

BRIGG TOWN COUNCIL
Minutes of the Meeting held on Monday 27th June 2016
Chairman – Councillor Mrs. A. Eardley

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

In attendance: Claire Davis - Town Clerk
Alison Hannath - Deputy Clerk
Nigel Fisher - Brigg Blog

24. NOTICE CONVENING THE MEETING.

Taken as read and approved.

25. TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.

Cllr. Mrs. S. Riggall
Cllr. P. Keane
Cllr. L. Sherwood

26. 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. P. Smith

Members were led in prayer by Father Owain Mitchell.

It was resolved that Standing Orders should be reinstated.

Proposed: Cllr. Mrs. P. Smith

Seconded: Cllr. J. Truepenny

27. 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.

Councillor J. Truepenny declared a prejudicial interest in item 8.

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

None.

28. POLICE MATTERS.

None.

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

(i) ERNLLCA Newsletter – May 2016

- (ii) LCR magazine – Summer 2016.
- (iii) FoI response from NLC to Brigg Station Group
- (iv) Response from NatWest bank.
- (v) ‘Rock for the Queen’ flyer, Bottesford July 9th 2016.
- (vi) Stakeholder event – NHS Scunthorpe, August 10, 2016.
- (vii) Letter of thanks from Brigg Heritage Centre.

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

The Clerk advised that the re-painting of the band-stand had now taken place, at no expense to the organisation, also that the summer hanging baskets were now in-situ and that the bunting has been installed around the town-centre.

The Clerk reported that she was in contact with the Police and with the NLC Safer Neighbourhoods Team, who were hoping to be able to provide posters for the frames in the Memorial Garden on the riverbank.

The Clerk has appointed a solicitor to act for the Town Council in order to carry out the conveyance of the lease from NLC. The Clerk will try to remind NLC that the area was very overgrown and would benefit greatly from the grass being mown and for trees to be cut back.

31. PUBLIC QUESTION TIME

Mr. Tom Glossop asked if the benches near to the White Horse pub could be repaired and also asked if the Town Council would consider siting a new bench on land at St. Helens Road.

Cllr. Mrs. P. Smith advised that this matter has been discussed before, but that a great many objections had been received from residents of both Glanford Road and St. Helen’s Road.

Cllr. R. Waltham asked that the matter be placed on the July agenda for consideration by Full Council.

32. TO RECEIVE ANY QUESTIONS FROM MEMBERS.

None notified.

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

Report circulated in the meeting.

34. a) TO RECEIVE AND APPROVE THE MINUTES, AS CIRCULATED, OF THE FOLLOWING COMMITTEES.

It was resolved that the minutes of the Full Council meeting held on Monday, 23rd May, 2016, be accepted as a true record.

Proposed: Cllr. N. Sherwood

Seconded: Cllr. D.A.L. Campbell

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

None notified.

36. GRANTS AND DONATIONS

- a) To consider a request from GRAB, (Gainsborough Rail and Bus Users Group), for a grant for the production of leaflets. (Supporting documentation enclosed.)

Cllr. M. Campion and Cllr. C. Sherwood stated that they did not feel that the application met the Policy criteria as GRAB had no Brigg members listed.

Cllr. Miss J. Kitching suggested that GRAB could perhaps work with BTBP and add their information to their next leaflet.

It was resolved that the matter be deferred until Cllr. Miss. J. Kitching had made further enquiries within BTBP.

Proposed: Cllr. R. Waltham

Seconded: Cllr. J. Truepenny

- b) To consider a request from Brigg Angels W.I. for a donation, from the Grants and Donations budget, towards the provision of a Christmas Celebration for lone residents of Brigg. (Supporting documentation enclosed.)

It was resolved that the full amount of the grant requested, in the sum of £475.00, be awarded.

Proposed: Cllr. R. Waltham

Seconded: Cllr. M. Campion

37. ACCOUNTS AND AUDIT

- a) **To Receive the following Financial Reports and Approve the Accounts for Payment: As at 31st May 2016 for Full Council and the Angel Suite**

Full Council Accounts

		DATE	PAYEE	SERVICE /PRODUCT	NET	VAT	GROSS
31	5	2016	Staff	Wages	3006.91		3006.91
1	6	2016	Mr. R. Dixon	Audit	532.50		532.50
6	6	2016	CPRE	Best Kept Village entry fee	25.00		25.00
7	6	2016	Harbour Clean	River Clean	1635.49	327.10	1962.59
9	6	2016	Acre Valley Limited	Canvas	206.10	41.22	247.32
9	6	2016	Brigg Office Supplies	Stationery	54.36	6.04	60.40
9	6	2016	HMRC	Paye/NL	587.76		587.76
9	6	2016	ERYCPF	Pension	832.79		832.79
12	6	2016	O2	Mobile Phones	53.96	10.79	64.75
14	6	2016	Tom Butler	Plant hire - Riverside	445.90	89.18	535.08
16	6	2016	Zurich Insurance	Annual Premium	1429.89		1429.89
20	6	2016	United Carlton	Printing	116.63	23.33	139.96
21	6	2016	ERYCPF	Pension Shortfall	2275.45		2275.45
21	6	2016	Petty Cash Top UP				

Angel Suite Accounts

	DATE	PAYEE	SERVICE /PRODUCT	NET	VAT	GROSS
1	5	2016	NLC	Rates	50.00	50.00
1	5	2016	NLC	Trade rates	81.64	81.64
3	5	2016	British Gas	Gas	446.10	89.22 535.32
4	5	2016	Switched positive electrical	LED Corridor Lights	173.90	34.78 208.68
4	5	2016	Switched positive electrical	LED Toilet Lights	173.90	34.78 208.68
9	5	2016	Reliable Cleaning	Cleaning Products	173.81	34.76 208.57
9	5	2016	Reliable Cleaning	Cleanigng/ Relief Manager	1039.60	207.92 1247.52
9	5	2016	Petty Cash Top Up No.2		102.53	3.41 105.94
9	5	2016	Anglian Water	Water Rates	129.71	129.71
9	5	2016	Brigg Launderette	Clean Linen	30.00	30.00
13	5	2016	Bow Belles	Linen Hire	335.00	335.00
23	5	2016	Frank's Marquees	Table Hire	42.00	8.40 50.40
23	5	2016	Ellis Cleaning Services	Windows	22.50	4.50 27.00

Proposed: Cllr. M. Storey

Seconded: Cllr. C. Sherwood

38. ERYCPF – UNDERPAYMENT

- a) **It was noted that** the underpayment of the Employer's contribution for the Fiscal Year 2015/2016 has been paid in the sum of £2275.45.
- b) **It was also noted** that there are increases in the Employer contributions for the Fiscal Year 2016/2017, (from the triennial review of 2013/14), that are not accounted for in the current staffing budget.

These increases were discussed by Full Council in January 2014, Minute Number 151, and approved by Full Council in March 2014, Minute Number 180(b).

39. TO APPOINT TWO, FISCALLY AWARE, COUNCILLORS TO UNDERTAKE SCUTINY OF THE TOWN COUNCIL'S ACCOUNTS ON A QUARTERLY BASIS. (The Clerk recommends that this review takes place midway through each financial quarter).

It was resolved that Cllr. Mrs. P. Smith and Cllr. B. Parker be appointed to undertake the scrutiny of the accounts midway through each financial quarter

Proposed: Cllr. R. Waltham

Seconded: Cllr. J. Truepenny

40. TO CONSIDER A PROPOSAL FROM COUNCILLOR R. WALTHAM THAT FUNDS, (IN ADDITION TO THOSE ALLOCATED TO THE BRIGG IN BLOOM BUDGET), BE MADE AVAILABLE FOR THE INSTALLATION OF PLANTERS AND BASKETS ON BRIDGE STREET AND ALONG THE RIVERSIDE PATH FROM COUNTY BRIDGE TO THE MEMORIAL GARDEN.

It was resolved that the Clerk produce a report on projected costs of providing planters in the areas outlined, to be presented at the July meeting.

Proposed: Cllr. R. Waltham

Seconded: Cllr. C. Sherwood

Cllr. N. Sherwood **abstained** from this decision.

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41. TO REVIEW THE FOLLOWING POLICY DOCUMENTS:
(Supporting documentation enclosed.)

a) Standing Orders – Schedule of Delegated Powers

b) Financial Standing Orders

c) Work Based Risk Assessment

d) Internal Financial Control

e) Asset Register

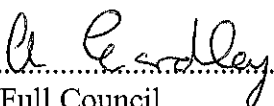
f) Fire Risk Assessment

It was resolved that this item be deferred until the July meeting, in order to allow councillors to read the documents thoroughly, and also, that when the Fire Risk assessment is undertaken, Cllr. C. Sherwood also takes part in the review.

Proposed: Cllr. R. Waltham

Seconded: Cllr. N. Sherwood

The meeting closed at 8.10 p.m.

Signed:.....
Chairman Full Council
Held on Monday, 25th July 2016