

Meeting of BRIGG TOWN COUNCIL
MEETING – Tuesday 25th April 2023 at 7.15pm
Chairman – Councillor B Parker

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

In attendance: Kerry McGrath – Town Clerk

Also Present: Keith Simpson, Mayor's Chaplain and 2 members of the public

22/138 The Mayor welcomed councillors, clerk and visitors.
The Mayor presented a cheque for £1775.23 to Chris Darlington for Motor Neurone Disease Association from his Mayor's Charity Appeal 2022-2023. He thanked Chris Darlington, Paul McCormick and the Clerk for their help in raising money for the Mayor's Appeal. Chris Darlington made a short speech and thanked everyone.

22/139 a) To resolve the suspension of the Meeting for the Purpose of Prayer.

***Proposer Cllr Riggall
Seconder Cllr N Sherwood
Agreed – All Councillors present***

Keith Simpson led the Council in Prayers

b) To Resolve that Standing Orders be reinstated

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

22/140 Public Participation

Resident thanked Brigg Town Council for everything it does for the community.

22/141 To receive apologies.

None

22/142 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 Kitching, Riggall and Smith declared a prejudicial interest in agenda item 9g as they know the applicants.

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

None

22/143 To receive any correspondence and **resolve matters arising**

a) The letter for His Majesty the King was received. It was agreed that it would be copied and displayed on the notice boards around the town.

- b) Letter received from JB Rural Services Ltd. **It was agreed** to increase the hourly rate to £10.50 per hour.

Proposer Cllr Smith

Seconder Cllr Riggall

Agreed – All Councillors present

22/144 Minutes of previous meetings

- a) To **approve** the minutes of Full Council Tuesday March 28th 2023, as a true record.

Proposer Cllr N Sherwood

Seconder Cllr Riggall

Agreed – All Councillors present

- b) Councillors **received** an update on matters from the minutes not appearing anywhere on the agenda from the clerk.

Unfortunately, cannot locate keys for notice boards. Historically, the locks had to be changed but the top lock is broken. Could look at drilling out the locks and starting again. There is the 8th notice board still in storage if it wanted to go somewhere. – On next agenda for decision

Electronic Notice board at the back of the Angel building is up and running so there are notices centrally.

Reported the bollards to Exchange Place/ Market Place again. Awaiting delivery as none in stock.

Poppy Appeal Final total 2022/23, which currently sits at £10,365.53 which includes Brigg 10K - £1,504.66 and Tesco - £2,505.62

- c) The minutes from Planning Committee on Tuesday March 28th 2023, were **received for information**.

22/145 The following report was received from North Lincolnshire Council Ward Councillors.

Over 1000 whips have been planted at the new allotment site.
Jeff Holland Park has received some grounds maintenance. New bins needed.
245 fines have been issued for littering in North Lincolnshire. 6 of which were in Brigg.

Cllr Waltham joined the meeting and apologised for being late.

22/146 Accounts & Payments

- a) **Payments to 31st March 2023 be approved.**

Date Paid	Payee Name	Ref	Amount Paid	Min ref	Transaction Detail
01/03/2023	O2	DD	£ 13.12		Mobile phone
06/03/2023	ERPF	BACS	£ 631.22		February Pension
06/03/2023	HMRC	BACS	£ 686.83		February Tax/NI
07/03/2023	Brigg Angels WI	BACS	£ 250.00	Min ref 22/120b iii	Coronation Grant
07/03/2023	Brigg Live Arts	BACS	£ 1,000.00	Min ref 22/117c i	Theatre grant
07/03/2023	AV Parkrun	BACS	£ 400.00		Community Grant
07/03/2023	Brigg Live Arts	BACS	£ 250.00		Coronation Grant
09/03/2023	1st & 2nd Brigg Scouts	BACS	£ 2,000.00	Min ref 22/079	Bug Hotel Grant
09/03/2023	Norton	BACS	£ 64.99		Virus protection - Annual fee
09/03/2023	Google	BACS	£ 5.52		Domain & Emails - monthly fee

09/03/2023	Brigg Office Supplies	BACS	£	311.67	Various
09/03/2023	Brians DIY	BACS	£	53.23	bin liners & Paint
09/03/2023	Brigg Office Supplies	BACS	£	27.10	Paper, postage and folders
09/03/2023	Energy Cell	BACS	£	180.00	Website Domain and Hosting annual fee
14/03/2023	Grandads Shed	BACS	£	647.50	Civic Guest/Drinks package
14/03/2023	Grandads Shed	Bacs	£	142.00	Civic Guest/Drinks package
14/03/2023	ERNLLCA	BACS	£	36.00	I & E audit Training
14/03/2023	Blachere	BACS	£	240.00	Coronation GOBO
20/03/2023	Microsoft	BACS	£	79.99	Microsoft licence - annual fee
21/03/2023	Mayors Appeal Fund	BACS	£	2.50	Waltham overpayment civic dinner donation
23/03/2023	EH Advertising	BACS	£	852.00	500 Bags
23/03/2023	JB Rural Service	BACS	£	420.00	2 x cut MG & MG
23/03/2023	JB Rural Service	BACS	£	780.00	1st Brigg Cemetery
23/03/2023	JB Rural Service	BACS	£	600.00	1st Wrawby Cut
23/03/2023	JB Rural Service	BACS	£	180.00	Woodbine Park JB1713
23/03/2023	JB Rural Service	BACS	£	3,600.00	1st Brigg Cut
24/03/2023	BT	DD	£	70.20	Phone & Broadband
28/03/2023	Staff Costs	BACS	£	1,726.35	March Salary
28/03/2023	JB Rural Service	BACS	£	360.00	Bunting Installation
28/03/2023	JB Rural Service	BACS	£	1,200.00	March Handyman
31/03/2023	Nat West	DD	£	7.00	Bank charges
31/03/2023	O2	DD	£	13.12	Mobile Phone
	Total Payments		£	16,830.34	

Proposer Cllr Kitching

Secunder Cllr Riggall

Agreed – All Councillors present.

- b) Receipts, bank reconciliations to 31st March 2023 and Council detail budget monitoring report to 20th April 2023 were **received for information**.
- c) The **NALC Financial regulations were approved** with amended procurement figure

Proposer Cllr C Sherwood

Secunder Cllr Kitching

Agreed – All Councillors present.

- d) The **Asset Register was approved** with the amended 4p in the Christmas Lights figure.

Proposer Cllr Smith

Secunder Cllr N Sherwood

Agreed – All Councillors present.

- e) The **Insurance schedule was approved** and the increase to the contracted cost due to new assets purchased in 2022-2023 **was agreed**.

Proposer Cllr Waltham

Secunder Cllr Smith

Agreed – All Councillors present.

- f) It was **agreed** to close the Lloyds petty cash debit card account and transfer the funds to the Nat West Current account.

Proposer Cllr Gibbons

Secunder Cllr Riggall

Agreed – All Councillors present.

g) The following Coronation Grants were approved.

School Yard Mews
The Angel Hub

The coronation grant for the Dog House was not approved as it did not fulfil the criteria.

Proposer Cllr Waltham

Seconder Cllr C Sherwood

Cllrs Smith, Riggall and Kitching abstained

Agreed – All other Councillors present.

22/147 Environmental

- a)** The “Big Help Out Day” litter pick was arranged for Monday 8th May meeting at 10.30am at the Band Stand.
Proposed areas to litter pick are Station Road, Atherton Way, Redcombe Lane and Bridge Street

Proposer Cllr Waltham

Seconder Cllr Kitching

Agreed – All Councillors present.

- b)** It was agreed to purchase and install “Litter Picked by Volunteers” signs with Brigg TC logo made of sustainable materials – budget £100.

Proposer Cllr Waltham

Seconder Cllr C Sherwood

Agreed – All Councillors present.

- c)** It was agreed to purchase and install 10 x “CCTV here” signs with Brigg TC logo, made from sustainable materials.

Proposer Cllr Waltham

Seconder Cllr Riggall

Agreed – All Councillors present.

- d)** It was agreed that the bench at the junction of Nicolgate Lane and Wrawby Road be refurbished by the Handyperson service.

Proposer Cllr N Sherwood

Seconder Cllr Gibbons

Agreed – All Councillors present.

- e)** It was agreed that the Clerk write to Sir John Nelthorpe School asking them to remind students not to drop litter and also carry out litter inspections outside the schools.

Proposer Cllr Smith

Seconder Cllr C Sherwood

Agreed – All Councillors present.

22/148 Audit

- a)** The Internal Audit was received and recommendations noted.

Proposer Cllr N Sherwood

Seconded – All Councillors.

- b)** Section 1 of the AGAR – Annual Governance Statement 2022 -2023 was completed and approved

***Proposer Cllr Gibbons
Seconded – Cllr Smith
Agreed – All Councillors***

c) Section 2 of the AGAR – Accounting Statement 2022 – 2023 **was approved.**

***Proposer Cllr Waltham
Seconded – Cllr Smith
Agreed – All Councillors***

Cllr Waltham thanked the Clerk for her work with the annual audit and must be congratulated on another good audit. Council agreed.

22/149 King Charles III coronation

a) **It was agreed** that the Clerk would produce a newsletter regarding activities in Brigg for the Coronation weekend and other celebrations. Newsletters to be posted on Notice Boards and in library.

***Proposer Cllr Waltham
Seconded – Cllr Smith
Agreed – All Councillors***

b) **It was agreed to** write to King Charles III congratulating him on his Coronation.

***Proposer Cllr N Sherwood
Seconder Cllr C Sherwood
Agreed – All Councillors present***

22/150 Future agenda items and Councillor updates/comments

22/151 It was confirmed the next meeting, which will be the Annual Meeting of Brigg Town Council is Tuesday 23rd May 2023.

Meeting closed at 8.15pm