

Elloughton cum Brough Town Council
60 Welton Road, Brough, HU15 1BH
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Minutes of the Full Council Meeting held on **Tuesday 15th June 2021 held remotely via Zoom.**

Members Present: Cllr Bentley (Chairman), Cllr Luckraft, Cllr Loizides (Vice Chairman), Cllr Rowe, Cllr Hakes, Cllr Flint, Cllr Trotter, Cllr Muzaffar

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Danika Lynch (Deputy Clerk), Claire Hastie (Admin Assistant), Cllr Gill (ERYC), Cllr Smith (ERYC)

Public Forum:

One member of public present.

Member of public requested that Elloughton Green be added to the Rota for grass cutting, it was advised that this has been done and is on the Town Councils Rota with the ground maintenance. Member of public also requested a Town litter picker and requested update. It was advised by Clerk that this is a matter due to be discussed at the next Personnel Meeting in July, as part of a bigger conversation regarding the role. Attendee also requested an update on Council funds.

MINUTES

202/20 To Accept Apologies – Cllr S Duckles and Cllr Duckles sent apologies.

203/20 To Accept Declarations of interest relating to items on the Agenda.
Cllr Hakes declared an interest in Agenda Item 5.
Cllr Trotter declared an interest in Agenda Item 22.

204/20 To confirm as a correct record the Minutes of a meeting of the Full Council held on 4th May 2021.
Proposed by Cllr Loizides, seconded by Cllr Bentley and agreed unanimously that the minutes be accepted as a true and accurate record of the meeting.

RESOLVED: Council resolved to confirm and approve as a correct record the Minutes of a meeting of the Full Council held on 4th May 2021.

205/20 To receive and note the following Committee minutes.
205.1 Planning Committee – 13th April 2021/6th May 2021 - **Noted.**
205.2 Environment Committee – 13th April 2021 – **Noted**
205.3 Events Committee – 9th March 2021 – **Noted.**

206/20 To receive reports from external groups and organisations.
206.1 ERNLLCA
Town Clerk advised ERNLLCA advised no updates.

Signed: *[Signature]*

Date: 3.8.2021

RESOLVED: Council resolved to approve petty cash payments for the first quarter of 2021.

212/20 To consider and note Annual Internal Audit Report for the financial year 2020/21, which forms part of AGAR.

Proposed by Cllr Bentley, seconded by Cllr Luckraft and agreed unanimously to note the Annual Internal Audit Report for the financial year 2020/21, forming part of the AGAR.

RESOLVED: Council resolved to note the Annual Internal Audit Report for the financial year 2020/21.

213/20 To consider and approve Section 1 – Annual Governance Statement of AGAR 2020/21.

Proposed by Cllr Loizides, seconded by Cllr Trotter and agreed unanimously to approve Section 1 – Annual Governance Statement of AGAR 2020/21.

RESOLVED: Council resolved to approve Section 1 – Annual Governance Statement of AGAR 2020/21.

214/20 To consider and approve Section 2 – Annual Accounting Statements 2020/21 and supporting documents for AGAR.

Proposed by Cllr Loizides, seconded by Cllr Luckraft and agreed unanimously to approve Section 2 – Annual Governance Statement of AGAR 2020/21, including Exercise of Rights --.

RESOLVED: Council resolved to approve Section 2 – Annual Accounting Statements 2020/21 and supporting documents for AGAR.

215/20 To consider request for a member to stand down from the Environment Committee or alternatively approve updated Environment TOR.

Proposed by Cllr Hakes, seconded by Cllr Flint and agreed unanimously to approve the updated Environment TOR.

RESOLVED: Council resolved to approve the updated TOR for the Environment Committee to accommodate extra member.

216/20 To appoint a member of Council to Planning Committee vacancy.

Proposed by Cllr Hakes, seconded by Cllr Bentley and agreed unanimously to appoint Cllr Flint to the Planning Committee.

RESOLVED: Council resolved to appoint Cllr Flint to fill the vacancy on the Planning Committee.

217/20 To consider and approve updates to Community Consultation.

Proposed by Cllr Bentley, seconded by Cllr Loizides that and agreed unanimously to approve the Community Consultation for publication, to include an update to Q8 on planters. Add "Brick" Planters.

RESOLVED: Council resolved to approve the Community Consultation for publication, with an amendment to Q8 to state "Brick planters".

218/20 To discuss updated options on Christmas Lights and approve final decision.

Signed: 

Date: 03.08.2021

223/20

To note the next full Town Council Meeting is to be held at 7.00pm on Tuesday 20th July 2021, location to be confirmed.

RESOLVED: Council noted date, time and location of next meeting.

Signed:

A Bentley

Date:

3/8/21

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	NOMINA L CODE	DATE PAID	ACCOUNT REF
P/19/486	01.05.21	KCOM	KCOM			647235137	Office internet and telephone	£65.00	£13.00	£78.00	4350	06/01/2021	678
P/19/487	31.05.21	4168	Turpins Accounting Services			257650485	May Payroll fees	£45.00	£9.00	£54.00	4215	06/04/2021	679
P/19/488	6/15/2021	391/E4	Town Council staff			n/a	Staff Salaries - May - June 2021	£3,739.97	£0.00	£3,739.97	4000	6/18/2021	680
P/19/489	5/28/2021	76469	HAGS SMP			207 8538 51	HAGS - Annual Inspection	£160.00	£32.00	£192.00	4330	6/15/2021	681
P/19/490	5/24/2021	2020/2021.2	Public Sector Audit			n/a	Provision of the final internal audit - 2020/2021	£658.90	£0.00	£658.90	4210	6/15/2021	682
P/19/491	6/15/2021	Y51085	ERPF			n/a	Staff pensions - June 2021	£1,116.44	£0.00	£1,116.44	4020	6/17/2021	683
P/19/492	6/15/2021	391/E4	HMRC			n/a	Staff PAYE/NI	£650.35	£0.00	£650.35	4010	6/17/2021	684
P/19/493	6/22/2021		Town Council staff			n/a	Land registry - title plan for Main Drain	£6.00	£0.00	£6.00	4310	6/22/2021	685
P/19/494	6/23/2021	997049/981614	PPH Commercial			561067300	SO - office rent and service charge	£2,117.01	£0.00	£2,117.01	4300	6/23/2021	686
P/19/495	6/28/2021	2000-6811	Sancton Accountants & Bookkeepers			n/a	accounts support April 21 to June 21	£660.00	£0.00	£660.00	4215	6/28/2021	687
P/19/496	6/29/2021	280990900	British Gas			684966762	DD - Office electric	£37.02	£1.85	£38.87	4340	6/29/2021	688
TOTALS								£9,255.69	£55.85	£9,311.54			

. *Spencer* 3-8-21

REFERENCE	DATE RECEIVED	REFERENCE	PAYEE NAME/ORGANISATION	INCOME DESCRIPTION	TOTAL PAID	MINAL C	DATE BANKED	COUNT ENTER DA	POWER
1/19/46	6/21/2021		Cheque from Allotment Association	Allotment rental fees	£614.00	1130	6/21/2021	07/01/2021	
				TOTALS	£614.00				

D Bentley 3.8.21