

Elloughton-cum-Brough Town Council

The Old Library, 44 Elloughton Road, Brough, HU15 1AE
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 17th October, at the Town Council Office, The Old Library, Elloughton Road, Brough, HU15 1AE.**

Members Present: Cllr Bentham (Vice-Chair), Cllr S Duckles, Cllr C Duckles, Cllr Luckraft, Cllr Blee, Cllr Parker, Cllr Trotter, Cllr Kellington, Cllr Twining and Cllr Harrison.

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Danika Lynch (Deputy Clerk), Phillipa Scullion (Events Coordinator), Cllr Meredith (ERYC)

One members of Public in attendance.

PUBLIC FORUM

Member of public introduced themselves.

MINUTES

727/23 To Accept Apologies
Apologies received from Cllr Rennison.

RESOLVED: Council resolved to accept apologies from Cllr Rennison.

728/23 To Accept Declarations of interest relating to items on the agenda.
No declarations of interest received.

RESOLVED: Council resolved no declarations of interest received.

729/23 To confirm as a correct record the minutes of a meeting of the Full Council held on Tuesday 19th September 2023.
Cllr S Duckles proposed, seconded by Cllr Blee and agreed unanimously that the minutes be approved as a true and accurate record of the Full Council Meeting on Tuesday 19th September 2023.

RESOLVED: Council resolved to approve the minutes be approved as a true and accurate record of the Full Council Meeting held on Tuesday 19th September 2023.

730/23 To receive and note the following Committee minutes.

730.1 Environment Committee – 15th August 2023 – **Noted**

730.2 Planning Committee – 12th September 2023 – **Noted**

730.3 Finance Committee – 3rd May 2023 – **Noted**

Signed: _____

Date: _____

730.4 Personnel Committee – 1st August 2023/15th August 2023 -Noted

RESOLVED: Council resolved to note the approved Committee Minutes.

731/23 To receive reports from external groups and organizations.

731.1 ERNLLCA

Town Clerk advised no updates from ERNLLCA.

731.2 Village Hall

Clerks gave update regarding the Village Hall hedge and advised that the Fairway View, retirement home will now be maintaining the hedge between them and the Village Hall.

731.3 Community Centre

Cllr Luckraft advised Community Centre has two new users so is now close to operating at break even. East Riding of Yorkshire Council are close to agreeing that they will grit around the Community Centre in winter. Less issues with youths around the building.

731.4 The Burrs

No meeting since the Roman Dig in July 2023.

732/23 To receive reports from East Riding of Yorkshire Council Members, 5 minutes maximum each.

Cllr Meredith gave insight into Design code, updates on reporting flood areas on Welton Road and Main Street. Update provided on Council Liaison at Yorkshire Water. Meeting regarding leisure facilities in the area on 8th November 2023.

733/23 To consider and approve payments and income for the period August 2023 – September 2023.

Proposed by Cllr S Duckles, seconded by Cllr Blee and agreed unanimously to approve payments and income for August 2023 - September 2023.

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

734/23 To consider and approve the bank reconciliations to end of September 2023.

Proposed by Cllr S Duckles, seconded by Cllr Blee and agreed unanimously that Council approve the bank reconciliation for all accounts up to end of September 2023.

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

735/23 To receive verbal update from Cllr Luckraft regarding the Bus Partnership Forum Event.

Cllr Luckraft advised overall he thought the event was disappointing. Speakers at the event included ERYC, who gave an update on how well they have done improving local services due to Government funding, this was debated by the Town Council as to the statements validity. East Yorkshire buses advised they were near to pre-covid passenger numbers, although they had seen a decrease in commuters and an increase in leisure passengers. It was questioned if this would change when the fare subsidisation ended.

Signed: _____

Date: _____

The event concluded that customer satisfaction in the area is better than the rest of the country, however Cllr Luckraft questioned the validity of how and when people are chosen to take the survey.

There was a suggestion that this event will take place again, however no indication given as to the timescale.

RESOLVED: Cllr Luckraft provided the Town Council with an overview of the event and its content.

736/23

To receive a verbal update on the Town Council Business Forum.

Town Clerk and Events Coordinator gave a verbal update on the Town Council Business Forum initiative. The second meeting has taken place and a number of new businesses and local organisation's attended. The meetings have seen people make connections and develop understanding of the Town Council, other businesses and groups within the area. The next meeting is scheduled for the 20th November 2023, meetings have been agreed at this stage to be the third Monday in a month. It was agreed at most recent meeting there would be no December 2023 meeting.

RESOLVED: Council resolved to note the verbal update provided by the Town Clerk and Events Coordinator on the Business Forum.

737/23

To receive a verbal update on the Community Speed Watch initiative.

Town Clerk advised that there are now enough volunteers to form a Community Speed Watch group. Clerks have met with the Community Speed Watch Coordinator to access locations suitable for the group. The Coordinator is now ensuring all elements are complete with logging these sites and he will be in touch to arrange a suitable date for training volunteers.

RESOLVED: Council resolved to note the verbal update provided by the Town Clerk.

738/23

To note successful completion of the Annual Governance and Accountability Return (AGAR) for the financial year 2022 – 2023.

Town Council noted successful completion of the AGAR 2022 -2023, with no remarks made. Cllr Bentham thanked the Clerks for their work to ensure this result.

RESOLVED: Council resolved to note successful completion of the AGAR 2022 – 2023.

739/23

To discuss request from Cllr Bentham to alter the start time of Events Committee Meetings.

The council discussed the request from Cllr Bentham, a robust discussion took place as there was no agreement between those who sit on the Events Committee.

Cllr Bentham proposed, seconded by Cllr Parker that the Events Committee start 15 minutes earlier at 5.45pm.

An amendment was proposed by Cllr Trotter, seconded by Cllr Blee that the Events Committee meeting remain at the start time of 6pm.

A vote took place on the amendment and received 5 votes in favour.

A vote took place on the original proposal and received 5 votes in favour.

Signed: _____

Date: _____

Vice-Chair, Cllr Bentham used her casting vote and the original proposal to move the start time of Events Committee Meetings forward to 5.45pm is carried.

RESOLVED: Council resolved to move the start time of the Events Committee meetings forward 15 minutes to 5.45pm.

740/23

To note that East Riding of Yorkshire will be completing a snapshot of Rough Sleepers in our Town on 9th November 2023 and approve the associated actions to be completed by the Town Council.

Town Clerk advised that closer to this date there will be a form sent to us to complete and that a reminder will be sent by the Clerks to submit this information.

RESOLVED: Council resolved to note that a snap shot of rough sleepers will be collected on 9th November 2023.

741/23

To discuss and approve cost of barriers for crowd control at future events at a cost of £189.

Proposed by Cllr C Duckles, seconded by Cllr Twining and agreed unanimously to purchase 10 barriers at a cost of £189 + VAT.

RESOLVED: Council resolved to approve the purchase of 10 barriers at a cost of £189 + VAT.

742/23

To consider following application: 23/02955/TPO – TPO – Elloughton – 1971 – REF 447 – A1 – Crown reduce 1. No Silver Birch (T01) by 3.5m to 10m above ground level to reduce wind loading on recently exposed canopy; Fell 1 No. Horse Chestnut (T02) due to crown dieback and cambium breakdown from unknown root disorders affecting multiple plants in rear garden. Location 5 Ransome Way Elloughton East Riding of Yorkshire HU15 1LJ <https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/23/02955/>

Proposed by Cllr C Duckles, seconded by Cllr Blee and agreed unanimously that the Town Council has no objections to the application, but request a tree be planted in replacement.

RESOLVED: Council resolved they have no objections to the application, but request a tree be planted to replace.

743/23

To consider and approve any actions and costs required, relating to the installation of Street Lights on Grange Park, cut through to Elloughton Road.

A in depth conversation took place on the subject, Councillors agreed there is a requirement for street lights but also identified other areas with the need. They questioned ERYC and developers responsibility to provide street lighting and whether this cost should fall to a Town Council, along with future maintenance and operational costs.

Proposed by Cllr C Duckles, seconded by Cllr Bentham and agreed unanimously that Clerks be asked to look into grant funding for street lighting and possibility of solar powered street lights.

RESOLVED: Council resolved to instruct Clerks to investigate possible funding for street lights and also solar powered street lighting and report back their findings.

Signed: _____

Date: _____

744/23

To discuss and complete updated Community Emergency Plan as requested by East Riding of Yorkshire Council.

Council discussed the document and completed sections of the document. They discussed shelter points and who they should contact to arrange.

Proposed by Cllr Bentham, seconded by Cllr Harrison and agreed unanimously to adopt East Riding of Yorkshire Councils format. To form a sub – committee, members Cllr S Duckles, Cllr C Duckles, Cllr Bentham, Cllr Harrison and Cllr Kellington, who will meet once a year to review the documents and meet in an emergency to put plan in action.

Cllr S Duckles proposed, seconded by Cllr Blee and agreed unanimously to contact the schools, Community Centre and Village Hall to ensure they are all able to be shelters in an emergency.

RESOLVED: Council resolved to use East Riding of Yorkshire Councils template for the plan, to create an Emergency Plan sub-committee (members Cllr C Duckles, Cllr S Duckles, Cllr Bentham, Cllr Harrison and Cllr Kellington) who will meet once a year to review the document and accuracy and would meet in an emergency to coordinate and action the plan.

Council further resolved to ask the Clerks to contact the Schools, Village Hall and Community Centre to ensure they would be agreeable to opening as emergency shelters if required.

745/23

To consider and approve final lease document for the Allotments at Blackburn Avenue, Brough between the Town Council and East Riding of Yorkshire Council and approve associated costs.

Cllr Bentham proposed, seconded by Cllr Kellington and agreed unanimously to agree to the terms of the new lease and arrange for Cllr Rennison (Chair) and Cllr Bentham (Vice-Chair) to sign the agreement and to pay the legal fees associated at a cost of £480.

RESOLVED: Council resolved to agree to the terms of the lease and the associated costs of £480 and to arrange for the Chair, Cllr Rennison and Vice-Chair, Cllr Bentham to sign the agreement on behalf of the Town Council.

746/23

To receive verbal update on security system, reconsider and approve quote for office security systems.

Town Clerk advised the previously agreed quote is no longer able to proceed as not compatible with the roll out of fibre.

Cllr Trotter proposed, seconded by Cllr C Duckles and agreed unanimously to approve the agreement of £160 + VAT for Intruder System Maintenance - £160.00 + VAT per annum and £316 + VAT for Dual Com Monitoring with Scamp Security.

RESOLVED: Council resolved to approve the cost of £160 + VAT for the Intruder System Maintenance and £316 + VAT for Dual com Monitoring.

Signed: _____

Date: _____

747/23

To consider strategic topics to be considered for scrutiny in the 2024/2025 Municipal year by the East Riding of Yorkshire Councils Overview and Scrutiny Committee, closing date 8th December 2023.

Council discussed various possibilities for the Scrutiny Committee in 2024/25, including Health and Wellbeing, Children and Young People, Environment and Regeneration.

Cllr Bentham proposed, seconded by Cllr Harrison and agreed unanimously to ask Councillors to consider in more detail possible suggestions, to complete the pro-forma circulated by the Town Clerk and return to the Town Clerk by 12th November 2023 for discussion at Full Council meeting.

RESOLVED: Council resolved to ask Councillors to consider possible subjects in more detail and return completed pro-forma to the Town Clerk by 12th November 2023 for discussion at Full Council meeting.

748/23

To consider and resolve any required actions relating to a request from a local resident on Main Street Elloughton to acquire a section of Town Council land.

Council had a robust conversation regarding the requests from the resident for the land beside her house to be gifted/sold to her. The Town Council objects strongly to this request as they cannot be seen to provide betterment to an individual resident over the community as a whole. The area is a conservation area and the Council has concerns over the plans and how they will impact on the area.

RESOLVED: Council resolved they would not sell the land the resident has requested to take ownership of as they cannot provide betterment to an individual over the community as a whole. As the area is a Conservation area they also have concerns over the plans and the impact they would have.

749/23

To consider and formulate a response to the East Riding of Yorkshire Council's Consultation on the Design Code.

The Town Council highlighted that ERYC is not providing adequate street furniture and infrastructure and not asking the developers to do so, so who does this fall to. How are successes been measured? How intend to incorporate environmental policy? How does this marry up to existing development?

Cllr Bentham proposed, seconded by Cllr C Duckles and agreed unanimously that the above questions be asked of the Design Code.

RESOLVED: Council resolved to submit the questions detailed above to ERYC in relation to the Design Code.

750/23

To receive verbal update on Remembrance Day service.

Town Clerk and Events Coordinator provided a verbal update. Vicar is now confirmed. Road closure application pending result. Cadets are confirmed to march.

Cllr Blee, Cllr S Duckles, Cllr C Duckles, Cllr Trotter, Cllr Kellington volunteered to be road Marshalls at the service.

RESOLVED: Council resolved to note the update.

Signed: _____

Date: _____

751/23

To note the next full Town Council Meeting is to be held at 7.00pm on Tuesday 21st November 2023 in the Town Council Office, The Old Library, 44 Elloughton Road, Brough, HU15 1AE.

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

RESOLVED: Council noted the time and date as 7pm on Tuesday 21st November 2023 at the Old Library, Elloughton Road, Brough, HU15 1AE.

Meeting ended: 21.23

Signed: _____

Date: _____