

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 17 December 2019** in the **Committee Room, Petuaria Community Centre, Centurion Way, Brough, HU15 1DF.**

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

Meeting Clerk: Tom Clay, Town Clerk

Also in attendance: ERYC Cllr Meredith, ERYC Cllr Gill, PCSO Lynch, PCSO Danby, Deputy Clerk Philippa Beverley and Administrative Assistant Danika Lynch

Minutes

Minute	Item
	<u>Procedural Items</u>
105/1920	Apologies No apologies were received.
106/1920	Declarations of interest No declarations of interest in accordance with the requirements of the Localism Act 2011 were made.
107/1920	Public Forum No member of the public took up the opportunity to speak or ask a question.
108/1920	Minutes of the ordinary meeting held on Tuesday 19 November 2019 Cllr Hakes proposed, seconded by Cllr Cropley, that the minutes be accepted as a true and accurate record of the meeting. RESOLVED: Council resolved to approve the minutes as a true and accurate record.

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109/1920	<p>Council committee minutes</p> <p>Council noted the notes and minutes of the following committees:</p> <ol style="list-style-type: none"> i. Planning & Highways Committee – Tuesday 12 November 2019 ii. Events & Publicity Committee – Tuesday 12 November 2019 iii. Finance & Strategic Planning – Monday 25 November 2019
<u>Reports to Council</u>	
110/1920	<p>Reports from external organisations and groups</p> <p>Council received verbal reports from representatives from the following organisations:</p> <ol style="list-style-type: none"> a) ERNLLCA – Cllr S. Duckles reported that no meeting had taken place. b) Village Hall – Cllr Brogden reported that a meeting had taken place recently and that risk assessments and hire agreements were being updated. A Facebook page and website for the Village Hall had been set up. c) Community Centre – Cllr Muzaffar reported that all is well with the Community Centre and that plans were being progressed for a screen in the Committee Room and speakers in the Hall. d) The Burrs PFA – Cllr Credland reported that a £500 grant had been received. Peter Halkon had given a lecture that had been well received and that eminent archaeologists were supporting the scheme. It is hoped that if funding can be found that new excavations could take place in July 2020.
111/1920	<p>East Riding of Yorkshire Council</p> <p>Council received the following reports from the East Riding of Yorkshire Council members for the Town Council area. Cllr Meredith reported that:</p> <ul style="list-style-type: none"> • Issues relating to weight restrictions in the Dales is being considered. • A possible ‘land grab’ on the green area on Dale Road has been reported. • Welton Primary School parking problems are being considered. • There is a wasp nest on Dale Road. • He had already reported several issues as part of the overview and scrutiny process for 2020-21. • Ellerker and South Cave Parish Councils have requested a meeting about flooding. Cllr Meredith is organising it and asked for Town Council representatives. The Town Council Chairman, Vice-Chairman and Clerk all said they would attend depending on when the meeting takes place.
<u>Town Council Finance</u>	
112/1920	<p>Schedule of payments</p> <p>Cllr Bentley proposed, seconded by Cllr Loizides, that Council note and approve the payments schedule from 13 November 2019 to 12 December 2019 amounting to £12,021.12 and to note income for the</p>

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	<p>same period of £530 (Christmas tree festival sponsorship and prize funds).</p> <p>It was further proposed that following the Christmas Tree festival a donation of £450 be made via cheque to Mires Beck Nursery.</p> <p>RESOLVED: Council resolved to note and approve the payments schedule 13 November 2019 to 12 December 2019 amounting to £12,021.12 and to note income for the same period of £530 (Christmas tree festival sponsorship and prize funds).</p> <p>A cheque of £450 to Mires Beck Nursery was drawn up and signed during the meeting.</p>
113/1920	<p>Bank Reconciliation</p> <p>Cllr Luckraft proposed, seconded by Cllr Bentley, that Council note and approve the bank reconciliation for all accounts up to 30 November 2019.</p> <p>RESOLVED: Council resolved to note and approve the bank reconciliation for all accounts up to 30 November 2019.</p>
<u>Council Business</u>	
114/1920	<p>Elloughton Road Play Area – crime and anti-social behaviour</p> <p>Council noted that in recent months there have been increased reports of criminal and anti-social behaviour reported to the Town Council.</p> <p>Council received an update from PCSO Lynch and PCSO Danby about the measures taken by Police. They also reported that rota changes from May 2020 should allow for increased patrols and Police activity in the area.</p> <p>RESOLVED: It was resolved that further consideration of the item would be deferred until the January 2020 meeting of Full Council. The Deputy Town Clerk was instructed to arrange for an article in the Petuaria Press asking for people to contact the Police about anti-social behaviour and crime in the area.</p>
115/1920	<p>Precept and Town Council budget 2020-21</p> <p>Council noted the recommendation made by the Finance and Strategic Planning Committee on 25 November 2019 is in line with what is set out above and in the report.</p> <p>Cllr Credland proposed, seconded by Cllr Muzaffar, proposed that Council note and accept the following:</p> <ol style="list-style-type: none"> i. Estimates and analysis included in the body of this report (sections 1-7); ii. the proposed budget for the 2020-21 financial year which includes income and expenditure (appendix 2);

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	<ul style="list-style-type: none"> iii. a three year projection of income and expenditure (appendix 2); iv. the reserves outlined at paragraphs 7.4 to 7.8 of the report; v. a summary of the financial risk assessment carried out to determine the level of un-earmarked reserves (appendix 3); vi. figures for the Council Tax base supplied by ERYC (appendix 4), and; vii. the 'precept leaflet' explaining in summary terms the 2019-20 budget which will be supplied to members of the public and ERYC. <p>It was further recommended that Council set the precept at £163,150 (an increase of 0%) or £41.08 per Band D equivalent for the 2020-21 financial year and that the Town Clerk be instructed to complete the necessary paperwork to inform ERYC of Council's position.</p> <p>RESOLVED: Council resolved to note and accept the points set out in i-vii, that the precept be set at £163,150 (an increase of 0%) or £41.08 per Band D equivalent for the 2020-21 financial year and that the Town Clerk be instructed to complete the necessary paperwork and inform ERYC of Council's resolution.</p>
116/1920	<p>Annual Grants 2020-21</p> <p>RESOLVED: Deferred consideration of the applications for the Annual Grant scheme 2020-21 until the January 2020 meeting of Full Council.</p>
117/1920	<p>Hull Ionians RUFC – Request for a letter of support</p> <p>Cllr Bentley proposed, seconded by Cllr S. Duckles, proposed that Council provide a letter of support for a grant that the Hull Ionians RUFC are applying for to Mondegreen EB Ltd.</p> <p>RESOLVED: The Town Clerk was instructed to write a letter of support to the Hull Ionians RUFC.</p>
118/1920	<p><u>Exclusion of the press and public</u></p> <p>Cllr Bentley proposed, seconded by Cllr S. Duckles, that due to the confidential nature, Council resolve to exclude the press and public from the meeting during consideration of the next item in accordance with the Public Bodies (Admission to Meetings) Act 1960.</p> <p>RESOLVED: Council noted to exclude the press and public from the meeting during discussion of the next item on the agenda.</p>
119/1920	<p>Appointment of an Acting Town Clerk</p> <p>Cllr S. Duckles proposed, seconded by Cllr Rowe, proposed that Council appoint, Philippa Beverley, to the post of 'Acting Town Clerk and Responsible Financial Officer' as set out in paragraphs 3.2-3.7 of this report.</p>

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	RESOLVED: Council appointed, Philippa Beverley, to the post of 'Acting Town Clerk and Responsible Financial Officer' as set out in paragraphs 3.2-3.7 of this report.
	<u>Next Ordinary Meeting of the Town Council</u>
120/1920	Date and time of the next meeting Council confirmed the date and time of the next ordinary meeting to be Tuesday 21 January 2020 , commencing at 7pm , in the Committee Room, Petuaria Community Centre (HU15 1DF) .

Meeting started 7pm and closed 8:40pm

Document published on 19 December 2019

Signed:

Print Name:

Print Position:

Date:

Signature: **Date:**

Appendix A - Schedule of Payments - 13 November 2019 to 12 December 2019

Expenditure for Council to note and approve									
REFERENCE	INVOICE DATE	INVOICE NUMBER	COMPANY/ORGANISATION	VAT NUMBER	ITEM DESCRIPTION	TOTAL NET	TOTAL VAT	TOTAL PAYABLE	
P/19/165	15/11/2019	54941	PPH Commercial	561 0673 00	Building insurance for office	£95.31	£0.00	£95.31	
P/19/166	19/11/2019	N/A	Town Council Staff	N/A	Staff Salaries - Oct - Nov 2019	£3,453.07	£0.00	£3,453.07	
P/19/167	20/11/2019	2000 - 6429	Sancton Accountants & Bookkeepers	N/A	Internal audit work in line with spec	£1,225.00	£0.00	£1,225.00	
P/19/168	18/11/2019	931235	LITE	775 8152 93	Christmas light - 50%	£2,247.50	£449.50	£2,697.00	
P/19/169	21/11/2019	N/A	ER Pensions	N/A	Staff Pensions - Oct - Nov 19	£1,176.92	£0.00	£1,176.92	
P/19/170	25/11/2019	P391236	Businesswaste.co.uk	216 3375 22	Incorrect payment	£50.00	£10.00	£60.00	
P/19/171	26/11/2019	7391	NMB Computing	847 6451 95	New NAS box for office internet	£131.65	£26.33	£157.98	
P/19/172	28/11/2019	GB1002078244	Baker Ross Ltd	375 5220 52	Xmas Tree Festival Misc.	£25.39	£3.17	£28.56	
P/19/173	28/11/2019	21508974	The Works	N/A	Xmas Tree Festival Misc.	£70.00	£0.00	£70.00	
P/19/174	01/12/2019	INV-0273	Petuaria Centre	N/A	Meeting room hire	£14.40	£0.00	£14.40	
P/19/175	01/12/2019	BUS001241621	KCOM	647 2351 37	DD - Telephone and broadband	£65.00	£13.00	£78.00	
P/19/176	03/12/2019	203-8171085-1230734	Amazon.co.uk	727 2558 21	Yellow spray for dog fouling	£18.08	£3.62	£21.70	
P/19/177	03/12/2019	QL197394	SLCC	891 7527 83	ILCA Fees - Town Council Staff	£99.00	£19.80	£118.80	
P/19/178	05/12/2019	N/A	Town Council Staff	N/A	Christmas tree festival prize money	£200.00	£0.00	£200.00	
P/19/179	05/12/2019	55147	PPH Commercial	561 0673 00	DD - Office rent and service charge	£2,117.02	£0.00	£2,117.02	
P/19/180	25/11/2019	N/A	Town Council Staff	N/A	Collection of waste - refrigerator from Playground	£60.00	£0.00	£60.00	
P/19/181	18/11/2019	N/A	KCOM	647 2351 37	DD - Office 365	£72.96	£0.00	£72.96	
P/19/182	12/12/2019	17933	S W Green & Sons	800 7520 69	Christmas tree and delivery	£312.00	£62.40	£374.40	
Total						£11,433.30	£587.82	£12,021.12	

Signature: Date: