

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



Minutes of the Full Council Meeting held on **Tuesday 19th July 2022** held **Meeting Room, Petuaria Community Centre, Brough.**

Members Present: Cllr Loizides (Chairman), Cllr S Duckles (Vice Chairman), Cllr C Duckles, Cllr Bentley, Cllr Luckraft, Cllr Rowe, Cllr Trotter, Cllr J Loizides, Cllr Muzaffar, Cllr Blee, Cllr Khan

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Alice Greenwood (Admin Assistant), Phillipa Scullion (Events Co-ordinator), Cllr Meredith (ERYC), Cllr Gill (ERYC)

Public Forum:

Two members of public present. One Brough in Bloom member updated the Town Council with the results of Yorkshire in Bloom and advised they are considering entering Britain in Bloom at the request of the Judges.

MINUTES

- 442/22 To Accept Apologies**
Apologies received from Cllr Hakes.
RESOLVED: Council resolved to accept apologies from Cllr Hakes.
- 443/22 To Accept Declarations of interest relating to items on the agenda.**
No declarations received.
RESOLVED: Council resolved no declarations received.
- 444/22 To confirm as a correct record of the minutes of a meeting of the Full Council held on 21st June 2022.**
Proposed by Cllr Trotter, seconded by Cllr Luckraft and agreed unanimously that the minutes be approved as a correct record for the meeting held on Tuesday 21st June 2022.
RESOLVED: Council resolved to confirm and approve as a correct record the Minutes of a meeting of the Full Council held on Tuesday 21st June 2022.
- 445/22 To receive and note the following Committee minutes**
Planning Committee – 14th June 2022 - **Noted**
Events Committee – 10th May 2022 - **Noted**
Personnel Committee – 11th January 2022 - **Noted**
Personnel Committee – 15th March 2022 - **Noted**

Signed: _____

Date: 27/09/22

446/22 To receive reports from external groups and organizations.

446.1 ERNLLCA

Town Clerk advised nothing to report from ERNLLCA

446.2 Village Hall

No update.

447.3 Community Centre

Cllr Muzaffar advised everything going well.

448.4 The Burrs

Cllr Meredith advised that the PFA had nothing to report.

447/22 To receive reports from East Riding of Yorkshire Council Members, 5 minutes maximum each.

Cllr Gill advised and gave updates on a range of matters including speeding in the Town and parking on pavements. Advised Brough Haven still has roadworks in place.

Cllr Meredith offered updates on a variety of subjects affecting the Town including parking, update on Grassdale, speeding, proposed leisure survey.

448/22 To consider and approve payments and income for the period May - June 2022.

Proposed by Cllr J Loizides, seconded by Cllr Rowe and agreed unanimously that council approve the payment schedule for May 2022 - June 2022.

RESOLVED: Council resolved to approve payments and income schedules for the period of May 2022 - June 2022.

449/22 To consider and approve the bank reconciliations to end of June 2022.

Proposed by Cllr J Loizides, seconded by Cllr Rowe and agreed unanimously that council approve the bank reconciliation for all accounts up to end of June 2022.

RESOLVED: Council resolved to approve the bank reconciliation for all accounts up to end of June 2022.

450/22 To discuss and approve duration the Town Council would like to fly the Ukrainian Flag.

Council discussed and it was proposed by Cllr Trotter, seconded by Cllr Luckraft and agreed unanimously to leave the two flags flying as they currently are until September and return the item agenda for update.

RESOLVED: Council resolved to continue to fly the two flags together until September meeting when they would assess again.

Signed: _____



Date: _____

27/09/22

451/22

To consider and approve and further actions relating to options for future location of Town Council Offices.

At the request of the Chairman the Clerk presented Councillors with a Business Analysis on property 93 Business Enterprise Park, Brough. The document detailed costings to purchase building, renovate, operate, and required finance for future repairs. The document highlighted pros and cons of purchasing the building, highlighting that there would be a necessity to hire out parts of the building to repay the loan. The document highlighted that many community buildings are under utilised and it would not be wise to make the Town Council a competitor. To ensure the loan repayments could be made the Town Council would need to increase the precept. The conclusion to this report was that the Town Clerk advised against pursuing this property any further.

This document also highlighted two other possibilities, a new build and the Petuaria Community Centre and that these must be discussed but require further investigation.

A robust conversation took place amongst the Councillors, many Councillors highlighted the fact the building was too large, much larger than the Council requires, and that the location was not ideal. Majority of Councillors agreed there was too much renovation required and that additional costs are too large and would not be palatable to the community.

A small number of Councillors spoke on how they envisaged the building been a community building, with potential for the Council to grow.

Proposed by Cllr Bentley, seconded by Cllr Muzaffar and agreed unanimously that the Town Clerk be instructed to investigate the two other options contained in the business analysis further, plus any additional options that may arise and return all information to the September meeting to evaluate all options.

RESOLVED: Council resolved to instruct the Town Clerk to investigate the two other options plus any other possibilities and return with all information in the September meeting to discuss and evaluate.

452/22

To arrange date and confirm volunteers to help distribute RMG leaflets

Town Clerk advised Cllr Meredith (ERYC) would like to secure support of the Council by asking for volunteers to assist in distributing leaflets.

Cllrs Luckraft, Cllr Muzaffar, Cllr Bentley, Cllr Trotter and Cllr J Loizides offered their assistance.

Proposed by Cllr Trotter, seconded by Cllr Luckraft and agreed unanimously leaflets be delivered on the 1st August 2022.

RESOLVED: Council resolved the following Councillors, Cllr Luckraft, Cllr Muzaffar, Cllr Bentley, Cllr Trotter and Cllr J Loizides would assist Cllr Meredith (ERYC), distribute RMG leaflets on 1st August 2022.

Signed: _____

Date: 27/09/22

453/22 To consider and approve a date for Extra-ordinary meeting to discuss Boundary Review.

Cllr M Loizides proposed, seconded by Cllr Rowe and agreed unanimously that an Extra-ordinary Full Council meeting be scheduled for the 16th August 2022 to discuss the Boundary Review.

RESOLVED: Council resolved that an Extra-Ordinary Full Council meeting be scheduled for the 16th August 2022 to discuss the Boundary Review.

454/22 To confirm and approve signatories on Bank Mandate and sign and complete paperwork.

Council discussed signatories.

Proposed by Cllr S Duckles, seconded by Cllr Bentley and agreed unanimously that the following Councillors be approved as bank mandate signatories: Cllr Bentley, Cllr S Duckles, Cllr M Loizides, Cllr Luckraft, Cllr Muzaffar, Cllr Trotter.

RESOLVED: Council resolved the following Councillors be approved to be signatories on the Bank Mandate: Cllr Bentley, Cllr S Duckles, Cllr M Loizides, Cllr Luckraft, Cllr Muzaffar and Cllr Trotter.

455/22 To confirm and approve signatories on NS&I account and sign and complete paperwork.

Council discussed signatories.

Proposed by Cllr M Loizides, seconded by Cllr Rowe and agreed unanimously that the following Councillors be approved as NS&I account signatories: Cllr Bentley, Cllr Rowe, Cllr M Loizides, Cllr S Duckles and Cllr Luckraft.

RESOLVED: Council resolved to approve the following Councillors as signatories on the NS&I account: Cllr Bentley, Cllr Rowe, Cllr M Loizides, Cllr S Duckles and Cllr Luckraft.

456/22 Exclusion of the press and public

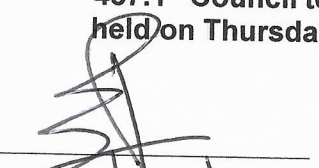
Due to the confidential nature, Members may resolve to exclude the press and public from the meeting during consideration of the next item in accordance with the Public Bodies (Admission to Meetings) Act 1960. The next item on the agenda can be treated as confidential because it relates to confidential staffing issues, such as terms of service, contractual arrangements and the engagement of staff.

457/22 Council to receive applications from two eligible candidates to be considered for Co-Option to Council. Candidates are invited to speak for 3 minutes each.

457.1 Council to note there are two vacant seats following the election held on Thursday 2 May 2019.

Signed: _____

Date: _____


27/09/22

Council noted there is one vacant seat following the election held on Thursday 2nd May 2019.

Candidate one spoke for three minutes and gave details on their past work experience and community involvement and highlighted their desire to be an integral part of the local community and surroundings.

Candidate two spoke for three minutes and gave details on their experiences in life and as a involved member of the community and highlighted the desire to work for continued improvement of local surroundings.

457.2 Council to ask candidates to leave the meeting in order for Council to make a decision.

Cllr Loizides asked the candidate to leave the room for the Council to discuss.

Cllr Bentley proposed, seconded by Cllr J Loizides and agreed unanimously that candidate one be invited through the Co-option process to join the Town Council.

Cllr Trotter proposed, seconded by Cllr Luckraft and agreed unanimously that candidate two be invited through the Co-option process to join the Town Council

RESOLVED: Council resolved as a majority to appoint both candidates, Stephen Blee and Waqar Khan as Town Councillors through the Co-Option process.

458/22

To note the next full Town Council Meeting is to be held at 7.00pm on Tuesday 20th September 2022.

Council noted the date and time of the next meeting.

RESOLVED: Council noted the date and time of the next Full Council meeting as Tuesday 20th September 2022 at 7pm.

Signed:

27/09/22

Date:



REFERENCE	INVOICE DATE	INVOICE NUMBER	COMPANY/ORGANISATION	S137 Payments	Payments made to maintain Petty Cash	VAT NUMBER	ITEM DESCRIPTION	TOTAL NET	TOTAL VAT	TOTAL PAYABLE	NOMINAL CODE	DATE PAID	ACCOUNT REF
P/22/74	31/05/2022	4959	Turpins accounting			257650485	Payroll May 2022	45.00	9.00	54.00	4215	07/06/2022	1018
P/22/75	06/06/2022	2000-7039	Sancton Accountants and Book keepers			N/A	Town Council accounts Apr 22 - Jun 22	660.00	0.00	660.00	4215	07/06/2022	1019
P/22/76	31/05/2022	595	Petuarria Community Centre			4305	Meeting room hire 10.5.2022	39.60	0.00	39.60	4305	07/06/2022	1020
P/22/77	31/05/2022	0018	E-On			5590978089	War memorial electric - May 2022	41.38	2.07	43.45	4340	07/06/2022	1021
P/22/78	27/05/2022	0072	Trim and Proper Joiner and Builders			N/A	Repair and Paint 2 benches brough corner	350.00	0.00	350.00	4450	07/06/2022	1022
P/22/79	30/05/2022	ERI1578979	Supplies ERYC			647471123	Accident Book for office and events	2.24	0.45	2.69	4335	07/06/2022	1023
P/22/80	01/06/2022	ERI1579466	Supplies ERYC			647471123	First aid kit	8.11	1.62	9.73	4335	07/06/2022	1024
P/22/81	25/05/2022	ERI1578498	Supplies ERYC			647471123	clinical waste sacks, first aid kit, fire blanket	11.78	2.36	14.14	4335	07/06/2022	1025
P/22/82	29/05/2022	4637	art&soul			721402974	Petuarriapress.co.uk renewal	25.00	5.00	30.00	4510	08/06/2022	1026
P/22/83	16/06/2022	N/A	Town Council Staff			N/A	Staff Salaries - June 2022	5328.46	0.00	5328.46	4000	20/06/2022	1027
P/22/84	07/06/2022	N/A	Supplies ERYC			647471123	A4 Note books	6.27	1.25	7.52	4335	20/06/2022	1028
P/22/85	16/06/2022	209711108	Town Council Staff			N/A	Sweet Bags and Ties for Fairy Trail Event	4.99	0.00	4.99	4507	20/06/2022	1029
P/22/86	16/06/2022	100146159	Town Council Staff			N/A	Sweets for Fairy Trail Event	46.74	0.00	46.74	4507	20/06/2022	1030
P/22/87	16/06/2022	N/A	Town Council Staff			N/A	Flowers to Jubilee Cornet Player - Thank you	42.00	0.00	42.00	4507	20/06/2022	1031
P/22/88	20/06/2022	N/A	Town Council Staff			N/A	Staff Travel Expenses	17.55	0.00	17.55	4060	20/06/2022	1032
P/22/89	21/06/2022	N/A	HSBC			N/A	Bank Charges	11.00	0.00	11.00	4205	21/06/2022	1033
P/22/90	21/06/2022	N/A	Town Council Staff			N/A	Petuarria Press Printing	217.21	0.00	217.21	4510	21/06/2022	1034
P/22/91	21/06/2022	N/A	Town Council Staff			N/A	Staff Travel Expenses	11.70	0.00	11.70	4230	21/06/2022	1035
P/22/92	23/06/2022	1572259	Town Council Staff			99220322	Office Rent 24/06/2022 - 28/09/2022	1950.00	390.00	2340.00	4300	23/06/2022	1036
P/22/93	23/06/2022	1575294	PPH Commercial			99220322	Office service charge 24/06/2022 - 28/09/2022	177.52	35.51	213.03	4320	23/06/2022	1037
P/22/94	23/06/2022	1575294	PPH Commercial			99220322	Office service charge 24/06/2022 - 28/09/2022	167.01	33.40	200.41	4320	27/06/2022	1037
P/22/95	17/06/2022	1290	GI Landscapes			206913225	Town Maintenance - April 2022 - June 2022	423.00	84.60	507.60	4311	27/06/2022	1038
P/22/96	20/06/2022	9584478	Town Council Staff			N/A	Fairy Trail Posters	35.57	0.00	35.57	4507	27/06/2022	1039
P/22/97	16/06/2022	966805656	British Gas			684966762	Office electricity - June 2022	37.29	1.86	39.15	4340	30/06/2022	1040
P/22/98	28/06/2022	N/A	Town Council Staff			N/A	Staff Salary - June 2022	870.03	0.00	870.03	4000	28/06/2022	1041
P/22/99	30/06/2022	N/A	ER Pensions Fund			N/A	Staff Pensions June 2022	1913.42	0.00	1913.42	4020	30/06/2022	1042
								12442.87	567.12	11096.57			

REFERENCE	DATE RECEIVED	REFERENCE	PAYEE NAME/ORGANISATION	INCOME DESCRIPTION	TOTAL PAID IN	NOMINAL CODE
I/22/8	01/06/2022	n/a	Graham & Rosen	Petuarria Press Advert Fee	£85.00	1115