

Elloughton-cum-Brough Town Council
Minutes of a Town Council Meeting held on Tuesday 15 October 2013
in the Committee Room at Brough Community Centre, Centurion Way, Brough

Public Forum – no members of the public were present

Present: Councillors Davis (Chairman), Mrs Galbraith (Vice-Chairman), Mrs Brogden, Burgess, Busk, Galbraith, Mrs Hudson, Ms Rowe, Scaife, Mrs Smith

1. TO ACCEPT APOLOGIES

Apologies were received from Councillor Credland and Councillor Mrs Duckles

2. TO ACCEPT DECLARATIONS OF PECUNIARY/NON-PECUNIARY INTERESTS RELATING TO ITEMS ON THE AGENDA

There were no declarations of interest.

3. POLICE ISSUES

3.1 To receive an Update on crime figures – PC Richard Eglen and PCSO Steve Lynch attended the meeting and reported on crime figures for the month. The Chairman raised concerns at the lack of speed signage on Dale Road and reported a serious accident. The Town Council had already requested improved 30mph signage and inclusion of Dale Road on the gritting route. It was agreed to request that 30mph signs be painted on the road where the speed limit changes from 40mph (See also Item 10.1). The police supported the request. PC Eglin reported that PC Katie Hewitt had suggested a joint Christmas event could be organised for 2014 perhaps to include a market and ice rink at the Petuaria Centre car park. Members suggested that Blackburn Club would be a better venue.

3.2 To note the latest Humberside Police Parish/Town Newsletter - noted

4. TO APPROVE THE MINUTES OF A FULL COUNCIL MEETING HELD ON 17 SEPTEMBER 2013

Councillor Galbraith suggested that too much information had been included at Item 7. The Chairman reported that full consideration had been given to the minute and it was essential that the history be included to form a public record of events regarding a skatepark. The majority of Members agreed and with slight amendments to Item 7, it was proposed by Councillor Mrs Smith, seconded by Councillor Mrs Hudson and agreed that the minutes be signed as a true and accurate record of the meeting.

5. TO NOTE COMMITTEE MINUTES/DRAFT COMMITTEE MINUTES

5.1 Village Environment Committee 18 September 2013 - noted

5.2 Development, Planning, Highways/Safety meeting 18 September & 9 October 2013 - noted

5.3 Arts, Publicity and Fundraising Committee 28 August 2013 - noted

6. FINANCE & ADMINISTRATION REPORT

6.1 To approve an updated Town Council Code of Conduct – An updated Code of Conduct had been circulated to all members. The Chairman reported that new wording had been included following receipt of an email from the East Riding of Yorkshire Council. The email had been copied to all members. Although the email had not stated the inclusion of all wording to be essential, the Chairman felt it important to clarify the spirit of the Code of Conduct because the reputation of the Council depends on how the public perceive the

Signed as a True and Accurate Record by the Chairman Date

conduct of Member's. Members should at all times avoid any cause for suspicion or appearance of improper conduct and should not do anything which they could not justify to the public. It was proposed by Councillor Ms Rowe, seconded by Councillor Mrs Hudson and agreed unanimously to adopt the updated Code of Conduct.

Resolved: To adopt the updated Code of Conduct

6.2 Stafford worker rate – It was agreed that in line with the Town Council's policy the delivery/noticeboard worker's pay be increased in proportion to the minimum wage increase for October (2%). The new rate of pay was agreed at £6.41 per hour, agency cost to Council £9.30 per hour.

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

Income Received

ERYC	second half of the precept	78037.43
Art Exhibition Sponsors	sponsors	80.00
Brough Community Centre	painting	319.90
Three Wonders of the World Lifestyle	donation for litterbin	285.00

September Expenditure

Salaries	Office/amenity sweeping	3,240.96	Remuneration/Salaries
Inland Revenue	NIC/PAYE/EMPNIC	1,132.27	Remuneration
ERYC	Pension	1,272.13	Pension
Southern Electric	office electric - dd	61.91	Office Accommodation
		3.09	vat
ERYC	Council Tax - dd	150.00	Office Accommodation
Stafforce	agency workers	535.04	Agency Workers
		107.00	vat
KC	telephone	32.18	Admin
		6.43	vat
	broadband	75.00	Admin
		15.00	vat
Lite Solutions Ltd	Xmas Tree Festival tree lights	300.00	Xmas tree fest
		60.00	vat
	Xmas tree lights	1,955.00	Balances
		391.00	vat
Imagedata	Petuarria Press printing	385.00	Arts and Pubs
Letterbox Delivery	press delivery (4,700 copies)	197.40	Arts and Pubs
Peterson(GB) Ltd	printer cartridges	76.60	Admin
		15.32	vat
Mrs LJ Smith	postage	14.40	Administration
	telephone allowance	52.50	Administration
	eye test	25.00	Administration
	office cleaning (5 weeks)	43.50	Office Accommodation
	travel	37.35	Administration

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

Resolved: To approve the Finance Report and pass the cheques for signature.

7. TO CONSIDER QUOTES FOR ADDITIONAL FENCING AND GATE TO ELLOUGHTON ROAD PLAY AREA

Quotes from three different companies were considered. Following discussion it was proposed by Councillor Davis, seconded by Councillor Mrs Brogden agreed unanimously that the Clerk may spend up to £5,000 on new fencing and a gate for Elloughton Road play area. However, it was agreed to wait for the results of the annual inspection before finalising.

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8. TO CONSIDER QUOTES TO UPGRADE/INCREASE COVERAGE OF CCTV AT THE VILLAGE HALL/PLAY AREA

Councillor Mrs Brogden reported that she had arranged a meeting with Inspector Woodhead to discuss CCTV and to consider how the existing CCTV system can be improved. The system at Market Weighton had proved very useful and Inspector Woodhead is to study their system prior to the meeting. Members were in agreement that the CCTV coverage should be expanded at the Village Hall, play area and the surrounding land and that quotes should be obtained when the required specification has been finalised.

9. TO CONSIDER A STREET NAME BANK FOR THE 'BROUGH SOUTH' DEVELOPMENT

Councillor Mrs Brogden had compiled a list of possible street names and it was agreed that the Clerk would circulate it to Members. Deferred to the next meeting.

10. TO RECEIVE REPORTS ON EAST RIDING OF YORKSHIRE COUNCIL (ERYC) HIGHWAYS ISSUES IN BROUGH AND ELLOUGHTON

10.1 To receive an update on speeding problems - The Chairman raised concerns at the lack of speed signage on Dale Road and reported a serious accident. The Town Council had already requested improved 30mph signage and inclusion of Dale Road on the gritting route because it is a well used commuter route and short cut to South Hunsley School. It was agreed to request that 30mph signs be painted on the road where the speed limit changes from 40mph. The police agreed to support the request.

10.2 To receive an update on general parking and congestion problems – Various problem areas were discussed. It was noted that ERYC are to carry out a full traffic management survey in 2014/15.

10.3 Request for double yellow lines for Church Street/Main Street/Elloughton crossroads – In July 2012, the Chairman and Clerk had met with John Hannah of the East Riding of Yorkshire Council with a request for double yellow lines for parts of Church Street/Main Street/Elloughton crossroads to alleviate congestion. At the time he saw no problems with the request but since that time there have been objections raised by businesses in the area. It was reported that the problem of inconsiderate parking still occurs and sometimes buses have to pass on the wrong side of the road at the very busy junction outside the Half Moon pub. Clerk to ask John Hannah for an update.

11. EAST RIDING OF YORKSHIRE COUNCIL (ERYC) MATTERS

11.1 To receive a report from the ERYC Haltemprice and Hunsley Community Partnership – Councillor Galbraith gave a report. The next meeting is to be held on 16 October at North Ferriby Village Hall.

11.2 To receive a report on adoption of estate roads and open spaces including the Crest Development – Councillor Galbraith gave a report.

11.3 To consider the installation of speed restrictions at Myrtle Way/Willow Drive and Birch Grove – A letter from ERYC had been received by residents. It stated that as part of the adoption of the highway process raised junction speed reducing features were to be installed. Following several objections from residents, ERYC had asked for the Town Council's comments. Following discussion, it was proposed by Councillor Davis, seconded by Councillor Scaife and agreed unanimously that the Town Council strongly object to the construction of raised junction speed reducing features at the junctions of Myrtle Way/Willow Drive and Myrtle Way/Birch Close

- 11.4 **To consider matters relating to the Brough South Development including the status of the application, s106 agreement and formation of the Brough South Liaison Group** – Councillor Galbraith reported that all papers have been agreed and the development has received outline approval. The decision notice will be issued by ERYC in the next few of weeks.
- 11.5 **To note the latest ERYC parish newsletter** – noted
- 11.6 **To receive a report on ERYC Community Transport Strategy Launch on 10 October 2013** – The Chairman and Councillor Scaife had attended the event and gave a report.
- 11.7 **To report on the East Riding of Yorkshire Council Community Grant application** – nothing to report

12. TO RECEIVE A REPORT FROM THE COMMUNITY EMERGENCY PLANNING WORKING GROUP ON THE PLANNED DESKTOP EXERCISE TO TEST THE TOWN COUNCIL'S EMERGENCY PLAN

Councillor Galbraith reported that the working group are planning a desktop exercise.

13. TO CONSIDER MATTERS FROM EAST RIDING & NORTH LINCOLNSHIRE LOCAL COUNCIL ASSOCIATION (ERNLLCA)

- 13.1 **To receive a report on the ERNLLCA Annual General Meeting** - noted
- 13.2 **To receive a report on the East Riding Central District Committee meeting held on 9 October 2013** – Councillor Galbraith gave a report
- 13.3 **To note the latest newsletter** - noted
- 14. TO CONSIDER MATTERS FROM HUMBER & WOLDS RURAL COMMUNITY COUNCIL (HWRCC) AND EAST RIDING VOLUNTARY ACTION SERVICES**
- 14.1 **To note the formation of a new Voluntary & Community Partnership (VCAP) support network for community groups in the region** - noted
- 14.2 **To note latest newsletter** - noted
- 14.3 **To note an invitation to Members to attend the HWRCC Annual General Meeting to be held on 6 November 2013** – noted

15. TO REMIND MEMBERS OF THE REMEMBRANCE DAY SERVICE TO BE HELD AT THE WAR MEMORIAL AT 3PM ON SUNDAY 10 NOVEMBER 2013

The Chairman reminded Members of the importance of attending the Remembrance Day service to represent the Council. The Chairman will lay a wreath on behalf of the Town Council.

16. TO RECEIVE COMMUNITY REPORTS

- 16.1 **Village Hall** – Councillor Mrs Brogden gave a report and is to attend the East Riding Area of Rural Community Halls Annual General Meeting on Saturday 19 October 2013.
- 16.2 **Wolds & Riverbank Countryside Society (WRCS) proposed purchase of land for meadow** – despite several problems WRCS are moving forward with the purchase of the land adjacent to the nature reserve where they will create a meadow.

18. TO NOTE DATE OF NEXT FULL COUNCIL MEETING – 7pm on Tuesday 19 November 2013 at Brough Community Centre

Signed as a True and Accurate Record by the Chairman Date