

Meeting of BRIGG TOWN COUNCIL
MEETING – Tuesday 24th May 2022 at 7.00pm
Chairman – Councillor B Parker

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

In attendance: Kerry McGrath – Town Clerk

Also Present: Nigel Fisher, Brigg Blog
Keith Simpson
1 member of the public
2 representatives from Brigg Young Carers
1 representative from Brigg Prostate Cancer group
Mrs Jane Parker, Mayoress of Brigg

Cllr Parker welcomed everyone. He thanked his wife, for her support as Mayoress over the previous year, Keith Simpson for acting as his chaplain and the Clerk for her support.

Cllr Parker presented cheques for £881.13 to Brigg Young Carers and £1103.18 to Brigg Prostate Cancer Group as his two chosen charities for 2021-22.

22/001 a) The election of Brian Parker, Mayor of Brigg Town Council was confirmed for the years 2022/23 as agreed at Annual Town Council meeting 25th May 2021

***Proposer Cllr Sharon Riggall
Seconder Cllr Rob Waltham
Agreed – All Councillors present***

b) The elected Mayor signed the declaration of office.

Cllr Parker advised that his two chosen charities for 2022-2023 will be MND and Lindsey Lodge Hospice

22/002 a) The election of Carl Sherwood, Deputy Mayor of Brigg Town Council was confirmed for the years 2022/23 as agreed at Annual Town Council meeting 25th May 2021

***Proposer Cllr Rob Waltham
Seconder Cllr Nigel Sherwood
Agreed – All Councillors present***

b) The elected Deputy Mayor signed declaration of acceptance of office.

22/003 a) To consider the suspension of the Meeting for the Purpose of Prayer.

***Proposer Cllr N Sherwood
Seconder Cllr P Smith
Agreed – All Councillors present***
Keith Simpson led the Council in Prayers

b) **To Resolve that Standing Orders be reinstated**

Proposer Cllr S Riggall

Seconder Cllr P Smith

Agreed – All Councillors present

22/004 Public Participation – No residents addressed the Council

22/005 To receive apologies and reasons for absence

None

22/006 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 P Smith - Agenda item 18 c Personal

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

None

22/007

a) **It was confirmed** the Council's adoption of the North Lincolnshire Council Code of Conduct (adopted Feb 22nd 2022), It was confirmed that Councillors Parker, C Sherwood, N Sherwood, P Smith, J Gibbons, R Waltham and S Riggall have attended the recent standards training or have viewed the training video sent.

Clerk to send training video to Cllr Eardley and Cllr Kitching as they had not viewed the training.

Proposer Cllr Nigel Sherwood

Seconder Cllr Sharon Riggall

Agreed – All Councillors present

b) **It was confirmed** 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.

Cllrs P Smith and J Kitching had submitted changed Declaration of Interest forms.

22/008 Policies & Procedures

a) The NALC model standing orders were reviewed and reaffirmed as adopted October 26th 2021 minute ref 21/088 with changes to procurement figures.

Proposer Cllr N Sherwood

Seconder Cllr P Smith

Agreed – All Councillors present

- b) The NALC model Financial regulations as amended to Brigg Town Council as approved April 26th 2022 minute ref 21/159 a iv were reviewed and reaffirmed as adopted

Proposer Cllr N Sherwood
Seconder Cllr R Waltham
Agreed – All Councillors present

- C) The amendment to Health and Safety Policy was reviewed and approved.

Proposer Cllr N Sherwood
Seconder Cllr P Smith
Agreed – All Councillors present

22/009 To confirm the 4 signatories for the bank mandate and two competent internal control councillors.

Cllrs B Parker, C Sherwood, P Smith and A Eardley.- signatories
 Cllrs J Gibbons & S Riggall – Internal control.

22/010 Brigg Town Council is eligible to exercise the power of competence was reaffirmed.

Proposer Cllr N Sherwood
Seconder Cllr Rob Waltham
Agreed – All Councillors present

22/011 The schedule of meeting dates and times was approved.

Planning and Environment C'tee	Tuesday	28 th June 2022	6.45pm
Brigg Town Council	Tuesday	28 th June 2022	7.15pm

July 2022

Planning and Environment C'tee	Tuesday	26 July 2022	6.45pm
Brigg Town Council	Tuesday	26 July 2022	7.15pm

September

Personnel Committee	Mon	5 th September	6.45 pm
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Planning and Environment C'tee	Tuesday	27 th September	6.45pm
Brigg Town Council	Tuesday	27 th September	7.15pm

October 2022

Planning and Environment C'tee	Tuesday	25 th October	6.45pm
Brigg Town Council	Tuesday	25 th October	7.15pm

November 2022

Personnel Committee	Mon	7 th November	6.45 pm
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Planning and Environment C'tee	Tuesday	22 nd November	6.45pm
Brigg Town Council	Tuesday	22 nd November	7.15pm

December 2022 – Case of Need

Planning and Environment C'tee Tuesday 20th December 6.45pm
Brigg Town Council Tuesday 20th December 7.15pm

January 2023

Personnel Committee Mon 9th January 6.45 pm

Planning and Environment C'tee Tuesday 24th January 6.45pm
Brigg Town Council Tuesday 24th January 7.15pm

February 2023

Planning and Environment C'tee Tuesday 28th February 6.45pm
Brigg Town Council Tuesday 28th February 7.15pm

March 2023

Personnel Committee Mon 6th March 2023 6.45 pm

Planning and Environment C'tee Tuesday 28th March 6.45pm
Brigg Town Council Tuesday 28th March 7.15pm

ANNUAL TOWN MEETING Tuesday 14th March 2023 7.30pm

April 2023

Planning and Environment C'tee Tuesday 25th April 6.45pm
Brigg Town Council Tuesday 25th April 7.15pm

May 2023

Planning and Environment C'tee Tuesday 16th May 2023 6.45pm
Annual Town Council Meeting Tuesday 16th May 2023 7.15pm

*Proposer Cllr R Waltham
Seconder Cllr N Sherwood
Agreed – All Councillors present*

22/012. It was **confirmed** that the members of the Planning and Personnel Committee would remain the same as 2021-2022

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

22/013. To **appoint and confirm** representatives to serve on the following outside bodies and working groups.

I) Outside Bodies

- a) C.P.R.E. **Cllr J Kitching**
- b) ERNLLCA – **Cllrs R Waltham and S Riggall**
- c) Neighbourhood Action Team **Cllrs R Waltham and C Sherwood**
- d) Parish & Town Council Liaison **Clerk attend**
- e) Brigg Wheelers **Cllrs R Waltham and C Sherwood**
- f) Foundation Governors of SJN Trust **Cllrs J Gibbons and P Smith**
- g) Brigg Town Business Partnership **Mayor**
- h) Brigg Flood Warden **Cllr C Sherwood**
- i) Brigg Snow Warden **Cllr R Waltham**

Proposer Cllr J Kitching
Seconder Cllr J Gibbons
Agreed – All Councillors present

II) Working Groups

- a) As resolved through Council business.

22/014 To receive any correspondence (for information only).

- b) Brig Blog – Forwarded by email.

22/015 Minutes of previous meetings

- a) To **approve** the minutes of Full Council Tuesday April 26th 2022 a true record.

Proposer Cllr N Sherwood

Seconder Cllr S Riggall

Agreed – All Councillors present

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

Notice boards will be installed imminently when time allows.

- c) To receive the minutes from Planning Committee on April 26th 2022 for information.

22/016 To receive the report from North Lincolnshire Council Ward Councillors.

Cllr C Sherwood

- Works on Bridge Street are ongoing. The plan of works to the carriageway were amended to accommodate the local residents. Major works take place after 6pm to minimise disruption.
- Armed Forces Day on June 18th 11am – 4pm at Brumby Hall. A completely free event to recognise Armed Forces and veteran. Spitfire flypast in the afternoon
- Weed spraying treatment ongoing.

Cllr R Waltham

- Vaccination program over everyone over 12 years locally us above national average.
- Over 40,000 band A – D houses in North Lincs have received their £150 Council Tax rebate. Work is ongoing now to continue with the validation process to administer to houses who do not pay by direct debit or who do not have a bank account. Help is available at the Brigg library.
- Over 150 Ukrainian evacuees have been homed in North Lincolnshire, with two families settled in Brigg. Checks are made that none have committed crimes of violence against women and children and no links to terrorism. Help is given with education, medicine and employment.
- Cemetery Path works will be started soon. Delays with engaging a contractor.
- Two grants given in Brigg to help with Jubilee celebrations.

Cllr Eardley reported potholes on Barnard Avenue.
Cllr Kitching asked when the Angel will be reinstalled. Was advised the craftsman had been seriously unwell and the Angel would be restored as soon as possible.

22/017 Accounts & Payments

- a) The Payments for Brigg Town Council to 30th April 202 were approved

Date Paid	Payee Name	Ref	Amount Paid	Authorized Ref	Transaction Detail
01/04/2022	Brigg Office Supplies	BACS	£ 21.26		Postage
01/04/2022	Little Enchantments	BACS	£ 335.00		Jubilee event
01/04/2022	ERNLLCA	BACS	£ 1,140.16		NALC/ERNLLCA membership
01/04/2022	Nat West	DD	£ 9.66		Bank charges - Mayors account
04/04/2022	HMRC	BACS	£ 811.51		March Tax/NI
04/04/2022	ERPF	BACS	£ 690.29		March Pension
05/04/2022	JB Rural Service	BACS	£ 780.00		2nd Brigg Cemetery
05/04/2022	JB Rural Service	BACS	£ 360.00		2nd Cadney & Howsham verge
05/04/2022	JB Rural Service	BACS	£ 600.00		2nd Wrawby Verges
05/04/2022	JB Rural Service	BACS	£ 180.00		2nd Woodbine Park
05/04/2022	JB Rural Service	BACS	£ 3,600.00		2nd Brigg Verges
05/04/2022	JB Rural Service	BACS	£ 180.00		Bunting installation
05/04/2022	NLC	BACS	£ 3,600.00		Office Rent & Services
07/04/2022	Pestguard	BACS	£ 59.40		Allotment inspections
07/04/2022	Switched Positive	BACS	£ 285.95		Materials/Cherry Pick Xmas 21
26/04/2022	EMIB	BACS	£ 20.00		Entry
26/04/2022	Public Sector Audit	BACS	£ 709.50		Internal Audit
26/04/2022	NLC	BACS	£ 2,352.00		Opening of Carey Lane-Sunday 2021-22
26/04/2022	BT	DD	£ 55.19		Telephone & Broadband
26/04/2022	Nat West	TFR	£ 2.80		Bank charges Civic Dinner A/c
28/04/2022	Staff Cost	BACS	£ 1,600.05		April Salary
28/04/2022	Oikos	BACS	£ 1,000.00	mIn ref 21/053 b	Grant
28/04/2022	Zurich Insurance	BACS	£ 1,457.84	Min ref 21/160	2022-23 insurance
30/04/2022	Nat West	DD	£ 14.70		Bank Charges
30/04/2022	O2	DD	£ 12.17		Mobile phone
			£ 19,877.48		

Proposer Cllr C Sherwood
Secunder Cllr R Waltham
Agreed – All Councillors present

- b) Receipts, bank reconciliations and Council detail report to 30th April 2022 were noted

Cllr Smith left the room

- c) A £100 grant was awarded to Alex Bennett to attend the World Scout Jamboree 2023 in South Korea. Alex would need to provide evidence that he had fundraised enough for the event before the payment is made.

Proposer Cllr Sharon Riggall
Secunder Cllr Rob Waltham
Agreed – All Councillors present

Cllr Smith returned to the room

22/018 Environmental

- a) **It was resolved to** install the spare 110L bins for Ancholme River path on a concrete path to be emptied by the Brigg Handyman service and purchase a 240L bin for Atherton Way gap between school to be emptied by NLC.

Proposer Cllr Carl Sherwood

Seconder Cllr Sharon Riggall
Agreed – All Councillors present

- b) Clerk to engage NLC for design, planning permission and installation Exchange Place and report to later meeting.

Proposer Cllr Rob Waltham
Seconder Cllr Jane Kitching
Agreed – All Councillors present

- c) **To defer** an update on Wildflowers to next meeting.
- d) Park Run group to restore the notice boards at Memorial Garden and Brigg TC to engage JB Rural Services to restore the gabions and install composite material seating at Memorial Garden.

Proposer Cllr Rob Waltham
Seconder Cllr Sharon Riggall
Agreed – All Councillors present

22/019 Jubilee Event

Clerk updated on all events for Jubilee weekend 2nd June to 5th June.

- 22/020 It was resolved to write to Morrison's** regarding Martin McColls, thanking them for their support to Martins. Ask them to continue to support Martin's in Brigg, stressing that this shop provides a vital service to Brigg.

Proposer Cllr Sharon Riggall
Seconder Cllr Rob Waltham
Agreed – All Councillors present

- 22/021 To receive** any comments or requests and **agree** for future agenda items

Lloyds Bank hours extending – Mayor write to Lloyds Bank requesting that it considers longer opening hours and to reopen on a Saturday

Information boards for future meeting.

Meeting closed at 8.30pm