

## Elloughton-cum-Brough Town Council

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Minutes of the Full Council Meeting held on **Tuesday 21<sup>st</sup> March 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.

**Meeting Clerk:** Philippa Beverley (Town Clerk)

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

**587/22 To Accept Apologies**  
Apologies received from Cllr Hakes.

**RESOLVED: Council resolved to accept apologies from Cllr Hakes.**

**588/22 To Accept Declarations of interest relating to items on the agenda.**  
No declarations received.

**RESOLVED: Council resolved that no declarations have been made.**

**589/22 To confirm as a correct record of the minutes of a meeting of the Full Council held on 21<sup>st</sup> February 2023.**

Proposed by Cllr Trotter, seconded by Cllr Bentley and agreed unanimously that the minutes be approved as a correct record for the meeting held on Tuesday 21<sup>st</sup> February 2023.

**RESOLVED: Council resolved to approve the minutes as a correct record for the meeting held on Tuesday 21<sup>st</sup> February 2023.**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**590/22 To receive and note the following Committee minutes**

- 590.1** Events Committee – 10<sup>th</sup> January 2023
- 590.2** Planning Committee – 14<sup>th</sup> February 2023
- 590.3** Finance Committee – 21<sup>st</sup> November 2022

**RESOLVED: Council resolved to note the approved Committee Minutes.**

**591/22 To receive reports from external groups and organizations.**

**591.1 ERNLLCA**

Town Clerk advised that ERNLLCA have announced their annual conference for autumn.

**591.2 Village Hall**

Cllr Khan advised that the meeting is scheduled for tomorrow so no update at this time.

**591.3 Community Centre**

Cllr Muzaffar advised that the usage is improving. No further update on defibrillators been installed. There is a pressure drop on the boiler.

**591.4 The Burrs**

Cllr Meredith advised that recently the work of the PFA has been justification rather than action on funding.

**592/22 To receive reports from East Riding of Yorkshire Council Members, 5 minutes maximum each.**

Cllr Gill advised work on power grid will take approximately one month to complete. Graffiti on Moor Road and around the town has increased recently, ERYC have been advised and will clean. Street signs have been pulled out at Hunter Road and Jefferson Drive, but should be installed in April 2023. Cllr Gill also advised A63 junction, contractors are yet to be approved. Skillings Lane ditch is not flowing and if backs up will back up on to National Grid property so pushing for some resolution.

Cllr Meredith advised that the proposed transport hub on Skillings Lane is likely to have parking charges applied, which would ultimately be detrimental to its usage and push people to park on the streets, therefore he believes residents will require parking permits or parking needs to be free.

**593/22 To consider and approve payments and income for the period January 2023 – February 2023.**

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

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

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**594/22 To consider and approve the bank reconciliations to end of February 2023.**

Proposed by Cllr Bentley, seconded by Cllr J Loizides and agreed unanimously that council approve the bank reconciliation for all accounts up to end of February 2023.

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

**595/22 To consider and approve application for Annual Grants scheme 2023 - 24.**

**595.1 Village Hall - £1299.99**

Councillors had a robust conversation regarding the application and were read an email from one of the Village Hall Trustees. This email detailed future costs for various work required. Councillors pointed out this raised concern as the email detailed cost of stage steps at a higher cost than requested in the grant application. Councillors questioned what other inaccuracies may exist. Councillors also noted the large amount of funds held by the Village Hall.

Cllr J Loizides proposed, Cllr C Duckles seconded and agreed with a majority, three Councillors against, to reject the grant application due to the large amount of funds held.

**RESOLVED: Council resolved to reject the Annual Grant Application for the Village Hall.**

**596/22 To discuss and approve any next steps relating to the further cleaning of pavements around the Burrs Playing Field.**

Councillors were given an update on the pavements and the cost to clean. The issue that has presented is there is no way to jet wash the pavements due to access to water.

Council discussed various options that could be actioned and the requirements for the pavements, including a disability access survey could be undertaken.

Cllr M Loizides proposed, seconded by Cllr Bentley and agreed unanimously to request the Clerks to investigate further and return to a future agenda.

**RESOLVED: Council resolved to instruct the Town Clerk to investigate options discussed in the meeting and gather information.**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**597/22 To review and approve updated Risk Assessments.**

Cllr Bentley proposed, seconded by Cllr C Duckles and agreed unanimously to approve the Risk Assessments presented.

**RESOLVED: Council resolved to approve the Risk Assessments.**

**598/22 To approve additional charges for Change of Use, Planning Application at the Old Library, Elloughton Road. Previous approval £231 ex VAT, total costs including application, site plans, location plan and service charge total £276.83 ex VAT.**

Proposed by Cllr Luckraft, seconded by Cllr S Duckles and agreed unanimously accept the cost difference of £45.83 between the originally agreed amount of £231 and £276.83 to cover the additional charges for site and location plans and service charge, for the Old Library, change of use application.

**RESOLVED: Council resolved to approve the additional change of use cost of £45.83.**

**599/22 To receive verbal update on Change of Use Planning Application for Old Library, Elloughton Road.**

Town Clerk advised there had been some delays in getting the application validated, due to East Riding of Yorkshire Council Planning team requesting additional information in multiple requests rather than in one go. All information requested has now been submitted and we are hopeful the application should be validated shortly.

**RESOLVED: Council received a verbal update, confirming delays in application been validated. Town Clerk advised all information requested has now been submitted and we are hopeful the application will be validated shortly.**

**600/22 To note Town Council Groundsman has commenced employment this week.**

Council noted that the Groundsman has commenced employment.

**RESOLVED: Council noted that the Groundsman has commenced employment.**

**601/22 To discuss and approve any required actions regarding Town Entrance signs.**

Council discussed the situation with the Town entrance signs. Unfortunately the person currently responsible for the maintenance of the signs did not attend the meeting. It was also discussed that much of the construction work to be undertaken for the new roundabout will see one or two of the signs obscured or removed, so is there a benefit to any major overall at this stage.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Proposed by Cllr C Duckles, seconded by Cllr J Loizides that the new Town Council Handyman take over the maintenance of the Town entrance signs.

An amendment was put forward, proposed by Cllr M Loizides, seconded by Cllr Bentley to speak to the person currently responsible for the maintenance and ask him to take robust action on the planters or hand over maintenance to the Town Council Handyman.

A vote on the amendment received 9 votes in favour, while a vote on the initial proposal received 2 votes in favour. The amendment was passed.

**RESOLVED: Council resolved to speak to the person responsible for the maintenance of the Town entrance signs and instruct him to take robust action on the planters and ensure their good state or maintenance will be handed to the Town Council handyman.**

**602/22 To discuss and approve recommendation from Events Committee on options for painting of Town Council bus stop on Main Street, Elloughton.**

Council received details on recommendation from the Events Committee. The recommendation was for the Elloughton Women's Institute to work with the Town Council Events Co-ordinator to design and paint the Bus Stop on Main Street, Elloughton.

Proposed by Cllr C Duckles, seconded by Cllr Bentley and agreed unanimously that Elloughton Women's Institute work with the Town Council to design and paint the Bus Stop on Main Street, Elloughton.

**RESOLVED: Council resolved that Elloughton Women's Institute work with the Town Council to design and paint the Bus Stop on Main Street, Elloughton.**

**603/22 To note PFA Constitution is now finalised and adopted.**

Council noted that the PFA Constitution is now finalised and adopted.

**RESOLVED: Council noted that the PFA Constitution has been finalised and adopted.**

**604/22 To receive a verbal statement from the Chairman of the Town Council regarding the recent social media posts from the Playing Fields Association.**

Chairman Cllr M Loizides, read out the following statement:

On the 14<sup>th</sup> March 2023 the Playing Fields Association released a statement on their social media page, detailing their dissatisfaction with the amount they have been awarded by the Town Council Annual Grant Application, for the financial year 2023 – 2024.

The Town Council resolved to modify their Grant Policy in October 2022, reducing the maximum award amount to £500 per applicant. This decision was reached as the Town

Council wanted to be able to spread grant funding more broadly to more groups within the electorate.

All groups who have submitted applications to the Town Council for an Annual Grant payable in April 2023, will have had sight of the new maximum amount available, as this was clearly promoted on both the website and social media and the application form, with clear links to the updated policy.

Therefore, in line with the policy the Town Council awarded the Playing Fields Association the maximum amount available to be awarded.

The Town Council appreciates all work Community Groups undertake within the Community. It is however important to highlight the Town Council do not support the promotion or spreading of misinformation on social media and the division this creates within communities. The Town Council would like to clarify they will not be engaging in any of these types of social media conversations, however they are more than happy to discuss any issues in person and seek resolutions in a professional manner.

**RESOLVED: Chairman, Cllr M Loizides read out statement from the Town Council in relation to social media posts from the Playing Fields Association.**

**605/22 To discuss and approve final costings for bands at Kings Coronation event and provide verbal update to Council on event.**

Council received details on two available bands for the Kings Coronation Event to be held in conjunction with Blackburn Leisure. The Projects Band is a cost of £500 who will headline the event, with The Tonics at a cost of £200 to fill the interval with The Projects.

Cllr Bentley proposed, seconded by Cllr Trotter and agreed unanimously to book both the bands for the Kings Coronation Event.

**RESOLVED: Council resolved to book The Projects at a cost of £500 and The Tonics at £200 for the Kings Coronation Event to be held in conjunction with Blackburn Leisure.**

**606/22 To consider and approve payment of £1454.18 ERNLLCA membership fees 2023 – 2024, to be paid in April 2023.**

Proposed by Cllr J Loizides, seconded by Cllr Rowe and agreed unanimously to approve the membership fee of £1454.18 and authorise its payment.

**RESOLVED: Council resolved to approve membership fee to ERNLLCA at £1454.18 and its payment in April 2023.**

**607/22 To consider a request from East Riding of Yorkshire Councillor Richard Meredith to investigate the possibility of a School Crossing Patrol Officer of a zebra crossing located at Hunsley Primary School.**

Council held an in-depth discussion regarding a School Crossing Patrol Officer or a Zebra Crossing at Hunsley Primary School. Previous assessments that

concluded the area did not meet the criteria to install a crossing where completed in a quiet period and therefore not accurate.

Proposed by Cllr Bentley, seconded by Cllr J Loizides and agreed unanimously that the Town Clerk be instructed to write to the East Riding of Yorkshire Council and request a repeat assessment.

**RESOLVED: Council resolved to instruct the Town Clerk to write to East Riding of Yorkshire Council to request a repeat assessment for the suitability of a crossing at Hunsley Primary School.**

**608/22 To approve Chairman's Charity for Easter Egg Hunt and Kings Coronation event.**

Cllr M Loizides discussed with Council he would like to support the charity Young Minds, a mental health for young people charity.

Proposed by Cllr Bentley, seconded by Cllr Rowe and agreed unanimously to approve Young Minds as the Chairman's charity for upcoming events.

**RESOLVED: Council resolved to approve Young Minds as the Chairman's charity for upcoming events.**

**609/22 To consider and approve updated version of Standing Orders.**

Council received a verbal update from the Town Clerk, advising although there have been some amendments to procurement amounts, standing orders have not yet had an official update from NALC. The agenda item needs to be referred to a future meeting upon receipt of the update from NALC.

**RESOLVED: Council resolved to move the agenda item to a future meeting upon receipt of the updated version of Standing Orders from NALC.**

**610/22 To note the next full Town Council Meeting is to be held at 7.00pm on Monday 15<sup>th</sup> May 2023 in the Meeting Room, Petuaria Community Centre, Brough.**

Council noted the date, time and location of the next meeting.

**RESOLVED: Council noted the date and time of the next Full Council meeting as Monday 15<sup>th</sup> May 2023 at 7pm.**

**Meeting closed 8.38pm**

Signed: \_\_\_\_\_

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	NOMINA L CODE	DATE PAID	ACCOU NT REF	POWER
P121/303	01/03/2023	190485	Hinis.co.uk/elite industrial			703960737	Hinis/PPE for Groundsman	76.72	15.35	92.07	4311	01/03/2023	1248	
P121/304	01/03/2023	n/a	Eloughton cum Brough Town Council			n.a	Transfer to Nationwide Savings acct	1,000.00	0.00	1,000.00	230	01/03/2023	1249	
P121/305	02/03/2023	n/a	British Gas			684966762	DD - office electricity - Jan - Feb 2023	74.91	3.74	78.65	4340	02/03/2023	1250	
P121/306	02/03/2023	77812	Town Council Staff			916326234	The Queens Green Canopy plaque	129.16	25.83	154.99	4450	02/03/2023	1251	
P121/307	03/03/2023	1650126	KCOM			647235137	DD-Office internet and calls - Feb 2023	74.99	14.99	89.98	4350	03/03/2023	1252	
P121/308	21/02/2023	2000-7284	Sancton Accountants & Bookkeepers			n/a	Town Council Accounting - Feb 23	235.00	0.00	235.00	4215	08/03/2023	1253	
P121/309	21/02/2023	2000-7285	Sancton Accountants & Bookkeepers			n/a	Wage/Pension Preparation - February 2023	28.00	0.00	28.00	4215	08/03/2023	1254	
P121/310	06/03/2023	A-244EB4EE	E-ON Next			5590978089	War Memorial Electric - Feb 23	33.66	1.68	35.34	4340	08/03/2023	1255	
P121/311	17/03/2023	N/A	Town Council Staff			N/A	Staff Salaries - March 2023	5,023.85	0.00	5,023.85	4000	20/03/2023	1256	
P121/312	17/03/2023	2000-7316	Sancton Accountants & Bookkeepers			N/A	Accounting Fees - Mar 2023	235.00	0.00	235.00	4215	20/03/2023	1257	
P121/313	17/03/2023	2000-7315	Sancton Accountants & Bookkeepers			N/A	Wage/Pension Preparation - March 2023	28.00	0.00	28.00	4215	20/03/2023	1258	
P121/314	17/03/2023	N/A	ER Pension			N/A	Staff Pension - March 2023	1,499.93	0.00	1,499.93	4020	21/03/2023	1259	
P121/315	21/03/2023	n/a	HSBC			N/A	Bank Charges - March 2022	8.00	0.00	8.00	4205	21/03/2023	1260	
P121/316	21/03/2023	16308	Town Council Staff			232457280	Mothers day prizes	40.00	8.00	48.00	4505	21/03/2023	1261	
P121/317	20/03/2023	n/a	HMRC			N/A	Staff paye/in March 2023	1,235.50	0.00	1,235.50	4010	21/03/2023	1262	
P121/318	25/03/2023	2070511	PPH Commercial			99220322	Office Service Charge - 25/03/2023 - 23/06/2023	530.40	106.08	636.48	4300	23/03/2023	1263	
P121/319	25/03/2023	2067594	PPH Commercial			99220322	Office Rent - 25/03/2023 - 23/06/2023	1,950.00	390.00	2,340.00	4300	23/03/2023	1264	
P121/320	21/03/2023	ER11617134	ERYC Supplies			647471123	Stationary order - Bin Bags	87.00	17.40	104.40	4370	28/03/2023	1265	
P121/321	29/03/2023	n/a	Town Council Staff			N/A	Petty cash Top Up	24.25	0.00	24.25	4990	28/03/2023	1266	
P121/322	20/03/2023	92004554	ERYC			647471123	Salt Bins - 2022/2023	1,350.00	270.00	1,620.00	4440	29/03/2023	1267	
P121/323	30/03/2023	10761	MNB Computing			407915196	Office 365 - Mar 23	72.00	14.40	86.40	4355	30/03/2023	1268	
P121/324	01/03/2023	1650126	KCOM			647235137	DD-Office internet and calls - Mar 2023	74.99	14.99	89.98	4350	31/03/2023	1269	
							<b>TOTAL</b>	<b>13,751.36</b>	<b>882.46</b>	<b>14,633.82</b>				

Signed: \_\_\_\_\_

Date: \_\_\_\_\_