

# BROUGHTON TOWN COUNCIL MINUTES

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**Minutes from the meeting held on Monday 27<sup>th</sup> October 2025 at 7.00pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.**

Present: Cllrs Harness, Lee, Price (Chair), Portess, Senior, Simpson & Taylor.

Also Present: 4 residents & Town Clerk – Deb Hotson.

**2510/01** Apologies and reasons for absence received from Cllrs Carter & Senior.

**2510/02 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 suggested that a laser show for firework night could be considered with regard to item 2510/18. Cllr Lee stated that the farmer was aware of the event, and they could move the cattle to a field further away. A laser show it was thought would be too expensive.

7.10pm a further resident joined the meeting.

Another resident stated that in March 2021 he had suggested that a flagpole is located at the war memorial, but this had been challenged by an In Bloom representative so therefore had not been taken any further. The war memorial is a listed building so advice would have to be sought from NLC, and this would be added to the next agenda. The resident suggested that residents are asked their views on a local poll.

A resident stated that he had had a preliminary meeting with the mayor and vice-mayor regarding organising a skatepark event. Once the completed ESAG confirmation letter is received from NLC, PL cover and dates have been received this can be discussed by the full council.

2 residents left the meeting.

**2510/03** To approve the minutes for the following meetings: -

**Resolved** – approval of the Full Council minutes of the meeting held on 29<sup>th</sup> September 2025.

**Resolved** – approval of the Broughton Village Hall Trustees minutes of the meeting held 15<sup>th</sup> September & 20<sup>th</sup> October 2025.

**2510/04** 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 2510/06.

Cllr Portess declared a personal interest in agenda item 2510/31.

Cllr Simpson declared a personal interest in agenda item 2510/25.

Cllr Price declared a personal interest in agenda item 2510/24.

**2510/05** To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

**2510/06** **Planning**

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

Cllr Ross left the meeting.

The following decisions were received from NLC.

**2025/1029** – listed building consent granted to clean and refurbish Broughton War Memorial, Scawby Road, Broughton.

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

**2025/1053** – planning permission for a proposed single storey extension within footprint of existing store buildings/garages at Harlind, Castlethorpe, Broughton.

# BROUGHTON TOWN COUNCIL MINUTES

---

**Resolved** – no objection or comment.

**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.

Concerns were raised by Cllr Harness regarding a possible roman boundary and cemetery on the edge of the property. The field has had temporary buildings.

**Resolved – objection with the following comments:**

The tractor shed is an enormous structure in open countryside, is not in keeping with the surrounding area, outside the development line and far to large of a structure to house one tractor.

If minded to grant permission, then it is suggested that an archaeological dig/survey is performed prior to any works being carried out due to the possible roman boundary and cemetery on the edge of the property.

**2025/1288** – application for non-material amendment to PA/2018/1438 to alter the approved sun pipes with rooflights within the roof slope at 106 High Street, Broughton.

**Resolved** – no objection or comments.

Cllr Ross rejoined the meeting.

To receive an update on outstanding Enforcement issues from NLC.

**COMP/2025/0078** – 128 High Street, Broughton.

Planning permission to vary condition 2 and 4 of PA2021/1338 to include changes to window, doors, internal and external layout (including the erect of the 6ft fence) was refused, one of the reasons being that this fence was not acceptable. An appeal has been submitted by the owner, and the Town Council will receive this in due course.

Office to still issue planning application details/information to surrounding properties as NLC does not do this anymore therefore residents are not aware of any applications in their vicinity other than a notice on a nearby lamppost.

## **2510/07 Clerks Report**

- a. NLC UKSPF Grant update.
- b. NLC M181 resurfacing update.
- c. North Lincolnshire District Committee Meeting held 15/10 update.
- d. Environment Agency grass cutting update.
- e. ERNLLCA September 2025 newsletter.

**Highways / Town issues / North Lincolnshire Council items.**

## **2510/08 To be notified of any highway issues to be reported to NLC and an update on any outstanding issues determining any actions required.**

- A blocked drain has been reported to NLC via the portal.
- The overhanging and dead trees reported in July at the rear of a property located on Burnside is still outstanding. The Clerk has chased several times with no response. Clerk to forward the report to Ward Cllrs to chase.

Cllr Harness stated that HGV were parking and blocking one side of the road at the new housing estate causing concerns with visibility when coming into the town.

Clerk to contact NLC.

## **2510/09 To determine if any actions required regarding NLC emptying the dog/litter bins.**

This item was raised at the recent Town & Parish Council Liaison meeting. The staff who empty the bins had been pulled off this job to carry out highway maintenance. It was stated at the meeting that this was not acceptable, and prior notice was expected if this happens again.

## **2510/10 To receive an update on the installation of deer signs on Ermine Street & Scawby Road.**

# BROUGHTON TOWN COUNCIL MINUTES

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The signs have not been ordered as yet.

## Reports / Updates

**2510/11** To receive a report from the mayor determining any actions required.

Cllr Price provided the following report:

A few days after our September meeting, I had the pleasure of attending the CPRE Best Kept Town presentation with members of the Bloomers and Wombles. It was a lovely occasion. Then the busy weekends started where there was a Civic Service weekly. Since the September meeting, I have attended Civic Services at Kirton, and Winterton plus the North Lincolnshire Council Civic Service. All were lovely occasions. I attended the Town & Parish Council Liaison meeting on the 16th October and the Trustees meeting on the 20th October. Finally, I attended the North Lincolnshire Council Mayors Charity Fundraiser at the Mumbai Lounge, Brigg. Sadly, I missed the official opening of the MUGA but would like to thank the Deputy Mayor for standing in for me.

**2510/12** To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following report:

Good evening, may I update you on that the M181 will be closed in the evening for resurfacing southbound on the 3-5th November 2025 and then northbound in the evening from the 6-7th November 2025 and diversions will be fully signed.

A Town and Parish Liaison meeting was held on the 16<sup>th</sup> October, and attendees received a report from Mick Johnson on the winter salting programme and on road maintenance that will be taking place. Daryl Cole from the waste collection team attended and informed the attendees that from next year after April 2026 there will be changes to when and how residents waste will be collected and how the bins will be used. A new larger burgundy bin will be upsized to 240 litres and delivered to residents before next April and this will be for glass, paper, card, and plastic (this will replace 2 small boxes that are collected now). More information will be made available after Christmas, but this can currently be viewed on North Lincs website.

Residents who have applied for an Air Fryer, Slow Cooker or a one Cup Kettle from North Lincs Council are still receiving their devices from the Brigg Hub and if they are having any difficulties, they are contacting Carol or myself for assistance or going into the Hub and speaking to someone in the library who can often help. There are cookery classes on Wednesday the 29<sup>th</sup> October 2025 at the Brigg Hub and there are places available as there are classes running for 45 minutes throughout the day and anyone who is interested can book a slot by calling 01724 297270 or can email [community.recreation@northlincs.gov.uk](mailto:community.recreation@northlincs.gov.uk).

On Remembrance Sunday the 9/11/2025 roads around Broughton War memorial will be closed between 10:15 - 11:15 for the remembrance parade.

I think I mentioned last month but anyone interested in Foster Caring please contact North Lincolnshire Council and information can be found on the North Lincs website.

There is further information about a multitude of ongoing items that can be found on North Lincolnshire website for any interested resident regarding further information.

South View and Common Road are going to have potholes dealt with.

**2510/13** To consider any Police & Neighbourhood Watch issues determining actions required.

The Clerk has asked for attendance at this evening meeting. Cllr Price stated that there needs to be a discussion with the Police regarding the current ASB, HGV issues, break-in to cars and houses. Clerk to arrange for the next meeting, they will also be attending this week's coffee morning.

**2510/14** To receive an update report from the Village Hall Committee determining any actions required.

# BROUGHTON TOWN COUNCIL MINUTES

---

Cllr Portess stated that the new treasurer is in place, users are happy, and Turner Warran now have the accounts for 2024/25.

- 2510/15** To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson stated that the next round of grant funding is open until 31/12.

The opening night for the MUGA was held earlier this evening.

- 2510/16** To receive an update report for the Broughton Allotment Association including the release of plots for the use by non-Broughton residents determining any further actions required.

Cllr Harness stated that the vermin were under control.

Plot 17 is now being used for a central drop off area, making the site more accessible.

Cllr Harness expressed concern regarding the number of plots currently available to which the Clerk stated this is part of this agenda.

Clerk to send Cllr Harness the advert for advertising plots and the Clerk to also put this on Facebook again.

The Clerk suggested to make it fair on Broughton residents who have their tenancies subsidised, non-Broughton residents should pay a premium on their plots.

**Resolved** – it was agreed that a 25% uplift is applied for non-Broughton residents from January 2026.

It was agreed that 4 plots should be reserved all the time for Broughton residents.

There is to be a Halloween Party to celebrate the outside kitchen area.

- 2510/17** receive an update report for the Appleby Lane Cemetery and closed Churchyard to include the following items determining any further actions required.

- Clearance of closed churchyard path – the handymen have started to clear the disabled path in the churchyard. It was suggested that a sign is created to put on the walled closed churchyard stating that the area is not neglected but is an ongoing wildlife area project. It was suggested that is called ‘Gods Acre’. Clerk to look into this.
- Memorial Inspection paperwork – the Clerk was thanked for all the policies and documentation raised for this project and they were approved.
- Memorial Inspection actions – the signage will be erected the week commencing 03/11 with a view to the checks being started in blocks on 24/11. Any unsafe memorials will be dealt with according to what category they fall in. Residents will be contacted, and notices will be placed onto their memorials. 10 weeks will be provided and if no responses are received the Council will lay down the memorials and bury them face up in the ground in front of their original plot. This will then allow the owner to re-erect at any point in the future.

A further compliment on the site was received by a person visiting the family plot. This was said to one of the handymen.

- 2510/18** To receive a report from the Firework Working Group including the letter received from a local farmer regarding the noise from the display and the purchase of a further gazebo determining any actions required.

The minutes were circulated prior to the meeting.

**Resolved** – to purchase a further 2 steel gazebos as there will be 3 ticket points.

The letter received from a local farm was discussed and it was agreed to defer to allow the Firework Event Team to discuss at the debrief meeting on 03/11.

The additional cost to place cones along Scawby Road from the road closure was rejected due to the cost of £336. This will be monitored this year and if needed next year the Council will purchase their own cones.

# BROUGHTON TOWN COUNCIL MINUTES

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**2510/19** To receive an update report for the Remembrance Day Service 2025 including a donation toward the bugler and piper determining any actions required.

All is in place for the Service.

Deputy Clerk to confirm what the bugler and pipers' donations are to be.

It was suggested that poppies were erected in Wressle, Castlethorpe and Waters Edge. Clerk to arrange.

**2510/20** To determine actions required regarding the trees and bushes located to the rear of the war memorial.

**Resolved** – Clerk to contact the lady to the rear of the trees to advise that the Council would like to cut the ones back that are overhanging the memorial as they are damaging it with sap and bird poo.

Clerk to also ask NLC to take a look at the tree leaning on the wall to the right of the memorial to ensure that this is sound as it has ivy taking over which could weaken the structure.

## **General Items**

**2510/21** To notify the Clerk of items to be placed on the agenda for the next meeting.

- War Memorial flagpole. Clerk to ask NLC Conservation Team about installing a flagpole on the site.

**2510/22** To determine actions required regarding the Xmas Light switch on.

The tree is due to be delivered on 25/11 and will be installed the following day.

Cllrs Harness & Portess to judge the Best Christmas Lights & Window Display competition for 2025.

Clerk to get the results from last year and provide Cllrs with this information.

**2510/23** To consider looking into the installation of two fixed speed cameras determining actions required.

Clerk to contact Jonathan Evison and NLC Safer Neighbourhood to ask for two fixed speed signs to be installed in the town to replace the current speed signs.

## **Finance/Grant Requests**

**2510/24** To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 30<sup>th</sup> September 2025.

Cllr Price left the meeting.

**Resolved** – approval of the financial expenditure up to 30<sup>th</sup> September.

Cllr Price rejoined the meeting.

**2510/25** To consider a cost for the use of the toilets for users of the MUGA determining actions required.

Item deferred.

Concerns were raised regarding the caretakers having to stay on site to lock up the MUGA gate. Clerk to ask caretakers to monitor and if this is the case then a discussion with BCSA would be required.

**2510/26** To consider a donation to the Victoria Cross Trust for the recent cleaning of the war memorial determining any further actions required.

**Resolved** – a donation of £500 was agreed to give to the trust

**2510/27** To consider attendance to the ERNLLCA Training event.

**Resolved** - Clerk and Deputy Clerk to attend the CCTV training on 02/12.

**2510/28** To consider membership renewal for CPRE determining actions required.

**Resolved** – approval of the renewal at £36.

**2510/29** To be notified of the PKF completed external audit determining actions required.

**Resolved** – acceptance of the report. The clerk will take actions required.

**2510/30** To be notified of the Community Safety Fund grant offer determining actions required.

**Resolved** – approval to accept the grant and to select GREC Systems to install the new CCTV system.

**2510/31** To consider the grant request from Broughton Village Hall determining actions required.

Cllrs Portess, Harness & Lee left the meeting.

# BROUGHTON TOWN COUNCIL MINUTES

---

**Resolved** – a general-purpose grant was approved for £5,000.

Cllrs Portess, Harness & Lee rejoined the meeting.

**2510/32** To consider the renewal of the SLA for the emptying of the Pocket Park bins determining actions required.

Clerk to look into getting comparison quotes.

**2510/33** **Time and date of the next meeting to be confirmed as Monday 24<sup>th</sup> November 2025 at 7pm.**

**2510/34** **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.

No items for discussion.

# BROUGHTON TOWN COUNCIL MINUTES

## Appendix 1 – September 2025

Date: 20/10/2025

Broughton Town Council - I&E Current Year

Page 1

Time: 12:29

Current Bank A/c

### List of Payments made between 01/09/2025 and 30/09/2025

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/09/2025	North Lincolnshire Council	DD	666.00		Business Rates
01/09/2025	North Lincolnshire Council	DD	74.00		Business Rates
01/09/2025	British Garden Centre	BACS 128	200.00		Garden vouchers
03/09/2025	B & M	DDR 37	13.50		Frames
03/09/2025	Talk Talk Business	DD	47.89		September 2025
09/09/2025	Post Office	DDR 38	7.83		Postage stamps
09/09/2025	Norton	DDR 40	74.99		Annual subscription
11/09/2025	North Lincolnshire Council	DDR 36	10.00		Market Consent application
12/09/2025	Hobbs Ltd	BACS 149B	249.00		Mayoral allowance
15/09/2025	Chewon Traffic Management	BACS 127	1,562.40		Firework Event
15/09/2025	SLCC	DDR 39	153.00		Membership Fee
15/09/2025	ROSPA	BACS 129	340.80		Annual Inspections`
15/09/2025	Sissons Gardening Services	BACS 130	480.00		Grass cutting - Wressle/Castle
15/09/2025	Sissons Gardening Services	BACS 131	480.00		Grass cutting - Wressle/Castle
15/09/2025	Dukeries Domestic Ltd	BACS 132	42.93		Inv 4767
15/09/2025	Farmstar Ltd	BACS 133	149.82		Inv 24978
15/09/2025	Alotek Shelters	BACS 134	4,572.00		Bus shelter - George Street
16/09/2025	Adobe	DDR 35A	19.97		September 2025
16/09/2025	EON	21.42	21.42		August 2025
17/09/2025	EON	DD	25.15		August 2025
17/09/2025	Mobile Phones	DD	53.93		September 2025
18/09/2025	MD Signs	BACS 135	30.00		Inv 18267
18/09/2025	Bookteq	BACS 136	90.00		Monthly subscription
18/09/2025	Fleet	BACS 137	477.84		Inv 1256820
18/09/2025	Container King	BACS 138	76.80		Inv 71076
18/09/2025	Hobbs	BACS 149C	179.00		Mayoral allowance
21/09/2025	HSBC	DD	5.28		Bank charges
22/09/2025	Tesco	DDR 41	8.93		Refreshments
22/09/2025	IONOS	DD	9.60		September 2025
25/09/2025	Tesco	BACS 140	30.99		Mower fuel
25/09/2025	Brigg Office Supplies	BACS 141`	25.85		White board
25/09/2025	WASP Clothing	BACS 142	180.00		Inv 6712
25/09/2025	Dukeries Domestic Ltd	BACS 143	34.21		Inv 4781
29/09/2025	Tesco	DDR 42	9.00		Frames
29/09/2025	John Espin Signs	BACS 139	151.50		Change honours board
29/09/2025	RBL	BACS 144	50.00		Poppy wreath
29/09/2025	RBL	BACS 144A	50.00		Wreath - BTC
29/09/2025	Perkins George Mawer & Co	BACS 145	700.00		Allotment rent
29/09/2025	HMRC	BACS 146	2,185.27		September 2025
29/09/2025	ERPF	BACS 147	1,855.68		September 2025
29/09/2025	Co-op	BACS 149	10.00		Mayoral allowance
29/09/2025	SLCC	BACS 150	144.00		Qualification Fee - S Baig
29/09/2025	Veolia	DDR 43	6.94		Waste Management
29/09/2025	Veolia	DDR 43A	5.67		Waste Management
29/09/2025	Cartridge People	BDDR 44	310.94		Printer cartridges
30/09/2025	Salaries	BACS 148	7,640.01		September 2025

Continued on Page 2

Signed:

Date: 24<sup>th</sup> November 2025

Page 45

# BROUGHTON TOWN COUNCIL MINUTES

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Date: 20/10/2025

Broughton Town Council - I&E Current Year

Page 2

Time: 12:29

Current Bank A/c

List of Payments made between 01/09/2025 and 30/09/2025

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Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
<b>Total Payments</b>			<u>23,512.14</u>		

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