

# Elloughton cum Brough Town Council

60 Welton Road, Brough, HU15 1BH

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Minutes of the ordinary meeting of Council held on **Tuesday 16 July 2019** in the **Committee Room, Petuaria Community Centre, Centurion Way, Brough, HU15 1DF.**

**Members Present:** Cllr Luckraft, Cllr Brogden, Cllr Bentley, Cllr Rowe, Cllr Cropley, Cllr Hakes, Cllr S. Duckles (Vice Chairman) and Cllr C. Duckles

**Meeting Clerk:** Tom Clay, Town Clerk

**Also in attendance:** ERYC Cllr Meredith, ERYC Cllr Gill and Chris Leahy of Brough Boxing Academy

## Minutes

Minute	Item
	<b><u>Procedural Items</u></b>
47/1920	<p><b>Apologies</b> In her capacity as Vice-Chairman Cllr S. Duckles acted as Chairman for the meeting.</p> <p>The following apologies we received:</p> <ul style="list-style-type: none"> <li>• Cllr Muzaffar – holiday</li> <li>• Cllr Loizides - holiday</li> <li>• Cllr Credland – civic duties</li> </ul> <p><b>RESOLVED: Council resolved to note the apologies and accept the reasons given for absence.</b></p>
48/1920	<p><b>Declarations of interest</b> No declarations of interest in accordance with the requirements of the Localism Act 2011 were made.</p>
49/1920	<p><b>Public Forum</b> ERYC Cllr Gill thanked members for the Town Council's support with the High Street grant fund. He said that the 'In Bloom' judging had</p>

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	<p>taken place recently and that there was issues with dog mess near the Elloughton United Reform Church.</p> <p><b>RESOLVED: Council to provide a 'no dog mess' stencil to the Brough in Bloom team.</b></p>
50/1920	<p><b>Minutes of the ordinary meeting held on Tuesday 16 June 2019</b> Cllr C. Duckles proposed, seconded by Cllr Rowe, that the minutes be accepted as a true and accurate record of the meeting.</p> <p><b>RESOLVED: Council resolved to approve the minutes as a true and accurate record.</b></p>
51/1920	<p><b>Council committee minutes</b> Council noted that there are currently no minutes for consideration.</p> <p>Council further noted that the Events and Publicity Committee is considering creating a new Town Guide publication and the following feedback was given:</p> <ol style="list-style-type: none"> <li>i. An updated map will be required</li> <li>ii. The Town Council's website should be included</li> <li>iii. Councillor profiles and pictures to be included</li> <li>iv. Delivery through Royal Mail or TNT</li> <li>v. It should be updated once every 4 years</li> <li>vi. State the Town Council 125 years old</li> </ol>
<b><u>Reports to Council</u></b>	
52/1920	<p><b>Reports from external organisations and groups</b> Council received verbal reports from representatives from the following organisations:</p> <ol style="list-style-type: none"> <li>a) <b>ERNLLCA</b> – Two new members and one long-term member expressed an interest in attending a full day 'Being a Good Councillor' course</li> <li>b) <b>Village Hall</b> – Cllr Brogden reported that there had been a very good response to her call for people to join the Management Committee. The Atkinson Foundation had given permission for storage. Anti-vandal paint would be put on flat roof surfaces. The first Humber and Wolds conference will take place in September 2019 – town councillors could attend if they wished.</li> <li>c) <b>Community Centre</b> – Cllr Brogden reported that the finances are looking good this year and that the Community Centre is very busy. Maintenance issues were being dealt with.</li> <li>d) <b>The Burrs PFA</b> – Cllr S. Duckles reported on behalf of Cllr Credland that an event will be taking place on Saturday 20 July which town councillors and members of staff have been invited to.</li> </ol>

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53/1920	<p><b>East Riding of Yorkshire Council</b></p> <p>Council received the following reports from the East Riding of Yorkshire Council members for the Town Council area.</p> <p>Cllr Gill reported that:</p> <ul style="list-style-type: none"> <li>• A special meeting will take place on 24 July 2019 to discuss traffic matters.</li> <li>• ERYC is having some success tackling fly-tipping.</li> <li>• Dog fouling is a problem in certain parts of the Town Council area.</li> <li>• He is looking into issues relating to the land under Moor Road bridge and working to find a solution to anti-social issues there.</li> </ul> <p>Cllr Meredith reported that:</p> <ul style="list-style-type: none"> <li>• That he would be delivering a leaflet about the ‘traffic and parking’ meeting taking place next week in which he is asking for residents to make know their concerns to him.</li> <li>• He is pushing for junction improvements similar to the one at South Cave.</li> <li>• TransPennine Trains is considering expanding car parking for the train station to the BAE site.</li> </ul>
<b><u>Town Council Finance</u></b>	
54/1920	<p><b>Schedule of payments</b></p> <p>Cllr S. Duckles proposed, seconded by Cllr Brogden, that Council note and approve the payments schedule from 12 June 2019 to 10 July 2019 amounting to £10,979.48 and to note income for the same period of £25 (made in error to Council and refunded).</p> <p><b>RESOLVED: Council resolved to note and approve the payments schedule from 12 June 2019 to 10 July 2019 amounting to £10,979.48 and to note income for the same period of £25 (made in error to Council and refunded). See appendix 1.</b></p>
55/1920	<p><b>Bank Reconciliation</b></p> <p>Cllr Rowe proposed, seconded by Cllr Luckraft, that Council note and approve the 30 June 2019 bank reconciliation.</p> <p><b>RESOLVED: Council resolved to note and approve the June 2019 bank reconciliation.</b></p>
56/1920	<p><b>Grant applications</b></p> <p>Chris Leahy of the Brough Boxing Academy outlined the services it offered and the work it had been doing since it was established approximately a year ago.</p>

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	<p>Cllr Brogden proposed, seconded by Cllr Bentley, that Council provide £1,000 from the Community Grant Fund to the Brough Boxing Academy.</p> <p><b>RESOLVED: Council resolved to approve the £1,000 of grant funding and the Town Clerk was instructed make the transfer as soon as possible.</b></p> <p><b>RESOLVED: Council resolved to defer consideration of the application by the East Riding Voluntary Action Services (ERVAS) Ltd for £995.2 until the September 2019 meeting. The Town Clerk was instructed to contact ERVAS and ask if someone could attend the meeting to discuss the application.</b></p>
	<b><u>Council Business</u></b>
57/1920	<p><b>Play Area Wet Pour</b> Council received from the Town Clerk an update about emergency work to lay a new Wet Pour surface around the Multi Play (Junior) play equipment.</p> <p>A new wet pour surface would be laid around the Multi Play (Junior) play equipment on Thursday 17 July 2019.</p> <p>Council noted the cost of the work as £2682 (excluding VAT) which the Town Clerk made under emergency powers after consulting with the Chairman of the Environment Committee in line with the Scheme of Delegation.</p>
	<b><u>Next Ordinary Meeting of the Town Council</u></b>
58/1920	<p><b>Date and time of the next meeting</b> Council confirmed the date and time of the next ordinary meeting to be <b>Tuesday 17 September 2019</b>, commencing at <b>7pm</b>, in the <b>Committee Room, Petuaria Community Centre (HU15 1DF)</b>.</p> <p>Councillor Brogden gave her apologies in advance for the next meeting as he will be away.</p>

**Meeting started 7pm and closed 8:26pm**

Document published on 17 June 2019

**Signed:** .....

**Print Name:** .....

**Print Position:** .....

**Date:** .....

**Signature:** ..... **Date:** .....

## Appendix A - Schedule of Payments - 12 June 2019 to 10 July 2019

REFERENCE	INVOICE DATE	INVOICE NUMBER	COMPANY/ORGANISATION	VAT NUMBER	ITEM DESCRIPTION	TOTAL NET	TOTAL VAT	TOTAL PAYABLE
P/19/64	17/06/2019	N/A	Office Cleaner	N/A	Office clean	£36.00	£0.00	£36.00
P/19/65	17/06/2019	DD	KCOM	647 2351 37	DD - Office 365	£72.96	£0.00	£72.96
P/19/66	18/06/2019	N/A	Town Council	N/A	Staff Salaries - May - June 2019	£4,303.91	£0.00	£4,303.91
P/19/67	18/06/2019	B0007324	Box-it	647 5003 45	Commercial shredding	£47.00	£9.40	£56.40
P/19/68	24/06/2019	52532	PPH Commercial	561 0673 00	DD - Rent 24/06//19-28/09/19	£1,950.00	£0.00	£1,950.00
P/19/69	24/06/2019	52770	PPH Commercial	561 0673 00	DD - service charge - 24/06/19-28/09/2019	£167.02	£0.00	£167.02
P/19/70	24/06/2019	N/A	HMRC	N/A	PAYE/NI - May - June 2019	£1,338.31	£0.00	£1,338.31
P/19/71	24/06/2019	N/A	ERPF	N/A	Pensions - May - June 2019	£1,464.61	£0.00	£1,464.61
P/19/72	25/06/2019	2706	Turpin Bookkeeping	257 6504 85	Wage processing fee	£30.00	£6.00	£36.00
P/19/73	25/06/2019	2788	Turpin Bookkeeping	257 6504 85	Wage processing fee	£30.00	£6.00	£36.00
P/19/74	27/06/2019	Transfer	Town Council	N/A	Transfer to Petty Cash Account	£70.00	£0.00	£70.00
P/19/75	27/06/2019	1434099	ERYC - Supplies	647 4711 23	Office Supplies	£46.21	£3.27	£49.48
P/19/76	27/06/2019	1437400	ERYC - Supplies	647 4711 23	Office Supplies	£22.20	£4.44	£26.64
P/19/85	01/07/2019	bus001172780	KCOM	647235137	Telephone	£99.96	£19.99	£119.95
P/19/86	03/07/2019	SL-239	ERNLLCA	135680900	Planning Training (1 member / 1 staff)	£180.00	£36.00	£216.00
P/19/87	05/07/2019	07-Aug-80	Hags	207853851	Quarterly Inspection of Playground	£50.00	£10.00	£60.00
P/19/88	10/07/2019	N/A	Ladybird preschool	N/A	Refund on payment made in error	£25.00	£0.00	£25.00
P/19/89	10/07/2019	N/A	Brough in Bloom	N/A	Tidy Towns Grant - Turf for In Bloom	£62.00	£0.00	£62.00
P/19/90	10/07/2019	18816	Amberol	126641675	Tidy Town Grant - planters for In Bloom	£741.00	£148.20	£889.20
<b>TOTALS</b>						<b>£10,736.18</b>	<b>£243.30</b>	<b>£10,979.48</b>

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