

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL  
MINUTES OF A TOWN COUNCIL MEETING HELD ON TUESDAY 20 MARCH 2018  
AT BROUGH COMMUNITY CENTRE, CENTURION WAY, BROUGH**

**Public Forum** –Three members of the public attended the public forum so speak on item 10. Concern was raised at the cancellation of the Little Town Bus (158) which will cease to operate after the 31<sup>st</sup> March 2018. The bus provides a lifeline for senior citizens to access amenities in Elloughton and Brough.

**Present:** Councillors Mrs. Bentley, Mrs. Brogden, Credland (Chairman), Davis, Mrs Duckles, C. Duckles, P. Duckles, Mrs Galbraith (Vice-Chairman), Galbraith, Muzaffar and Ms Rowe

Item 10 was brought forward for discussion.

**1. TO ACCEPT APOLOGIES**

Apologies were accepted from Councillor Luckraft.

**2. TO ACCEPT DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

There were no declarations of interest.

**3. TO ACCEPT THE MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD ON 5 MARCH 2018**

It was proposed by Councillor Ms Rowe, seconded by Councillor Mrs Duckles and agreed unanimously that the minutes of the meeting held on 5<sup>th</sup> March 2018 be signed as a true and accurate record of the meeting.

**4. TO NOTE COMMITTEE MINUTES**

4.1 Arts, Publicity and Fundraising Committee Meeting 14<sup>th</sup> February 2018 – Noted.

4.2 Development, Planning, Highways and Safety 14<sup>th</sup> February 2018 – Noted.

4.3 Personnel Committee Meeting 5<sup>th</sup> March 2018 Noted

**5. TO NOTE THE APPOINTMENT OF TOWN CLERK/RFO – Noted.** The new Town Clerk to commence employment on 18<sup>th</sup> June 2018.

**6. TO APPROVE ASSET REGISTER**

After a short discussion it was proposed by Councillor Mrs Galbraith, seconded by Councillor Mrs Brogden and agreed unanimously that the Town Council accept the revised Asset Register.

**7. TO CONSIDER THE FORMATION OF A CHRISTMAS LIGHTS SUB-COMMITTEE**

Following discussion it was proposed by Councillor C Duckles and seconded by Councillor P Duckles and agreed unanimously that rather than form a sub-committee this item be placed on the Village Environment committee.

**8. TO CONSIDER MATTERS RELATING TO THE DATA PROTECTION BILL**

The members discussed the implementation of the forthcoming data protection regulations and the best way forward. It was agreed that the Admin Assistant would obtain the latest advice from East Riding and Northern Lincolnshire Local Councils Association (ERNLLCA) especially regarding the appointment of a Data Protection Officer.

**9. TO CONSIDER MATTERS RELATING TO THE TOWN COUNCIL EMAIL ACCOUNTS AND WEBSITE**

Following lengthy discussion, it was proposed by Councillor P Duckles, seconded by Councillor Galbraith and agreed unanimously that the Town Council go forward with Office 365 and the .gov.uk email address.

**10 TO CONSIDER INFORMATION ON THE LITTLE TOWN BUS (158)**

Following lengthy discussion, it was agreed that the Town Council write to ERYC expressing the residents' concerns regarding cancellation of the little bus service.

**11 FINANCE AND ADMINISTRATION**

10.1 – To approve the accountant's report and payments.

<b>Expenditure</b>		<b>amount</b>	<b>vat</b>	<b>total</b>	<b>budget</b>
Salaries - February 2018	staff	2,228.73		2,228.73	Remuneration
HMRC - February 2018	NIC/PAYE/EMPNIC	713.29		713.29	Remuneration
Pension -February 2018	ERPF	853.39		853.39	Remuneration
EROYC Supplies	Refuse sacks	77.70	15.54	93.24	Accommodation
EROYC Supplies	Various stationery	59.61	11.91	71.52	Accommodation
HAGS SMP	I&M Inspect Jan 18 c	45.00	9.00	54.00	Village environment
Staff force	Various invoices	521.90	104.38	626.28	Agency Workers
Siemens Fin Serv	Photocopying	58.50	11.70	70.20	Accommodation
Southern Electric	DD	50.00		50.00	Accommodation
Hawker Blackburn) Sqdn	Grant	678.30		678.30	Grants
HAGS SMP	Grass mat Surfacing	125.00	25.00	150.00	Village environment
HAGS SMP	I&M Inspect Feb 18	45.00	9.00	54.00	Village environment
Altodigital Networks	Photocopying usage	120.00	24.00	144.00	Accommodation
Morrisons Brough	Petuaria Awards	47.50		47.50	Arts & Publicity
Staff force	agency workers			0.00	Agency Workers
EROYC Supplies	Safety Boot	12.70	2.54	15.24	Accommodation
EROYC Supplies	Shredder	105.00	21.00	126.00	Accommodation
Npower Business	War memorial	55.40	1.33	56.73	Village environment
PPH	Rent 25/3-23/6	2,149.34		2,149.34	Accommodation
KIDs Yorkshire	Xmas Tree Festival	115.00		115.00	Arts & Publicity
		<b>8,061.36</b>	<b>235.40</b>	<b>8,296.76</b>	

**12. TO RECEIVE COMMUNITY REPORTS****11.1 Village Hall**

Councillor Mrs Brogden reported that finance to replace the stage curtains had been raised and work will proceed as soon as possible.

A full structural survey is to be undertaken in the response to the report provided by McCarthy and Stone. This will identify what building work needs to be addressed and in a scale of urgency. It is the first time a structural report has been made since the hall was built in 1935.

Councillor Brogden reported that she is in the process of completing grant applications.

**11.2 The Burrs Playing Fields Association** – No report made.

**13. TO RECEIVE A REPORT FROM EAST RIDING OF YORKSHIRE COUNCIL WARD MEMBERS**

Councillor Galbraith reported that the next meeting of the Brough South Liaison Group is to take place on Monday 26th March.

Ward Councillor Mrs Smith has requested the NHS to change its timing of the vaccination for meningitis C.

East Riding Council are committed to deliver GPDR training in March but no date is fixed. Councillor Galbraith also spoke on the Government Apprenticeship Scheme and the East Riding Council involvement.

14. **TO RECEIVE A REPORT FROM EAST YORKSHIRE LOCAL COUNCIL NETWORK –**  
Councillor Mrs. Galbraith reported that the East Riding Review Panel are looking in to the communication with Parish Councils and will be providing a survey to be completed in due course.
15. **TO CONSIDER MATTERS RELATING TO EAST RIDING OF YORKSHIRE COUNCIL (ERYC)**  
Councillor Galbraith said that a number of complaints had been made by residents of Wrygarth Avenue regarding parking of cars blocking the pavement particularly when have teams playing football. Councillor Mrs Duckles said that there was a general lack of parking facilities in the area of the railway station and it is a growing problem.
16. **TO CONSIDER MATTERS RELATING TO THE EAST RIDING OF YORKSHIRE & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA)**  
Councillor Galbraith reported that there are two meetings coming up, Wednesday 11 April and Saturday 28 April so there was nothing to report at present.
17. **TO CONSIDER MATTERS RELATING TO HUMBER AND WOLDS RURAL COMMUNITY COUNCIL (HWRCC)**  
Councillor Mrs. Brogden reported that following a backlog, invoices for memberships have been sent out.
18. **TO NOTE THE NEXT FULL TOWN COUNCIL MEETING –** Tuesday, 17<sup>th</sup> April 2018 at 7.00 pm (To follow the Annual Parish Meeting to be held at 6.30 pm.)