

Elloughton-cum-Brough Town Council

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Minutes of the Full Council Meeting held on **Monday 15th May 2023 in the Methodist Church Hall,** Welton Road, Brough, HU15 1DL

Members Present: Cllr Rennison, Cllr Bentham, Cllr S Duckles, Cllr C Duckles, Cllr Luckraft, Cllr Blee, Cllr Trotter, Cllr Kellington, Cllr Parker, Cllr Kellington, Cllr Twinning and Cllr Harrison.

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Danika Lynch (Deputy Clerk), Phillipa Scullion (Events Coordinator) and Coleen Gill (ERYC Councillor).

MINUTES

631/23 To Accept Apologies
No apologies received.

RESOLVED: Council resolved no apologies.

632/23 To Accept Declarations of interest relating to items on the agenda.
No declarations received.

RESOLVED: Council resolved that no declarations have been made.

633/23 To confirm as a correct record of the minutes of a meeting of the Full Council held on Tuesday 18th April 2023.

Proposed by Cllr S Duckles, seconded by Cllr Blee and agreed unanimously that the minutes be approved as a correct record for the meeting held on Tuesday 18th April 2023.

RESOLVED: Council resolved to approve the minutes as a correct record for the meeting held on Tuesday 18th April 2023.

634/23 To receive and note the following Committee minutes.

634.1 Environment Committee – 14th February 2023

634.2 Planning Committee – 11th April 2023

634.3 Personnel Committee – 10th January 2023

634.4 Finance Committee – 27th February 2023

RESOLVED: Council resolved to note the approved Committee Minutes.

Signed: _____

Date: _____

635/23 To receive reports from external groups and organizations.

635.1 ERNLLCA

Town Clerk advised that ERNLLCA have provided training details and will possibly hold a new Councillor event.

635.2 Village Hall

No update.

635.3 Community Centre

No update.

335.4 The Burrs

PFA meeting due to go ahead next week.

636/23 To receive reports from East Riding of Yorkshire Council Members, 5 minutes maximum each.

Cllr Coleen Gill advised that the graffiti at the signal box has been acknowledged by Network Rail and is on their schedule to be cleaned. Also advised the new roundabout has seen costs increase so much Horncastle have requested this be scrutinised.

637/23 To consider and approve payments and income for the period March 2023 – April 2023.

Proposed by Cllr s Duckles, seconded by Cllr Blee and agreed unanimously to approve payments and income for March 2023 – April 2023.

RESOLVED: Council resolved to approve payments and income schedules for the period of March 2023 – April 2023.

638/23 To consider and approve the bank reconciliations to end of April 2023.

Proposed by Cllr S Duckles seconded by Cllr Luckraft and agreed unanimously that council approve the bank reconciliation for all accounts up to end of April 2023.

RESOLVED: Council resolved to approve the bank reconciliation for all accounts up to end of April 2023.

639/23 To note first instalment of 2023/2024 Precept £92,838.20 has been received.

Council noted the first instalment of the 2023/2024 precept, an amount of £92,838.20 has been received.

RESOLVED: Council resolved to note the first instalment of the 2023/2024 precept, an amount of £92,838.20 has been received.

Signed: _____

Date: _____

640/23 To consider and approve applications for Community Grant scheme 2023 - 24.

640.1 Blackburn Leisure Bowls Club - £560

Council held a discussion around the application and its merits.

Cllr Rennison advised that he was a member of the Bowls Club and therefore declared an interest.

Cllr C Duckles proposed, seconded by Cllr Blee and agreed by a majority (excluding Councillor Rennison who declared an interest) to award £500 Community grant to Blackburn Leisure.

RESOLVED: Council resolved to award Blackburn Leisure Bowls club a grant of £500 from the Community Grant Scheme 2023 – 2024.

640.2 Blackburn Squash Club - £500

Council held a discussion around the application and its merits.

Cllr Trotter proposed, seconded by Cllr Bentham and agreed unanimously to award £500 to Blackburn Squash Club.

RESOLVED: Council resolved to award Blackburn Squash Club a grant of £500 from the Community Grant Scheme 2023 – 2024.

641/23 To discuss and approve Town Council Office Insurance quotes.

Town Clerk presented three insurance quote options for the Town Council and all assets.

Cllr C Duckles proposed, seconded by Cllr Bentham and agreed unanimously to approve BHIB Councils Insurance at a cost of £1976.28 including tax for the year 2023 – 2024.

RESOLVED: Council resolved to approve the insurance for the Town Council and assets for the year 2023 – 2024 with BHIB Councils Insurance at a cost of £1976.28 including VAT.

642/23 To receive verbal update and discuss and approve any required next steps in relation to the Old Library Lease.

Town Clerk advised that the Lease is between Town Council Solicitor and Landlord's Solicitor finalising amendments to the lease. It is due to be received shortly by the Town Council office and will be ready for review and signing.

Town Clerk advised that an Extra-Ordinary Meeting will need to be organised and the lease reviewed and signatories authorised.

Cllr S Duckles proposed, seconded by Cllr Blee and agreed unanimously to arrange an Extra-Ordinary Meeting to review the lease and agree signatories.

Signed: _____

Date: _____

RESOLVED: Council resolved to agree to arrange an Extra-Ordinary Meeting of Full Council when it became necessary to review the final lease and agree the authorised signatories to the lease.

643/23

To receive verbal information on training available to Councillors and approve reservations.

Town Clerk advised that ERNLLCA are offering a whole Council training session at £400 or the individual Councillor can undertake a three part training session at a cost of £90 per Councillor.

Cllr C Duckles proposed, seconded by Cllr Luckraft and agreed unanimously to approve the Town Clerk to confirm with ERNLLCA training for the whole Council at a cost of £400.

RESOLVED: Council resolved to approve the whole Council training with ERNLLCA at a cost of £400 and instructed the Town Clerk to confirm and arrange the date.

644/23

To note the next full Town Council Meeting is to be held at 7.00pm on Tuesday 20th June 2023 in the Meeting Room, Petuaria Community Centre, Brough.

Council noted the date and time of the next Full Council Meeting.

RESOLVED: Council noted the time and date as 7pm on Tuesday 20th June 2023 at the Meeting Room, Petuaria Community Centre, Brough.

Meeting ended: 19.25

Signed: _____

Date: _____

INVOICE NUMBER	COMPANY/ORGANISATION	S17 Payments	Payments made to maintain Petty Cash	VAT NUMBER	ITEM DESCRIPTION	TOTAL NET	TOTAL VAT	TOTAL PAYABLE	TOTAL NOMINA L CODE	DATE PAID	ACCOUNT REF	POWER
25123188	British Gas				Office electric bill for 23 - March 23	67.17	0.17	67.34	4340	06/06/2023		1370
10102884	Town Council staff			728509266	Electricity - 50 barrel cokes	14.54	0.00	14.54	4110	05/06/2023		1272
n/a	Town Council staff			n/a	Enter banners x4	100.00	0.00	100.00	4064	05/06/2023		1273
883	Town Council staff			34377355	Enter banners x4	66.41	1.28	67.69	4064	05/06/2023		1274
10080849	Town Council staff			728509266	Enter banner x 2 barrel cokes	20.17	3.68	23.85	4064	05/06/2023		1275
2.655641.1E	Town Council staff			382354310	Cocreation building	49.99	0.00	49.99	4067	05/06/2023		1278
78197	Town Council staff			918374244	Cocreation building	186.82	37.16	223.98	4067	05/06/2023		1278
1373441.1E	Town Council staff			870892375	Cocreation building	7.92	1.38	9.30	4067	05/06/2023		1279
789	Town Council staff			728509266	Cocreation building	1.00	0.00	1.00	4067	05/06/2023		1281
GR220424-LAS325795-1	Peihar & Community centre			n/a	Meat freezing machine	14.40	0.00	14.40	4382	05/06/2023		1281
61-24HABAE-0028	Town Council staff			5592928.89	Printer cartridges, yellow and cyan	188.44	36.68	225.12	4370	06/06/2023		1282
A118080840	Town Council staff			5592928.89	Electric supply at War memorial March 2023	36.50	1.82	38.32	4340	06/06/2023		1283
92331680	Town Council staff			232555575	Operational expenses of Pargate	75.00	0.00	75.00	4311	06/06/2023		1284
0423A14594106242	Town Council staff			232555575	Groundwork tools	999.19	195.85	1,195.04	4311	13/06/2023		1286
NA	East Riding of Yorkshire Council			n/a	Lease in respect of allotments	696.00	0.00	696.00	4260	13/06/2023		1287
202223.2	Town Council staff			6742601	Banners x4 - Easter Egg Hunt	100.00	0.00	100.00	4064	19/06/2023		1288
NA	Public Safety Audit			NA	Signage for Easter Egg Hunt	747.60	0.00	747.60	4210	19/06/2023		1290
NA	Town Council staff			34377355	Additional Easter Egg - Easter Event	60.00	12.00	72.00	4064	19/06/2023		1291
NA	Town Council staff			34377355	Additional Easter Egg - Easter Event	86.68	17.33	104.01	4064	19/06/2023		1292
NA	Town Council staff			34377355	Additional Easter Egg - Easter Event	4.34	0.85	5.19	4064	19/06/2023		1293
NA	Town Council staff			34377355	Additional Easter Egg - Easter Event	5.34	1.05	6.39	4064	19/06/2023		1294
8203991	Town Council staff			497627803	Incise in private motor insurance to Business cover	74.99	15.00	89.99	4311	19/06/2023		1295
1620928	Town Council staff			0819012839	Ring Cocreation Event - Decorations	143.48	29.83	173.31	4067	19/06/2023		1297
GB-2023-1471416A	Town Council staff			0819022839	Ring Cocreation Event - Decorations	2.31	0.58	2.89	4067	19/06/2023		1299
GB-2023-147217940	Town Council staff			0819022839	Ring Cocreation Event - Decorations	133.20	26.60	159.80	4067	19/06/2023		1300
GB-2023-146867387	Town Council staff			0819022839	Ring Cocreation Event - Decorations	14.16	2.83	16.99	4067	19/06/2023		1301
GB-2023-146867387	Town Council staff			0819022839	Ring Cocreation Event - Decorations	4.96	0.93	5.89	4067	19/06/2023		1302
GB-2023-146867387	Town Council staff			0819022839	Ring Cocreation Event - Decorations	4.96	0.93	5.89	4067	19/06/2023		1303
NA	HMRC			NA	April Staff Wages - Paid correct on day early	1562.64	0.00	1562.64	4215	19/06/2023		1304
NA	HMRC			NA	April Staff Wages - Paid correct on day early	1334.70	0.00	1334.70	4010	19/06/2023		1305
20027128	Er Pension			NA	Staff Pension - April 2023	1439.95	0.00	1439.95	4020	19/06/2023		1306
20027128	Er Pension			NA	Staff Pension - April 2023	1439.95	0.00	1439.95	4020	19/06/2023		1306
NA	Shelton Accountants & Bookkeepers			NA	Accounting fees - April 2023	235.00	0.00	235.00	4211	19/06/2023		1307
NA	Town Council staff			NA	Town Council Salaries - April 2023	5186.74	0.00	5186.74	4000	19/06/2023		1309
NA	HSBC			NA	Bank account fee - April 2023	8.00	0.00	8.00	4025	21/06/2023		1310
					TOTAL	15,941.82	466.85	16,408.67				
REFERENCE	DATE RECEIVED	REFERENCE	PAYEE NAME/ORGANISATION		INCOME DESCRIPTION	TOTAL PAID IN	NOMINAL CODE					
1/23/1	10/04/2023	NA	East Riding of Yorkshire Council		Repayment of Salary - Rate incorrectly one day early	411,552.02						
1/23/1	27/04/2023	NA	East Riding of Yorkshire Council		First Instalment of Precept - 2023/2024	492,888.20						1076
TOTALS						£94,400.84						

Signed: _____

Date: _____