

BRIGG TOWN COUNCIL
Minutes of the meeting held on Monday 25th July 2016
Chairman – Councillor Mrs. A. Eardley

Present: Councillors; D.A.L. Campbell, Mrs T.M. Campbell,
M.S. Campion, Mrs. A. Eardley, Mrs. J.E. Gibbons, P.A. Keane, Miss J. Kitching,
Miss L.M. Mikkonen, B. Parker, Mrs. S. H. Riggall, C. G. Sherwood,
L.M. Sherwood, N.J Sherwood, M. Storey, J.E. Truepenny and R. W. Waltham.

In attendance: Claire Davis – Town Clerk
Alison Hannath – Deputy Clerk

David Elliot - Scunthorpe Telegraph
Nigel Fisher - Brigg Blog
Peter Thompson - Market Rasen Mail

42. NOTICE CONVENING THE MEETING.

Taken as read and approved.

43. TO CONSIDER THE SUSPENSION OF THE MEETING FOR THE
PURPOSE OF PRAYER.

It was resolved that Standing Orders should be suspended for the purpose of
prayer.

Proposed: Cllr. J. Truepenny Seconded: Cllr. Mrs. S Riggall

Members were led in prayer by Father Owain Mitchell.

It was resolved that Standing Orders should be reinstated.

Proposed: Cllr. J. Truepenny Seconded: Cllr. Mrs. S Riggall

44. TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.

Cllr. Mrs. S. Boughey
Cllr. Mrs. P.J. Smith
Cllr. I. Wilson

45. (A) TO RECORD 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 TYPE OF INTEREST BEING DECLARED.

None.

(b) TO NOTE DISPENSATIONS GIVEN TO ANY MEMBER OF THE
COUNCIL IN RESPECT OF AGENDA ITEMS LISTED BELOW.

None.

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46. POLICE MATTERS.

The Clerk advised that it is currently Rural Crime Week and that the local beat officers are holding events in the Market Place and at Brigg Garden Centre. A brief report was provided on the recent incident at Barclays Bank in the town.

47. TO RECEIVE ANY CORRESPONDENCE (FOR INFORMATION ONLY).

- i) Fly the Flag for The Commonwealth.
- ii) ERNLLCA newsletters June & July.
- iii) Press release from Brigg REP.
- iv) Clerks & Councils Direct July 2016.
- v) Community Champions Award open until 18th September.
- vi) Parish mowing / cutting schedule.
- vii) Report from NLC Standards committee.
- viii) 'Young Minds' NHS meeting at Forest Pines 26th July
- ix) Invitation to 'Le Raj' from Andrew Markham, fundraiser for Pancreatic Cancer. Also family bike ride 24/9/16 from The Nelthorpe Arms.
- x) GRaB formerly Friends of Brigg Line – Clerk read report and brief response was given by **Cllr. R. Waltham** advising of pending planning application.

48. TO RECEIVE THE UPDATE ON ANY OUTSTANDING ISSUES FROM THE CLERK.

None.

49. PUBLIC QUESTION TIME.

None notified.

50. TO RECEIVE ANY QUESTIONS FROM MEMBERS.

None notified.

51. TO RECEIVE A REPORT FROM THE NORTH LINCOLNSHIRE WARD COUNCILLORS.

Report circulated in the meeting

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52. TO RECEIVE AND APPROVE THE MINUTES, AS CIRCULATED,
OF THE FOLLOWING COMMITTEES.

i) **It was resolved that** the minutes of the Full Council meeting held on Monday, 27th June, 2016, be accepted as a true record.

Proposed: Cllr. Mrs. T.M. Campbell Seconded: Cllr. M.S. Campion

ii) **It was resolved that** the minutes of the Planning and Environment Committee meeting held on Monday, 27th June, 2016, be accepted as a true record.

Proposed: Cllr. M.S. Campion Seconded: Cllr. D.A.L. Campbell

iii) **It was resolved that** the minutes of the Full Council meeting held on Monday, 18th July, 2016, be accepted as a true record.

Proposed: Cllr. Mrs. T.M. Campbell Seconded: Cllr. B. Parker

53. TO RECEIVE REPORTS FROM MEMBERS DELEGATED TO SERVE ON
OUTSIDE BODIES.

Cllr. M.S. Campion reported that he had recently attended a meeting of the Humberside Airport Consultative Committee. He advised that the airport was into profit for the year 2016, despite a continued slow decline in flight activity. This is due to the thriving business area around the airport. There are now flights to Denmark on a weekly basis and flights to Tenerife will continue throughout the winter period. Plans are also afoot to make further improvements to the roundabout on the A18.

54. TO REVIEW THE FOLLOWING POLICY DOCUMENTS:

i) **It was resolved to** adopt the recent amendments to Standing Orders – Schedule of Delegated Powers.

Proposed: Cllr. C. Sherwood Seconded: Cllr. R. Waltham

ii) **It was resolved to** adopt the Financial Standing Orders

Proposed: Cllr. J.E. Truepenney Seconded: Cllr. D.A.L. Campbell

iii) **It was resolved to** adopt the Work Based Risk Assessment

Proposed: Cllr. D.A.L. Campbell Seconded: Cllr. Miss J. Kitching

iv) **It was resolved to** adopt the Internal Financial Control and to ensure that two fiscally aware members undertake the scrutiny of the accounts midway through each financial quarter.

Proposed: Cllr. M.S. Campion Seconded: Cllr. B. Parker

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- v) **It was resolved to** adopt the recent amendments to the Asset Register.

Proposed: Cllr. L. Sherwood Seconded: Cllr. J.E. Truepenny

- vi) The Fire Risk Assessment Review is to be undertaken with Chairman as soon as possible. (Chairman to give Clerk details of her availability).

55. ACCOUNTS AND AUDIT

- a) **To Receive the following Financial Reports and Approve the Accounts for Payment: As at 30th June 2016 for Full Council and the Angel Suite**

Full Council Accounts

	DATE	PAYEE	SERVICE /PRODUCT	NET	VAT	GROSS
21	6	2016	MA Ogden	Secreterial Services	36.00	36.00
23	6	2016	Market Rasen Town Council	Civic Dinner Tickets	60.00	60.00
23	6	2016	Mrs. Deeley	Wages	501.30	501.30
28	6	2016	PayPal	Fees for Dropbox	80.00	80.00
31	6	2016	Staff	Wages	2999.62	2999.62
31	6	2016	NatWest	Bank Charges	9.60	9.60
4	7	2016	Brigg Office Supplies	Stationery	44.32	4.77 49.09
4	7	2016	Energy Cell	Domain renewal	43.81	8.76 52.57
7	7	2016	HMRC	Paye/NI	587.76	587.76
7	7	2016	ERYCPF	Pension	832.79	832.79
7	7	2016	Npower	Xmas Lights Electric	130.43	6.52 136.95
14	7	2016	Grande Designs	Bunting	448.00	448.00
18	7	2016	Anglian Water	GS Road Allotment	6.98	6.98
18	7	2016	Mrs. A. Eardley	Mileage/Mayor's Allowance	44.15	1.05 45.20
19	7	2016	Petty Cash	Top Up		

Angel Suite Accounts

	DATE	PAYEE	SERVICE /PRODUCT	NET	VAT	GROSS
1	6	2016	NLC	Rates	50.00	50.00
1	6	2016	NLC	Trade rates	81.64	81.64
1	6	2016	Bow Belles	Linen hire	335.00	335.00
6	6	2016	Frank's Marquees	Table Hire	42.00	8.40 50.40
7	6	2016	Reliable Cleaning Services	Cleaning/Relief Manger	881.40	176.28 1057.68
7	6	2016	Your Chef	Wedding Breakfast	1210.00	242.00 1452.00
3	6	2016	British Gas	Gas	248.88	49.77 298.65
27	6	2016	Brigg Launderette	Linen Launder	30.00	30.00
28	6	2016	P. Bryan Electrical	PAT Test	80.00	16.00 96.00
28	6	2016	Bow Belles	Linen hire	56.00	56.00
28	6	2016	Petty Cash Top Up No.3		204.69	15.29 219.98

Proposed: Cllr. N. Sherwood Seconded: Cllr. J.E. Truepenny

- b) **To Undertake A First Quarter Review Of the Accounts (Angel and Full Council) . (copies enclosed)**

It was resolved that the Second Quarter Review of the Accounts be taken as read and approved.

Proposed: Cllr. J.E. Truepenny Seconded: Cllr. B.Parker

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56. GRANTS AND DONATIONS

- a) To consider a request from Ancholme Rowing Club for a grant towards the purchase of a new rowing boat for the club. (Supporting documentation enclosed.)

Cllrs. M. Storey and R. Waltham declared a personal interest. **Cllr. C. Sherwood** declared both personal and prejudicial interests in the Ancholme Rowing Club and at this point left the meeting.

It was resolved that a grant of £500 be awarded.

Proposed: Cllr. M.S. Campion

Seconded: Cllr. J.E. Truepenny

57. ALLOTMENTS:

- a) To Receive a report on any outstanding issues from the Clerk:

b) **Redcombe Lane site:**

- i) **The Clerk advised** that a recent inspection had taken place and that all plots were in a satisfactory order
- ii) **The Clerk advised** that a report had been received from Countryside Pest Control and that there were only normal signs of rodent activity. However, she had been advised from the inspector that some of the bait boxes at the site had been tampered with: the Clerk emphasised the seriousness of this matter and that she had written to the tenants to tell them not to touch the boxes under any circumstances.
- iii) **The Clerk advised** that despite numerous calls and messages left with various contractors it was proving very difficult to obtain quotes for the necessary fencing works at the site. She will keep trying to progress the matter.

c) **Grammar School Road site:**

- i) **The Clerk advised** that a recent inspection had taken place and that most of the plots were in a satisfactory order. There were, however, issues with fly-tipping on the site by a local resident. This has been resolved by the Clerk making contact with the person and advising them of land boundaries. There were also concerns from the tenants regarding access to the site, but this is a matter which has been referred to the Highways Authority. Some sheds have been entered into; increased vigilance by tenants has been advised. Northern Power Grid have requested routine access to the site to carry out tree works.

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- ii) **The Clerk advised** that there are a couple of vacant plots at the site, but currently nobody is on the waiting list.
- iii) **The Clerk advised** that low levels of rodent activity had been noted by Countryside Pest Control.

58. ANGEL SUITE:

- a) To receive a report from the Clerk regarding any issues approved under delegated powers.

None received.

- b) To receive the Clerk's update on outstanding issues

The Clerk advised that the P.A.T. tests have been carried out successfully and that the safety telephone line is to be installed on Thursday 28th July.

59. WEB SITE / FACEBOOK / BRIGG BLOG /BRIGG NEWSLETTER

The Clerk gave a verbal report regarding the website and the newsletter. She also took the opportunity to thank Nigel Fisher for his continued support of the Town Council and for providing such detailed information on his 'Brigg Blog' website. She also circulated details of the international reach of the blog.

60. TO CONSIDER A REQUEST TO INSTALL A BENCH ON LAND AT ST. HELEN'S ROAD.

After a brief discussion **it was resolved to not support the request**, as it was felt that there was considerable opposition from local residents following an earlier proposal at the same site.

Proposed: Cllr. N.Sherwood Seconded: Cllr. C. Sherwood

61. TO CONSIDER FUNDING THE REPAINTING AND MAINTENANCE OF THE 'TIN TAB' AT THE MONUMENT ROUNDABOUT.

It was resolved that the Clerk should obtain three quotes for the re-painting of the 'Tin-Tab' with vandal proof paint and also for the removal of the mossy deposits on the roof.

Proposed: Cllr. C. Sherwood Seconded: Cllr. J.E. Truepenny

62. TO APPOINT THE REMAINING MEMBER TO THE PLANNING & ENVIRONMENT COMMITTEE

It was resolved to hold the vacancy.

Proposed: Cllr. M. Storey Seconded: Cllr. D.A.L. Campbell

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63. TO CONSIDER PROPOSALS AND IDEAS FOR THE FUTURE OF THE MILLENNIUM GREEN ONCE THE LEASE TERMS ARE AGREED.

It was resolved that the Clerk would apply for an initial grant from the Heritage Lottery Fund of £10,000 in order to carry out a public consultation / feasibility study regarding future uses for the Millennium Green site. All matters are subject to the successful transfer of the lease from NLC to the Town Council. Furthermore, that the area also be included in the Neighbourhood Plan.

Proposed: Cllr. M.Storey

Seconded: Cllr. M.S. Campion

60. TO RECEIVE AN INITIAL REPORT FROM THE CLERK REGARDING POSSIBLE OPTIONS FOR THE BRIGG IN BLOOM PROJECT.

The Clerk advised of the possible options regarding the funding of the Brigg in Bloom project; either to involve the local businesses in sponsorship of the scheme and in particular adding their name to particular aspects / planters **or** that the Town Council should fund the whole scheme itself. Costings were provided for the scheme based on quotations from one supplier, but further prices from a second planter supplier are being sought. The Clerk also advised that NLC had been contacted and that they would be unable to help with installation and watering of planters this year due to not having any available staff.

It was resolved that the Town Council commit £7,000 from its 2016 budget and apply for a grant of £5,000 from the NLC Community Fund to purchase the planters and hardware prior to planting up for the summer of 2017.

Proposed: Cllr. R.Waltham

Seconded: Cllr. Miss J. Kitching

The meeting closed at 8.45 p.m.

Signed:
Chairman Full Council
Held on Monday, 26th September 2016.

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