

Elloughton-cum-Brough Town Council

Minutes of a Town Council Meeting held on Tuesday 21 February 2012 in the Committee Room at Brough Community Centre, Centurion Way, Brough

Public Forum – no members of the public were present

Present: Councillors Davis (Chairman), Mrs Galbraith (Vice-Chairman), Mrs Brogden, Burgess, Busk, Mrs Duckles, Galbraith, Mrs Gill, Mrs Hudson, Ms Rowe, Mrs Smith

The Chairman welcomed Adam Toes of ERYC and Justine McMillan of the Petuarria Press to the meeting. Adam was present for Item 11.1 and Justine was present for Items 11.1 and 13. Items 11.1 and Item 13 were brought forward on the agenda but are minuted in sequence.

1. **TO ACCEPT APOLOGIES** – Apologies were received from Councillor Credland.
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 Duckles declared an interest in Item 6.2, To Report on Amenity Sweeping, for personal and prejudicial reasons and signed the Declarations of Interest Book.

Councillor Gill declared an interest in Items 8.1 and 8.2, Elloughton-cum-Brough In Bloom, for personal and prejudicial reasons and signed the Declarations of Interest Book.

3. **TO NOTE POLICE ISSUES**

- 3.1 **Update on crime figures** – The Chairman welcomed PCSO Paul Beecroft who gave a report on crime figures for the month.
- 3.2 **Update on Dog fouling ticketing** – no tickets had been issued. The Clerk had purchased some ‘no dog fouling’ stencils and yellow spray paint for the pavements which members can collect from the office if required. Members felt the approach by Hastings Borough Council, although effective, was not appropriate.
- 3.3 **To Note the latest Humberside Police Parish/Town News Release** – noted

4. **TO APPROVE MINUTES OF A FULL COUNCIL MEETING HELD ON 17 JANUARY 2012**

It was proposed by Councillor Mrs Brogden, seconded by Councillor Mrs Rowe and agreed unanimously that the minutes of the Full Council Meeting held on 17 January 2012 be signed as a true and accurate record of the meeting.

5. **COMMITTEES**

5.1 **To Note Committee Minutes** (circulated by email)

5.1.1 **Village Environment Committee meeting held on 11 January 2012** - noted

5.1.2 **Development, Planning, Highways & Safety meetings held on 11 January 2012 and 1 February 2012** - noted

- 5.2 **To Consider a request by Councillor Mrs Gill to be co-opted onto the Arts, Publicity and Fundraising Committee** – It was proposed by Councillor Davis, seconded by Councillor Mrs Galbraith and agreed unanimously that Councillor Mrs Gill be co-opted onto the Arts, Publicity and Fundraising Committee until the next Annual Meeting of the Council.

Resolved: Councillor Mrs Gill co-opted onto the Arts, Publicity and Fundraising Committee until the next Annual Meeting of the Council

Signed as a True and Accurate Record by the Chairman Date

6. FINANCE

6.1 To Approve a new Local Government Pension Scheme Statement of Policy (previously circulated) – The draft had been approved by the Chairman and Vice-Chairman and the Chairman gave a report. It was proposed by Councillor Mrs Galbraith, seconded by Councillor Davis and agreed unanimously to adopt the updated Local Government Pension Scheme Statement of Policy.

Resolved: To adopt the new updated Local Government Pension Scheme Statement of Policy.

6.2 To Report on Amenity Sweeping – Councillor Duckles declared an interest. The Clerk reported that unfortunately the Amenity Sweeper had been signed off sick for a month, however, Stafforce agency had found another worker to temporarily fill the position until he is fit to return to work.

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

Income in January/February 2012

ERYC Winter Grant towards Town Council salt bins	
Atkinson Foundation donation for litterbin Welton Rd	348.28
Southern Electric - refund	42.14

February Expenditure - Cheques for signature

Salaries	Office/amenity sweeping	3,055.20	Remuneration/Salaries
Inland Revenue	NIC/PAYE/EMPNIC	1,145.60	Remuneration
ERYC	Pension	1,145.33	Pension
Southern Electric	Office electric - dd	52.38	Parish Office
		2.62	Vat
Stafforce	amenity sweeping	1,241.96	Agency Workers
		248.40	Vat
East Riding Engraving	plaque & engraving	30.83	donation to play area
		6.17	Vat
altodigital	copier charges	86.00	Administration
		17.20	Vat
Beverley Signs	dog stencils	96.00	Administration
		19.20	Vat
Merlx Ltd	electrical repairs/PAT testing	143.56	Office
		28.71	Vat
Pear Technology	digital mapping updates	200.00	Administration
		20.00	Vat
Peterson (GB)Ltd	Ink cartridges	41.40	Administration
		8.28	Vat
Arco Ltd	amenity sweeping coat/boots	57.64	Amenity Sweeping Equipment
		11.53	Vat
Mrs K Brogden	travel	31.20	Administration
Mrs LJ Smith	postage	36.48	Administration
	office supplies	10.08	Administration
		1.40	Vat
	key cutting	6.25	Administration
		1.25	Vat
	travel	22.05	Administration

It was proposed by Councillor Mrs Smith, seconded by Councillor Mrs Brogden and agreed unanimously approve the report and pass the cheques for signature.

Resolved: to approve the finance report and pass the cheques for signature

7. **TO RECEIVE A REPORT FROM COMMUNITY LED PLANNING** – nothing to report.
8. **ELLOUGHTON-CUM-BROUGH IN BLOOM** - Councillor Mrs Gill declared an interest
- 8.1 **To Decide on advice received from the Town Council's Insurance Company regarding Elloughton-cum-Brough In Bloom** – The Chairman gave a report. Councillor Mrs Gill had already acquired quotes for full insurance for the Elloughton-cum-Brough In Bloom Committee. Following discussion it was proposed by Councillor Mrs Gill, seconded by Councillor Davis and agreed unanimously that Elloughton-cum-Brough In Bloom will become independent of the Town Council with immediate effect and will purchase their own full insurance including public liability insurance.

Resolved: With immediate effect Elloughton-cum-Brough In Bloom will become independent of the Town Council and will purchase their own full insurance including public liability insurance.

Councillor Mrs Gill confirmed that she would still give copies of the minutes to the Council and give reports to the Village Environment Committee.

- 8.2 **To Decide on a Proposal by the In Bloom Committee to purchase a Roman Statue** – Councillor Mrs Gill reported on the consultation survey carried out at Morrisons. It was agreed that the Town Council approve the statue in principle as long as a suitable site can be found that would be agreeable to ERYC. It was agreed that a piece be put in the next Petuaria Press to say In Bloom are considering purchasing a Roman Statue and asking members of the public to suggest a location for it. It was noted that the Police had agreed that the statue could be placed at their office on Welton Road and it was generally agreed that this would be a good location.
9. **TO REPORT ON A REQUEST TO BROUGH STATION MANAGER TO CONSIDER REPLACING LITTERBINS AT EACH END OF THE FOOTPATH FROM SKILLINGS LANE TO THE STATION**

The Station Manager is trying to find funding to give as a grant to the Town Council for a litter bin to be placed on Skillings Lane near to the end of the footpath to the station.

10. TRAFFIC MANAGEMENT/PARKING ISSUES

- 10.1 **To Receive a Report on Traffic Management/Parking Issues in Brough** - Councillor Galbraith gave a report. He had been keeping an eye on areas where problems had been reported and felt the biggest issue is parking outside the shops at Brough Corner but the shops do need somewhere for customers to park.
- 10.2 **To Receive a Report on the adoption of new estate roads by ERYC** - Councillor Galbraith had spoken to ERYC and Bovis Homes and they still aim to adopt Myrtle Way in the near future.

11. EAST RIDING OF YORKSHIRE COUNCIL (ERYC)

- 11.1 A Visit by Adam Toes, ERYC 2012 Olympic Officer, to give a presentation on the Olympic Torch Relay passing through Brough on Tuesday 19 June 2012, discuss plans for the relay and update Council on the ERYC legacy plans for utilising the London 2012 Olympics – The Chairman welcomed Adam Toes, the 2012 Officer for ERYC. Adam gave a presentation, discussed plans for the relay and explained the ERYC legacy plans for utilising London 2012 within the East Riding. The route and timings are to be announced on 19 March 2012. It was agreed to hold a meeting of all Members at 6pm on 20 March 2012 prior to the next full council meeting. In order that Adam can relay important information it was agreed that the Clerk would be his point of contact to feed important information.

- 11.2 **To Consider the Response from ERYC Leader Councillor Parnaby to the invitation to attend a Town Council meeting regarding the Local Development Framework and Housing Allocation** – The Chairman gave a report and suggested that the Council should now wait for the consultation report to come out. Discussion followed and Members agreed to wait.
- 11.3 **To Note the ERYC Parish Newsletter** (previously circulated) - noted
- 11.4 **To Consider the ERYC Draft Housing Assistance Policy** (previously circulated) - Members had no comments.
- 11.5 **To Consider the ERYC Draft Affordable Warmth Strategy** (previously circulated) - Members had no comments.
- 11.6 **To Consider a request from ERYC to maintain a proposed new bus shelter** (location photo previously circulated) – Members agreed that a bus shelter in that location is a good idea but it is unlikely that Council will take on maintenance unless their questions on ongoing maintenance/replacement are answered.
- 11.7 **To Report on the Haltemprice and Hunsley Community Partnership (HHCP) and the Networking and Information event held on 18 February 2012 at Swanland and the Council's top three priorities discussed at the event** (Councillors Davis, Mrs Galbraith and Mrs Duckles) – The Chairman gave a report on the event. The first meeting of the HHCP will be held on 24 February 2012 at Hessle Town Hall. Councillor Galbraith, Chairman of the HHCP also gave a report. The NATs and LATs have been combined to form the HHCP and he is hopeful that they will be successful.
- 11.8 **To Receive the Hull City and East Riding of Yorkshire Councils' Joint Waste Development Plan Document, Issues and Options - Further Consultation (7 February to 6 April 2012)** (previously circulated) - noted
- 11.9 **To Receive the East Riding of Yorkshire Council and Hull City Joint Minerals Development Plan Site Selection Consultation Report** (previously circulated) - noted
- 11.10 **To Report new Code of Conduct Training** – The Chairman, Vice-Chairman and Clerk are to attend ERYC Code of Conduct training in May.

12. EMERGENCY PLANNING

- 12.1 **To Note replacement by ERYC of Town Council salt bin stolen from Lowerdale** (information previously circulated) – The stolen salt bin had been replaced by ERYC free of charge within a week of the theft. The Clerk had thanked the ERYC Officer on behalf of the Council.
- 12.2 **To Report on the ERYC Flood Liaison Group meeting held on 10 February 2012** (Councillor Galbraith) – Councillor Galbraith gave a report. ERYC is now the Flood Authority for the East Riding and they are working on a Flood Plan. The Minor Flood Prevention Grant Scheme Committee reports to ERYC Cabinet on 28 February 2012 and following that he will find out if the Town Council's application has been successful.
- 12.3 **To Consider the Environment Agency Flood Warden Scheme** – deferred from last meeting - Councillor Mrs Duckles gave a report. They have already recruited 6 Flood Wardens and are looking for more, anyone interested should contact her. The Chairman volunteered. They cannot prevent flooding but will receive severe weather forecasts from the Environment Agency so the wardens can keep an eye on local ditches/ waterways and report to the Environment Agency. Councillor Mrs Duckles will write an article for the next Petuaria Press.

12.4 To decide on Red Cross Community First Aid training sessions - Councillor Mrs Duckles gave a report. The sessions would be for 14 to 16 people with a donation of £3 per person. The Community Centre would be a good venue. She will contact Brough Voluntary Action to see if they want to do a joint venture.

13. TO DECIDE ON JUBILEE CELEBRATIONS (Councillor Mrs Brogden)

Councillor Mrs Brogden gave a report on extensive plans for the Jubilee celebrations and gave a list of events taking place. It was agreed that Justine would write a piece for the Petuaria Press. It was agreed that a tree or trees would be planted to celebrate the jubilee and that Councillor Mrs Brogden would seek sponsorship. Everyone was very impressed with the work done so far and thanked Councillor Mrs Brogden and the organising committee for all their hard work. It was agreed that when the list of events had been finalised the Clerk would do a Risk Assessment.

14. TO CONSIDER A LETTER FROM A RESIDENT OF BRANTINGHAM ROAD REGARDING LAND SOUTH OF BRANTINGHAM ROAD, INCLUDING LAND DESIGNATED IN THE ERYC LOCAL PLAN AS BURIAL LAND

Another letter had been received. The chairman reported that the site had been tidied up in the last few days. All aspects of both letters were carefully considered at length. Members instructed the Clerk to reply to the resident to clarify that the land is privately owned and the Town Council does not have the power to force anyone to donate land. The East Riding of Yorkshire Council is the Planning Authority and the Town Council has no jurisdiction over planning applications other than they are part of the consultation process. It is unfortunately that when you buy a house the view is not included unless you also purchase the land where the view is. Minutes are an official record of the decisions of a meeting and as such do not include notes of discussions prior to a decision being made. One letter indicated that work on the site is being carried out on an area of land not covered by planning permission. The clerk had asked Steve Watson, the East Riding of Yorkshire Council Enforcement officer, to investigate and he will contact the resident direct.

15. TO CONSIDER AN EMAIL FROM ‘UNLOCK DEMOCRACY’ AND A RESPONSE FROM ERNLLCA (previously circulated)

It was agreed not to respond. Future emails are to be forwarded to Members but not placed on the agenda.

16. EAST RIDING, NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA)

16.1 To Receive a Report on an NALC/ERNLLCA/CPRE Planning Seminar held at Immingham on 21 January 2012 - Councillor Mrs Duckles and Councillor Mrs Brogden gave a report and passed papers and booklets to the Clerk. It was noted that the Localism Bill has not been finalised. The Clerk had emailed the Governments ‘Guide to The Localism Bill in plain English’ version 2, to all Members.

16.2 To Note the ERNLLCA Newsletters for January and February 2012 (previously circulated)

17. TO CONSIDER THE HULL CORE STRATEGY PLAN (previously circulated) - noted

18. TO NOTE COMMUNITY REPORTS

Community Centre - ERYC contractors are putting solar panels on the roof.

Chairman’s Award – Councillor Mrs Brogden had received a letter from ERYC Councillor Kay West acknowledging the Town Council’s nomination for Chairman’s Award.

19. TO NOTE DATE OF THE NEXT FULL COUNCIL MEETING

Olympic Torch - The next meeting will be a meeting to discuss the Olympic Torch, all Members are invited to attend this meeting which will be held at 6pm on Tuesday 20 March 2012 at Brough Community Centre.

Full Council - The next Full Council meeting will be held at 7pm after the Olympic Torch meeting on Tuesday 20 March 2012 at Brough Community Centre.