

# Elloughton cum Brough Town Council

60 Welton Road, Brough, HU15 1BH

Write to: PO Box 124, Brough, HU15 1YH

Telephone: 01482 665600

Website: [elloughtonbrough-tc.gov.uk](http://elloughtonbrough-tc.gov.uk)



11 September 2019

Dear Councillor,

## Ordinary Meeting of the Town Council

You are hereby summoned to attend an ordinary meeting of Elloughton cum Brough Town Council to be held on **Tuesday 17 September 2019**, commencing at **7pm**, in the **Committee Room, Petuaria Community Centre, Centurion Way, HU15 1DF**.

The agenda for the meeting is set out below.

**Tom Clay**  
Town Clerk

## Agenda

| No       | Item  |
|----------|---|
|          | <b><u>Procedural Items</u></b>  |
| <b>1</b> | <b>Apologies</b><br>Council to note any apologies, the reason(s) given for absence and to consider acceptance of them.  |
| <b>2</b> | <b>Declarations of interest</b><br>Council to receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests or personal interests. |
| <b>3</b> | <b>Public forum</b><br>The period of time which is designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes.   |

**Chairman 2019-2020 Councillor Martin Credland**

|                                  |  |
|----------------------------------|--|
| 4                                | <p><b>Minutes of the ordinary meeting held on Tuesday 16 July 2019</b><br/>Council to consider approving the minutes of the ordinary meeting as a true and accurate record.</p>  |
| 5                                | <p><b>Council committee minutes</b><br/>Council to note the minutes of the following committees and to consider any recommendations contained within:</p> <ul style="list-style-type: none"> <li>i. Events and Publicity – Wed 10 July</li> <li>ii. Planning and Highways – Wed 10 July</li> <li>iii. Finance &amp; Strategic Planning – Mon 29 July</li> <li>iv. Environment – Wed 14 August</li> <li>v. Planning and Highways – Wed 14 August</li> <li>vi. Finance &amp; Strategic Planning – Thurs 15 August</li> <li>vii. Personnel – Thurs 15 August</li> </ul> |
| 6                                | <p><b>Referred matter: Town Council’s online presence</b><br/>Council to note that the Events and Publicity Committee at a meeting on 10 July 2019 resolved that (minute: EP10/1920): “Consideration of the Website and establishment of social media be referred to the September 2019 meeting of Full Council.”</p> <p>Council to consider that matter of the Town Council’s online presence, particularly the possibility of creating a new website and establishing social media (Facebook).</p>   |
| <b><u>Reports to Council</u></b> |  |
| 7                                | <p><b>Reports from external organisations and groups</b><br/>Council to receive verbal reports from representatives from the following organisations:</p> <ul style="list-style-type: none"> <li>a) ERNLLCA</li> <li>b) Village Hall</li> <li>c) Community Centre</li> <li>d) The Burrs PFA</li> <li>e) Other groups not specified above</li> </ul>  |
| 8                                | <p><b>East Riding of Yorkshire Council</b><br/>Council to receive reports from the East Riding of Yorkshire Council members for the Town Council area and to consider any matters arising.</p>   |
| <b><u>Council Finance</u></b>    |  |
| 9                                | <p><b>Schedule of payments</b><br/>Council to consider approval of payments for the period 10 July 2019 to 11 September 2019 amounting to ££30,897.83 and to note income for the same period of £1,920.66 (Allotment lease and VAT reclaim).</p>   |
| 10                               | <p><b>Bank Reconciliation</b><br/>Council to consider approval of the bank reconciliations for all accounts up to 31 July 2019 and 31 August 2019.</p>   |

|                                |   |
|--------------------------------|---|
| 11                             | <p><b>Grant applications</b><br/>Council to note that the Grant Fund budget line for 2019-20 is currently overspent by £1,073.</p> <p>Council to consider an application from East Riding Voluntary Action Services (ERVAS) Ltd for £995.2.</p>   |
| 12                             | <p><b>Annual Governance and Accounting Return (AGAR) 2018-19</b><br/>Council to note the completion of the external audit of the 2018-19 AGAR and to consider any matters arising.</p>  |
| <b><u>Council Business</u></b> |   |
| 13                             | <p><b>What's on Brochure and Social Prescribing</b><br/>Council to receive an update from East Ridings of Yorkshire Councils, Health and Social Wellbeing Co-Ordinators.</p> <p>Council to also note a request from the Health and Social Wellbeing Co-Ordinators for financial assistance of £1,600, to support in the creation of a What's on Guide for Elloughton Cum Brough, was made to the Events and Publicity Committee on 11 September 2019.</p>   |
| 14                             | <p><b>Brough Haven Attendant</b><br/>Council to note that the East Riding of Yorkshire Council has raised concerns about anti-social behaviour problem at Brough Haven car park. The previous gate locking volunteer resigned from the role about a year ago and since then the gate has been left open each evening.</p> <p>Council has been asked by ERYC's Traffic and Parking team to consider the matter and possibly raise awareness that a volunteer is required.</p>  |
| 15                             | <p><b>Emergency Flag Sergeant</b><br/>Councillor S. Duckles has asked that the Town Council note the lack of an Emergency Flag Sergeant and to raise awareness that a volunteer is required.</p>  |
| 16                             | <p><b>Standards Committee Appointment</b><br/>Council to note the request the vacancy for a Parish Council Representative on East Riding of Yorkshire Council's Standards Committee and the letter from the Head of Legal and Democratic Services at ERYC requesting nominations before 1 October 2019.</p> <p>Council to further note that Councillor S. Duckles has indicated that she wishes to be considered for nomination to fill the vacancy.</p> <p>Council to consider nominating Councillor S. Duckles to fill the vacancy for a Parish Council Representative on ERYC's Standards Committee.</p> |

|  |   |
|--|---|
| 17   | <p><b>Emergency Plan</b></p> <p>Council to note that ERYC has asked that all parish and town councils in the area review their emergency plans as part of a routine review.</p> <p>Council consider approval of an updated emergency plan (level 3) for the Town Council area and to be submitted to ERYC.</p> <p>Council to also note the volunteer helpers rota and the need for it be updated.</p> |
| <b><u>The Next Ordinary Meeting of Council</u></b> |   |
| 17   | <p><b>Date and time of the next meeting</b></p> <p>Council to confirm date and time of the next ordinary meeting which is scheduled to be held on <b>Tuesday 15 October 2019</b>, commencing at <b>7pm</b>, in the <b>Committee Room, Petuaria Community Centre (HU15 1DF)</b>.</p>   |