

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL
MINUTES OF A TOWN COUNCIL MEETING HELD ON TUESDAY 20 DECEMBER 2016
AT BROUGH COMMUNITY CENTRE, CENTURION WAY, BROUGH**

Public Forum – Two residents were present, one spoke on a report he had written to Members (Item 13). The other spoke on the continuing need for improved road safety on Main Street.

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

1. TO ACCEPT APOLOGIES

Apologies were accepted from Councillor Mrs Credland, Ms Rowe, Scaife and the police.

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 15 NOVEMBER 2016

It was proposed by Councillor Mrs Galbraith, seconded by Councillor Mrs Brogden 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 **Arts, Publicity and Fundraising Committee meeting held on 9 November 2016** - noted

4.2 **Development, Planning, Highways and Safety Committee meeting held on 9 November 2016** - noted

5. TO CONSIDER AND AGREE AN AMOUNT FOR THE COUNCIL'S PRECEPT REQUEST TO THE EAST RIDING OF YORKSHIRE COUNCIL (ERYC) FOR THE 2017/18 PRECEPT

Following lengthy consideration of the Clerk's precept report, it was proposed by Councillor Mrs Galbraith, seconded by Councillor Muzaffar and agreed unanimously to request a Precept of £154,860. It was noted that Wolds & Riverbank Countryside Society send regular updates.

Resolved: To request a Precept from ERYC of £154,860 for 2017/18, with budgets as follows:

| | | |
|--|---|----------------|
| Footway Lighting Maintenance | | 1,600 |
| Remuneration | | 76,000 |
| Agency Workers | | 5,100 |
| Administration | | 7,500 |
| Parish Office Accommodation | | 11,500 |
| Village Environment (including street furniture) | | 15,000 |
| Arts & Pubs | | 4,800 |
| Grants | Village Hall s145 | 2,000 |
| | Cemetery s214(a) | 2,000 |
| | Citizens Advice Bureau s142(2a) | 4,000 |
| Grants S137 | WRCS for use within the parish boundary | 800 |
| | Playing Field Association | 600 |
| | Ell/Brough in Bloom | 1,000 |
| | Brough Voluntary Action | 1,200 |
| | Grants for Community Groups | 4,000 |
| Salt Bin Refills | | 2,160 |
| Projects/Contingencies | | 13,600 |
| Reserves | | 2,000 |
| | Total | 154,860 |

Signed as a True and Accurate Record by the Chairman Date

The East Riding of Yorkshire Council recommended tax base of 3,769 Band D equivalent for Elloughton-cum-Brough had been approved by Cabinet on 13 December 2016. Therefore, there will be no increase on the Council Tax Precept for residents on any Council Tax Banding.

6. TO RECEIVE A REPORT FROM THE PETUARIA REVISITED WORKING GROUP

The Chairman and Councillor Galbraith gave a report. A meeting with the university is to take place in January.

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

The Clerk reported the officer had been off sick and there had been a delay in obtaining the licence. It was hoped the licence would be granted in January.

8. TO RECEIVE COMMUNITY REPORTS

8.1 **To receive a report from Brough Community Centre** - Councillor Muzaffar gave a reported. The Trustees had met recently and everything is running smoothly at the Community Centre.

8.2 **To receive a report from the Petuaria Community Forum** - Councillor Galbraith gave a report, the next meeting is to be held in February.

8.3 **To receive a report from the Village Hall Committee** - Councillor Mrs Brogden gave a report. The Chairman is to resign at the AGM in March and an appeal has been put in the next issue of the Petuaria Press for more Trustees.

8.4 **To receive a report from the Community Led Planning group** – Councillor Muzaffar gave a report. Although the group had met two weeks previously, Councillor Muzaffar reported that there was nothing new to report.

9. FINANCE & ADMINISTRATION

9.1 **To consider the Internal Auditor's report** - 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. The following resolution was proposed by Councillor Muzaffar, seconded by Councillor Mrs Galbraith and agreed unanimously.

Resolved: To approve the Internal Auditor's Report.

9.2 **To approve the Responsible Financial Officer's report and cheques for signature** - It was noted that the Commuted Sums Grant had been received from the East Riding of Yorkshire Council.

| Income | | | | | |
|--------------------------|----------------------|---------------|------------|--------------|----------------------|
| ERYC Commuted Sums grant | | 20,388.68 | | | |
| Expenditure | | amount | vat | total | budget |
| Salaries | staff | 3,427.40 | | 3,427.40 | Remuneration |
| Inland Revenue | NIC/PAYE/EMPNIC | 1,199.95 | | 1,199.95 | Remuneration |
| ERYC | Pension | 1,455.11 | | 1,455.11 | Remuneration |
| Southern Electric | office electric - dd | 70.48 | 3.52 | 74.00 | Office Accommodation |
| ERYC | Council Tax - dd | 157.00 | | 157.00 | Office Accommodation |
| PPH | rent - dd | 1,950.00 | | 1,950.00 | Office Accommodation |
| PPH | service charge | 126.61 | | 126.61 | Office Accommodation |
| HAGS-SMP | repairs | 876.00 | 175.20 | 1,051.20 | Village Environment |
| HAGS-SMP | inspection | 40.00 | 8.00 | 48.00 | Village Environment |
| Lodge Landscapes | Xmas Tree | 46.67 | 9.33 | 56.00 | Village Environment |
| ERYC Supplies | Refuse sacks | 38.85 | 7.77 | 46.62 | Village Environment |

| Expenditure | | amount | vat | total | budget |
|--------------------|----------------------------|---------------|------------|--------------|---------------------|
| Mrs LJ Smith | workwear for sweeper | 15.00 | 3.00 | 18.00 | Village Environment |
| | emergency box supplies | 29.70 | 5.94 | 35.64 | Administration |
| | red/white barrier tape | 22.40 | 4.48 | 26.88 | Administration |
| | supplies | 20.25 | 2.25 | 22.50 | Administration |
| | SLCC training day | 10.00 | | 10.00 | Administration |
| SLCC | membership | 250.00 | | 250.00 | Administration |
| ERYC | lighting service agreement | 1,517.95 | 303.59 | 1,821.54 | Administration |
| Stafforce | Agency workers | 372.64 | 74.53 | 447.17 | Agency Workers |
| HAGS-SMP | Inspection | 40.00 | 8.00 | 48.00 | Village Environment |

It was proposed by Councillor Luckraft, seconded by Councillor P Duckles 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

It was proposed by Councillor Credland, seconded by Councillor Mrs Duckles and agreed unanimously to pay staff salaries and the PPH service charge by Standing Order from January 2017.

Resolved: To pay staff salaries and the PPH service charge for the office by Standing Order from January 2017.

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

Councillor Galbraith reported the results of the Bus Consultation. The consultation proposals are to be adopted, which means the Town Bus subsidies are to be removed throughout the county. Therefore, Brough Town Bus will go. Councillor Galbraith also reported on domiciliary care and care centre proposals for the county.

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

- 11.1 **To consider a letter from ERYC regarding their Local Paths Partnership Review** - Councillor Galbraith a report. It was noted that from 2017/18 grants will only be given for improvement projects.
- 11.2 **To receive reports from Councillors on which areas they have replaced the peel off dog signs** – Members who had placed their stickers updated the map of locations.
- 11.3 **To report on the success of the Smiley SIDS and to decide on locations for a further request to ERYC** - Discussion took place on suitable locations for further Smiley SIDs. It was proposed by Councillor Galbraith and seconded by Councillor Muzaffar that the Town Council ask for the locations requested by the two members of the public who had attended the meeting, agreed unanimously.

Resolved: The Town Council's preferred locations for future SIDs are south bound on Elloughton Road by number 94 and westbound on Stockbridge Road by Drovers Rise

11.4 **To consider nominations for the Chairman's Awards 2017** – noted.

11.5 **To note the Neighbourhood Planning News for Winter 2016/17** – noted.

12. TO RECEIVE AN UPDATE ON THE ANNUAL REVIEW OF THE TOWN COUNCIL EMERGENCY PLAN AND SNOW EMERGENCY PLAN

Councillor Mrs Duckles reported the review had been completed and all radios are fully charged.

13. TO CONSIDER A REPORT FROM A RESIDENT ON TRAFFIC ISSUES IN ELLOUGHTON AND BROUGH

Members had received a written report from a resident who attend the meeting. The report was considered along with the resident's verbal report given in the public forum. Lengthy discussion took place. Councillor Galbraith reported that the same problems are being encountered county wide and also nationally. See also Item 11.3 for Smiley SID location requests.

14. TO CONSIDER MATTERS RELATING TO THE EAST RIDING & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA)

14.1 **To note the latest newsletter** – noted. It was noted that planning training is to take place on 24 March 2017 at the Village Hotel, Hessle.

14.2 **To receive a report from the 2016 Annual Conference held on 18 November 2016** – Councillor Galbraith and Councillor Mrs Galbraith gave reports on a very interesting and varied conference.

14.3 **To consider the NALC survey on Members' Allowances** - noted

15. TO CONSIDER MATTERS RELATING TO HUMBER & WOLDS RURAL COMMUNITY COUNCIL (HWRCC)

15.1 **To receive a report on the AGM held on 16 November 2016** – Councillor Mrs Brogden gave a report on the AGM.

15.2 **To note the latest newsletter** - noted

16. TO NOTE THE ANNUAL HUMBER CONFERENCE HELD ON 29 NOVEMBER 2016 AT HULL GUILDHALL - noted

17. TO NOTE THE NEXT FULL TOWN COUNCIL MEETING TO BE HELD AT 7PM ON TUESDAY 17 JANUARY 2017 AT BROUGH COMMUNITY CENTRE