

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL****MINUTES OF A TOWN COUNCIL MEETING HELD ON TUESDAY 17 NOVEMBER 2015  
AT BROUGH COMMUNITY CENTRE, CENTURION WAY, BROUGH**

**Public Forum:** Three members of the public and two Ward Councillors were present.

Two members of the public spoke strongly against the purchase of a chain of office. The Chairman gave a response and discussion followed. A member of the public asked that local residents be asked their views. A member of the public asked the Town Council to consider carefully a decision to purchase a chain of office and to consider asking businesses to donate towards it. See also Item 8.

A member of the public reported a refuse collection lorry is continuing to park on the pavement at Centurion Way, despite having been reported to the East Riding of Yorkshire Council. It was reported that there is now a rut in the pavement and a metal water meter cover is protruding. Ward Members agreed to deal with the matter.

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

**1. TO ACCEPT APOLOGIES**

All members were present.

**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**

PCSO Lynch was present at the meeting and gave a report on crime figures. The Chairman, on behalf of the Town Council, asked PCSO Lynch if the police would meet with the Community Led Planning (CLP) group to see if there is any action the police can reconsider in order to address their concerns. PCSO Lynch agreed. Councillor Muzaffar agreed to liaise with PCSO Lynch to arrange a meeting with the CLP group and the police. Discussion followed. See Item 9.

**4. TO APPROVE THE MINUTES OF A FULL COUNCIL MEETING HELD ON 20 OCTOBER 2015**

It was proposed by Councillor Mrs Galbraith, seconded by Councillor Ms Rowe and agreed 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**

5.1 **Village Environment Committee meeting held on 14 October 2015** – noted

5.2 **Development, Planning, Highways & Safety Committee meeting held on 14 October 2015** - noted

**6. TO CONSIDER A GRANT APPLICATION FROM BROUGH METHODIST CHURCH FOR A PUBLIC USE DEFIBRILLATOR TO BE INSTALLED OUTSIDE THE CHURCH (DEFERRED FROM LAST MEETING) AND ALSO TO CONSIDER THE PURCHASE OF DEFIBRILLATORS**

It was noted that the price quoted by the Church had been considerably more than the £1,270 (ex vat) quoted by the Yorkshire Ambulance Service (YAS).

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

It was agreed that purchase through YAS would be preferable. As the community is so large and widespread it was agreed that two defibrillators would be needed, one for Elloughton and one for Brough. Following consideration of suitable locations it was agreed that the ideal locations would be Brough Methodist Church and the East Yorkshire Motor Services depot in Elloughton. The following resolution was proposed by Councillor Mrs Duckles, seconded by Councillor Scaife and agreed unanimously.

**Resolved:** To purchase two defibrillators, one for Brough and one for Elloughton

It was proposed by Councillor Galbraith, seconded by Councillor Mrs Galbraith and agreed unanimously to apply to the East Riding of Yorkshire Council (ERYC) Local Grant Fund for funding for the two defibrillators and cabinets. Preferably one to be placed on the wall of the Methodist Church in Brough and one to be placed on the wall of the EYMS bus Station in Elloughton. The Town Council will pay for installation and connection to the electrical supply plus any electrical work required to connect to the supply.

**Resolved:** To apply to the ERYC Local Grant Fund for funding for two defibrillators and cabinets for Elloughton and Brough for public use. The Town Council will pay for installation and connection to the electrical supply plus any electrical work required to connect to the supply.

#### **7. TO RECEIVE A REPORT FROM EAST RIDING OF YORKSHIRE COUNCIL (ERYC) WARD MEMBERS**

Councillor Galbraith reported on ERYC Overview and Scrutiny visits and a visit made by Ward Councillors to view facilities at the Queens Centre at Castle Hill Hospital. He informed Council of funding obtained by ERYC for the 'Health Through Warmth' scheme. Funding is available for people to apply for to heat their home to aid recovery when discharged from hospital. Councillor Galbraith also reported on an agenda item on the ERYC Full Council meeting of 18 November 2015 regarding Humberside Police force

Ward Councillor Mrs Smith reported on the Prowdes charity and asked if Members knew of anyone who may benefit to contact her. It was agreed to put a piece in the Petuaria Press.

Ward Councillor Meredith reported on a visit to the Humber Enterprise Park. Ward Members and Town Councillors are asked to promote the facilities.

#### **8. TO CONSIDER DESIGNS, COSTS AND PURCHASE OF A CHAIN OF OFFICE**

The Chairman gave a report. It was noted that the design picked by the majority of Members who responded to the Chairman via email would cost circa £4,000. The cost would include a pendant and chain and a Consort pendant on ribbon. Following discussion it was proposed by Councillor Galbraith, seconded by Councillor Mrs Brogden and agreed by the majority that in principle the Town Council are in favour of a chain of office as it would raise the profile of Elloughton-cum-Brough within the East Riding. Councillor Mrs Duckles requested that all members voting against the proposal be recorded in the minutes. Councillors Mrs Duckles, C Duckles, P Duckles and Luckraft voted against the proposal and asked for it to be noted that they objected to the purchase of a Chain of Office from Council funds. Councillor Muzaffar abstained.

**Resolved:** In principle the Town Council are in favour of a chain of office to raise the profile of Elloughton-cum-Brough within the East Riding.

Councillor Galbraith proposed the Town Council purchase a chain of office, from existing Town Council funds, to enhance the settlement of Elloughton-cum-Brough for the benefit of residents and to become a community asset and a symbol for the town. The proposal was not seconded.

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

Lengthy discussion took place and opinions both for and against the need for a chain of office were strongly expressed. It was proposed by Councillor Luckraft, seconded by Councillor C Duckles and agreed by the majority to ask the public for their view via the Petuaria Press.

**Resolved:** To ask the public for their view on a Chain of Office for the Town Council.

It was agreed that to achieve this a questionnaire is to be included in the next Petuaria Press with wording agreed at the meeting to be as follows.

*At a meeting of Elloughton-cum-Brough Town Council held on 17 November 2015, Members agreed by the majority that in principle they are in favour of the Town Council having a Chain of Office because, in the Council's view, it will raise the profile of Elloughton-cum-Brough within the East Riding. The cost is circa £4,000. The Council seeks resident's views asking the following questions: Do you agree with a Town Council Chain of Office? Yes/No. If you agree would you prefer it to be funded by a) public donation or b) from existing Council funds? Copies of the form will be accepted. Name, address and signature required.*

It was proposed by Councillor Ms Rowe, seconded by Councillor Muzaffar and agreed by the majority that Councillors should look into public donation.

**Resolved:** Councillors to look into public donation

#### 9. TO CONSIDER A LETTER AND REPORT FROM THE COMMUNITY LED PLANNING (CLP) GROUP

All Members had received a copy of a letter and report from the CLP group. Following consideration it was noted that the Town Council had been told several times by both the Police and the East Riding of Yorkshire Council (ERYC) that the ERYC traffic surveys of Elloughton and Brough did not meet the criteria for traffic management or for police speed checks. Ward Members had advised the CLP that the best and official way forward would be to action the police via the Town Council and at Item 3 the Chairman, on behalf of the Town Council, had asked PCSO Lynch if the police would meet with the Community Led Planning (CLP) group to see if there is any action the police can reconsider in order to address their concerns. PCSO Lynch had agreed. Councillor Muzaffar, as the Town Council's dedicated Councillor to the CLP, had agreed to liaise with PCSO Lynch to arrange a meeting with the CLP group and the police.

#### 10. TO RECEIVE COMMUNITY REPORTS

**Village Hall** - Councillor Mrs Brogden gave a report. The Management Committee are making grant applications to fund a new disabled ramp and to replace guttering.

**Petuaria Community Forum (PCF)** – Councillor Galbraith gave a report on the Scarecrow festival which had been very successful and reported they may organise more events in the future. He gave the Town Council an update the High Street Funding Grant spend to date and passed the Clerk the accounts to date. The Forum are seeking permission from the East Riding of Yorkshire Council to reallocate £850 of the High Street Grant Funding to two highway seats for Elloughton-cum-Brough, to replace two of the old concrete and wood seats. The Town Council thanked the PCF for the proposed offer of the seats.

#### 11. TO CONSIDER AN EAST RIDING OF YORKSHIRE COUNCIL CONSULTATION ON A PROPOSED LEGAL EVENT ORDER TO LEGALLY RECORD INGS LANE FOOTPATH, CREATED IN 1959 FOLLOWING A HIGHWAYS STOPPING UP ORDER, TO ALLOW FOR THE FOOTPATH TO BE SHOWN ON THE DEFINITIVE MAP

Councillor Mrs Duckles gave a report. It was proposed by Councillor Scaife, seconded by Councillor Mrs Galbraith and agreed unanimously to support the Legal Event Order.

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

**12. TO CONSIDER A REQUEST FROM WELTON PARISH COUNCIL TO INSTALL A NOTICEBOARD AT THE JUNCTION OF LOXLEY WAY, ELLOUGHTONTHORPE WAY AND CONSTABLE WAY FOR THEIR PARISH**

It was proposed by Councillor Ms Rowe, seconded by Councillor Mrs Galbraith and agreed unanimously that it would be too confusing to have a Welton Parish Council noticeboard in Brough. Members suggested an alternative more appropriate site might be outside Welton School within the Welton boundary.

**13. TO CONSIDER MATTERS FROM THE HUMBER & WOLDS RURAL COMMUNITY COUNCIL**

Councillor Mrs Brogden is to attend the HWRCC's 40<sup>th</sup> Anniversary and Annual General Meeting to be held on 18 November 2015 at Barton on Humber.

**14. TO CONSIDER MATTERS FROM THE EAST RIDING & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION**

Councillor Galbraith gave a report. The latest newsletter was noted.

**15. FINANCE & ADMINISTRATION**

**15.1 To consider a grant application from the British Red Cross** – The Red Cross are raising funds to equip a new Fire and Emergency Support Vehicle which will be used to give immediate practical support to victims of fire within the East Riding. Following discussion it was proposed by Councillor Ms Rowe, seconded by Councillor Muzaffar and agreed unanimously to give a grant of £100.

**Resolved:** Council will, in accordance with the powers under Section 137 of the Local Government Act 1972, incur the following expenditure which, in the opinion of the Council, is in the interests of the area and its inhabitants and will benefit them in a manner commensurate with the expenditure: to give a grant of £100 to the British Red Cross towards equipping a new Fire and Emergency Support Vehicle.

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

**Income**

ERYC - precept	75,562.50
Christmas Tree Festival sponsorship	40.00

**Expenditure**

		<b>amount</b>	<b>vat</b>	<b>total</b>	<b>budget</b>
Salaries	staff	3,355.40		3,355.40	Remuneration
Inland Revenue	NIC/PAYE/EMPNIC	1,099.24		1,099.24	Remuneration
ERYC	Pension	1,376.71		1,376.71	Remuneration
ImageData	printing	381.00		381.00	Arts and publicity
Southern Electric	office electric - dd	56.19	2.81	59.00	Office Accommodation
ERYC	Council Tax - dd	156.00		156.00	Office Accommodation
altodigital	copier charges	5.43	1.09	6.52	Administration
ERYC	salt bin maint/fill	646.00	129.20	775.20	Village Environment
A Johnson	internal audit	233.40		233.40	Administration
Stafforce	agency workers	116.00	23.20	139.20	Agency Workers
ERYC	refuse sacks	28.50	5.70	34.20	Village Environment
	street lighting				
ERYC	agreement	1,502.95	300.59	1,803.54	Street Lighting
Glasdon UK Ltd	seat	368.71	73.74	442.45	Village Environment
HAGS-SMP Ltd	play area inspection	40.00	8.00	48.00	Village Environment
MJ Credland	ink cartridges	10.26	2.05	12.31	Administration

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

ER & NL SLCC	clerk training	20.00	20.00	Administration
Mrs LJ Smith	travel	98.55	98.55	Administration
	stamps	63.00	63.00	Administration
	supplies (no vat)	4.80	4.80	Administration
	window cleaning	10.00	10.00	Office Accommodation

It was proposed by Councillor Mrs Galbraith, seconded by Councillor Mrs Brogden 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.

15.3 **To consider the Internal Auditor's Report** - Copies of the Internal Auditor's report had been circulated to Members. The report was considered and discussed. It was noted that the Internal Auditor remained satisfied that the financial records of the Council continue to be well maintained and are free from error with no matters of concern. Following consideration of the report the following resolution was proposed by Councillor Credland, seconded by Councillor Mrs Brogden and agreed unanimously.

**Resolved:** To approve the Internal Auditor's Report.

15.4 **Play Area Zip Wire Project** – The Clerk and Councillor Mrs Brogden gave an update on the Play Area zip wire project. A reply had been received from the Atkinson Foundation and all issues they raised are being addressed. ERYC had notified the Clerk the day before the meeting that the deadline for applications for Commuted Sums had been brought forward to 8 January 2016. It was hoped to have schemes and quotes to present to Council at the December meeting for approval in order for an application to be made for Commuted Sums. Following discussion it was agreed to include prices for a roundabout and three rockers for the younger age group, fencing for the zip wire, levelling and topsoil/turf for the grassed area, new shrubs/trees and three new seats.

## 16. EAST RIDING OF YORKSHIRE COUNCIL (ERYC)

16.1 **To consider a request from ERYC for topics for their Overview and Scrutiny committees to scrutinise** – deferred to next meeting

16.2 **To note the latest East Riding Parish News** – noted

## 17. TO NOTE THE FINAL BROUGH STATION TRAVEL PLAN FROM TRANSPENNINE EXPRESS

The travel plan was noted.

18. **TO NOTE THE NEXT FULL COUNCIL MEETING IS TO BE HELD AT 7PM ON TUESDAY 15 DECEMBER 2015** – noted.