

Elloughton-cum-Brough Town Council
Minutes of a Town Council Meeting on Tuesday 26 June 2012
at Brough Community Centre, Centurion Way, Brough

Public Forum: None present

Present: Councillors Davis (Chairman), Mrs Galbraith (Vice-Chairman), Mrs Brogden, Credland, Mrs Duckles, Mrs Gill,

1. TO ACCEPT APOLOGIES

Apologies were noted from Councillors Burgess, Busk, Galbraith, Mrs Hudson, Ms Rowe and Mrs Smith. It was noted that the meeting had been put back a week to avoid clashing with the Olympic Torch Relay.

2. TO ACCEPT MEMBERS DECLARATIONS OF INTEREST AND REMIND MEMBERS THAT DECLARATIONS OF INTEREST MUST BE MADE AND RECORDED IN THE MINUTES EVEN IF AN INTEREST HAS ALREADY BEEN DECLARED IN THEIR REGISTER

Councillor Mrs Duckles declared a pecuniary interest in Item 12 Brough South Development. The proposed development adjoins her property on two sides and may have a detrimental effect thereon. She is also a member of the Best 4 Brough Action Group. Councillor Mrs Duckles signed the Declaration of Interest book.

3. POLICE ISSUES

3.1 To Receive an Update on crime figures – none available

3.2 To Note issues relating to anti-social behaviour and the request by police to the Town Council for a mobile phone for local use in relation to anti-social behaviour and speeding – note. The mobile is also being used in connection with Item 3.4. Councillor Mrs Gill reported that one of the seats at the Half Moon had been overturned. Clerk to ask Alan Coultish to see if it is repairable.

3.3 To Discuss the request by the Police to the Town Council to cut back the trees and bushes at Brough Haven to allow CCTV coverage – had been cut back on 24 June 2012.

3.4 To Receive an Update on Dog fouling ticketing and issues relating to the Dog Exclusion Zone at Elloughton Road Play Area – signs had been placed in the play area following reports by users that dogs are being taken into the park. Users of the park are now liaising with local police and the ERYC dog warden.

3.5 To Note the latest Humberside Police Parish/Town News Release – noted

4. TO APPROVE THE MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON 15 MAY 2012 AND FULL COUNCIL MEETINGS HELD ON 15 AND 29 MAY 2012

It was proposed by Councillor Mrs Brogden, seconded by Councillor Mrs Galbraith and agreed unanimously that the minutes of the Annual Meeting of the Council held on 15 May 2012 and Full Council Meetings held on 15 and 29 May 2012 all be signed as true and accurate records of the meetings.

5. TO NOTE COMMITTEE MINUTES

5.1 Village Environment Committee held on 16 May 2012 – noted

5.2 Development, Planning, Highways & Safety Committee meetings held on 16 May 2012 and 6 June 2012 – noted

Signed as a True and Accurate Record by the Chairman Date

5.3 **Arts, Publicity and Fundraising Committee 6 June 2012** – noted.

6. FINANCE REPORT

6.1 **To Note confirmation by Hull & East Riding Citizens Advice Bureau that the Town Council's grant of £5,000 for 2011/12 had been ring-fenced for the delivery of the outreach advice service in Brough and will be listed separately in their accounts** – noted. Confirmation had also been received that the £3,000 grant for 2012/13 will be ring-fenced for the outreach in Brough and listed separately in the accounts. The grant had released.

6.2 **To Note thank you letters from grant recipients** - noted

6.3 **To Consider the Audit Commission's consultation on appointment of external auditor for 2012/13 and future years** – noted, Council had no comments.

6.4 **To Approve the 2012/13 Asset Register** - It was proposed by Councillor Mrs Galbraith, seconded by Councillor Mrs Gill and agreed unanimously to approve the 2012/13 Asset Register.

Resolved: To approve the 2012/13 Asset Register.

6.5 To Approve the Responsible Financial Officer's Report and Cheques for Signature

Income	bunting sales	159.60	
June Expenditure			
Letterbox Deliveries	Jubilee day leaflet	94.60	arts & publicity
Mrs K Brogden	bunting	48.40	funded by sales
	bunting	71.60	balances
	hand waving flags	25.00	balances
Mrs K Brogden	hand waving flags/bunting	74.50	balances
GA Coultish	maintenance	640.00	village environment
Letterbox Deliveries	torch relay leaflet	94.60	arts & publicity
Zuric Management Services - LCAS membership		95.00	Administration
		19.00	vat
Recognition Express	name badges	105.50	Administration
		21.10	vat
Salaries	Office/amenity sweeping	3,192.47	Remuneration/Salaries
Inland Revenue	NIC/PAYE/EMPNIC	1,124.27	Remuneration
ERYC	Pension	1,218.14	Pension
Stafforce	agency workers	1,471.60	Agency Workers
		294.33	vat
Petersons (GB) Ltd	lazer printer & spare cartridges	293.00	Administration
		58.60	vat
Mrs LJ Smith	travel	66.00	Administration
	supplies	43.77	Office Accommodation
		8.75	vat
	erecting 'dog' signs play area	20.00	village environment
	Office cleaning	42.50	Office (no vat)
ERYC (Apr to Jan)	council tax - dd	146.00	Office Accommodation
PPH Commercial	rent - sto	1,950.00	Office Accommodation
PPH Commercial	office service charge	206.89	Office Accommodation
altodigital	copies	9.77	Administration
		1.95	vat
SLCC Enterprises Ltd	regional conference York	65.00	Administration
		13.00	vat
CPRE	membership	29.00	Administration

Signed as a True and Accurate Record by the Chairman Date

ERYC	refuse sacks	70.00	amenity sweeping
		14.00	vat
	supplies	25.91	Administration
		5.18	vat
Southern Electric	electricity	52.38	Parish Office
		2.62	vat
Redcliff	Torch leaflet printing	276.00	arts & publicity
Michael Wood	town crier	150.00	balances

It was proposed by Councillor Mrs Gilludson, seconded by Councillor Mrs 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.

7. TO RECEIVE A REPORT ON THE JUBILEE CELEBRATIONS HELD ON 2 JUNE 2012

Councillor Mrs Brogden gave a report on the very successful Jubilee celebration day that she had organised at the Village Hall on 2 June 2012 to celebrate the Queen's Diamond Jubilee. Councillor Mrs Brogden reported that a superb gateway had been erected by the Scouts, a fitting entrance to all the activities and entertainment from Elloughton School Choir, Brough School Maypole Dancers, Rachel Salmon Dance School and the Petuaria Players. Throughout the day there had been musicians playing and a musical workshop. Councillor Mrs Brogden thanked everyone who helped with organisation and all those who helped on the day to make it such an enjoyable occasion. Although the event was non-profit making, it had made £350 towards the Village Hall 'New Roof' fund. The evening event of music from around the world had been just as successful and had been organised by Will Richardson, the new Chairman of the Village Hall Management Committee. The Clerk and Members thanked Councillor Mrs Brogden for the many hours and days she had put into organising a fantastic community event.

8. TO RECEIVE A REPORT ON THE TOWN CRIER EVENT HELD ON SUNDAY 17 JUNE 2012 AND THE OLYMPIC TORCH RELAY HELD IN BROUGH AND ELLOUGHTON ON THE MORNING OF TUESDAY 19 JUNE 2012

The Chairman gave a report on both events. He felt that the Town Council has proved beyond doubt that Elloughton-cum-Brough is a good place to be, with a real community spirit. Both events had been superb and a credit to everyone involved, it is lovely that everyone pulled together to celebrate this momentous occasion. Both he and the Clerk had received overwhelmingly positive feedback from residents for both events. The Chairman thanked the Clerk for her work on the events and thanked Councillors for helping and taking part in the events. The Clerk had written to thank everyone involved in the organisation. Special thanks go to Terry Gill for putting up the flags, Morrisons for the large flags and union jack bunting and to Michael Wood the Town Crier.

9. MATTERS RELATING TO THE LOCALISM ACT 2011 CODE OF CONDUCT

9.1 To Note information and advice received from the East Riding of Yorkshire Council (ERYC) and from the East Riding/North Lincolnshire Local Council Association (ERNLLCA) on the Localism Act 2011 Code of Conduct – Various papers had been circulated by email. The Clerk recommended that Members read all the paperwork carefully, in particular the ERYC's Checklist for Town and Parish Councils. It was noted that Members Declarations of Interest forms must be displayed on the website.

9.2 To Approve and Adopt a new Town Council Code of Conduct and Members to sign the Agreement Form – Councillor Mrs Galbraith gave a report on the ERYC training seminar she had attended at County Hall. She recommended adoption of the ERYC Code. The Clerk reported that all the advice she had received, from various sources, recommended adopting the higher authority code. In accordance with the provisions of the Localism Act 2011 a new Code of Conduct must be adopted to come into force from 1 July 2012.

Signed as a True and Accurate Record by the Chairman Date

It was proposed by Councillor Davis seconded by Councillor Credland and agreed unanimously that the Code of Conduct, as adopted by the East Riding of Yorkshire Council on 4 April 2012, be adopted to take effect from 1 July 2012, subject to review following receipt of further information from the ERYC Monitoring Officer in relation to pecuniary and non-pecuniary interests. It was agreed that all Members must sign the 'Agreement to Abide by the Code of Conduct' form.

Resolved: The Code of Conduct, as adopted by the East Riding of Yorkshire Council on 4 April 2012, be adopted to take effect from 1 July 2012, subject to review following receipt of further information from the ERYC Monitoring Officer in relation to pecuniary and non-pecuniary interests.

The Clerk reminded members that they must complete a new Register of Interest form within 28 days of adoption of the code and must include in the Register all disclosable pecuniary interests of their own, their spouse, civil partner, or any person who the Member is living with as husband, wife or civil partner. In addition, a Member must, within 28 days of taking office or within 28 days of a new interest arising, notify the Monitoring Officer of any disclosable pecuniary interests of their own, their spouse, civil partner or any person who the Member is living with as husband, wife or civil partner.

9.3 To Approve and Adopt updated Town Council Standing Orders which have been amended to incorporate the new Code of Conduct – On advice from the East Riding of Yorkshire Council the Clerk had amended the Standing Orders to incorporate the new Code of Conduct. It was proposed by Councillor Davis, seconded by Councillor Mrs Galbraith and agreed unanimously that the updated Town Council Standing Orders be approved and adopted.

Resolved: To approve and adopt the updated Town Council Standing Orders.

9.4 To Receive new Registers of Interest from all Members - New Registers had been circulated to members a week before the meeting. Councillor Credland passed his completed form to the Clerk. The Clerk reminded members that they must complete their forms within 28 days of adoption of the code and return them to the Town Council office.

10. TRAFFIC MANAGEMENT/PARKING ISSUES

10.1 To Receive a Report on Traffic Management/Parking Issues in Brough

Parking/Traffic Management Review - The Town Council had received several more complaints from residents on a variety of parking/traffic issues within Elloughton and Brough. Councillor Mrs Galbraith gave a report on behalf of Councillor Galbraith who had sent his apologies. He had hoped to have a detailed discussion with relevant ERYC Officers including Paula Danby at the ERYC Haltemprice and Hunsley Community Partnership meeting held on 25 May 2012. However, Paula was unable to attend the meeting at the last minute and the item was postponed until the next meeting to be held on 27 July 2012. The Chairman reiterated that the review is needed now and should not wait for the proposed Brough South Development. All Members agreed.

Parking on Welton Road outside the NHS building - The Town Council Clerk had received frequent complaints about cars parking on Welton Road outside the NHS building and obstructing the view of oncoming traffic because the road rises at that point. Unfortunately, the police and ERYC are unable to help. It was agreed to ask the CSC/Library Manager and Adult Services Manager if they would mind if people were to park in the Petuaria Centre car park when they attend clinics/meetings at the NHS building. Both the Community Centre Management Committee and the Town Council support the idea as the car park does not get full and it would not only make the road safer to travel along but it would be a safer place for people to park and get in and out of their cars.

- 10.2 **To Receive a Report on adoption of new estate roads by East Riding of Yorkshire Council** - Councillor Mrs Galbraith gave a report on behalf of Councillor Galbraith. No progress had been made other than Robin Close had been adopted.
- 10.3 **To Report any issues with traffic backing up onto the A63 from the slip roads following works carried out by ERYC on 10 June 2012 to correct the problem with the eastbound loop and upgrade loops with more modern technology** – The clerk had received a response from ERYC on the issue of traffic backing up onto the A63 from the Hull direction. Although not visible there are a queue loops on both slip roads (east and west) which are magnetic and under the surface. There is a problem with the queue loop on the eastbound slip road to Welton which is causing it to override the loop on the westbound side which is causing the backup onto the A63. ERYC are responsible for these loops and work had been carried out between 5am and 7am on Sunday 10 June 2012 to correct the problem on the eastbound loop. Both loops are to be upgraded with more modern technology and work should be finished by the end of June. It was agreed that Members would monitor to see if there is any improvement.

Councillor Credland left the meeting at 8.30pm

11. EAST RIDING OF YORKSHIRE COUNCIL (ERYC) MATTERS

- 11.1 **To Receive an update on East Riding of Yorkshire Council's flood prevention schemes for Elloughton and Brough** (Request by Councillor Mrs Gill) - Councillor Mrs Galbraith gave a report on behalf of Councillor Galbraith. A detailed assessment of all the approved schemes throughout the East Riding is to begin in the week beginning 2 July 2012 and is expected to take a fortnight. After that a timetable for carrying out all the schemes will be drawn up. Councillor Mrs Duckles was concerned about serious health risks to residents in areas where the Town Council felt work should be carried out but where ERYC had not approved under the scheme.

Councillor Mrs Gill was very concerned about flooding and had been in touch with Alistair Marr, Senior Catchment Drainage Engineer, ERYC. She had received a response saying that ERYC maintain 1,760 highway gullies in Elloughton and Brough on an annual basis and the gullies are due to be cleaned next in September 2012. However, he understands that there are a number of defects logged which means further work is required. Mostly these will be cleared by employing a larger jetting unit, normally only undertaken annually, but a small number of gullies require excavation work. These will be prioritised for work, along with similar gully problems throughout the area, to use the limited funds available in the most cost effective manner. ERYC is also responsible for two watercourses, Elloughton Beck which was cleaned out earlier this year and Main Drain which is due to be cleaned out later this year. The timing of cleaning work is restricted by environmental regulations for the protection of wildlife habitats, so the work is normally undertaken in autumn/winter. Councillor Mrs Gill had requested that the eleven areas identified by the Town Council as flooding when in heavy rain fall be given priority.

- 11.2 **To Note the School Crossing Patrol 'Driver Awareness' campaign** – It was noted that it is a criminal offence not to stop for a school crossing patrol and could result in a £1000 fine and three penalty points. A poster had been given and will be posted in the Community Centre. Members were pleased to see this fact being publicised.
- 11.3 **To Note the latest ERYC Parish Newsletter** – noted.
- 11.4 **To Report on the Haltemprice and Hunsley Community Partnership (HHCP)** – next meeting to be held at Haltemprice Leisure Centre at 10am on 27 July 2012, minutes and agenda had been circulated to Members. See also Item 10.1 above.
- 11.5 **To Note the free planning for emergencies training event to be held on 30 August 2012** – noted.

11.6 **To Note the next Flood Liaison Group meeting is to be held on 28 September 2012 –**
noted.

**12. TO RECEIVE A REPORT ON THE PROPOSED BROUGH SOUTH DEVELOPMENT AND
TO CONSIDER RESPONSES TO THE TOWN COUNCIL'S REQUESTS TO THE ERYC
ASSISTANT CHIEF EXECUTIVE, ERYC HIGHWAYS AND THE HIGHWAYS AGENCY**

Councillor Mrs Duckles had declared a pecuniary interest as the proposed development adjoins her property on two sides. She is also a member of the Best 4 Brough action group. Councillor Mrs Duckles had signed the Declaration of Interest book at Item 2 and withdrew from the room for the duration of Item 12.

Councillor Mrs Galbraith gave a report for ERYC Ward Councillor Galbraith. Consultations with the Highways Agency and Natural England continue. When these are finalised the Section 106 negotiations/ formation of the Liaison Committee can proceed.

As instructed at the last meeting the Clerk had emailed Sarah Watson-Quirk of the Highways Agency, Paul Worledge of ERYC and Alan Menzies of ERYC. However, only Sarah Watson-Quirk of the Highways Agency had responded.

A reply had been received from Sarah Watson-Quirk of the Highways Agency in response to the Town Council's request for a meeting with her and Paul Worledge to discuss what the Highways Agency propose in relation to the A63 Junction and the traffic implications of the 'Brough South' development. She stated that it is not the role of the Agency to propose anything for the junction. It is their role to assess and comment on the transport information provided by the developer and comment accordingly. They are not planning anything as a result of the development. They are fulfilling their statutory responsibility in responding to consultation requests from East Riding of Yorkshire Council based on the information they are provided with.

She went on to say that the Highways Agency is still in the process of assessing and agreeing the information provided by the developer and she will be meeting with Paul Worledge to identify what the outstanding issues are and ensure that they are working together to agree the assessments they are being provided with. As the Highways Agency have not yet agreed all the information they have been provided with she is not in a position to say what their final formal response on the application will be. Once they have agreed all the information and assessments she will be feeding the Highways Agency's formal response back to East Riding of Yorkshire Council as the planning authority.

No response had been received from Paul Worledge of ERYC. Council asked the Clerk to email again to say that a response has been received from the Highways Agency. The Town Council would still like to meet with him to discuss what is proposed for the A63 junctions and the wider traffic implications associated with the "Brough South" development. Members would like the meeting to include a visit to the area to see how bad the problems already are. Clerk to copy the email to Nigel Pearson, ERYC Chief Executive and Councillor Parnaby.

No response had been received from Alan Menzies, ERYC. Council asked the Clerk to send the email again and copy it to Nigel Pearson, ERYC Chief Executive and Councillor Parnaby.

**13. TO NOTE THE ANNUAL GENERAL MEETING OF THE EAST RIDING OF YORKSHIRE
AND HULL JOINT ACCESS FORUM TO BE HELD ON 13 JULY 2012 –** noted.

**14. TO RECEIVE A REPORT ON THE ENVIRONMENT AGENCY'S FLOOD WARDEN
SCHEME**

Councillor Mrs Duckles reported that RM Motors may store sandbags provided by the Environment Agency.

15. EAST RIDING/NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA)

15.1 **To Note Newsletters for May and June 2012** – noted.

15.2 **To Note Papers for the Annual Meeting of the East Riding Central District Committee to be held on 11 July 2012** – noted.

15.3 **To Decide on Resolutions to the Annual General Meeting of ERNLLCA to be held on 15 September 2012** – noted, there were no suggestions for resolutions.

16. TO NOTE HUMBER AND WOLDS RURAL COMMUNITY COUNCIL (HWRCC) 'HUMBRELLA' FOR SPRING/ SUMMER 2012 – noted.**17. TO NOTE CHAIRMAN'S INVITATIONS TO REPRESENT THE TOWN COUNCIL AT EVENTS/ CIVIC RECEPTIONS**

The Chairman had attended an Olympic Torch Reception held by Beverley Town Council at Beverley Minster on 18 June 2012. He had been unable to attend a Civic Reception held by ERYC on 31 May 2012 to celebrate the achievements of those who have been chosen to carry the torch during the Olympic Torch Relay and thank those involved with the organising of the event within the East Riding. However, the Clerk had attended the event for her part in helping to organise the relay in Brough and Elloughton.

18. TO NOTE COMMUNITY REPORTS

18.1 **Village Hall** - Councillor Mrs Brogden reported that part of the Village Hall roof had collapsed over the disabled toilets and it has been repaired. A new roof fund has been started with £350 from the Jubilee day. The Management Committee are actively sourcing funding for a new roof estimated to cost in excess of £20,000. New curtains are to be placed in the main hall and blinds are to be put in the meeting room. A new chairman, Will Richardson, has been appointed and he is very enthusiastic.

18.2 **Community Led Planning / Neighbourhood Planning**– Councillor Davis gave a report. He had been notified by HWRCC that Dawlish in Devon was the first neighbourhood plan to be assessed by an independent examiner last month. Despite the plan being professionally produced with input from Teignbridge District Council, it was rejected by the examiner because it had been put together before the District council's Core Strategy had been finalised. The judgement on this neighbourhood plan sets a precedent for all future neighbourhood plan examinations.

18.3 **In-Bloom** – Councillor Mrs Gill reported that summer judging is on 18 July 2012. Planting is going well and a donation of hundreds of geraniums had been given by John Bean. The planning application had been put in for the statue.

19. TO NOTE THE DATE OF THE NEXT FULL COUNCIL MEETING

The next meeting will be held at 7pm on 17 July 2012 at Brough Community Centre.