

**Brigg Town Council Meeting
Tuesday 22nd April 2025
Angel Suite, Exchange Place, Brigg, DN20 8LD**

Chair – Cllr Carl Sherwood – Mayor of Brigg

Present – Cllrs Carl Sherwood, Nigel Sherwood, Penny Smith, Brian Parker, Jane Kitching, Jane Gibbons, Paul McCormick, Sharon Riggall

Also Present – Kerry McGrath – Clerk

Keith Simpson

2024/140 Cllr Sherwood welcomed everyone and thanked everyone who attended and supported the recent Annual Town Meeting and Community Civic Awards. Comments were received that the awards have certainly boosted the local independent businesses.

2024/141 To consider the suspension of the Meeting for the purpose of Prayer.

***Proposed Cllr N Sherwood
Seconded Cllr McCormick
Agreed – All Councillors present***

Keith Simpson led the Council in prayers

b) To Resolve that Standing Orders be reinstated

***Proposed Cllr Kitching
Seconded Cllr Sherwood
Agreed – All Councillors present***

2024/142 Public Participation

No members of the public present

2024/143 Apologies

Apologies were received and accepted from Cllr Waltham

2024/144 Declaration of Interests

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.

None

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

None requested,

2024/145 Minutes of previous meetings

a) To approve the minutes of Brigg Town Council meeting held on Tuesday 25th March 2025.

***Proposed Cllr N Sherwood
Seconded Cllr McCormick
Agreed – All Councillors present***

b) **Council received** an update on matters from the minutes not appearing anywhere on the agenda from the Clerk.

Brigg Times – due to the Greater Lincolnshire Mayoral election and period of “purdah” we are unable to deliver the Brigg Times until 2nd May at the earliest. As the news within the next edition is pertinent to VE Day celebrations on 8th May, ask that the papers are delivered immediately after 2nd May.

Grants for SiDDS were closed at end of March 2025, but heard back from PCC office to say that the new ones just announced to March 2026 so looking at applying for the new grant.

Now researching grant for the composter toilet.

The painting of the band stand commenced and will be completed after the weekend.

c) The minutes from the planning and environmental committee meeting on 25th March 2025 were received for information.

2024/146 – Ward Councillors report

Cllr C Sherwood received questions from Cllr Smith regarding the market stalls. Cllr Sherwood advised that he was meeting with the officer responsible in the near future and would update and the next meeting.

2024/147 – Financial

a) To approve the Payments for Brigg Town Council to 31st March 2025

Date	Payee Name	Ref	Ex Vat	£ VAT	£ Total Amnt	Transaction Details
03/03/2025	Water Plus	DD	£ 8.16		£ 8.16	Water WP Allotment
04/03/2025	ERPF	BACS	£ 687.52		£ 687.52	February Pension
04/03/2025	HMRC	BACS	£ 170.26		£ 170.26	February Tax / NI
06/03/2025	Agilico	BACS	£ 31.48	£ 6.30	£ 37.78	Inks & Maintenance
06/03/2025	Norton	BACS	£ 54.16	£ 10.83	£ 64.99	Norton IT security
06/03/2025	NLC	BACS	£ 42.00		£ 42.00	TEN licences for VE Day
06/03/2025	Energy Cell	BACS	£ 150.00	£ 30.00	£ 180.00	Web Hosting / Domain
06/03/2025	Brians DIY	BACS	£ 36.66	£ 7.33	£ 43.99	Paint for Cemetery Gates
06/03/2025	Google	BACS	£ 12.00	£ 2.40	£ 14.40	Licence - Email
06/03/2025	Brigg PCC	BACS	£ 12.00		£ 12.00	Hall Hire VE Day Planning
11/03/2025	Water Plus	DD	£ 8.16	£ 1.63	£ 9.79	water account 105
16/03/2025	Anglian Water Wave	DD	£ 18.10		£ 18.10	Water WP - Dec24 - Feb 25
18/03/2025	Broughton TC	BACS	£ 70.00		£ 70.00	Civic Dinner
18/03/2025	Microsoft	BACS	£ 87.49	£ 17.50	£ 104.99	2 x Licence fee Annual
18/03/2025	Anglian Water Wave	BACS	£ 18.10		£ 18.10	Woodbine Park No 4 Dec - Feb 2025
21/03/2025	NLC	BACS	£ 209.80	£ 41.96	£ 251.76	Officer Time at NLC - Arches
21/03/2025	Phoenix Payroll	BACS	£ 25.00	£ 5.00	£ 30.00	Payroll Services - Jan- March 2025
28/03/2025	Kerry McGrath	BACS	£ 1,918.25		£ 1,918.25	March Salary
28/03/2025	BT	DD	£ 52.45	£ 10.49	£ 62.94	Phone & Internet
30/03/2025	O2	DD	£ 12.99	£ 2.60	£ 15.59	Clerk Mobile
31/03/2025	NatWest	DD	£ 8.05		£ 8.05	Bank Charges

Proposed Cllr McCormick

Seconded Cllr Parker

Agreed – All Councillors present

b) Council **received and noted** the receipts and bank reconciliations to 31st March 2025 and budget monitoring report to 31st March 2025 **for information. There were no comments.**

c) It was agreed to make a donation of £100 each to Brigg Explorers, William Cribb and Jack Robinson, to attend the Humberside Scouts Explorer Belt Challenge 2025 in Vietnam.

Proposed Cllr C Sherwood
Seconded Cllr McCormick

Cllr Smith objected to the proposal.

Agreed – All other Councillors present

2024/148 Environmental items

- a) It was agreed that the Clerk write to North Lincolnshire Council to request that the large brick planter on Barnard Ave be returned to NLC for their grounds team to plant and maintain.

Proposed Cllr Riggall
Seconded Cllr Kitching
Agreed – All Councillors present

2024/149 Audit 2024 - 2025

- a) **The Full Internal Audit** was received.

It was resolved that Brigg Town Council, following discussion, is mindful of the comments and recommendations made by the Internal Auditor.

Proposed Cllr Smith
Seconded Cllr N Sherwood
Agreed – All Councillors present

- b) The Annual Internal Audit 2024/2025 be received.

Proposed Cllr N Sherwood
Seconded Cllr McCormick
Agreed – All Councillors present

- c) It was resolved to complete section 1 Annual Governance Statement 2024/2025 and for the Mayor to sign.

Proposed Cllr McCormick
Seconded Cllr Kitching
Agreed – All Councillors present

- d) It was resolved to receive the section 2 Accounting Statement 2024/2025

Proposed Cllr Riggall
Seconded Cllr N Sherwood
Agreed – All Councillors present

2024/150 Handyperson Contract

It was agreed that the clerk would send the “invitation to tender” document to all Councillors, for them to make comments and amendments. Clerk to receive all comment by 1st May. Cllrs Kitching, Riggall and Gibbons will meet with the clerk at 4pm on 1st May to draw up a new document that will be brought back to next Brigg Town Council meeting for approval.

Proposed Cllr Riggall
Seconded Cllr Kitching
Agreed – All Councillors present

2024/151 VE Day 80th anniversary update.

Clerk updated on the event on 8th May 2025.

The itinerary of the event will be advertised throughout the town.

Councillors available will meet in the Market Place by 4.45pm to help on the food voucher stall and also help with distribution of the word search letters around the businesses in the town.

2024/152 Confirmation that the Date and time of next meeting is the Annual meeting of Brigg Town Council Tuesday 27th May 2025 at 7.15pm

There being no other business the meeting concluded at 7.57 pm