

**Elloughton cum Brough Town Council**  
**60 Welton Road, Brough, HU15 1BH**  
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Minutes of the Full Council Meeting held on **Tuesday 15<sup>th</sup> February 2022** held in the Meeting Room, Petuaria Community Centre, Brough.

**Members Present:** Cllr Bentley (Chairman), Cllr Loizides (Vice Chairman), Cllr Luckraft, Cllr Flint, Cllr Muzaffar, Cllr Rowe, Cllr Dawson, Cllr S Duckles, Cllr Duckles.

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

**Also in attendance:** Danika Lynch (Deputy Clerk), Alice Greenwood (Admin Assisant), Cllr Meredith (ERYC)

**Public Forum:**

One members of public present.

One member of public spoke on possibility of a Community Bus and was advised this is on the agenda for discussion. Also requested update on the replacement of the fingerpost sign at Brough crossroads. Deputy Clerk advised there had been some issues with the agreed manufacturer and this is being reassessed.

**MINUTES**

**329/20 To Accept Apologies**  
Apologies received from Cllr Hakes.

**RESOLVED: Council received and accepted apologies.**

**330/20 To Accept Declarations of interest relating to items on the agenda.**  
No declarations of interest received.

**RESOLVED: Council received no declarations of interest.**

**331/20 To confirm as a correct record the minutes of a meeting of the Full Council held on 11<sup>th</sup> January 2022.**  
Proposed by Cllr Luckraft, seconded by Cllr Rowe and agreed unanimously that the minutes be approved as a correct record for the meeting held on Tuesday 11<sup>th</sup> January 2022.

**RESOLVED: Council resolved to confirm and approve as a correct record the Minutes of a meeting of the Full Council held on Tuesday 11<sup>th</sup> January 2022.**

**332/20 To confirm as a correct record the minutes of an Extra-Ordinary meeting of the Full Council on the 4<sup>th</sup> February 2022.**

Signed: *D Bentley*

Date: 15.3.2022

Proposed by Cllr Loizides, seconded by Cllr Bentley and agreed unanimously that the minutes be approved as a correct record for the meeting held on the 4<sup>th</sup> February 2022.

**RESOLVED: Council resolved to confirm and approve as a correct record the Minutes of a meeting of the Full Council held on the 4<sup>th</sup> February 2022.**

**333/20 To receive and note the following Committee minutes.**

**333.1 Planning Committee – 11<sup>th</sup> January 22 - Noted**

**333.2 Environment Committee – 14<sup>th</sup> December 2021- Noted**

**334/20 To receive reports from external groups and organizations.**

**334.1 ERNLLCA**

Town Clerk advised recent updates were Alan Barker was resigning as well as training was slowly recommencing.

**334.2 Village Hall**

Cllr Bentley advised there had not been a meeting, so no updates at this time.

**334.3 Community Centre**

Cllr Muzaffar advised bookings were up and that were some issues with the pipework in the building.

**334.4 The Burrs**

Cllr Meredith (ERYC) advised the Charities Commission was happy for Petuaria Revisited to go ahead a few weeks every year, the Constitution was now up to date and that Martin Credland was requesting a meeting with the Town Council. The Town Clerk advised she had sent an email reply regarding arranging the meeting and is still awaiting a reply.

**335/20 To receive reports from East Riding of Yorkshire Council Members, 5 minutes maximum each.**

Cllr Meredith provided updates on potholes on Hunter road that have been reported to Highways, the Relief Road, Open spaces on Brough South. Additionally, he advised he would be bring Petuaria Revisited paraphernalia to the next meeting of Full Council.

Town Clerk provided an email update from Cllr Gill.

**336/20 To consider and approve payments and income for the period December – January 2022.**

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

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

**337/20 To consider and approve the bank reconciliations to end of January 2022.**

Signed:



Date:

15.8.2022

Proposed by Cllr Loizides, seconded by Cllr Muzaffar and agreed unanimously that council approve the bank reconciliation for all accounts up to end of January 2022.

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

**338/20**

**To note update on Christmas Lights and approve next steps in regards to compensation for issues with installation in December 2021.**

Cllr S Duckles brought to the attention of the Council that the update had not been added to the email sent with agenda and would not permit Town Clerk to provide a verbal update on Christmas Lights installation for 2021. Council was therefore unable to approve next steps and deferred to next meeting.

**RESOLVED: Council resolved to defer to next meeting.**

**339/20**

**To consider the request from Cllr Gill to discuss a Village Bus for residents.**

Town Clerk advised she had been notified that the BVA was due to recommence from the Village Hall shortly. Council had a full and robust discussion regarding this issue.

Proposed by Cllr Loizides, seconded by Cllr Fiint and agreed unanimously that the Town Council reach out to the BVA to support and promote their services where possible.

**RESOLVED: Council resolved to reach out to the BVA to support and promote their services where possible.**

**340/20**

**To note the new See Saw at Elloughton Road Park is now installed.**

Council noted the new see saw at Elloughton Road Park had been installed.

**RESOLVED: Council noted the new see saw at Elloughton Road Park had been installed.**

**341/20**

**To note that the Town Council has been granted permission to Co-opt a new Councillor to fill vacancy.**

Council noted the Town Council had been granted permission to Co-opt a new Councillor to fill vacancy.

**RESOLVED: Council noted the Town Council had been granted permission to Co-opt a new Councillor to fill vacancy.**

**342/20**

**To consider information relating to Road Traffic Surveys and approve any next steps.**

Council had a full and robust discussion regarding this matter.

Proposed by Cllr Flint, seconded by Cllr Loizides and agreed unanimously that the council investigate how they can promote the creation of groups such as Junior Road Safety Officers in the community.

Signed: *A Bentley*

Date: 15.3.2022

**RESOLVED: Council resolved to investigate how they can promote the creation of groups such as Junior Road Safety Officers in the community.**

343/20

**To consider and approve application for Community Grant scheme 2021- 22.**

A full and robust conversation took place to discuss the merits of each application and how the funds requested benefited the Community and each organisation.

**343.1 Friends of Elloughton School Association (FESA) - £1000.**

Proposed by Cllr Loizides, seconded by Cllr Flint to award a community grant of £1000.00 to Friends of Elloughton School Association be paid in 2021-22 financial year.

An amendment was proposed by Cllr S Duckles, seconded by Cllr Duckles to award a community grant of £500.00 to Friends of Elloughton School Association be paid in 2021-22 financial year.

A vote took place with 2 votes for the proposal and 6 for the amendment resulting in the amendment being passed. Town Council resolved to award a community grant of £500.00 to Friends of Elloughton School Association be paid in 2021-22 financial year.

**RESOLVED: Council resolved to award a community grant of £500.00 to Friends of Elloughton School Association to be paid in 2021-22 financial year.(S137 Payment).**

344/20

**To discuss and approve interim storage and office space.**

Deputy Clerk presented options to provide storage and office space, such as using the meeting room in the office or renting a storage space in South Cave.

Council had a full and robust discussion regarding this. Proposed by Cllr Bentley, seconded by Cllr Loizdes and agreed unanimously to defer to next meeting so that Office staff can look at alternative options for storage, such as the Community Centre, BIB kiosk and others.

**RESOLVED: Council resolved to defer to next meeting of Full Council so that Office staff can look at alternative options for storage, such as the Community Centre, BIB kiosk and others.**

345/20

**To discuss and approve next steps on Town Council offices.**

Council had a full and robust discussion regarding this.

Proposed by Cllr Bentley, seconded by Cllr Muzaffar and agreed unanimously to instruct Town Council Office Staff to investigate alternative office space in the interim and if a solution does not appear to renew the lease in the current office space for 3 years. Council requested this item be added to the agenda for the next meeting of Full Council.

Signed:



Date:

15.3.2022

**RESOLVED:** Council resolved to instruct Town Council staff to investigate alternative office space in the interim and if a solution does not appear to renew the lease in the current office space for 3 years. Council requested this item be added to the agenda for the next meeting.

**346/20** To approve Risk Assessments for the Town Council for year 2021 -22.

Council queried the date of the Risk Assessments and requested the minutes be alter to 22-23 if a clerical error.

Proposed by Cllr Bentley, seconded by Cllr Loizides and agreed unanimously to approve the Risk Assessments for the Town Council for year 2021-22.

**RESOLVED:** Council resolved to approve the Risk Assessments for the Town Council for year 2021-22.

**347/20** To note the next full Town Council Meeting is to be held at 7.00pm on Tuesday 15<sup>th</sup> March 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 15<sup>th</sup> March 2022 at 7pm.

Signed: *St Bentley*

Date: 15.3.2022



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	NOMINAL CODE	DATE PAID	ACCOUNT REF
P/19/677	06/01/2022	KI-24AEBAAE-0013	Eon Next Energy			559097889	War Memorial electric supply	£39.42	£1.97	£41.39	4340	10/01/2022	869
P/19/678	07/01/2022	EUVINS1-OFS-GB-351475748	Town Council Staff			727255821	Amazon Vouchers (Community Consult/DTR)	£110.00	£0.00	£110.00	4990	10/01/2022	870
P/19/679	31/12/2021	INV-0508	Petuaria Community Centre			n/a	Meeting room hire	£18.00	£0.00	£18.00	4305	10/01/2022	871
P/19/680	16/12/2021	957808802	BG Business			684966762	DD- Office electric	£78.33	£3.91	£82.24	4340	04/01/2022	872
P/19/681	31/12/2021	n/a	Turpin Accounting Services			257650485	DD - November Payroll fees	£45.00	£9.00	£54.00	4215	10/01/2022	873
P/19/682	11/01/2022	22750725	Walker Fire			349931126	Fire Extinguisher Stands	£69.66	£13.93	£83.59	4335	13/01/2022	874
P/19/683	04/01/2022	69	Trim and Proper			n/a	Maintenance for events - Tree & cenotaph work	£370.00	£0.00	£370.00	4507	13/01/2022	875
P/19/684	13/01/2022	205-2662025-7228351	Town Council Staff			n/a	Boat bristle brush	£19.99	£0.00	£19.99	4430	13/01/2022	876
P/19/685	17/01/2022	391/E4	Town Council staff			n/a	Staff Salaries - Dec 2021 - Jan 2022	£4,476.17	£0.00	£4,476.17	4000	20/01/2022	877
P/19/686	21/01/2022	n/a	HSBC			n/a	Bank Charges?	£8.00	£0.00	£8.00	4205	21/01/2022	878
P/19/687	25/01/2022	Y51085	ERPF			n/a	Staff pensions - Jan 2022	£1,344.97	£0.00	£1,344.97	4020	25/01/2022	879
P/19/688	25/01/2022	391/E4	HMRC			n/a	Staff PAYE/NI for Dec and Jan 2022	£739.78	£0.00	£739.78	4010	25/01/2022	880
P/19/689	20/01/2022	469	Humber Clean Ltd			n/a	Deep clean of playground and surfacing	£1,215.00	£0.00	£1,215.00	4430	25/01/2022	881
P/19/690	06/01/2022	S1830619	Glasdon UK Ltd			155 8470 44	Lowther Seat - Welton Low Road	£519.64	£103.93	£623.57	4450	25/01/2022	882
P/19/691	01/01/2022	BUS001512511	KCOM			647 2351 37	DD - Office 365	£60.80	£12.16	£72.96	4355	31/01/2022	883
P/19/692	01/01/2022	BUS001515285	KCOM			647 2351 37	DD- Office internet and electric	£65.00	£13.00	£78.00	4350	31/01/2022	884
<b>TOTALS</b>								<b>£9,179.76</b>	<b>£157.90</b>	<b>£9,337.66</b>			