

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL  
MINUTES OF A FULL COUNCIL MEETING HELD ON TUESDAY 21 MARCH 2017  
AT BROUGH COMMUNITY CENTRE, CENTURION WAY, BROUGH**

**Public Forum:** 3 Members of the CLP Group attended the meeting and Rosie Woodward gave a presentation on Neighbourhood Planning

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

**1. TO ACCEPT APOLOGIES**

Apologies were accepted from Councillors Mrs. Credland and Scaife.

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

There were no declarations of interest.

**3. TO APPROVE THE MINUTES OF A MEETING OF THE COUNCIL HELD ON 21 FEBRUARY 2017**

It was proposed by Councillor Mrs. Galbraith, seconded by Councillor Mrs. Brogden and agreed unanimously that the minutes be signed as a true and accurate record of the meeting.

**TO APPROVE THE MINUTES OF AN EXTRA-ORDINARY TOWN COUNCIL MEETING HELD ON TUESDAY 14 MARCH 2017**

It was proposed by Councillor Mrs. Galbraith, seconded by Councillor Mrs. Brogden and agreed unanimously that the minutes be signed as a true and accurate record of the meeting.

**4. TO NOTE COMMITTEE MINUTES**

4.1 Village Environment meeting held on 8 February 2017 – **Noted**

4.2 Development, Planning, Highways and Safety Committee meeting held on 8 February 2017 - **Noted**

**5. TO CONSIDER MATTERS RELATING TO THE APPOINTMENT OF A NEW TOWN CLERK**

The Vacancy is currently being advertised. Several applications has been received and a meeting of the Personnel Committee will take place to select for interviewing.

**6. PETUARIA REVISITED**

**6.1 To consider matters relating to the Petuaria ReVisited project**

Councillor Credland gave a progress report on the Petuaria ReVisited project. A good response was received from Historic England and they would like to view the site and meet with Councillors and members supporting the project. Advice had been received from the Heritage Lottery Fund to possibly work on smaller projects of the site and a view to look at outside sponsorship.

A meeting is to take place between Councillors and Peter Halkon to discuss possible costings.

**6.2 To note correspondence from the Chairman to Katharine Boardman (Heritage Lottery Fund) - Noted**

## 7. FINANCE & ADMINISTRATION

### 7.1 To consider a grant application from the Allotments Association

Following consideration it was proposed by Councillor Ms. Rowe, seconded by Councillor C. Duckles and agreed unanimously that that a grant be approved.

RESOLVED the Town Council will in accordance with the powers under Section 137 of the Local Government Act 1972, approve a grant of £500.00 to The Allotments Association.

### 7.2 To note thank you letters from grant recipients from Citizens Advice Bureau – noted.

### 7.3 To approve the Responsible Financial Officer's report and cheques for signature

#### Income

Art Exhibiton Sponsors x 4 100.00

Expenditure		Amount	Vat	total budget	
Salaries	Staff	2,332.59		2,332.59	Remuneration
Inland Revenue	NI/PAYE/EMPNIC	455.54		455.54	Remuneration
ERYC	Pension	854.08		854.08	Remuneration
Southern Electric	office electric – dd	70.48	3.52	74.00	Office Accomod
Altodigital	copier charges – dd	9.17	1.83	11.00	Admin
East Riding Engrav	Trophies with engraving	69.98	14.00	83.98	Admin
Hags-SMP Ltd	Operational inspection	40.00	8.00	48.00	Admin
MNB Computing	Network Confi & Advice	17.00	3.40	20.40	Admin
PPH Commercial	Rent	2,076.61	0.00	2,076.61	Office Accomod
Stafforce	Agency Workers	10.96	2.19	13.15	Agency Workers
Stafforce	Agency Workers	10.96	2.19	13.15	Agency Workers
Stafforce	Agency Workers	43.84	8.77	52.61	Agency Workers
ERYC Supplies	Office supplies	51.37	10.29	61.66	Admin
ERYC Supplies	Office supplies	31.25	6.25	37.50	Admin
ERNLLCA	Planning Day – 2 delegates	170.00	34.00	204.00	Admin
Blackburn L Ast Soc	Grant	999.35		999.35	Grants
Mrs VA Herring	Misc Supplies Morriso/Boyes	26.08		26.08	Admin
Petty Cash	Postage	27.48		27.48	
		<b>7,296.74</b>	<b>94.44</b>	<b>7,363.70</b>	

It was proposed by Councillor Mrs. Galbraith, seconded by Councillor Mrs. Brogden and agreed unanimously to approve the finance report and pass the cheques for signature.

### 7.4 To note receipt of Small Business Rate Relief £9,820.60 – Noted.

### 7.5 To consider advice from Bank regarding Mandate

Advice received from the Bank Manager with regard to the Mandate was noted.

## 8. TO RECEIVE COMMUNITY REPORTS

Councillor Mrs. Brogden gave a report on the Village Hall. Following a recent PAT test it was noted the main cable will eventually need replacing along with the stage lights. Booking had fallen recently which has an impact on revenue. The Committee are looking for further grants.

Councillor Muzaffar gave a report on the Community Centre. Bookings are going well. Concern was raised over the reduction of the library hours with effect from 1<sup>st</sup> July 2017 as this will have an impact on the Caretaker. The Deputy Clerk is to arrange a meeting with the Customer Service Centre and Adult Services staff with regard to future arrangements/security.

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

Councillor Galbraith gave a report. A recent Chafer Bug Seminar had been very well attended, a presentation was given on how to eliminate the bugs. The Brough South Liaison Group had met and the recent problems of mud on the road had been addressed. Cleaning machines are now working, however road surfaces are still causing concern. Complaints had been received at the contractors agreed working hours, permission has now been granted from ERYC to work after 9.00 am on Saturdays.

**10. TO CONSIDER MATTERS RELATING TO EAST RIDING OF YORKSHIRE COUNCIL (ERYC)**

**10.1 To consider a consultation on Urgent Care Services – Health, Care and Wellbeing Overview and Scrutiny Sub-Committee Response**

Councillor Galbraith gave a brief report on hospital closures.

**11. TO CONSIDER MATTERS RELATING TO THE EAST RIDING & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLLCA) - Nothing to report.**

**12. TO CONSIDER MATTERS RELATING TO HUMBER & WOLDS RURAL COMMUNITY COUNCIL (HWRCC) – Nothing to report.**

**13. TO NOTE THE NEXT FULL COUNCIL MEETING IS TO BE HELD AT 7.00 PM ON TUESDAY 18 April 2017 WHICH FOLLOWS THE ANNUAL PARISH MEETING AT 6.30 PM AT BROUGH COMMUNITY CENTRE– Noted.**