

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 27th April 2026 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

Present: Cllrs Carter, Lee, Price (Chair), Senior, Taylor, Ross, Simpson.

Also Present: 5 residents & Town Clerk – Deb Hotson.

2604/01 Apologies and reasons for absence received from Cllrs Harness & Portess.

2604/02 Resolved - to temporarily suspend the meeting for a period of normally, no more than 20 minutes, but at the Chairman's discretion to allow for a period of public participation. Members of the public may raise subjects, which they wish to bring to the attention of the Town Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened. A resident stated that the fascias and gutters at the village hall need urgent attention. The Clerk stated she would look into this.

A resident asked for a bench to be sited on the junction of Burnside and Brooklands as she struggled with the hill and needed somewhere to rest. There was a further resident who the Council had been made aware of that had to sit on the kerb when she reached this point.

Resolved – the meeting was reopened.

2604/03 To approve the minutes for the following meetings: -

Resolved – approval of the Full Council held 30th March 2026.

Resolved – approval of the General-Purpose Committee held 13th April 2026.

Resolved – approval of the Village Hall Working Group minutes held 20th April 2026.

2604/04 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.

Cllr Ross declared a personal interest in agenda item 2604/06.

2604/05 To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

2604/06 **Planning**

Cllr Ross left the meeting.

To be notified of decisions and planning applications received from North Lincolnshire Council determining actions required.

2026/479 – application for a lawful development certificate for a proposed extension at 6 Appleby Gardens. This is for notification only.

2025/775 – application for approval of reserved matters pursuant to outline planning permission (PA/2022/921 for two detached dwellings at 81-83 Brooklands Avenue, Broughton will be considered at the NLC Planning Committee meeting on 6th May.

2025/1101 – planning application granted to vary condition 2 of PA/2022/895 to remove dormers and rearrange internal layouts of plots 2, 3, 4 to be two-storey instead of 3 and addition of heat pumps at plot 1, 2, 3, 4 at land adjacent to 31 Brigg Road.

2025/1219 – planning permission to erect a detached tractor shed including demolition of existing timber storage sheds at land adjacent to 16 Wressle Road, Broughton will be considered at the NLC Planning Committee meeting on 6th May.

2026/189 – planning permission granted for installation of air source heat pump to rear of property at 9 The Moorings, Scawby Brook, Broughton.

The following application have been received from NLC for discussion by the Town Council

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2025/775 – application for approval of all reserved matters pursuant of outline planning permission PA/2022/291 for two detached dwellings with appearance, landscaping, layout and scale for subsequent approval at 81-83 Brooklands Avenue, Broughton.

Resolved – object with the following comments:

The site at present has two houses in mid-construction, until these houses have been completed the Council would not like to see any further development taking place.

The bus stop on Brooklands is still in use and is not an ex-bus stop as stated on one of the amended plans.

The Town Council had not been informed of the amended documentation and therefore need clarification that these comments will be heard at the Planning Committee.

2026/460 – planning application to vary condition 5 and remove condition 8 of PA/2026/26 in order for greater flexibility for pre-booked events to enable the public to purchase and collect products from the premises respectively at The Poplars, Brigg Road, Wressle.

Resolved – based on the information provided with the planning application the Council do not object to this application.

2026/276 – planning application to vary condition 1 of application PA/2025/349 (variation of PA/2021/1338 to amend the boundary treatments at 128 High Street, Broughton.

Resolved – close the meeting to allow a member of the public to speak.

The owner of the property stated that he could answer any questions that the Town Council had on this application which he proceeded to do.

Resolved – to reopen the meeting.

Resolved – no objection or comment.

2026/376 – planning permission for garage conversion and single storey link extension at 4 Millers Way, Broughton.

Resolved – no objection or comment.

Cllr Ross rejoined the meeting.

2604/07 Clerks Report

- a. ERPF contribution rates.
- b. Environmental Agency – monthly information sheet.
- c. HWRA – Village Hall Information Bulletin.
- d. Brigg Locality Meeting minutes 31/03/26.

Highways / Town issues / North Lincolnshire Council items.

2604/08 To be notified of any highway issues to be reported to NLC and an update on any outstanding issues determining any actions required.

- Overhanging tree on Appleby Lane. The Clerk circulated the thread of emails which sees that NLC are or were using 2 systems of reporting with 2 different numbers so when this was chased the officer was unable to trace this and had to ask the Customer Service Team to send it through. This was first reported at the beginning of December 2025. The Clerk has continually asked for an update, and the Officer stated the did not know what the job was. There is a flaw in the system. Clerk to escalate within NLC Highways.
- Parking concerns on verges on Staniwell and South View which is stopping the grass being cut. Clerk to provide photographic evidence and NLC will provide leaflets/letters for the properties.

Reports / Updates

2604/09 To receive a report from the mayor determining any actions required.

Cllr Price provided the following report:

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- The Terrorism meeting was missed due to work commitments.
- 17/04 - The Broughton Civic Dinner went well and was well attended. It was different with the Thai buffet and was hard work not having catering staff but with the assistance of Cllr Harness, the Clerk and Deputy Clerk, a couple from the Brigg Division Rangers and some guests the event was successful.
- 20/04 – attended the VH Working Group.
- 24/04 – Gainsborough Civic Event.

2604/10 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following report:

- The Civic Dinner was a success.
- Connect2 has been launched and is working well.
- Red bins are being collected from the town.
- An accident had occurred at Greetwell crossroads.
- No update as yet to when the traffic lights at Scawby crossroads will be installed.
- A18 layby is closed to allow the clearing of litter in the dyke and the erection of fencing to prevent this from happening again.
- The road repairs have been carried out at Castlethorpe.

2604/11 To consider any Police & Neighbourhood Watch issues determining actions required.

Cllr Lee had attended the meeting and stated that it had been a good meeting with nothing specific being raised.

2604/12 To receive an update report from the Village Hall Working Group, including any recommendations and an update on the Lease & Trustees outstanding actions determining any actions required.

The notes from the working group were circulated prior to the meeting detailing the actions and those completed.

Cllr Ross provided the answers to the questions sent to Cllrs on 21st January 2026 regarding the Lease. To consider the request to hang canvases across the stage at the village hall determining actions required.

Item to be deferred until further information had been received on the weight of the canvases.

To consider the village hall revaluation report determining actions required.

Clerk to ask the insurer what the cost would be to increase the insurance to fall in line with the valuation and to find out if another valuation could be obtained as this seems very high.

To consider the refurbishment of the village hall kitchen determining actions required.

Item deferred until the gutters/fascias are looked into. The only mention of the gutters and fascias is that of the Trustees minutes in September where it is asked for the handyman to clean them out.

2604/13 To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

The report is as per the Annual Town Meeting Report.

The Clerk has submitted the Wressle Oil grant application.

2604/14 To receive an update report for the Broughton Allotment Association determining any further actions required.

The report is as per the Annual Town Meeting Report.

2604/15 To receive an update report for the Appleby Lane Cemetery and closed Churchyard determining any further actions required.

There has been a couple of interments this month.

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The cemetery is being maintained to a high standard.

- 2604/16** To receive an update report regarding the installation of information boards (as per agenda item 2509/27) around the town determining actions required.

Resolved – the contents of the map were agreed, and this will be reproduced onto an A2 flat plate. The Clerk will now create information for each one of the areas identified on the map for consideration by the Council.

- 2604/17** To receive an update report from the HGV & Speed meeting held with Humberside Police, Safer Neighbourhoods and NLC determining actions required.

The Clerk updated the Council on responses to the emails submitted as per the minutes. Clerk to action the ones that have not yet replied.

General Items

- 2604/18** To notify the Clerk of items to be placed on the agenda for the next meeting.

Items to be provided to the Clerk.

- 2604/19** To be notified of the H2 East Pipeline correspondence determining any actions required.

Item noted.

- 2604/20** To be notified of the correspondence received from Ravers regarding the installation of a joint trophy cabinet for both Football and Cricket trophies determining any actions required.

Resolved – approval of the installation of a joint trophy cabinet.

Cllr Ross stated that she may have access to one and the Clerk will inform Ravers.

- 2604/21** To consider engaging periodpacks.co.uk determining any actions required.

Resolved – approval to purchase 2 for the centre and 2 for the village hall. These will be invoiced separately.

Finance/Grant Requests

- 2604/22** To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 31st March 2026.

Resolved – approval of the financial expenditure.

- 2604/23** To be notified and approve the full Internal Audit report 2025/26 determining any further actions required.

The Clerk was congratulated on a good report.

Resolved – the Clerk will action all recommendations.

- 2604/24** To approve the Annual Governance Statement 2025/26.

Resolved – approval of the statement.

- 2604/25** To approve the Accounting Statement 2025/26.

Resolved – approval of the statement.

- 2604/26** To consider the installation of a bench on the junction of Burnside and Brooklands.

Resolved – approval to install a bench on the site. Clerk to ask permission from NLC and inform the immediate residents that a bench will be going in and if there are any issues they can be addressed.

Clerk to also advert the installation on Facebook asking residents to be vigilant and to also make sure this asset is looked after for those elderly residents who have requested this as a resting place while out on the daily walks.

- 2604/27** To be notified of the ERNLLCA training events determining any attendance.

Item noted.

- 2604/28** To consider the completion of a grant application for the NLC Community in Bloom grant determining any actions required.

Resolved – approval of the application.

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2604/29 To consider the renewal of the ICCM membership at a cost of £110.

Resolved – approval to renew the membership.

2604/30 To consider the renewal of the service level agreement to empty the bins in the pocket park.

Resolved – approval for the renewal of the SLA.

2604/31 To consider the request for a grant from the North Lincolnshire Beekeepers for the use of the village hall.

Resolved – to close the meeting to allow a member of the public to speak.

A resident and village hall working group member stated that if this is agreed then all groups will be asking for a grant. Cllr Price stated that they could if they provided the relevant information.

Resolved – to reopen the meeting.

Item deferred. Clerk to request a copy of the bank account, request the charity number and how much funding are they asking for.

2604/32 **Time and date of the next meetings to be confirmed.**

Broughton Village Hall Working Group as Monday 11th May 2026 at 7pm.

Broughton Town Council Annual Meeting of the Town Council as Monday 18th May 2026 at 7pm and the Broughton Town Council May meeting will follow.

2604/33 **Part B – Closed to the public.**

To consider (if required) the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of any item(s) to be discussed.

Resolved – close the meeting. Members of the public left the meeting.

Pocket Park

Resolved – Clerk to arrange a Teams meeting with the solicitor for a Thursday or Friday 1-2.30 time slot.

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Appendix 1 – March 2026

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Date: 20/04/2026

Broughton Town Council - I&E Current Year

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Current Bank A/c

List of Payments made between 01/03/2026 and 31/03/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/03/2026	Veolia	DD	203.12		January 2026
02/03/2026	North Lincolnshire Council	DD	660.32		Change to valuation banding
02/03/2026	Bookteq	DD	90.00		February 2026
02/03/2026	Broughton Village Hall	BACS 285	8,128.22		Grant
02/03/2026	Broughton Village Hall	BACS 285	-5,000.00		Grant
02/03/2026	Broughton Village Hall	BACS 285	5,000.00		Grant
02/03/2026	Broughton Village Hall	BACS 285	-3,128.22		Grant
02/03/2026	Broughton Village Hall	BACS 285	3,128.22		Grant
03/03/2026	Microsoft	BACS 283	596.16		Online services
03/03/2026	Container King	BACS 284	76.80		Inv 74599
04/03/2026	BCSA	BACS 286	148.80		Inv 83
04/03/2026	Couplands	BACS 287	9.95		Mayoral allowance
04/03/2026	Amazon	BACS 287A	17.85		Mulled wine
05/03/2026	Planning Portal	BACS 282	2,731.00		Planning submission
10/03/2026	Amazon	DDR 107	5.15		Disinfectant wipes
10/03/2026	Amazon	DDR 108	33.98		Tower extension/Wipes
10/03/2026	Amazon	DDR 109	13.85		Cable tidy box
11/03/2026	Screwfix	BACS 274	27.77		Safety clothing
11/03/2026	M Jaques	BACS 275	60.45		Travel expenses
11/03/2026	Brigg Office Supplies	BACS 276	22.80		Inv 47238
11/03/2026	Ripon Ground Care	BACS 277	215.00		Weed sprayer
11/03/2026	Active Copier Systems	BACS 278	18.00		Service Charge
11/03/2026	Bishop Burton College	BACS 279	269.00		PA6 - B Turner
11/03/2026	Bishop Burton College	BACS 280	234.00		PA1 - M Jaques
11/03/2026	Bishop Burton College	BACS 281	234.00		PA1 - B Turner
12/03/2026	Ripon Ground Care	BACS 271	50.00		Weed Killer
12/03/2026	ERPF	BACS 272	45.00		Pension February
12/03/2026	GREC Systems	BACS 273	12,802.60		CCTV installation
12/03/2026	Laptops Direct	DDR 106	525.45		Lenova Laptop
12/03/2026	Talk Talk Business	DD	47.89		February 2026
16/03/2026	Adobe	DD	19.97		March 2026
17/03/2026	Mobile Phones	DD	59.90		March 2026
17/03/2026	EON	DD	903.68		February 2026
18/03/2026	Bowness Electrical	BACS 288	78.73		Inv 48922
18/03/2026	Tesco	BACS 289	23.03		Mower fuel
18/03/2026	Motor Fuel Ltd	BACS 295	14.81		Mower fuel
19/03/2026	Amazon	DDR 110	58.60		Combination padlocks
20/03/2026	Amazon	DDR 111	13.93		Honda parts
21/03/2026	HSBC	DD	60.00		Bank charges
21/03/2026	HSBC	DD	0.60		Bank charges
21/03/2026	HSBC	DD	-60.00		Bank charges
23/03/2026	IONOS	DD	9.60		March 2026
23/03/2026	British Gas	DD	16.92		February 2026
24/03/2026	Amazon	DDR 112	9.43		Safety display stickers
24/03/2026	Amazon	DDR 113	77.84		Comination locks
24/03/2026	Amazon	DDR 114	25.00		Caution work in progress signs
25/03/2026	Screwfix	BACS 290	6.88		Cistern lever

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Date: 22/04/2026

Broughton Town Council - I&E Current Year

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Time: 10:21

Current Bank A/c

List of Payments made between 01/03/2026 and 31/03/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
17/03/2026	Mobile Phones	DD	59.90		March 2026
17/03/2026	EON	DD	903.68		February 2026
18/03/2026	Bowness Electrical	BACS 288	78.73		Inv 48922
18/03/2026	Tesco	BACS 289	23.03		Mower fuel
18/03/2026	Motor Fuel Ltd	BACS 295	14.81		Mower fuel
19/03/2026	Amazon	DDR 110	58.60		Combination padlocks
20/03/2026	Amazon	DDR 111	13.93		Honda parts
21/03/2026	HSBC	DD	60.00		Bank charges
21/03/2026	HSBC	DD	0.60		Bank charges
21/03/2026	HSBC	DD	-60.00		Bank charges
23/03/2026	IONOS	DD	9.60		March 2026
23/03/2026	British Gas	DD	16.92		February 2026
24/03/2026	Amazon	DDR 112	9.43		Safety display stickers
24/03/2026	Amazon	DDR 113	77.84		Comination locks
24/03/2026	Amazon	DDR 114	25.00		Caution work in progress signs
25/03/2026	Screwfix	BACS 290	6.88		Cistern lever
25/03/2026	Bowness Electrical	BACS 291	78.00		Inv 48926
26/03/2026	Brigg Office Supplies	BACS 270	15.35		47329
26/03/2026	EON	DD	2,680.47		February 2026
30/03/2026	Veolia	DD	202.58		February 2026
30/03/2026	Salaries	BACS 292	6,802.01		March 2026
30/03/2026	HMRC	BACS 293	1,812.01		March 2026
30/03/2026	ERPF	BACS 294	1,433.66		March 2026
Total Payments			<u>41,610.16</u>		

Signed:

Date: 27th April 2026

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