

# Elloughton cum Brough Town Council

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Minutes of the ordinary meeting of Council held on **18 December 2018** in the **Committee Room, Petuaria Community Centre, Centurion Way, Brough, HU15 1DF.**

**Members Present:** Cllr Luckraft, Cllr Brogden, Cllr T. Galbraith, Cllr K. Galbraith, Cllr Davies, Cllr Muzaffar, Cllr Credland (Chairman), Cllr S. Duckles (Vice Chairman) and Cllr C. Duckles

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

**Also in attendance:** ERYC Cllr Smith and two members of the public

## Minutes

Minute	Item
	<b><u>Procedural Items</u></b>
71/18	<p><b>Apologies</b> The following apologies we received:</p> <ul style="list-style-type: none"> <li>• Cllr Bentley – Personnel reasons</li> <li>• Cllr Rowe – Other engagement</li> <li>• Cllr P. Duckles – Work commitment</li> </ul> <p><b>RESOLVED: Council resolved to note the apologies and accept the reasons given for absence.</b></p>
72/18	<p><b>Declarations of interest</b> No declarations of interest were made in accordance with the requirements of the Localism Act 2011.</p>
73/18	<p><b>Public Forum</b> A resident of Chapel Mews attended to enquire about the progress made on several issues relating to tree felling, planning and anti-social behaviour.</p>

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	<p>The Clerk reported that a letter had been received from an ERYC officer that was similar in content to one sent to the resident and that there was nothing further to report.</p> <p>A resident attend to enquire if the Council had considered investing in sound recording equipment to measure noise issues on the A63.</p> <p>The resident was informed that Council had resolved at a previous meeting not to invest in or loan sound recording equipment.</p>
74/18	<p><b>Minutes of the ordinary meeting held on 20 November 2018</b></p> <p>Cllr Muzaffar asked the minutes to be corrected to show that he was present at the November 2018 meeting of Council and that words he said in favour of the Petuaria Revisited grant application discussed at the same meeting be recorded.</p> <p>Cllr K. Galbraith proposed, seconded by Cllr Muzaffar, that the minutes amended as above 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>
75/18	<p><b>Council committee minutes</b></p> <p>Cllr K. Galbraith proposed, seconded by Cllr Davis, that the following committee minutes be noted by Council:</p> <ul style="list-style-type: none"> <li>i. 14 November 2018 – Events &amp; Publicity Committee</li> <li>ii. 14 November 2018 – Planning &amp; Licensing Committee</li> <li>iii. 26 November 2018 - Finance &amp; Strategic Planning</li> </ul> <p><b>RESOLVED: Council resolved to note the committee minutes outlined above.</b></p>
<b><u>Reports to Council</u></b>	
76/18	<p><b>ERNLLCA and outside bodies reports</b></p> <p>Council received the following verbal reports from representatives of ERNLLCA, community organisations and outside bodies.</p> <ul style="list-style-type: none"> <li>i. <b>Cllr T. Galbraith</b> – Currently nothing to report.</li> <li>ii. <b>Cllr Brogden</b> – Reported that there has been some issues with users damaging property. A new lock for the door and gate will be installed soon so that the same key works in both. Emergency lights are to be looked at soon.</li> <li>iii. <b>Cllr Muzaffar</b> – Reported that the Management Committee is working hard to establish new systems to allow for smoother running of the Centre. Unfortunately there had been some damage to equipment and the matter was being looked into.</li> </ul>

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	<p>iv. <b>Cllr Credland</b> – Reported on potential archeology at a property on Cave Road which might be connected to Roman Petuaria.</p> <p>v. <b>Cllr Davis</b> – Reported that national funding had been received by the Doctor’s Surgery which would allow for improvement work to the surgery. It is likely that work will start early in the New Year.</p>
<b>77/18</b>	<p><b>East Riding of Yorkshire Council</b> Council received the following reports from the East Riding of Yorkshire Council members for the Town Council area:</p> <p>Cllr Galbraith reported that:</p> <ul style="list-style-type: none"> <li>• The NHS Trust attended a meeting of Overview and Scrutiny Committee to outline how winter pressures will be dealt with and the flu jab drive.</li> <li>• The Police also attended a meeting and outlined that knife crime is lower in the East Riding area than elsewhere in the country.</li> <li>• A draft ERYC budget will be issue soon and considered in the New Year.</li> </ul>
	<b><u>Town Council Finance</u></b>
<b>78/18</b>	<p><b>A) Schedule of payments</b> Cllr K. Galbraith proposed, seconded by Cllr Brogden, that Council note and approve the payments for the period 13 November 2018 to the 12 December 2018 amounting to £18,768.46 and set out at Appendix A.</p>
<b>78/18.1</b>	<b>RESOLVED: Council resolved to approve the payments for the period 13 November 2018 to the 12 December 2018 amounting to £18,768.46.</b>
<b>79/18</b>	<p><b>B) Bank Reconciliation</b> Cllr K. Galbraith proposed, seconded by Cllr Muzaffar, that Council note and approve the bank reconciliation up to 30 November 2018.</p>
<b>79/18.1</b>	<b>RESOLVED: Council resolved to note and approve the bank reconciliation up to 30 November 2018.</b>
	<b><u>Council Business Items</u></b>
<b>80/18</b>	<p><b>Precept and Town Council budget 2019-20</b> Cllr Davis proposed, seconded by Cllr K. Galbraith, that Council note and accept the following:</p> <ol style="list-style-type: none"> <li>i. Estimates and analysis included in the body of this report;</li> <li>ii. proposed budget for the 2019-20 financial year which includes income and expenditure (appendix 2);</li> <li>iii. a three year projection of income and expenditure (appendix 2);</li> <li>iv. the reserves outlined at paragraphs 7.4 to 7.8 of the report;</li> <li>v. summary of the risk assessment carried out to determine the level of un-earmarked reserves (appendix 3);</li> </ol>

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80/18.1	<p>vi. figures for the Council Tax base supplied by ERYC (appendix 4), and;</p> <p>vii. the 'precept leaflet' explaining in summary terms the 2019-20 budget which will be supplied to members of the public and ERYC.</p> <p>It was further proposed that Council set the precept at £160,742 (an increase of 0%) or £41.08 per Band D equivalent for the 2019-20 financial year and that the Town Clerk be instructed to complete the necessary paperwork and inform ERYC of the position of Council.</p> <p><b>RESOLVED: Council resolved to note and accept the points set out in i-vii, that the precept be set at £160,742 (an increase of 0%) or £41.08 per Band D equivalent for the 2019-20 financial year and that the Town Clerk be instructed to complete the necessary paperwork and inform ERYC of Council's resolution.</b></p>
81/18	<p><b>Future Office Accommodation Working Party</b> Cllr S. Duckles proposed, seconded by Cllr C. Duckles, that Council adopt the Terms of Reference for the Future Office Accommodation Working Party Working Party that was established at the November 2018 meeting of Council.</p> <p><b>RESOLVED: Council adopted the Terms of Reference for the Future Office Accommodation Working Party Working Party.</b></p>
<b><u>Next Ordinary Meeting of the Town Council</u></b>	
82/18	<p><b>Date and time of the next meeting</b> Council confirmed the date and time of the next ordinary meeting to be <b>15 January 2018 at 7pm, in the Committee Room, Petuarua Community Centre, Centurion Way, Brough HU15 1DF.</b></p>

**Meeting started 7pm and closed 8:20pm**

Document published on 20 December 2018

**Signed:** .....

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

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

**Date:** .....

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