

BRIGG TOWN COUNCIL
MEETING – WEDNESDAY 6 MAY 2020
Chairman – Councillor S Riggall
Meeting held remotely on Zoom

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

In attendance: Dinah Lilley – Town Clerk
 Kerry McGrath – Assistant Clerk

Also Present: Keith Simpson
 Nigel Fisher, Brigg Blog

1. To Receive Apologies and Approve Reasons for Absence.

None

Proposed: Cllr Eardley Seconded: Cllr Parker

2. 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 Smith Seconded: Cllr Gibbons

Members were led in prayer by Keith Simpson.

It was resolved that Standing Orders should be reinstated.

Proposed: Cllr Seconded: Cllr

3. 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

4. Police Matters

None

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5. To receive any correspondence (for information only).
 - Brigg Blog Update
 - ERNLLCA Newsletter April 2020
 - Police and Crime Commissioner Blog 27 April 2020
 - HWRCC Spring Newsletter
 - N Lincs Domestic Abuse Services
 - PCC Domestic Abuse Service Campaign
 - VANL News – special Covid 19 update April 2020
 - Coronavirus information for Town and Parish Councils

6. To receive the update on any outstanding issues from the clerk.
 - Freeman Badges Received – need to consider method of distribution.
 - Work had started in the Angel Suite and the BTC move to the Angel building could be imminent.

7. Public Question Time

None

8. To Receive any Questions from Members.

None

9. To Receive a report from the North Lincolnshire Council Ward Councillors.

Cllr Waltham reported that a Hub initiative had been established to assist vulnerable residents. Some North Lincolnshire Council staff (from e.g. leisure centres and libraries) had been seconded to work with this service, and thanks were expressed to all those involved.

Car parking was to be free everywhere as part of the support for NHS workers.

General waste had been prioritised over green waste, so appreciation was expressed to those residents who had been home composting. Household waste sites had been kept open. Further government announcements were awaited.

Cllr N Sherwood, as chairman of NLC Planning Committee, updated the meeting on changes to the Committee, the next meeting would be via Microsoft Teams on 12 May 2020. The size of the committee had been reduced, and as from June would be holding fortnightly meetings. There were also some amendments to speaking procedures.

Site meetings would be undertaken by Committee members on an individual, rather than group, basis.

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10. MINUTES OF PREVIOUS MEETINGS.

- i. **It was resolved that** the minutes of the Council meeting on Monday 23 March 2020 be approved.

Proposed: Cllr C Sherwood Seconded: Cllr Parker

11. To receive reports from members delegated to serve on outside bodies and working groups.

• Environmental Development Group	No meetings have taken place due to the Covid 19 Lockdown
• Brigg in Bloom	
• Litter Picking Group	
• Christmas Lights Working Group	

The Clerk noted that as East Midlands in Bloom had been cancelled for 2020, questioned what would be happening regarding the town's Garden Competition? Further consideration would be given and a decision be made at the next meeting.

12. ALLOTMENTS UPDATE

- i) Redcombe Lane – no update
ii) Grammar School Road – no update
iii) Allotment relocation update – All GSR tenants had chosen their new plot on Woodbine Park. Some spare plots were available, and there was a list of new tenants awaiting plots. The date of transfer was not yet known.

Note Cllr Kitching left the meeting

13. ACCOUNTS AND AUDIT

- a) **It was resolved that** the Budget Monitoring Reports as at 31 March 2020, and the Accounts for Payment as listed in the Appendices for Full Council and the Angel Suite, and Bank Reconciliations for each (as circulated), be approved.

- Appendix 1 attached – Full Council Accounts and petty cash payments
- Appendix 2 attached – Angel Suite Accounts and petty cash payments

Proposed: Cllr N Sherwood Seconded: Cllr Smith

- b) **It was resolved that** the 2019-20 Year End Accounts be approved.

Cllr Waltham stated that Brigg Town Council was the first local council in the area to complete the year end accounting in the current situation, and commended the work of the Assistant Clerk.

Proposed: Cllr Eardley Seconded: Cllr C Sherwood

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- c) **It was resolved that** the Annual Governance and Accountability Return and Statement of Assurance for 2019-20 be approved.

The Clerk read out each of the statements for agreement.

Proposed: Cllr Gibbons

Seconded: Cllr Smith

- d) **It was resolved that** the year end Audit Return be received.

Proposed: Cllr Parker

Seconded: Cllr Smith

14. **TO APPROVE THE TOWN COUNCIL POLICIES, PROCEDURES AND RISK ASSESSMENTS**

Minor amendments had been made to the following Policies
1a Committee Delegations – removal of references to the Angel Suite and Brigg in Bloom
2a Financial jobs for Audit - removal of the Angel Suite and update to pension procedures
3 General Risk Assessment - removal of references to the Angel Suite and updated review dates
4 Work Based Risk Assessment - removal of references to the Angel Suite
8 Internal Audit Control Procedures – changes to petty cash procedures
10 Grants and Donations Policy – removal of Rural Transport Grant
11 Health and Safety Policy - removal of references to the Angel Suite and update
18 Brigg Community Emergency Plan - removal of references to the Angel Suite and Manager

Cllr Waltham highlighted some minor issues and requested further amendments to policies 3, 10 and 18. To be resubmitted to a future meeting.

It was resolved that the policies be reviewed and approved for 2021 subject to the amendments requested for resubmission.

Proposed: Cllr Waltham

Seconded: Cllr Eardley

15. **TO CONSIDER THE REPAIR AND/OR REPLACEMENT OF BENCHES IN BRIGG**

The Clerk noted that the benches in and around the town were undergoing a programme of repair/refurbishment by the handyman, but it was requested to establish the ownership and responsibility for the benches, in order to tidy up the Council's Asset Register, and to renew the Insurance Policy, further to the changes within the Angel Suite.

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Councillors noted that regardless of original purchasers (the history of which was patchy) it was important that the benches were all repaired and kept in good order. Memorial benches were to be refurbished or replaced, and plaques installed where necessary. The two on Old Courts Road were to be replaced with more modern, hard wearing benches.

Other benches highlighted as needing work were on Albert Street, Wrawby Road, Millennium Green and the Riverside.

It was resolved to purchase new benches (of the type purchased for Bigby High Road) for Old Courts Car Park entrance with a memorial plaque, to refurbish all benches in the Market Place and Wrawby Street and Albert Street and to purchase two new benches (again of the type for Bigby High Road) for Wrawby Road. (Cllrs Sherwood and Waltham to provide locations following a site inspection).

16. GRANT APPLICATIONS - To consider requests

i) Brigg Bowling Club

It was resolved that a grant of £300 be awarded to the Brigg Bowling Club towards a replacement watering system.

Proposed: Cllr C Sherwood Seconded: Cllr Waltham

Note Cllr Eardley voted against the amount of grant proposed.

17. CHANGE TO ORDER OF THE AGENDA

It was resolved that Agenda item 18 be considered prior to the following Planning Applications.

18. FUTURE MEETINGS

Councillors considered the date of the next meeting and arrangements for Mayor Making. It was agreed that the next scheduled meeting on 18 May (which would have been the Annual Mayor making ceremony) not be held as it was felt to be disrespectful to have such an occasion during the pandemic situation.

Therefore it was proposed that the next meeting be arranged, via Zoom again, for Thursday 18 June at 6pm, and that the current Town Mayor continue in post until May 2021, unless it was decided at a later date, at least until September 2020, with the incumbent then serving 18 months.

It was resolved that

- The next meeting take place via Zoom on 18 June 2020 at 6pm
- The current Mayor remain in post at the present time.

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Note: Councillors P Smith, C Sherwood, N Sherwood, R Waltham left the meeting for consideration of the following items, being specifically Planning Applications.

19. PLANNING APPLICATIONS FOR CONSIDERATION BY MEMBERS OF THE PLANNING COMMITTEE

i)

Application PA/2020/392
No: <http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/392>

Proposal: Planning permission to erect a detached two-storey dwelling on land adjacent Cemetery Lodge, 30 Wrawby Road, Brigg

No objection provided there is no impact on the existing mature Horse Chestnut tree, and existing hedgerows.

ii)

Application PA/2020/683
No: <http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/683>

Proposal: Outline planning permission to erect two three-storey flats and parking to ground floor level with appearance, landscaping, layout and scale reserved for subsequent consideration on land south of Garage, West Terrace, Brigg

Object on the grounds of overdevelopment of the site, and also that previous applications in the vicinity have been refused on the grounds of flood risk.

iii)

Application PA/2020/674
No: <http://www.planning.northlincs.gov.uk/plan?ref=PA/2020/674>

Proposal: Planning permission to erect a single-storey rear extension at 5 Maple Close, Brigg

No objection

Meeting closed at 8.03 pm

Signed:

Chairman, Full Council
Held on Thursday 18 June at 6pm