planning, which will be useful when the Town Council review of the Emergency Plan is carried out.
- 11.2 **To receive a report on the adoption of roads and open spaces** (Councillor Galbraith) – nothing to report.
- 11.3 **To note the latest Parish News** – noted
- 11.4 **To consider an invite to the Annual Town/Parish Council Liaison Meetings** – noted, no Members could attend.
- 11.5 **To note an initial briefing meeting regarding the ERYC referendum for Wards which may be affected by the proposal by Hull City Council to expand its administrative boundaries into the East Riding** – The Chairman and Vice-Chairman had attend the meeting. The referendum will be held in September. Discussion followed.
- 11.6 **To consider the Traffic Regulation Order to change one parking bay in Station Road to three hours restricted parking/permit parking with no return within 3 hours** - noted
- 11.7 **To discuss the possibility of an NHS dental practice for the parish** - Councillor Mrs Smith reported on the possibility of an NHS dental practice coming to the parish. It was noted that in recent years two NHS Dental Practices had changed to private practices. It was agreed that the Town Council would welcome an NHS dental practice for the community.
- 11.8 **To note the submission of the ERYC Proposed Submission Strategy Document and Allocations Document on Tuesday 29 April 2014 to the Secretary of State for an Examination in Public** - noted

## 12. TO RECEIVE AN UPDATE ON THE BROUGH SOUTH LIAISON GROUP

Councillor Galbraith is to be Chairman of the Liaison Group in his capacity of Ward Member. Meetings will start in late July and will be held in public. Councillor Galbraith intend to hold pre-meetings with interested parties to seek public opinion. It was agreed that the Town Council representatives would be the Chairman and Vice-Chairman.

**13. TO CONSIDER MATTERS FROM EAST RIDING & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION AND TO NOTE THE LATEST NEWSLETTER**

Councillor Galbraith gave a report on a recent executive meeting and the newsletter was noted.

**14. TO CONSIDER MATTERS FROM HUMBER & WOLDS RURAL COMMUNITY COUNCIL/ EAST RIDING VOLUNTARY ACTION SERVICES AND TO NOTE THE LATEST NEWSLETTER**

Nothing to report, newsletter noted.

**15. TO RECEIVE A REPORT FROM THE WORKING GROUP REVIEWING THE TOWN COUNCIL EMERGENCY PLAN AND WINTER EMERGENCY PLAN - Nothing to report.**

**16. TO RECEIVE COMMUNITY REPORTS**

**Unity Youth Club** – the youth club will launch on 4 July 2014 at Blackburn Club.

**Village Hall** – Councillor Mrs Brogden gave a report. The Hall has been closed for decorating.

**In Bloom** - It was noted that Summer Judging is to be held on 15 July 2014.

**Brough & South Cave Patient Participation Group** – the Chairman gave a report.

**Community Led Planning Group (CLP)** – The Chairman gave a report.

**17. TO NOTE THE NORTH LINCOLNSHIRE LOCAL DEVELOPMENT FRAMEWORK – HOUSING & EMPLOYMENT LAND ALLOCATIONS REVISED SUBMISSION DRAFT 2014**

The report was noted.

**18. TO NOTE DATE OF NEXT MEETINGS**

The next Full Council Meeting is to be held at 7pm on Tuesday 17 June 2014.