

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL
MINUTES OF A TOWN COUNCIL MEETING HELD ON TUESDAY 18 SEPTEMBER 2012
AT BROUGH COMMUNITY CENTRE, CENTURION WAY, BROUGH**

Public Forum

Memorial Seat Request - Seven members of the Spindlewood Residents and In Bloom Committee attended the meeting to request permission to place a memorial seat on Spindlewood. One letter of objection had been received. Residents put their case for purchasing the seat and requested permission to place it at the entrance to Spindlewood next to the Wolds & Riverbank Countryside Society Nature Reserve. Councillor Mrs Gill declared an interest. See Item 11.7 below.

Village Environment - A resident of Brough had concerns about Coronation Copse, requested a seat at the bottom of Peggy Farrow Lane and felt that the pavements in Elloughton were in a bad state. Councillor Galbraith and Councillor Mrs Gill are to meet with an East Riding of Yorkshire Council (ERYC) Tree Officer. Deferred to the next Village Environment Committee.

Facilities for Youths - The resident also felt a lack of facilities for teenagers should be addressed in the Brough South development by planners - an internet café/drop in centre would be good. ERYC Ward Councillor Galbraith reported that ERYC are to consult Ward Members on the s106 agreement which will include facilities for youths. Councillor Galbraith is to organise a liaison committee for Ward Members to Liaise with interested parties. (See also Item 11.4).

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

1. TO ACCEPT APOLOGIES

Apologies were accepted from Councillors Mrs Hudson and Mrs Smith

2. TO ACCEPT MEMBERS DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS, DECLARATIONS OF INTEREST MUST BE MADE EVEN IF AN INTEREST HAS ALREADY BEEN DECLARED IN A MEMBER'S REGISTER

Councillor Mrs Gill declared a non-pecuniary interest in Item 11.7 Request from Spindlewood residents committee for permission to place a memorial seat at the top of Spindlewood on the highway verge.

Councillor Mrs Duckles declared a non-pecuniary interest in Item 9 and Item 11.3 To Receive an update on the proposed Brough South development and Item 11.4 To Receive information on the setting up of a Brough South Liaison Committee.

Councillor Davis and Councillor Mrs Brogden declared a non-pecuniary interest in Item 12 To Decide on a request from the Village Hall committee for a loan to repair the Village Hall roof.

All four Members signed the Declaration of Interest book and with the approval of Council they remained in the room but took no part in the discussion or decision making at the relevant agenda items.

3. POLICE ISSUES

3.1 To Receive an Update on crime figures – PCSO Nick Overton attended the meeting and gave a crime report for the month. Members reported inconsiderate parking outside Elloughton School. Nick agreed to talk to the school about putting a road safety message in their next newsletter. He agreed to do the same for Brough and Welton School where similar problems are being encountered.

3.2 **To Note the latest Humberside Police Parish/Town News Release and the mobile police surgery planned 22 September 2012** – noted. Members were pleased to see the new regular police surgeries.

4. **TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 17 JULY 2012**

It was proposed by Councillor Ms Rowe seconded by Councillor Busk and agreed unanimously that the minutes of the Full Council Meeting held on 17 July 2012 be signed as true and accurate records of the meeting.

5. **TO NOTE COMMITTEE MINUTES**

5.1 **Village Environment Committee 8 August 2012** – noted

5.2 **Development, Planning, Highways & Safety Committee 18 July, 8 August and 29 August 2012** – noted

5.3 **Arts, Publicity and Fundraising Committee 29 August 2012** – noted

6. **FINANCE & ADMINISTRATION REPORT**

6.1 **To Note a thank you letter from Brough Voluntary Action for the wheelchair grant** – noted

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

Income	VAT refunded	2883.89	
	Art Exhibition sponsorship	20.00	
August Expenditure			
mnbcomputing	new computer fan/installation	47.89	Administration
	and reconfiguration	9.58	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	1,027.02	Agency Workers
		205.40	vat
ERYC (Apr to Jan)	council tax – dd	146.00	Office Accommodation
Southern Electric	office electric – dd	52.38	Office Accommodation
		2.62	vat
altodigital (dd)	copier charges	5.57	Administration
		1.11	vat
Audit Commission	audit fees	550.00	Administration
		110.00	vat
SMP(Playgrounds)Ltd	repairs to play area	105.00	Village Environment
		21.00	vat
ERYC	office supplies	26.51	Administration
		5.31	vat
	hi-vis vests	27.81	Administration
		5.56	vat
Mrs LJ Smith	travel	28.80	Administration
	postage	53.86	Administration
	ER Engraving – garden trophy	4.00	Administration
	office supplies	3.91	Office Accommodation
		0.78	vat
	office cleaning	25.50	Office Accommodation

Signed as a True and Accurate Record by the Chairman Date

September Expenditure

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	1374.73	Agency Workers
		246.57	vat
ERYC (Apr to Jan)	council tax - dd	146.00	Office Accommodation
Southern Electric	office electric - dd	52.38	Office Accommodation
		2.62	vat
D McMillan - Petuarria Press/torch leaflet expenses		875.00	Arts/Pubs
SLCC-CiLCA Management - submission fee		20.00	Administration
Public Works Loan Board - community centre loan		4,395.42	PWLB
Redcliff	press printing	754.00	Arts/Pubs
Altodigital	copier charges	5.57	Administration
		1.11	vat
Information Commissioner - data control		35.00	Administration
GA Coultish	maintenance	906.99	Village Environment
ERYC	supplies	46.74	Administration
		9.35	vat
PPH	office rent (sto)	1,950.00	Office Accommodation
PPH	service charge	206.89	Office Accommodation
Park Lane Services (Knaresborough) Ltd - play area gate		1,200.00	Village Environment
		240.00	vat
Mrs LJ Smith	postage	34.78	Administration
	office cleaning	34.00	Office Accommodation
	travel	22.50	Administration
	telephone allowance (apr&Jul)	105.00	Administration
	Yorkshire Life - Brough article	2.50	Administration
Petersons (GB) Ltd	Printer ink	179.88	Administration
		35.98	vat

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

6.3 To Decide on a grant application from Elloughton-Cum-Brough Parochial Church Council (PCC) for Maintenance of the Cemetery - The PCC's grant had been a specific amount in the precept for 2012/13. Members decided not to give an additional grant but to consider increasing the grant in the precept budget for 2013/14.

7. TO DECIDE ON MATTERS RELATING TO THE CODE OF CONDUCT LOCALISM ACT 2011: DISCLOSURE OF PECUNIARY INTERESTS

7.1 To Decide on letter from ERYC regarding the requirement to register pecuniary interests of Town and Parish Councillors spouse or partner - Within the East Riding of Yorkshire some disquiet had been experienced by Members of some Town and Parish Councils regarding the requirements regarding registration of interests and spouse/partner interests. Mathew Buckley had written to the Government setting out these concerns. A copy of his letter and a copy of the reply together with a copy of the guidance referred to in the letter had been circulated to Members. Discussion followed and the letters was noted. It was agreed that the Clerk should write to Matthew Buckley to thank him for writing the letter.

7.2 To Approve and Adopt an updated Town Council Code of Conduct taking into account the publication of further regulations by the Secretary of State for the Department for Communities and Local Government and ERYC's updated Code of Conduct – The Clerk had emailed Members on 3 August 2012 with a proposed revised Town Council Code of Conduct for adoption at the meeting. As previously agreed, the Code had been amended

Signed as a True and Accurate Record by the Chairman Date

in line with the update to the ERYC Code following the publication of further regulations by the Secretary of State for the Department for Communities and Local Government which had defined pecuniary interests more widely than had been expected. The amended text had been highlighted and the Clerk had requested that Members read the updated Code and direct any queries or questions to her as soon as possible prior to the meeting. It was proposed by the Chairman, seconded by Councillor Credland and agreed unanimously that the revised Code of Conduct, in line with that adopted by ERYC, be adopted to take effect from 18 September 2012 and be subject to review following receipt of any further recommendations from the ERYC Monitoring Officer.

Resolved: The Code of Conduct, as adopted by the East Riding of Yorkshire Council, be adopted to take effect from 18 September 2012 and be subject to review following receipt of any further recommendations from the ERYC Monitoring Officer.

The Clerk reminded members that they must, within 28 days of adoption of the code, complete a new Register of Interests form if they had any further interests to declare following the new information.

7.3 Members to sign a new Agreement to Abide by the Code of Conduct - It was proposed by the chairman, seconded by Councillor Credland and agreed unanimously that all Members must sign the 'Agreement to Abide by the Code of Conduct' form.

Resolved: All Members to sign the 'Agreement to Abide by the Code of Conduct' form.

All members present signed the agreement.

8. TO CONSIDER GRASSING THE OPEN SPACE AREA AT ELLOUGHTON CROSSROADS OUTSIDE THE HALF MOON

The Clerk reported that she had received verbal approval from ERYC to grass (turf) the area and that it would be added to the ERYC grass cutting schedule. Verbal quotes had been received from ERYC for circa £5,500 and from Wintergreen for between £4,000 and £4,500 depending on the depth of hardcore to be removed. Wintergreen recommended late February as the best time to lay turf and their quote included fencing to be left up for two weeks to allow the turf to take root. Following discussion the Clerk was asked to obtain a third quote.

9. TO NOTE COMPLAINTS FROM RESIDENTS REGARDING ALL NIGHT WORKING ON REPAIRS AND MAINTENANCE TO THE RAILWAY TRACKS IN THE VICINITY OF RESIDENTIAL HOUSING

Members agreed that it is unfortunate that essential maintenance has to be carried out during the night but as it is a main line track there is no alternative. Members asked the Clerk write to the Station Manager requesting that the workmen be asked not to shout and play loud music in the night. Further to request that warning letters be sent to houses adjoining the railway line to warn them of any impending repair/maintenance to be carried out through the night. Also, to ask if the fencing placed on Skillings Lane could be placed so that residents can still gain access to Sidings Court and Railway Cottages.

10. TRAFFIC MANAGEMENT/PARKING ISSUES

10.1 To Receive a Report from ERYC Ward Councillor Galbraith on Traffic Management/ Parking Issues in Brough – The matter had been discussed at the last Haltemprice and Hunsley Community Partnership meeting. ERYC Ward Councillor Galbraith reported that a traffic review costs £30,000, only one review is carried out in the East Riding each year and Elloughton-cum-Brough would not get one this year or next year. ERYC had agreed to consider changing the one hour no parking restrictions and review the latest traffic review.

- 10.2 **To Report on a meeting with an ERYC Officer at Main Street Elloughton and the junction of Welton Low Road and Stockbridge Road** – ERYC had agreed to place double yellow lines. Yellow paint indicate the proposed locations.
- 10.3 **To Receive a Report on adoption of new estate roads by ERYC** - nothing to report.
- 10.4 **To Receive an update from on ERYC’s consultation on a proposed traffic refuge at the entrance to Morrisons entrance road** – The Chairman reported that the Manager of Morrisons reported that the decision is with Morrisons Estate Management team.
- 10.5 **To Note ERYC consultations with Ward Members on 30mph speed limit for Welton Low Road and 20mph speed limits for Grange Park, Jefferson Drive/Atkinson Drive and the Lowerdale development** – Members had various concerns and questioned how the decision on which streets to make 20mph were made. Councillor Mrs Duckles requested 20mph zones outside both entrances to Brough School and outside Welton School. Ward Councillor Galbraith agreed to put all points forward to ERYC.

11. EAST RIDING OF YORKSHIRE COUNCIL (ERYC) MATTERS

- 11.1 **To Receive a Report from the Haltemprice and Hunsley Community Partnership** - Councillor Galbraith reported good support by the HHCP partners. Concern had been felt for the possible loss of funding for the lifestyle project. HHCP are to work towards securing further funding. Next meeting 19 October 2012. (see also Item 10.1)
- 11.2 **To Note the latest ERYC Parish Newsletters** - noted
- 11.3 **To Receive an update on the proposed Brough South development** - Councillor Galbraith gave an update. Outline permission had not yet been finalised.
- 11.4 **To Receive information on the setting up of a Brough South Liaison Committee** - Councillor Galbraith reported that Ward Members are to be consulted on the s106 negotiations for the Brough South development. Therefore, he will be setting up a liaison committee so that Ward Members may consult with interested parties prior to the negotiations.
- 11.5 **To Decide on a response to the ERYC ‘Making it Happen’ – East Riding Local Development Framework Allocations Development Plan Document – ‘Fact Checking’ exercise (Land Bid Sites in Elloughton cum Brough) which is being prepared alongside the ERYC Core Strategy** - The Chairman had drafted a response which had been copied to all members prior to the meeting. The Chairman gave a report and discussion took place. It was proposed by Councillor Mrs Galbraith, seconded by Councillor Mrs Gill and agreed unanimously that the Chairman’s report is to be the Town Council’s official response to the consultation.
- 11.6 **Invitation to Winter Services Discussion Groups** – Councillor Galbraith to attend as an ERYC Ward Member and Councillor Mrs Duckles to attend to represent the Council on 14 November at Howden. It was agreed to reconvene the Winter Emergency Plan working Group to meet and update the Winter Emergency Plan, to be adopted at the next full council meeting.
- 11.7 **Request from Spindlewood residents committee for permission to place a memorial seat at the top of Spindlewood on the highway verge** – (see also public forum).

A resident had written a letter of objection to the seat. Lengthy discussion took place on all aspects of the objections. No other objections had been received and Members noted that all the majority of residents are in favour of the seat. The residents closest to the proposed site had no objections. The ERYC Highways Department had no objections to the location.

It was proposed by Councillor Mrs Galbraith seconded by Councillor Ms Rowe and agreed unanimously that the Town Council will apply to ERYC for a licence to place the seat at the requested location. However, if the resident's concerns become a reality then the location will be reconsidered.

Resolved: To place the memorial seat at Spindlewood on the highway verge. However, if the resident's concerns become a reality then the location will be reconsidered.

12. TO DECIDE ON A REQUEST FROM THE VILLAGE HALL COMMITTEE FOR A LOAN TO REPAIR THE VILLAGE HALL ROOF

Councillor Mrs Brogden gave a report. The roof has been leaking again and a new roof will cost £22,700. An Awards for All grant had been awarded for £10,000 and other grants are being applied for. A leaflet asking for donations is to be delivered with the Petuaria Press in October. It was proposed by Councillor Credland, seconded by Councillor Mrs Duckles and agreed unanimously to borrow up to £10,000 over 10 years from the Public works Loan Board to meet any funding shortfall for the roof with the Village Hall funding the repayments. The Clerk made it clear that the loan would be the responsibility of the Town Council.

Resolved: To borrow up to £10,000 over 10 years from the Public works Loan Board to meet any funding shortfall for the roof with the Village Hall funding the repayments.

13. TO DECIDE ON A LETTER FROM PETER HEMMERMAN, CHAIRMAN OF EAST YORKSHIRE INDEPENDENTS REGARDING AN ANNOUNCEMENT BY CLLR STEPHEN PARNABY, LEADER OF ERYC THAT £2.5 MILLION IS TO BE SPENT ON IMPROVING BEVERLEY MARKET PLACE – the letter was noted. Members felt very strongly that the money should not be spent in this way. Ward Councillor Galbraith agreed to take the Town Council's opinion to ERYC.

14. TO DECIDE ON MATTERS RELATING TO THE EAST RIDING/NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA)

14.1 To Receive a report on the ERNLLCA AGM held on 15 September - papers had been circulated and were noted.

14.2 To Decide on attendance at ERNLLCA's Day conference is to be held on Saturday 3 November at the Ropewalk, Barton upon Humber – Chairman to attend

14.3 To Note the latest newsletters – noted

14.4 To Decide on ERNLLCA's training programme for Members – noted.

15. TO DECIDE ON MATTERS RELATING TO HUMBER AND WOLDS RURAL COMMUNITY COUNCIL AND TO NOTE THE LATEST 'HUMBRELLA' NEWSLETTER

It was noted that the HW RCC East Riding Association of Rural Community Buildings information and Annual General Meeting is to take place on Saturday 20 October 2012. Both the Chairman and Councillor Mrs Brogden are to attend. Newsletters noted.

16. TO NOTE CHAIRMAN'S INVITATIONS TO REPRESENT THE TOWN COUNCIL AT EVENTS/CIVIC RECEPTIONS

Mayor of Beverley – Battle of Britain Service at St Mary's Church, Beverley.

Chairman of ERYC Charity Auction and Dinner - Thursday 18 October 2012 in aid of the Teenage Cancer Trust and the RSPCA, at the Spa, Bridlington.

Signed as a True and Accurate Record by the Chairman Date

Beverley Food Festival – Sunday 7 October 2012

17. TO DECIDE ON THE HUMBERSIDE FIRE AND RESCUE SERVICE VISION FOR 2020 AND INTEGRATED RISK MANAGEMENT PLAN 2012-2015 CONSULTATION

Papers had been circulated and noted, Members had no comments.

18. TO RECEIVE COMMUNITY REPORTS

In Bloom - Councillor Mrs Gill reported that Elloughton-cum-Brough In Bloom received Silver for Spring judging and Gold for the Summer judging, resulting in an overall Silver Gilt Rose Award for 2012. We Care Vets received Silver from the In Bloom judges for summer judging and Spindlewood received Highly Commended.

Village Hall – Councillor Mrs Brogden reported that bookings are good and the Management committee are fundraising for the new roof. See also Item 12 above

Community Centre – Councillor Mrs Brogden reported that bookings are good and the centre is running smoothly.

19. TO NOTE THE DATE OF THE NEXT FULL COUNCIL MEETING – The next meeting will take place at 7pm on Tuesday 16 October 2012 at Brough Community Centre.