

Elloughton cum Brough Town Council

60 Welton Road, Brough, HU15 1BH
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Minutes of the Full Council Meeting held on **Tuesday 17th May 2022** held in the Meeting Room, Petuaria Community Centre, Brough.

Members Present: Cllr Loizides (Chairman), Cllr S Duckles (Vice Chairman), Cllr Bentley, Cllr Duckles, Cllr Luckraft, Cllr Rowe, Cllr Trotter, Cllr J Loizides

Meeting Clerk: Philippa Beverley (Town Clerk)

Also in attendance: Phillipa Scullion (Events coordinator), Alice Greenwood (Admin Assistant), Cllr Meredith (ERYC), Cllr Gill (ERYC), Cllr Smith (ERYC)

Public Forum:

One member of public, representing Brough in Bloom, presented a proposal for the Town's entrance signs. It was acknowledged this was a draft with further work and costing required. It was agreed by the Town Council to take this proposal to the next Environment Committee to discuss.

MINUTES

395/22 To Accept Apologies
Apologies received from Cllr Muzaffar.

RESOLVED: Council received and accepted apologies for Cllr Muzaffar.

396/22 To Accept Declarations of interest relating to items on the agenda.
No declarations received.

RESOLVED: Council resolved no declarations received.

397/22 To confirm as a correct record the minutes of a meeting of the Full Council held on 19th April 2022.
Proposed by Cllr S Duckles, seconded by Cllr Rowe and agreed unanimously that the minutes be approved as a correct record for the meeting held on Tuesday 19th April 2022.

RESOLVED: Council resolved to confirm and approve as a correct record the Minutes of a meeting of the Full Council held on Tuesday 19th April 2022.

398/22 To receive and note the following Committee minutes.

398.1 Planning Committee – 12th April 22 - **Noted**
398.2 Events Committee – 8th March 2022- **Noted**

Signed: _____

Date: 21/06/22

399/22 To receive reports from external groups and organizations.

399.1 ERNLLCA

Town Clerk advised no updates.

399.2 Village Hall

Meeting scheduled for 19th June 2022.

399.3 Community Centre

Cllr Muzaffar advised via email update, three new users. Receiving assistance from Cllr Meredith regarding possible defibrillator at the Community Centre. Friendship group have enquired about a tree been planted in the grounds for the Jubilee.

399.4 The Burrs

Cllr Meredith requested the update be on hold until the scheduled extra-ordinary meeting on the 19th May 2022.

400/22 To receive reports from East Riding of Yorkshire Council Members, 5 minutes maximum each.

Cllr Meredith advised Saltground road works to take ten weeks, Cave Road works until Mid-June. Various other updates provided on town flooding and possible bike rack installations. White line now in place at Train station car park and crossing it results in a £30 fine.

Cllr Gill advised free compost from ERYC in Brough on Thursday 19th May 2022. Barrier work delayed. Information on pollution monitoring.

401/22 To consider and approve payments and income for the period March 2022 – April 2022.

Proposed by Cllr Luckraft, seconded by Cllr J Loizides and agreed unanimously that council approve the payment schedule for March 2022 – April 2022.

RESOLVED: Council resolved to approve payments and income schedules for the period of March 2022 – April 2022.

402/22 To consider and approve the bank reconciliations to end of April 2022.

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 April 2022.

RESOLVED: Council resolved to approve the bank reconciliation for all accounts up to end of March 2022.

403/22 To note first installment of Precept for 2022 – 2023, amount £87,512.52 has been received into Town Council bank account.

Council noted the first installment of Precept for 2022 -2023, amount £87,512.52 has been received in the Town Council bank account.

RESOLVED: Council resolved to note the first installment of Precept for 2022– 2023, amount £87,512.52 has been received into the Town Council bank account.

Signed: _____

Date: 21/06/22.

404/22

To discuss and approve the duration the Town Council would like to fly the Ukrainian Flag.

Council had a meaningful conversation regarding the flying of Ukrainian Flag and it was proposed by Cllr Bentley, seconded by Cllr Rowe and agreed unanimously that the Queens Jubilee Flag be flown for the next three weeks and after this the Ukrainian Flag be flown underneath the Union Jack, however this item should be considered again at the next meeting.

RESOLVED: Council resolved to fly the Queens Jubilee Flag for the next three weeks and then fly the Ukrainian Flag underneath the Union Jack. The item will be included on the next agenda.

405/22

Town Clerk to provide a verbal update on options available to the Council in lieu of ERNLLCA membership.

Town Clerk advised that without membership of ERNLLCA the Town Council cannot be members of NALC. The Clerk can be a member of the SLCC however this does not offer advice to the Council. The only other alternative would be to pay large fees to a specialist solicitor.

RESOLVED: Council resolved to note the update on alternatives to ERNLLCA membership.

406/22

To consider information and approve payment of fees for membership to ERNLLCA for the year 2022/23 at £1417.25, should the Town Council resolve to retain membership.

The Town Clerk provided a verbal update in the item above regarding membership and possible alternatives.

Cllr Bentley proposed, seconded by Cllr Trotter and agreed unanimously to approve the fees of £1417.25 and retain ERNLLCA membership.

RESOLVED: Council resolved to approve the fees of £1417.25 and agreed unanimously and retain ERNLLCA membership.

407/22

To discuss and approve proposed "Mission Statement" for the Town Council.

Proposed by Cllr Bentley, seconded by Cllr Trotter and agreed unanimously to approve and accept the proposed "Mission Statement" as the Town Council's official Mission statement for publication.

RESOLVED: Council resolved to approve the proposed "Mission Statement" and accept as the Town Council's official statement for publication.

408/22

To receive verbal update on Cllr Meredith's (East Riding) request to support local resident and ongoing matters concerning RMG Property Management.

A robust conversation took place regarding the situation and the roles the Town Council would play.

Cllr Loizides proposed that no involvement from the Town Council take place, however after further discussion and an invited update from Cllr

Signed: _____

Date: 21/06/22

Meredith it was proposed by Cllr Duckles, seconded by Cllr Trotter and agreed unanimously that power be devolved to the Town Clerk to distribute to Councillors the leaflet which will be created by Cllr Meredith, for full approval from Town Councillors. Any Councillors available to distribute the leaflet will be approached. All responses will be collated on a G-Mail account monitored by Cllr Meredith.

RESOLVED: Council resolved to devolve powers to the Town Clerk to distribute a leaflet (created by Cllr Meredith) for final approval from Town Councillors. Councillors will be asked to assist in delivering leaflets. All responses will be sent to a G Mail account monitored by Cllr Meredith.

409/22 To consider and approve application for Community Grant scheme 2022 -23.

410/22 Village Hall - £2000

Cllr S Duckles proposed, seconded by Cllr Rowe and agreed by a majority that the Village Hall be awarded a £2000 Community Grant.

RESOLVED: Council resolved to approve that the Village Hall be awarded a £2000 Community Grant.

411/22 To consider and approve the final renewal insurance quote for the Town Council at a cost of £2864.66.

Town Council considered the quote, final year of a three year Long Term Agreement.

Proposed by Cllr Bentley, seconded by Cllr S Duckles and agreed unanimously to approve the insurance quote at an amount of £2864.66.

RESOLVED: Council resolved to approve the insurance quote at £2864.66.

412/22 To approve payment for the Annual Internal Audit report at £689.30 including VAT.

Proposed by Cllr Duckles, seconded by Cllr Bentley and agreed unanimously to approve the payment of £689.30 including VAT for the Annual internal audit.

RESOLVED: Council resolved to approve the payment of £689.30 including VAT for the payment of the annual internal audit.

413/22 To note and consider annual internal audit report for the financial year 2021/2022 which forms part of AGAR.

Proposed by Cllr Bentley, seconded by Cllr J Loizides and agreed unanimously to note and accept the annual internal audit for 2021/2022 forming part of the AGAR.

RESOLVED: Council resolved to note and accept the annual internal audit for financial year 2021/2022.

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Date: 21/06/22

414/22 To consider and approve Section 1 – Annual Governance Statement of AGAR 2021/2022.

Proposed by Cllr Bentley, seconded by Cllr Rowe and agreed unanimously that the Town Council approve the completed Section 1 of Annual Governance Statement of AGAR 2021/2022.

RESOLVED: Council resolved to approve the completed Section 1 of Annual Governance Statement of AGAR 2021/2022.

415/22 To consider and approve Section 2 – Annual Accounting Statements 2021/2022 and supporting documents for AGAR.

Cllr Bentley proposed, seconded by Cllr Rowe and agreed unanimously that the Town Council approve Section 2 – Annual Accounting Statements 2021/2022 and supporting documents for AGAR.

RESOLVED: Town Council resolved to approve Section 2 – Annual Accounting Statements 2021/2022 and supporting documents for AGAR.

416/22 To discuss request from Brough in Bloom to remove box hedges from the Town's entrance signs and replace with colorful planting.

Council had discussed a further proposal from member of public representing Brough in Bloom in the public forum and agreed to discuss the proposal in the next Environment Committee meeting.

RESOLVED: Committee had already addressed agenda item with member of public who spoke on behalf of Brough in Bloom in the public forum. The proposal will be discussed as agreed in Public forum at the next Environment Committee meeting.

417/22 To approve payment of £3108.80 VAT payment towards FCC grant application for playground equipment, which can be claimed back.

Town Clerk advised the grant application requires the VAT to be paid separate to the grant, however the Town Council will be able to claim this amount back.

Proposed by Cllr Bentley, seconded by Cllr Rowe and agreed unanimously to approve the payment of £3108.80 VAT payment to supplement the grant application, the amount of which can be claimed back.

RESOLVED: The Town Council resolved to approve the payment of £3108.80 to pay the VAT upon successful grant application for the playground equipment, this amount will subsequently be claimed back.

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Date: 21/06/22

418/22 To note there is still a Councillor Vacancy with authorisation approved for Co-Option.

Council noted there is still a Councillor vacancy.

RESOLVED: Council noted there is still a Councillor vacancy.

419/22 To note the next full Town Council Meeting is to be held at 7.00pm on Tuesday 21st June 2022.

Council noted the date and time of the next meeting.

RESOLVED: Council noted the date and time of the next Full Council meeting as Tuesday 21st June 2022 at 7pm.

Signed:



Date:

21/06/22

ELLOUGHTON CUM BROUGH TOWN COUNCIL

Bank Reconciliation

ACCOUNTS RECONCILED TO: 31/05/2022

General Fund - Movement

Amount Shown Bank Statement 31-5-22		£254,685.05
Add receipts		
Less payments		
Total		£254,685.05

General Fund - Reconciliation

Amount Shown Bank Statement		£177,323.82
Less Unrepresented Cheques		
Balance A		£177,323.82

Petty Cash

Reconciled to 31.03.22		£200.00
Balance B		£200.00

NS&I Investment

Statement 01.01.2022		£32,007.19
Balance C		£32,007.19

TOTAL FUNDS AVAILABLE ON: 31/05/2022

	Balance (A+B+C=D) D	£209,531.01
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Prepared by the Accountant:

Signed: 

Date: 31/5/22

Signed by the Chairman of the Council: Cllr Loizides

Signed: 

Date:

Signed by a member not on the mandate:

Signed: 

Date: 21/6/22

REFERENCE	INVOICE DATE	INVOICE NUMBER	COMPANY/ORGANISATION	5137 Payments	Payments made to maintain Petty Cash	VAT NUMBER	ITEM DESCRIPTION	TOTAL NET	TOTAL VAT	TOTAL PAYABLE	NOMINAL CODE	DATE PAID	ACCOUNT REC
P/22/44	09/05/2022	WFL-145761	Town Council Staff			259 6456 58	Salary order	23.00	4.60	27.60	4990	04/05/2022	988
P/22/45	04/05/2022		Elloughton Cum Brough Parochial Church Council				Hall Booking 19.05.22	25.00	0.00	25.00	4305	05/05/2022	989
P/22/46	30/04/2022	4908	DD-Go Cardless/Tunph accounting			257650485	Payroll	45.00	9.00	54.00	4215	06/05/2022	990
P/22/47	06/05/2022	INV-0578	Pekusia Community Centre				Meeting room hire 12.04.22	36.00	0.00	36.00	4905	09/05/2022	991
P/22/48	06/05/2022	34	Duty Piper- Pipe Major David Wickobbb				Jubilee Piping	220.00	0.00	220.00	4507	09/05/2022	992
P/22/49	09/05/2022	8210	HAGS SMP Ltd			GB 207853851	Annual Park Inspection	165.00	33.00	198.00	4430	09/05/2022	993
P/22/50	12/05/2022	234115934233352E	Town Council Staff			647412340	2 x staff first aid training courses	130.00	26.00	156.00	4200	12/05/2022	994
P/22/51	11/05/2022	N/A	Town Council Staff			N/A	Jubilee Posters	53.09	0.00	53.09	4507	12/05/2022	995
P/22/52	12/05/2022	N/A	Town Council Staff			N/A	Fairy Doors - for summer event	10.08	0.00	10.08	4507	12/05/2022	996
P/22/53	12/05/2022	N/A	Town Council Staff			N/A	Events - Gazebo	40.99	0.00	40.99	4507	12/05/2022	997
P/22/54	12/05/2022	N/A	Town Council Staff			N/A	Craft Felt - update display board	13.56	0.00	13.56	4507	12/05/2022	998
P/22/55	09/05/2022	K1-344EBAEE-0017	E-ON			559027889	War Memorial Electric	41.89	2.09	43.98	4340	16/05/2022	999
P/22/56	01/04/2022	555	ERNLLCA			N/A	Membership fees	1,417.35	0.00	1,417.35	4270	18/05/2022	1000
P/22/57	09/05/2022	E8TC	Richard Dixon/Public Sector Audit			N/A	Annual Internal Audit	689.29	0.00	689.29	4210	18/05/2022	1001
P/22/58	19/05/2022	N/A	Town Council Staff			N/A	Staff Salaries- May 2022	5,513.36	0.00	5,513.36	4000	20/05/2022	1002
P/22/59	21/05/2022	N/A	HSC	1.000		N/A	Bank charges	8.00	0.00	8.00	4205	21/05/2022	1003
P/22/60	25/05/2022	N/A	Wolds & Riverbank Countryside association			N/A	Annual Grant	1000.00	0.00	1000.00	4236	25/05/2022	1004
P/22/61	13/04/2022	N/A	Elloughton Village Hall			N/A	Community Grant	2000.00	0.00	2000.00	4237	25/05/2022	1005
P/22/62	27/04/2022	82544	HAGS SMP Ltd			484746209	Town Council annual insurance	2864.66	119.03	2983.69	4225	26/05/2022	1006
P/22/63	06/05/2022	N/A	Town Council Staff			207853851	Repairs to playground equipment	595.16	0.00	595.16	4430	26/05/2022	1007
P/22/64	06/05/2022	N/A	ER Pension Funds			N/A	Jubilee beacon gas canisters	70.00	0.00	70.00	4507	26/05/2022	1008
P/22/65	25/05/2022	N/A	Town Council Staff			N/A	Jubilee Bunting	45.70	0.00	45.70	4507	26/05/2022	1009
P/22/66	25/05/2022	N/A	Town Council Staff			N/A	Staff Pensions May 2022	1144.66	0.00	1144.66	4020	26/05/2022	1010
P/22/67	26/04/2022	N/A	Town Council Staff			N/A	Sunflower seeds - competition	8.25	0.00	8.25	4507	26/05/2022	1011
P/22/68	17/05/2022	N/A	Town Council Staff			N/A	Sandbags - Jubilee	4.84	0.00	4.84	4507	26/05/2022	1012
P/22/69	26/05/2022	N/A	Town Council Staff			N/A	Sandbags - Jubilee	9.68	0.00	9.68	4507	26/05/2022	1013
P/22/70	26/05/2022	N/A	Town Council Staff			N/A	Tie wraps - Jubilee	10.11	0.00	10.11	4507	26/05/2022	1014
P/22/71	01/04/2022	1557445	KCOM			647235137	DD- Office internet and electric	65.00	13.00	78.00	4350	31/05/2022	1015
P/22/72	01/04/2022	1557456	KCOM			647235137	DD - Office 365	60.80	12.16	72.96	4355	31/05/2022	1016
P/22/73	19/04/2022	983595020	British Gas			684966762	DD- Office electric	47.00	2.35	49.35	4340	31/05/2022	1017
Totals								16357.58	221.23	16,578.81			

REFERENCE	DATE RECEIVED	REFERENCE	PAYEE NAME/ORGANISATION	INCOME DESCRIPTION	TOTAL PAID IN	NOMINAL CODE	DATE BANKED	ACCOUNT ENTER DATE
1/22/3	04/05/2022	n/a	Town Council Staff	Overpayment repay	£19.95	1990	04/05/2022	16/05/2022
1/22/4	09/05/2022	n/a	HMRC VTR	VAT Reclaim	£5,388.17	515	04/05/2022	16/05/2022
1/22/5	16/05/2022	600290469	East Riding of Yorkshire Council	Jubilee Grant 2022/23	£500.00	1105	16/05/2022	16/05/2022
1/22/6	13/05/2022	Jan-22	Brough allotment association	Allotment rental fees 01/04/22-31/03/2022	£646.00	1130	13/05/2022	16/05/2022
1/22/7	19/05/2022	n/a	BARNES EDUCATIONAL	Petuaria Press Advert MEDIUM	£85.00	1115	19/05/2022	24/05/2022

Total

£6,639.12