

Elloughton cum Brough Town Council

60 Welton Road, Brough, HU15 1BH

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Minutes of the ordinary meeting of Council held on **20 November 2018** in the **Committee Room, Petuaria Community Centre, Centurion Way, Brough, HU15 1DF.**

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

Meeting Clerks: Tom Clay, Town Clerk

Also in attendance: ERYC Cllr Meredith and one members of the public

Minutes

Minute	Item
	<u>Procedural Items</u>
58/18	<p>Apologies The following apologies we received:</p> <ul style="list-style-type: none"> • Cllr P. Duckles – Work commitment <p>RESOLVED: Council resolved to note the apologies and accept the reasons given for absence.</p>
59/18	<p>Declarations of interest In accordance with the requirements of the Localism Act 2011 the declaration were made:</p> <ol style="list-style-type: none"> i. Cllr Credland – Item 9. Member of the board that made the application for a grant to the Town Council. ii. Cllr T. Galbraith – Item 9. Member of the board that made the application for a grant to the Town Council.
60/18	<p>Public Forum 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>

Signature: Date:

	<p>The Clerk reported that a letter had been sent and that he would chase the letter up with the East Riding of Yorkshire (ERYC) planning office.</p> <p>Cllr Meredith reported concerns raised by residents about the lack of street cleansing on roads with brick sets, primarily on the new estates. Cllr Meredith enquired if the Town Council could lend assistance with the matter.</p> <p>The Town Council accepted the comments, but were clear that as the highways authority for the area it was the ERYC's responsibility to maintain roads in the area. It was suggested by Town Councillors that ERYC consider changing planning guidelines to ensure that in the future all new estates are built with tarmac roads.</p> <p>Cllr Meredith also reported that residents had requested double yellow lines for Welton Low Road. The advice from ERYC highways officers was that double yellow lines would not be painted as the parked cars acted as a natural chicane and traffic calming measure.</p> <p>The Town Council noted the advice of the ERYC highways officers.</p>
61/18	<p>Minutes of the ordinary meeting held on 16 October 2018 Cllr K. Galbraith proposed, seconded by Cllr Rowe, that the minutes be accepted as a true and accurate record of the meeting.</p> <p>RESOLVED: Council resolved to approve the minutes as a true and accurate record.</p>
62/18	<p>Council committee minutes Cllr K. Galbraith proposed, seconded by Cllr Rowe, that the following committee minutes be noted by Council:</p> <ul style="list-style-type: none"> i. 10 October 2018 - Environment Committee ii. 10 October 2018 - Planning Committee iii. 16 October 2018 – Personnel Committee iv. 22 October 2018 – Finance & Strategic Planning Committee v. 7 November 2018 – Environment Committee <p>RESOLVED: Council resolved to note the committee minutes outlined above.</p>
<u>Reports to Council</u>	
63/18	<p>ERNLLCA and outside bodies reports Council received the following verbal reports from representatives of ERNLLCA, community organisations and outside bodies.</p> <ul style="list-style-type: none"> i. Cllr T. Galbraith – Nothing to report other than the next Executive Meeting would take place on 1 December 2018.

Signature: Date:

	<p>ii. Cllr Brogden – Reported that a recent fire inspection at both the Community centre and Village Hall had gone well. She further reported that the Management Committee was functioning well and that the new Site Manager was doing a good job. Unfortunately a Trustee of the Management Committee had resigned after only a short tenure of office. Finally it was reported that the community centre will have a change of name to the ‘Petuaria Community Centre’.</p> <p>iii. Cllr Credland – Reported that a new gatepost had been installed at the Welton Road entrance. Recent ground penetrating radar work had shown some exciting results which had been covered by the BCC’s Look North. Peter Halkon’s lecture on 18 November 2018 had been well received and that future events were being planned.</p>
64/18	<p>East Riding of Yorkshire Council 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"> • The Local Plan is being reviewed and that on 27 November 2018 there would be a session for town and parish councillors at County Hall. • The future of Beverley Post Office will be considered at a meeting of Full Council soon. • A planning application for exploration that could lead to fracking had been approved near Hedon. <p>Cllr Meredith reported that ERYC’s petition system is being reviewed and will be considered by the Cabinet and Council in the coming months.</p>
	<u>Town Council Finance</u>
65/18	<p>A) Schedule of payments Cllr K. Galbraith proposed, seconded by Cllr Luckcraft, that Council note and approve the payments for the period 10 October 2018 to the 13 November 2018 amounting to £15,247.16 and set out at Appendix A.</p>
65/18.1	<p>RESOLVED: Council resolved to approve the payments for the period 10 October 2018 to the 13 November 2018 amounting to £15,247.16.</p>
	<p>B) Bank Reconciliation Cllr Rowe proposed, seconded by Cllr K. Galbraith, that Council note and approve the bank reconciliation up to 31 October 2018.</p>
65/18.2	<p>RESOLVED: Council resolved to note and approve the bank reconciliation up to 31 October 2018.</p>

Signature: Date:

66/18	<p>Grant Application Cllr Credland and Cllr T. Galbraith left the room (19:58) while the grant application was being discussed.</p> <p>Cllr S. Duckles assumed the chairmanship of the meeting in her role as Deputy Chairman of the Town Council.</p> <p>Cllr K. Galbraith proposed, seconded by Cllr C. Duckles, the Town Council support the PFA's request for a grant of £1,000 for the 'Petuaria Revisited' project with the following conditions:</p> <ol style="list-style-type: none"> i. That it be used for work relating to ground penetrating surveys in the Town Council area as part of the 'Petuaria Revisited' project; ii. That a paid invoice be sent to the Town Council after the work has taken place so that it can be verified that the sums have been spent in the manner described above, and; iii. That if the PFA is unable to spend the funds on the work described above at point (i) that they be returned to the Town Council. <p>RESOLVED: Council approved the proposal above and the Town Clerk was instructed to make the grant funding available to the PFA after the meeting of Council.</p> <p>Cllr Credland and Cllr T. Galbraith re-entered the room (20:12) after the resolution had been made and Cllr Credland resumed in the role as Chairman of the meeting.</p>
<u>Council Business Items</u>	
67/18	<p>Consideration of future arrangements for the Council's offices Cllr S. Duckles proposed, seconded by Cllr K. Galbraith, that:</p> <ol style="list-style-type: none"> i. Council adopt option two of the report, namely, that a Working Party be set up to consider the issue of the future arrangements for the Councils' offices; ii. the Working Party would have no budget; iii. the Working Party would have as its aim to make a recommendation to Council about the future arrangements for offices; iv. after Council had approved the recommendation the Working Party would cease to exist; v. the Town Clerk act as clerk to the Working Party and be instructed to draft Terms of Reference to be approved at its first meeting, and; vi. the membership of the Working Party be: Cllr S. Duckles, Cllr Luckraft, Cllr Rowe and Cllr Credland. <p>RESOLVED: Council approved the proposal above and the Town Clerk was instructed to take the necessary actions.</p>

Signature: Date:

68/18	<p>Update of Council policies Cllr K. Galbraith proposed, seconded by Cllr Credland, that Council accept the recommendation made by the Finance & Strategic Planning Committee and that the following policies be adopted by Council:</p> <ul style="list-style-type: none"> • Code of Conduct • Financial Regulations • Expenses Policy <p>RESOLVED: Council approved the policies described above and the Town Clerk was instructed to take the necessary actions.</p>
69/18	<p>Future meeting dates RESOLVED: Council noted the provisional meeting dates for the remainder of the 2018-19 municipal year and for the whole of the 2019-20 municipal year.</p>
<u>Next Ordinary Meeting of the Town Council</u>	
70/18	<p>Date and time of the next meeting Council confirmed the date and time of the next ordinary meeting to be 18 December 2018 at 7pm, in the Committee Room, Petuarria Community Centre, Centurion Way, Brough HU15 1DF.</p>

Meeting started 7pm and closed 8:30pm

Document published on 21 November 2018

Signed:

Print Name:

Print Position:

Date:

Signature: **Date:**