Elloughton-cum-Brough Town Council

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Minutes of the Full Council Meeting held on Tuesday 21st February 2023 in the Meeting Room, Petuaria Community Centre, Brough.

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

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Danika Lynch (Deputy Clerk), Cllr Meredith (ERYC)

Public Forum: Two members of public present.

One member of public representing Brough in Bloom.

One member of public representing Playing Fields Association, confirmed the new Constitution was in place for the Charity.

MINUTES

565/22 To Accept Apologies

No apologies received.

RESOLVED: Council resolved no apologies received.

To Accept Declarations of interest relating to items on the agenda.

No declarations received.

RESOLVED: Council resolved that no declarations have been made.

To confirm as a correct record of the minutes of a meeting of the Full

Council held on 17th January 2023.

Proposed by Cllr J Loizides, seconded by Cllr Blee and agreed unanimously that the minutes be approved as a correct record for the meeting held on Tuesday 17th January 2023.

RESOLVED: Council resolved to approve the minutes as a correct record for the meeting held on Tuesday 17th January 2023.

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To confirm as a correct record of the minutes of an Extra-ordinary Full Council Meeting held on Tuesday 31st January 2023.

Proposed by Cllr J Loizides, seconded by Cllr Khan and agreed unanimously that the minutes be approved as a correct record for the Extra – Ordinary meeting held on Tuesday 31st January 2023.

RESOLVED: Council resolved to approve the minutes as a correct record for the Extra-Ordinary meeting held on Tuesday 31st January 2023.

To receive and note the following Committee minutes

570.1 Environment Committee – 13th December 2022 - **Noted**

570.2 Planning Committee – 10th January 2023 – **Noted**

RESOLVED: Council resolved to note the approved Committee Minutes.

570/22 To receive reports from external groups and organizations.

570.1 ERNLLCA

Town Clerk advised that the Town Clerk and Events Coordinator have attended Website Accessibility training.

570.2 Village Hall

Cllr Khan advised that a key member of the committee had suffered a close bereavement and so they were working hard to stand in on all duties.

570.3 Community Centre

Cllr Muzaffar advised that the discount on rental space has now reduced.

570.4 The Burrs

No update provided.

571/22 To receive reports from East Riding of Yorkshire Council Members, 5 minutes maximum each.

Cllr Meredith provided an update on Saltgrounds utility work and asked for the path to be resurfaced.

572/22 To consider and approve payments and income for the period December 2022 – January 2023.

Proposed by Cllr Bentley, seconded by Cllr J Loizides and agreed unanimously to approve payments and income for December 2022 – January 2023.

RESOLVED: Council resolved to approve payments and income schedules for the period of December 2022 – January 2023.

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573/22 To consider and approve the bank reconciliations to end of January 2023.

Proposed by Cllr Rowe, seconded by Cllr Khan and agreed unanimously that council approve the bank reconciliation for all accounts up to end of January 2023.

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

574/22 To discuss moving the May 2023 Events and May 2023 Planning Meetings to Tuesday 16th May 2023 due to Local Elections.

Council discussed the need to move of the May Events and Planning Meetings, scheduled for the 9th May 2023, due to the upcoming Local Elections.

Cllr M Loizides proposed, seconded by Cllr Bentley and agreed unanimously to move the May 2023 Events and Planning meetings to the Tuesday 23 May 2023 at 6pm and 7pm respectively.

RESOLVED: Council resolved move the May 2023 Events and Planning Meetings to Tuesday 23rd May 2023 at 6pm and 7pm respectively, due to the upcoming Local Elections.

575/22 To consider and approve for submission a response to the East Riding of Yorkshire Councils first draft consultation on the Community Governance Review.

Council held an in depth and robust debate to arrive at their response to East Riding of Yorkshire Council.

Cllr Bentley proposed, seconded by Cllr J Loizides and agreed unanimously to ask ERYC to consider the possibility that number and allocation of Ward Councillors, change to two Ward Councillors for Brough and Elloughton and two Ward Councillors for the remainder of the Dale.

Cllr Luckraft proposed, seconded by Cllr Blee and agreed unanimously to request that the boundary of south of the A63 in Brough be altered to use Common Lane as the divide, to ensure that there are not streets, such as Liberty Park that see some houses in Brough and some in Welton or even parts of properties split between both.

Cllr S Duckles proposed, seconded by Cllr Muzaffar that due to the increase in residents the number of Councillors representing the Town should increase to a maximum of 15.

An amendment proposed by Cllr J Loizides, seconded by C Duckles that the number of Councillors remain the same at 12.

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Date:			

A vote on the amendment was taken, four Councillors voted for the amendment.

Eight Councillors voted in favour of first motion to request increase to 15 Councillors. This motion is carried.

RESOLVED: Council resolved to request an increase in Town Councillors from 12 to a maximum of 15.

To consider a request from East Riding of Yorkshire Ward Councillor, Councillor Meredith for input and assistance on unadopted areas in Brough.

Ward Councillor, Richard Meredith, invited to provide an update and details on his request.

Cllr Meredith, advised the Bovis (now Vistry) estate is still unadopted by East Riding of Yorkshire Council, with the exception of open spaces. Currently Yorkshire Water will not remove their objection relating to discharge rate and require a new drain or pump to remove the objection.

Horncastle and Beal are installing a new pump which will help but is not enough to ensure removal of the objection by ERYC.

Cllr Meredith, advised he is trying to facilitate a meeting with all parties to discuss and move the matter forward to a resolution. He requested that the Town Council pay for the meeting room, attend the meeting and that a Clerk attend to minute. He also requested the Town Council write a letter of support in securing a resolution and ensure adoption of the area.

Proposed by Cllr M Loizides, seconded by Cllr Bentley and agreed unanimously to issue a letter on behalf of the Town Council in support of Ward Councillor Meredith in the aim of resolving the matter. Additionally proposal included the Town Council would pay for the meeting room to host the meeting, would send Cllr M Loizides, Cllr S Duckles, Cllr Blee, Cllr Hakes and Cllr Bentley to the meeting as representatives of the Town Council and a Clerk to minute the meeting.

RESOLVED: Council resolved to write a letter in support of Ward Councillor Meredith in this matter. Additionally resolved to pay for the meeting room to host the meeting, send representatives from the Council and a Clerk to minute.

To note leaf and debris collection completed on paths around the Burrs Playing Field and quotes been obtained for power washing the pavement.

Deputy Clerk advised that our Park attendant had spent several hours over two days clearing the paths of leaves and debris and that the path is already much improved.

Deputy Clerk also confirmed she is in the process of obtaining quotes to jet wash the entire path.

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Date:		

RESOLVED: Council noted the update from the Deputy Clerk on the path clearance on pavements around the Burrs Playing Field.

To note street names chosen from bank of approved names for land at lngs Lane and East of Skilling's Lane.

Councillors noted the street names chosen from the bank of approved names for land at Ings Lane and East of Skillings Lane.

RESOLVED: Council resolved to note the street names chosen from the approved bank for land at Ings Lane and East of Skillings Lane.

579/22 To approve new street names to put forward to be added to the approved name bank.

Councillors discussed the need for new names and at this time had no additions.

RESOVED: Councillors had no additions at this time for the name bank.

To discuss and approve how the Town Council can provide support to Brough in Bloom with their successful application to the 2023 Britain in Bloom.

Councillors discussed ideas and options on how they could support Brough in Bloom with their entry into Britain in Bloom.

Cllr M Loizides proposed, seconded by Cllr Muzaffar and agreed unanimously to request via their representative at the meeting that Brough in Bloom establish a working party that they can invite all collaborators to meetings to ensure everyone is up to speed and can discuss all actions.

Cllr C Duckles proposed, seconded by Cllr Rowe and agreed unanimously that the Town Council can offer support via their mailing list and social media and can incorporate an article in the March 2023 Petuaria Press and can perhaps provide some support via a Handyman if successfully recruited.

RESOLVED: Council resolved to request Brough in Bloom create a Working Party Group with all collaborators, to which the Town Council would send representation.

Council resolved to offer support in terms of promoting the event, via their mailing list, social media and an article in the March 2023 Petuaria Press.

Council also resolved potential support from the Town Council Handyman if successfully recruited.

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Date:		

581/22 To consider and approve applications for Annual Grants scheme 2023 - 24.

Councillors held a robust and considered debate in relation to all grants. It was noted that a large proportion of applications had requested a much higher amount than the policy outlined. On this occasion the Council agreed to allow these applications to be considered for the maximum amount of £500 as per the policy rather than rejecting them without further consideration, as the policy allows.

581.1 Brough Tennis Club "We do Tennis" - £500

Cllr Bentley proposed, seconded by Cllr J Loizides and agreed unanimously to award a £500 Annual Grant under s137 LGA 1972 as requested in their grant application.

RESOLVED: Council resolved to award Brough Tennis Club an Annual Grant of £500 under s137 LGA 1972 as per their submitted grant application.

581.2 Village Hall - £1299.99

Town Clerk advised that up to date accounts have not been submitted.

Cllr C Duckles proposed, seconded by Cllr J Loizides and agreed unanimously to defer till March 2023 Full Council meeting and request the accounts be submitted in order to be considered.

RESOLVED: Council resolved to defer to March 2023 Full Council meeting and request accounts be submitted in time for this meeting in order to be considered.

581.3 Petuaria Players - £3037.50

Cllr J Loizides proposed, seconded by Cllr Bentley and agreed unanimously to reject the application as the cost of the requested equipment far exceeded its value to the Community as a whole.

RESOLVED: Council resolved to reject the application as the cost of equipment was considered to be much higher than the value it would provide to the wider community.

581.4 Wolds and Riverbank Society - £500

Cllr Bentley proposed, seconded by Cllr Hakes and agreed unanimously to award a £500 Annual Grant under s.137 LGA 1972 as requested in their grant application.

RESOLVED: Council resolved to award Wolds and Riverbank Society an Annual Grant of £500 under s.137 LGA 1972 as per their submitted grant application.

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Date:			

581.5 PFA - £3000

Cllr Bentley proposed, seconded by Cllr J Loizides and agreed unanimously to award a £500 Annual Grant under S.137 LGA 1972 in line with the Town Council Grant Policy maximum amount.

RESOLVED: Council resolved to award the Playing Fields Association an Annual Grant of £500, under S.137 LGA 1972, in line with the Town Councils policy.

581.6 Brough in Bloom - £3750

Cllr J Loizides proposed, seconded by Cllr Trotter and agreed unanimously to award a £500 Annual Grant under S.137 LGA 1972 in line with the Town Council Grant Policy maximum amount.

RESOLVED: Council resolved to award Brough in Bloom an Annual Grant of £500, under S.137 LGA 1972, in line with the Town Councils policy.

581.7 Brough Voluntary Action – £500

Cllr Bentley proposed, seconded by Cllr L Loizides and agreed unanimously to award a £500 Annual Grant under s.137 LGA 1972 as requested in their grant application.

RESOLVED: Council resolved to award Brough Voluntary Action an Annual Grant of £500 under s.137 LGA 1972 as per their submitted grant application.

582/22

To review and approve a response to the East Riding of Yorkshire Council's proposed revised Street Trading and Collections Licensing Policy.

Cllr J Loizides proposed, seconded by Cllr C Duckles and agreed unanimously that they agree with the East Riding of Yorkshire Councils proposed revised Street Trading and Collections Licensing Policy and have no further comments.

RESOLVED: Council resolved they agree with the proposed revised Street Trading and Collections Licensing Policy and have no further comments.

583/22

To review, consider and approve publication of Town Council achievements video for 2022 to date.

Councillors commented they were extremely impressed with the Events Coordinators work in producing this video.

Cllr J Loizides proposed, seconded by Cllr Bentley and agreed unanimously to approve publication to social media and website of this video.

RESOLVED: Council resolved to approve publication of the achievements 2022 video to both social media and website.

Signed:		 	
Date:			

584/22 To review and approve change of provider for email marketing

Town Clerk advised that current provider is now going to charge to use their platform, however an alternative provider Octopus Email is available free of charge and meets all requirements of data protection to send out Town Council mailers.

Cllr J Loizides proposed, seconded by Cllr Trotter and agreed unanimously to move Town Council mailer provider to Octopus email.

RESOLVED: Council resolved to approve transfer of mailing details to Octopus Email effective immediately.

To consider and approve requested price increase for Sancton Accounting monthly accounting fee.

Town Clerk advised Sancton Accounting have requested a payment increase of £15 per month, no increase been awarded since January 2020.

Cllr Bentley proposed, seconded by Cllr Blee and agreed unanimously to award a £15 per month pay increase to Sancton Accounting.

RESOLVED: Council resolved to award Sancton Accounting a £15 per month pay increase.

To note the next full Town Council Meeting is to be held at 7.00pm on Tuesday 14th February 2023 in the Meeting Room, Petuaria Community Centre, Brough.

Council noted the date and time of the next meeting where incorrect and the date of the meeting should be Tuesday 21st March 2023 at 7pm.

RESOLVED: Council noted the date and time of the next Full Council meeting as Tuesday 21st March 2023 at 7pm.

Meeting closed 8.37pm

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Date:			

INVOICE		2137	Payments made to				TOTAL	TOTAL	NOMINA		ACCOUNT
	COMPANY/ORGANISATION Payments	Payments	maintain Petty Cash	VAT NUMBER	VAT NUMBER ITEM DESCRIPTION	TOTAL NET	VAT	PAYABLE	LCODE	DATE PAID	REF POWER
82666524	KCOM			647235137	DD - Office internet and calls - DEC 2022	65.00	13.00	78.00	0 4350	03/01/2023	1203
n/a	Town Council Staff	1	Petty cash top up - Quarter 3	n/a	Petty cash top up	103.84	0.00	103.84	4990	03/01/2023	1204
10545	MNB Computing			407915196	Office 365 December 2022	72.00	14.40	86.40	0 4355	03/01/2023	1205
720	Peruaria Community Centre			N/a	Hire of meeting room - December	14.40	0.00	14.40	4305	03/01/2023	1206
n/a	British Gas			684 9667 62	DD - office electricity - Nov - Dec 2022	97.40	4.87	102.27	4340	04/01/2023	1207
1711580	Town Council Staff			n/a	Petuaria Press - 250 Hard copies	178.26	0.00	178.26	5 4510	05/01/2023	1208
R200725	Cyan			495 46 2803	Queens commemorative bench	433.33	86.67	520.00	4380	10/01/2023	1209
n/a	F Jones			n/a	Office clean	18.00	00:00	18.00	4310	11/01/2023	1210
470031	Lite Ltd			775815293	Christmas lights	4,521.50	904.30	5,425.80	4400	11/01/2023	1211
470031	Lite Ltd			775815293	Christmas lights	4,521.50	904.30	5,425.80	4400	12/01/2023	1212
470031	Lite Ltd			775815293	Christmas lights	4,521.50	904.30	5,425.80	4400	13/01/2023	1213
470031	Lite Ltd			775815293	Christmas lights	4,521.50	904.30	5,425.80	04400	16/01/2023	1214
1263153	Wel Medical Ltd			887750270	Replacement defibrillator battery	232.95	46.59	279.54	4310	12/01/2023	1215
SI-3117	Wold Trees Ltd			302778800	Tree survey work completed	1,120.00	224.00	1,344.00	4311	19/01/2023	1216
23751912	Walker Fire			349931126	Fire hazard safety checks	99'69	13.92	83.58	3 4335	19/01/2023	1217
1417	GJ Landscapes Solutions Ltd			206913225	Grounds Maintenance	355.00	71.00	426.00	4311	19/01/2023	1218
N/A	HMRC			N/A	Staff paye/ni January 2023	1,235.90	00.0	1,235.90	4010	19/01/2023	1219
N/A	Town Council Staff			n/a	Staff Salaries Jan 2023	4,823.45	0.00	4,823.45	2 4000	20/01/2023	1220
Y51085	ER Pensions			N/A	Staff pensions - January 2023	1,439.95	0.00	1,439.95	5 4020	19/01/2023	1221
N/A	HSBC			N/A	Bank Charges	8.00	0.00	8.00	4205	21/01/2023	1222
n/a	Town Council Staff			n/a	ilage Expenses - Event related and item collectid	175.50	0.00	175.50	4505	23/01/2023	1223
2000-7250	Sancton Accounting			N/A	Wage/Pension Preparation - January 2023	28.00	0.00	28.00	4215	23/01/2023	1224
1460	DK Legal			328163701	ofessional charge - advice in connection with Pi	150.00	30.00	180.00	4995	31/01/2023	1225
87074	HAGS			207853851	ring See saw - remove and replace damaged spr	645.00	129.00	774.00	0 4430	31/01/2023	1226
1261	DN Electrical			251355522	tallation/removal poppies, christmas stars, sold	315.00	63.00	378.00	4508	31/01/2023	1227
10607	MNB Computing			407915196	Microsoft Business basic	72.00	14.40	86.40	4355	31/01/2023	1228
739	Petuaria Community Centre			N/a	Hire of meeting room-Jan 17/31	21.60	0.00	21.60	305	31/01/2023	1229
2000-7260	ncton Accounting & Bookkeepers	ers		n/a	Town Council Accounting - Jan 23	220.00	0.00	220.00	0 4215	31/01/2023	1230
985628215	British Gas Business			684 9667 62	DD - office electricity - Dec 22 - Jan 23	60.21	3.01	63.22	4340	31/01/2023	1231
					TOTAL	30,040.45 4,331.06	4,331.06	34,371.51			

SOCIAL			2137	Payments made to			
NCE DATE NUMBER	COMPA	COMPANY/ORGANISATION Payments	Payments	maintain Petty Cash	VAT NUMBER	ITEM DESCRIPTION	TOTAL
P/22/258 01/12/2022 82666524		KCOM			647235137	DD - Office internet and calls - DEC 2022	
03/01/2023 n/a	Ţ	Town Council Staff	_	Petty cash top up - Quarter 3	n/a	Petty cash top up	100
260 30/12/2022 10545		MNB Computing			407915196	Office 365 December 2022	
261 29/12/2022 720	Peruar	Peruaria Community Centre			N/a	Hire of meeting room - December	
/262 n/a		British Gas			684 9667 62	DD - office electricity - Nov - Dec 2022	
263 06/12/2022 1711580	To	Town Council Staff			n/a	Petuaria Press - 250 Hard copies	
/264 15/12/2022 R200725		Cyan			495 46 2803	Queens commemorative bench	
/265 09/01/2023 n/a		F Jones			n/a	Office clean	
/266 04/01/2023 470031		Lite Ltd			775815293	Christmas lights	4,52
/267 04/01/2023 470031		Lite Ltd			775815293	Christmas lights	4,52
/268 04/01/2023 470031		Lite Ltd			775815293	Christmas lights	4,52
7269 04/01/2023 470031		Lite Ltd			775815293	Christmas lights	4,52
270 11/01/2023 1263153	>	Wel Medical Ltd			887750270	Replacement defibrillator battery	
271 17/01/2023 SI-3117	>	Wold Trees Ltd			302778800	Tree survey work completed	
272 17/01/2023 23751912		Walker Fire			349931126	Fire hazard safety checks	
273 14/01/2023 1417	GJ Lands	GJ Landscapes Solutions Ltd			206913225	Grounds Maintenance	
/274 14/01/2023 N/A		HMRC			N/A	Staff paye/ni January 2023	
275 14/01/2023 N/A	To	Town Council Staff			n/a	Staff Salaries Jan 2023	
576		ER Pensions			N/A	Staff pensions - January 2023	
/277 21/01/2023 N/A		HSBC			N/A	Bank Charges	_
278 30/11/2022 n/a	ř	Town Council Staff			n/a	lage Expenses - Event related and item collectic	٥
279 31/01/2023 2000-7250	Š	Sancton Accounting			N/A	Wage/Pension Preparation - January 2023	
280 26/01/2023		DK Legal			328163701	ofessional charge - advice in connection with Pl	
281 25/01/2023		HAGS			207853851	ring See saw - remove and replace damaged spr	
/282 10/01/2023 1261		DN Electrical			251355522	tallation/removal poppies, christmas stars, sold	d 315
283 30/01/2023 10607	۷	MNB Computing			407915196	Microsoft Business basic	
284 28/01/2023 739	Petuar	Petuaria Community Centre			N/a	Hire of meeting room-Jan 17/31	
285 29/01/2023 2000-7260	ncton Ac	ncton Accounting & Bookkeepers	ers		n/a	Town Council Accounting - Jan 23	
31/01/2023 985628215	Bri	British Gas Business			684 9667 62	DD - office electricity - Dec 22 - Jan 23	9
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