

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL
MINUTES OF A TOWN COUNCIL MEETING HELD ON TUESDAY 20 FEBRUARY 2018
AT BROUGH COMMUNITY CENTRE, CENTURION WAY, BROUGH**

Public Forum: Mr. Peter Hirschfeld (Humber and Wolds Rural Action) attended the meeting to promote the Community Led Housing initiative which, with support from the Community Housing Fund, provides affordable housing developments in rural communities.

Present: Councillors Mrs. Bentley, Mrs. Brogden, Credland (Chairman), Davis, Mrs. Duckles, C. Duckles, Mrs. Galbraith (Vice-Chairman), A. Galbraith, Luckraft, Muzaffar and Ms. Rowe.

1. **TO ACCEPT APOLOGIES OF ABSENCE** – Councillor P. Duckles
2. **TO ACCEPT DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**
No declarations of interest received.
3. **TO ACCEPT THE MINUTES OF THE PREVIOUS MEETING HELD ON 16 JANUARY 2018**
It was proposed by Councillor Ms Rowe, seconded by Councillor Mrs Galbraith and agreed unanimously that the minutes of the meeting held on the 16th January 2018 be signed as a true and accurate record.
4. **TO ACCEPT THE MINUTES OF THE PETUARIA REVISTED COMMITTEE HELD ON 2nd JANUARY 2018 AND 5TH FEBRUARY 2018**
Councillor Davis noted that the Agenda item should read “to accept the Minutes” and these be seen as read and noted. The signing of the minutes was deferred to the next Full Council Meeting.
5. **TO NOTE COMMITTEE MINUTES**
 - 5.1 Arts, Publicity and Fundraising Committee Meeting 10th January 2018 – Noted.
 - 5.2 Development, Planning, Highways and Safety 10th January 2018 – Noted.
6. **TO NOTE THE ADVERTISEMENT OF TOWN CLERK/RFO** – Noted.
7. **TO APPROVE THE CO-OPTION OF COUNCILLOR MRS ANNE BENTLEY ONTO COMMITTEES**
This item was deferred until Councillor Mrs. Bentley had attended some Committee meetings.
8. **TO DECIDE ON MATTERS RELATING TO PETUARIA REVISITED**
Councillor Credland reported that the Heritage Lottery Fund grant application had been unsuccessful. Three companies had verbally pledged financial support should the project go ahead, however as the HLF grant had been refused, consideration be given as to how to proceed. Councillor Credland said he could see the advantages of going down the route of creating a Community Interest Company (CIC).

Councillor Galbraith felt the project should remain as a partnership between the Town Council and the PFA, however concern was raised by various members that the estimates set out in the Petuaria Revisited Committee minutes of 5th February 2018 did not present adequate details of costings nor was there evidence of any risk assessments having been considered.

The Admin Assistant reminded Council of the Town Council’s Financial Standing Orders which stipulate that the Town Council cannot agree to go ahead with any project until a full financial risk assessment is undertaken.

Council was also advised that should the Town Council agree to the project (pending the necessary risk assessments) a budget would have to be set, however this would be in the 2019/20 financial year.

The Admin Assistant also informed that any sponsorships would have to be subject to a written legal agreement between the sponsor and recipient.

Following advice received from ERNLLCA and legal from the Town Council's Insurers (Zurich) it was recommended that the Petuaria Revisited Group form a CIC. This would enable the Group to apply for grants that would be unavailable to a Town Council led project.

All Members of the Council were given the opportunity to speak on the subject, the majority of Members felt that a CIC would be the best way forward for the project.

It was agreed that Council discuss Petuaria Revisited at an Extraordinary meeting of the Council and a date was set for Monday 12 March 2018 at 7.00 pm.

9 TO RECEIVE AN UPDATE ON THE FLAGPOLE

Councillor C. Duckles reported that the licence from ERYC has been signed and the relevant utility companies have no objection. A date for installation is now to be arranged with the contractor.

10 FINANCE AND ADMINISTRATION

10.1 To approve the accountant's report and payments

| Expenditure | | amount | vat | total | budget |
|-------------------------|---------------------------|-----------------|-------------|-----------------|----------------------|
| Salaries - January 2018 | staff | 2,667.49 | | 2,667.49 | Remuneration |
| HMRC - January 2018 | NIC/PAYE/EMPNIC | 1,023.14 | | 1,023.14 | Remuneration |
| Pension -January 2018 | ERPF | 1,071.22 | | 1,071.22 | Remuneration |
| Southern Electric | DD | 50.00 | | 50.00 | Office Accommodation |
| Lidl - Drinks | Petuaria Awards Ceremony | 37.47 | | 37.47 | Arts & Publicity |
| Duncan McMillan | Petuaria Press editorial | 1,225.00 | | 1,225.00 | Arts & Publicity |
| SLCC | Annual membership | 177.00 | | 177.00 | Office Accommodation |
| Image Data | Petuaria Press printing | 342.00 | | 342.00 | Arts & Publicity |
| HAGS SMP | I&M Inspect | 45.00 | 9.00 | 54.00 | Village environment |
| Garden Slave | Various jobs | 2,702.80 | | 2,702.80 | Village environment |
| ERNLCCA | good councillor guides*10 | 36.40 | 0.20 | 36.60 | Office Accommodation |
| Mrs V Herring | Amazon Xmas Lights | 21.99 | | 21.99 | Arts & Publicity |
| | | 9,399.51 | 9.20 | 9,408.71 | |

It was proposed by Councillor Mrs Brogden, seconded by Councillor Muzaffar and agreed unanimously to approve the finance report and authorise payments

10.2 To decide on a grant application – 1342 (Hawker Blackburn) Air Cadets

Following discussion, it was proposed by Councillor Mrs Duckles, seconded by Councillor Mrs Bentley and agreed unanimously that the Council will award a grant of £678.30 to the Royal Air Force Air Cadets.

11. TO RECEIVE COMMUNITY REPORTS

11.1 **Village Hall** – Nothing to report

11.2 **The Burrs, Playing Fields Association** – No report made.

12. TO CONSIDER INFORMATION RECEIVED ON COMPETING CYCLISTS ON THE A63 – Noted.

13. **TO RECEIVE A REPORT FROM EAST RIDING OF YORKSHIRE COUNCIL WARD MEMBERS**
Councillor Galbraith reported of a rise in Council tax to 5.99% which equates to an increase of just under £80 per year on a Band D property (3% ring-fenced for Adult Social Services.) There will be a substantial increased spend on adult social services. The Police Fire and Rescue precept has not been confirmed as yet.
14. **TO RECEIVE A REPORT FROM EAST YORKSHIRE LOCAL COUNCIL NETWORK –**
Nothing to report.
15. **TO CONSIDER MATTERS RELATING TO EAST RIDING OF YORKSHIRE COUNCIL (ERYC) –** Nothing to report.
16. **TO CONSIDER MATTERS RELATING TO THE EAST RIDING OF YORKSHIRE & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA)**
Councillor Mrs. Galbraith attended a training day at ERNLLCA and reported on the Parish Charter and ERYC Town and Parish Liaison partnership.

Councillor Mrs. Galbraith also attended a course on the General Data Protection Regulation Act which comes into force in May 2018.
17. **TO CONSIDER MATTERS RELATING TO HUMBER AND WOLDS RURAL COMMUNITY COUNCIL (HWRCC) –** Nothing to report.
18. **TO NOTE THE DATE OF THE NEXT MEETING –** An Extraordinary Meeting of the Full Council will precede the next Full Council Meeting – date to be agreed.