

**Brigg Town Council Meeting  
Tuesday 25<sup>th</sup> March 2025  
Angel Suite, Exchange Place, Brigg, DN20 8LD**

**Chair – Cllr Carl Sherwood – Mayor of Brigg**

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

Also Present – Kerry McGrath – Clerk

Keith Simpson

**2024/125** Cllr Sherwood welcomed everyone.

**2024/126 To consider the suspension of the Meeting for the purpose of Prayer.**

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

Keith Simpson led the Council in prayers

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

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

**2024/127 Public Participation**

***No members of the public present***

**2024/128 Apologies**

Apologies were received and accepted from Cllr Riggall

**2024/129 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.

***Cllrs Kitching declared a prejudicial interest in agenda item 15 as member of Brigg Live Arts***

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

***None requested,***

**2024/130 Minutes of previous meetings**

a) To **approve** the minutes of Brigg Town Council meeting held on Tuesday 25<sup>th</sup> February 2025.

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

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

Next VE Day meeting on 2nd April 6pm St Johns Church Hall

Next Brigg times out late April – successful delivery last edition thanks to the volunteers we received. Another offer has been received to deliver York Road

Next edition will have all the details of the event on 8th May and 15th August.

Pupils from SJN went to Belgium to the war graves where there are few men from Brigg. In agreement with Carl, we gave them some bags to take and a wreath. They also took a letter from our Mayor to their Mayor

Cemetery- All work to front of Cemetery (Wrawby Road) completed. Have sent a reminder to Cemeteries at NLC to remove sign at Eastfield Road end.

Received Information about Flower Festival – 12-15 June preview concert 11th June – Free to enter – theme Anniversaries – 90cm square with words. Set up 10th June – request Councillors pick this up as clerk will be on annual leave.

Defib on Queen Street (and box – damaged beyond repair) has been ordered following vandalism and we have received a donation of £550 towards the replacement one from Bennet Family, in memory of their son, Tony. Mayor has sent a letter of thanks to the family.

c) The minutes from the planning and environmental committee meeting on 25<sup>th</sup> February 2025 were received for information.

## **2024/131 – Ward Councillors report**

### **Cllr Waltham**

Pleased to announce that the In Bloom grants will be available once the scrutiny process has been completed. Grants will be available for both capital and revenue.

The Local Plan has been extended to for community involvement. There will be no more housing for the Brigg allocation, no increase requirement.

The budget was agreed and set at Full Council meeting recently. Reluctant increase of Council Tax.

Agreed extra support for the more senior members of our community – free leisure services for two months. Air fryers distribution being worked through. 4000 of the 8000 requested have been delivered.

Free swimming for Easter and Summer holidays protected once again, along with the Imagination Library.

Household recycling centres summer timings now in operation, so open for more hours per day.

Markets – new light weight covers. No update on the contractors.

Works to improve Woodbine Park are nearly complete.

New condition at planning that all new houses and industrial building will have solar panels on roofs.

## **2024/132 – Financial**

**To approve the Payments** for Brigg Town Council to 28<sup>th</sup> February 2025

Date	Payee Name	Ref	Ex Vat	£ VAT	£ Total Amnt	Transaction Details
06/02/2025	Adobe	BACS	£ 262.51	£ 43.75	£ 218.76	Adobe System In Design
11/02/2025	JB Rural Service	BACS	£ 1,380.00	£ 230.00	£ 1,150.00	January Handyperson
11/02/2025	HMRC	BACS	£ 719.72		£ 719.72	January Tax/NI
11/02/2025	ERPF	BACS	£ 687.52		£ 687.52	January Pension
11/02/2025	Hampshire Flags	BACS	£ 113.44	£ 18.91	£ 94.53	New Finial & weight
20/02/2025	Kirton Town Council	BACS	£ 73.00		£ 73.00	Civic Dinner
20/02/2025	Water Plus	DD	£ 9.79	£ 1.63	£ 8.16	Water Account 105 - one month
20/02/2025	Anglian Water Wave	DD	£ 17.56		£ 17.56	Rl Allotments - 3 months
25/02/2025	BT	DD	£ 62.94	£ 10.49	£ 52.45	Telephone & Internet
27/02/2025	Morton Printers	BACS	£ 743.00		£ 743.00	Printing Edition 5
27/02/2025	Nigel Fisher	BACS	£ 275.00		£ 275.00	Edition 5 Assistance
27/02/2025	Brigg Office Supplies	BACS	£ 22.80	£ 3.80	£ 19.00	Paper
27/02/2025	JB Rural Service	BACS	£ 1,380.00	£ 230.00	£ 1,150.00	Feb Handyperson
28/02/2025	Staff Costs	BACS	£ 1,918.05		£ 1,918.05	February Salary
28/02/2025	O2	DD	£ 20.59	£ 3.43	£ 17.16	Mobile Phone
28/02/2025	Nat West	DD	£ 8.05		£ 8.05	Bank Charges

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

b) Council **received and noted** the receipts and bank reconciliations to 28<sup>th</sup> February 2025 and budget monitoring report to 20<sup>th</sup> March 2025 **for information. There were no comments.**

#### **2024/133 Environmental items**

a) It was resolved that the Clerk would apply for funding from PCC to install a speed sign on Grammar School Road that may also be located in other various location around Brigg.

***Proposed Cllr Waltham***  
***Seconded Cllr Smith***  
***Agreed – All Councillors present***

b) **It was agreed** to defer the agenda item on the brick planter on Barnard Avenue as Cllr Riggall was absent from the meeting.

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

#### **2024/134 Allotments on Woodbine Park**

a) **It was agreed** to allow residents of Wrawby to take an allotment where there are vacancies and be charged a flat rate of £25 to cover water and services.

***Proposed Cllr McCormick***  
***Seconded Cllr Parker***  
***Agreed – All Councillors present***

b) **It was agreed** that the clerk would source funding to purchase and install a composter toilet at Woodbine Park allotments

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

c) **It was agreed** that any under or over payments with allotment rent would be adjusted on the invoice for the following year. It was agreed that the Clerk would put a note on the

invoices to ask for exact payment.  
**Proposed Cllr McCormick**  
**Seconded Cllr Gibbons**  
**Agreed – All Councillors present**

**2024/135 To receive any councillor comments or requests and agree for future agenda items.**

Cllr Kitching - Cemetery bin store  
Cllr McCormick – Classic Car Show for brigg

**2024/136 Date and time of next meeting Brigg Town Council Tuesday 22<sup>nd</sup> April 2025 at 7.15pm and Brigg Annual Town Meeting on Wednesday 16<sup>th</sup> April 2025.**

*In view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded, and they are instructed to withdraw; (Public Bodies (Admission to Meetings) Act 1960, section 1(2)).*

**2024/137 Contracts for 2025 – 2028**

- a) **Handyperson Contract**  
**It was agreed** that the current contract would be extended for 3 months to June 30<sup>th</sup> and the tender specification documents would be amended and reissued. **Next meeting agenda item.**  
**Proposed Cllr McCormick**  
**Seconded Cllr Parker**  
**Agreed – All Councillors present**
- b) **Millennium Green and Memorial Garden Contract**  
**It was agreed** to award the contract to JB Rural Services Ltd.  
**Proposed Cllr C Sherwood**  
**Seconded Cllr Smith**  
**Agreed – All Councillors present**
- c) **Watering Contract**  
**It was agreed** to award the contract to JB Rural Services Ltd  
**Proposed Cllr C Sherwood**  
**Seconded Cllr McCormick**  
**Agreed – All Councillors present**

**2024/138 Purchase of plants for Brigg 2025**

**It was agreed** to purchase the plants from Brigg Garden Centre as per quotation.  
**Proposed Cllr Gibbons**  
**Seconded Cllr N Sherwood**  
**Agreed – All Councillors present**

**2024/139 Civic Awards**

The Civic Awards nominations for all categories were received and discussed.  
Every nominee, who resides in Brigg and Independent Brigg Business to be invited to the Civic Awards evening following the Annual Town Meeting on April 16<sup>th</sup> where the winners chosen will be announced.

Tea, coffee and cakes to be served following the civic awards presentations.

***Cllr Jane Kitching left the meeting whilst the community organisation award was being discussed.***

a) Adult Volunteer Award  
***Proposed Cllr Smith***  
***Seconded Cllr N Sherwood***  
***Agreed – All Councillors present***

b) Young Person Volunteer  
***Proposed Cllr Waltham***  
***Seconded Cllr McCormick***  
***Agreed – All Councillors present***

c) Community Organisation  
***Proposed Cllr Waltham***  
***Seconded Cllr McCormick***  
***Agreed – All Councillors present***

d) Brigg Independent Business  
***Proposed Cllr Waltham***  
***Seconded Cllr Smith***  
***Agreed – All Councillors present***

e) Environmental Award  
***Proposed Cllr Kitching***  
***Seconded Cllr Waltham***  
***Agreed – All Councillors present***

f) Sporting achievement Award  
***Proposed Cllr Smith***  
***Seconded Cllr Waltham***  
***Agreed – All Councillors present***

**There being no other business the meeting concluded at 8.35 pm**