

Annual Meeting of BRIGG TOWN COUNCIL
MEETING – Tuesday 25th May 2021 at 7pm
Chairman – Councillor S Riggall/B Parker

Present: Councillors J Gibbons, B Parker, S Riggall, C Sherwood, R Waltham, A Eardley and J Kitching

In attendance: Kerry McGrath – Town Clerk

Also Present: Nigel Fisher, Brigg Blog
Keith Simpson
7 members of the public

Councillor Sharon Riggall Welcomed everyone and thanked everyone for their support over the last two years. Cllr Riggall presented the Magrath Award Trophy to Keith Simpson and a cheque for £1938.82 to the Brigg Breast Cancer Care Group.

21/001 a) To Elect a Mayor for Brigg for 2021/2022 and 2022/2023

Cllr Brian Parker was elected Mayor.

Proposer Cllr S Riggall Seconded Cllr R Waltham
Agreed All Councillors present

b) Cllr Brian Parker signed the declaration of acceptance of office and was witnessed by the Clerk.

21/002 a) To elect a deputy Mayor for 2021/2022 and 2022/2023

Cllr Carl Sherwood was elected Deputy Mayor.

Proposer Cllr B Parker Seconded Cllr R Waltham
Agreed All Councillors present

b) Cllr Carl Sherwood signed the declaration of acceptance of office and it was witnessed by the Clerk.

Cllr Parker thanked everyone for their support. He thanked Keith Simpson for agreeing to be his chaplain for the forthcoming year and announced that his chosen charities for the year would be Brigg Young Carers and Brigg Prostate Cancer Care Group.

21/003 a) Suspension of standing orders for the purpose of prayers.

Proposer Cllr A Eardley Seconded Cllr S Riggall
Agreed All Councillors present

Keith Simpson led the Council in Prayers.

b) Standing orders be reinstated

Proposer Cllr R Waltham Seconded Cllr J Kitching
Agreed All Councillors present

21/004 Public Participation

Resident thanked Cllr Riggall for her service to Brigg in her time as Mayor, acknowledging her hard work with Brigg in Bloom. Also congratulated Cllr Parker for his election to Mayor.

Resident asked if there could be provision made for free car parking or permit parking for the houses in Angel Car Park. Through the Mayor, Cllr Waltham advised that a yearly season ticket could be purchased which worked out to approximately £1 per day.

21//05 Apologies for absence

Cllr P Smith and Cllr N Sherwood.

21/006 a) To Record any Declarations of Interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the Agenda Item and the type of interest being declared.

Cllr R Waltham Agenda item 13 (i) – Brigg Wheelers and Trustee at SJN, (ii) Brigg in Bloom secretary.

Cllr J Kitching Agenda Item 13 (i) CPRE

Cllr A Eardley Agenda item 13 (ii) Brigg in Bloom member

Cllr S Riggall Agenda item 13 (ii) Chair Brigg in Bloom

Cllr J Gibbon Agenda item 13 (ii) Treasurer Brigg in Bloom

b) To note any dispensations given to any member of the council in respect of the Agenda Items listed below.

None.

21/007 a) To re-affirm the Council's adoption of the North Lincolnshire Council Code of Conduct (originally adopted in July 2012).

Proposer Cllr R Waltham

Seconder Cllr S Riggall

Agreed All Councillors present

b) **To Confirm** that all members have checked their Register of Declared Interests, in accordance with the Localism Act 2011 and pursuant to the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and the North Lincolnshire Council Code of Conduct.

Agreed All Councillors present

21/008. Policies & Procedures

a) **To adopt** the NALC model standing orders 2020 as amended to Brigg Town Council.

Proposer Cllr R Waltham

Seconder Cllr J Gibbons

Agreed All Councillors present

b) **To reaffirm** the NALC model Financial regulations as amended to Brigg Town Council

Proposer Cllr R Waltham

Seconder Cllr S Riggall

Agreed All Councillors present

21/009 To confirm the 4 signatories for the bank mandate and two competent internal control councillors.

Signatories

Cllr B Parker

Cllr Carl Sherwood

Cllr A Eardley

Cllr P Smith

Internal Control

Cllr S Riggall

Cllr J Gibbons

21/010 To reaffirm the Town Council is eligible to exercise the power of competence.

Proposer Cllr R Waltham

Secunder Cllr C Sherwood

Agreed All Councillors present

21/011 To confirm the schedule of meeting dates and times.

June 2021

Personnel Committee	Monday 7 June 2021	6.30pm
Planning and Environment C'tee	Tuesday 22 June 2021	6.45pm
Brigg Town Council	Tuesday 22 June 2021	7.15pm

July 2021

Planning and Environment C'tee	Tuesday 27 July 2021	6.45pm
Brigg Town Council	Tuesday 27 July 2021	7.15pm

August 2021

No meeting in August unless exceptional circumstances

September 2021

Personnel Committee	Mon 6 September	6.30 pm
Planning and Environment C'tee	Tuesday 28th September	6.45pm
Brigg Town Council	Tuesday 28th September	7.15pm

October 2021

Planning and Environment C'tee	Tuesday 26th October 2021	6.45pm
Brigg Town Council	Tuesday 26th October 2021	7.15pm

including pre budget

November 2021

Personnel Committee	Mon 8 November	6.30 pm
Planning and Environment C'tee	Tuesday 23rd November	6.45pm
Brigg Town Council	Tuesday 23rd November	7.15pm

December 2021 No meeting in December unless exceptional circumstances

January 2022

Personnel Committee	Mon 3 January	6.30 pm
Planning and Environment C'tee Brigg Town Council	Tuesday 25 January	6.45pm
Including Budget & Precept	Tuesday 25 January	7.15pm

February 2022

Planning and Environment C'tee	Tuesday 22 February	6.45pm
Brigg Town Council	Tuesday 22 February	7.15pm

ANNUAL TOWN MEETING Wednesday 15th March 7.00pm

March 2022

Personnel Committee	Mon 7 March 2022	6.30 pm
Planning and Environment C'tee	Tuesday 22 March	6.45pm
Brigg Town Council	Tuesday 22 March	7.15pm

APRIL 2022

Personnel Committee.	Mon 4 April	6.30 pm
Planning and Environment C'tee	Tuesday 26 th April	6.45pm
Brigg Town Council	Tuesday 26 th April	7.15pm

MAY 2022

Planning and Environment C'tee	Tuesday 24 th May	6.45pm
Annual Meeting of Brigg TC	Tuesday 24 th May	7.15pm

Proposer Cllr S Riggall

Seconder Cllr R Waltham

Agreed All Councillors present

21/012. To confirm the list of committees to be elected and to appoint members who will serve on each committee as per the amended committees and delegated powers approved.

- i) Planning & Environment Committee
Cllr B Parker
Cllr S Riggall
Cllr A Eardley
Cllr J Gibbons
Cllr J Kitching
- ii) Personnel Committee
Cllr Carl Sherwood

Cllr R Waltham
Cllr P Smith
Cllr J Kitching
Cllr J Gibbons.

- * The Complaints, Grievance, Appeals and Disciplinary Committees will comprise three members of the Personnel Committee, as required.

20/013 To **appoint and confirm** representatives to serve on the following outside bodies and working groups.

i) Outside Bodies

- a) Brigg Licensees Association (**case of need**)
- b) North Lincolnshire Licensing Forum (case of need)
- c) C.P.R.E. **Cllr Kitching**
- d) E.R.N.L.L.C.A. – **Cllr B Parker and Cllr S Riggall**
- e) Neighbourhood Action Team **Cllr R Waltham**
- f) Parish & Town Council Liaison **All**
- g) Brigg Wheelers **Cllr R Waltham**
- h) Sir John Nelthorpe Foundation Trustees **Cllr R Waltham and Cllr P Smith**
- i) Brigg Town Business Partnership **Cllr B Parker**
- j) Brigg Flood Warden **Cllr C Sherwood**
- k) Brigg Snow Warden **Cllr R Waltham**

ii) Working Groups

- a) Christmas Lights Working Group - **All**
- b) Brigg In Bloom and working group for the judging of the Garden Competition, allotment competition and scarecrow competition. **Cllr S Riggall, Cllr A Eardley, Cllr J Kitching, Cllr R Waltham**

Approve en bloc.

Proposer Cllr R Waltham Seconder Cllr S Riggall

Agreed All Councillors present

21/014 To receive any correspondence.

- a) ERNLLCA Communication strategy hand out. – Forwarded by email
- b) Brig Blog – Forwarded by email.

21/015 a) The minutes from the meeting held on 27th April 2021 were received and approved as a true record.

Proposer Cllr J Gibbons Seconder Cllr S Riggall

Agreed All Councillors present

b To receive an update on matters from the minutes not appearing anywhere on the agenda.

- Flagpole planning application sent. Awaiting approval before purchase. North Lincs Council are looking into this.
- Logistics of Table tennis Table being arranged – table tennis table hopefully in place before Summer holiday – can be installed onto grass but would recommend grass matting around to prevent mud. Can provide and install at £150 per table.
- Tin Tab painted and plaques installed.

- Bags are out for delivery and will also be sold in various shops in the town.
- Litter Pick on Saturday 29th May 2021 at 10am as part of the Great British Spring Clean launch.

21/016 To receive the report from North Lincolnshire Council Ward Councillors.

Cllr Waltham update

- Thanks to Cllr Riggall for her work in the last two years and thanks to Cllr Parker.
- Update on KCOM, working with them for better access to broadband. There will be opportunity for other providers to access infrastructure after 2 years. There may be some disruption to pathways that require digging up, but will make sure that the paths are reinstated when works completed.
- Potholes have been reported.
- At the North Lincs Council Annual meeting Cllr Peter Clark was elected Mayor and Cllr John Briggs as Deputy Mayor. Cllr Waltham as leader of the Council, Cllr Carl Sherwood is cabinet member and Cllr N Sherwood as planning chair.

Cllr C Sherwood update

- 181 Fixed penalty notices issued for littering and dog fouling. (179nin Scunthorpe, 1 in Messingham and 1 in Brigg).

Cllr Eardley asked if notices can be served for people parking on footpaths and verges. Cllr C Sherwood asked if Cllr Eardley can provide more information which will be passed on to enforcement. Cllr Waltham advised that he can provide leaflets to Cllr Eardley to put on windscreens.

Cllr Kitching asked for an update on the CRF. Cllr Waltham advised that a bid has been submitted.

21/017 To resolve the purchase of 6 correx police figures for the highway and 6 correx police figures for the town centre. Clerk to contact shops.

Proposer Cllr R Waltham Seconder Cllr A Eardley

Agreed All Councillors present

21/018 To resolve to defer plan of action re York Stone parking to next agenda and to address similar verge parking issues on Almond Grove and Birch Avenue by purchasing 5 trees. Clerk to contact tree officers at NLC

Proposer Cllr R Waltham Seconder Cllr J Gibbons

Agreed All Councillors present

Suspend standing orders to receive information from Keith Simpson.

Proposer Cllr R Waltham Seconder Cllr S Riggall

Agreed All Councillors present

Information received that the vicarage is to be sold indicating that a new vicar is not to be reinstated at St John's Church.

Reinstate Standing Orders

Proposer Cllr R Waltham Seconder Cllr S Riggall

Agreed All Councillors present

21/019 resolve to write to Lincoln Diocese expressing Brigg Town Council's disappointment at the news that the vicarage is to be sold and clarity around the service to the congregation of Brigg at St John's Church.

***Proposer Cllr C Sherwood Seconder Cllr R Waltham
Agreed All Councillors present***

21/020 Cllrs were invited to look at the latest Information board and to feed back comments to the Clerk.

21/021 Clerk to look into purchasing of grit bins, grit spreader and handyman service extending to grit spreading and snow clearance in the town centre during winter months. Clerk to contact North Lincs Council to advise them that Brigg Town Council would like to carry out this service, and clerk to write new winter service policy.

***Proposer Cllr R Waltham Seconder Cllr S Riggall
Agreed All Councillors present***

21/022 a) To approve payments to 30th April 2021

Date Paid	Payee Name	Ref	Amount Paid	Transaction Detail
01/04/2021	HMRC	BACS	£ 662.08	March Tax/Nl
01/04/2021	ERPF	BACS	£ 539.18	March Pension
02/04/2021	JB Rural Service	BACS	£ 912.00	March Handyman
02/04/2021	Gardening Direct	BACS	£ 303.74	Brigg in bloom plants
05/04/2021	Kirton TC	BACS	£ 20.00	Mayoral Quiz
09/04/2021	JB Rural Service	BACS	£ 210.00	Millenium/Memorial
09/04/2021	ERNLLCA	BASC	£ 1,109.37	Memberships
12/04/2021	JB Rural Service	BACS	£ 3,600.00	1st Brigg Veges cut
12/04/2021	JB Rural Service	BACS	£ 180.00	1st Woodbine Park cut
12/04/2021	JB Rural Service	BACS	£ 780.00	1st Cemetery Cut
12/04/2021	JB Rural Service	BACS	£ 600.00	1st Wrawby Cut
13/04/2021	JB Rural Service	BACS	£ 1,344.00	Bench Refurbishment
13/04/2021	Brians DIY	BACS	£ 65.00	compost
19/04/2021	JB Rural Service	BACS	£ 780.00	2nd Cemetery Cut
19/04/2021	NLC	BACS	£ 3,600.00	Angel Lease & Utilities
19/04/2021	Public Sector Audit	BACS	£ 677.50	Final Audit Payment
21/04/2021	EMIB	BACS	£ 20.00	EMIB entry
26/04/2021	BT	DD	£ 55.19	Phone & Internet
30/04/2021	JB Rural Service	BACS	£ 3,600.00	2ndbrigg cut
30/04/2021	JB Rural Service	BACS	£ 600.00	2nd Wrawby Cut
30/04/2021	JB Rural Service	BACS	£ 210.00	Millenium/memorial
30/04/2021	Brian DIY	BACS	£ 1.50	Bin liners
30/04/2021	JB Rural Service	BACS	£ 360.00	2nd Cadney Cut
30/04/2021	JB Rural Service	BACS	£ 180.00	2nd Woodbine Cut
30/04/2021	O2	DD	£ 7.16	Mobile Phone
30/04/2021	Staff Costs	BACS	£ 1,481.96	April Salary
	Total Payments		£ 21,898.68	

***Proposer Cllr R Waltham Seconder Cllr S Riggall
Agreed All Councillors present***

21/022 b) receipts, bank reconciliations and Council report to 30th April 2021 received and noted.

21/023 Comments and suggestions agreed for future agenda items.

- York Stone parking action
- Bench refurbishment at East Park.
- Allotment update.
- Remembrance lights display.
- Jubilee 2022 preparations.
- Proposed artwork for under the bridges.

Meeting closed at 8.15pm