

BROUGHTON TOWN COUNCIL MINUTES

Minutes from the meeting held on Monday 24th August 2026 at 7pm at the Phil Grundy Community & Sports Centre, Scawby Road, Broughton, DN20 0AB.

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

Also Present: 11 resident, PC Glenn Hickson & Town Clerk – Deb Hotson.

2608/01 Apologies and reasons for absence received from Cllr Simpson & Cllr Harness.

2608/02 **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.
To welcome residents to receive their prizes and certificates for the Best Kept Allotment and Best Kept Front Garden competitions.

Residents were presented their prizes and certificates, and the photos will go onto Facebook.

Resolved – the meeting was re-opened.

All residents left the meeting.

Resolved to move item 11 to allow PC Hickson to leave. The minutes will still be in order of numbers.

2608/03 To approve the minutes for the following meetings: -

Resolved - Full Council held on 27th July 2026.

Resolved - Personnel Committee held on 10th August 2026.

Resolved - Village Hall Working Group minutes held on 17th August 2026.

2608/04 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.

None declared.

2608/05 To note dispensations given to any member of the Council in respect of the agenda items listed.
None outstanding.

2608/06 **Planning**

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

2026/685 – full planning permission granted for the siting of an InPost parcel locker at The Red Lion, 45 High Street, Broughton.

COMP/2026/0151 – NLC have still not been able to locate, and Cllr Price will now assist.

2608/07 **Clerks Report**

- a. ERNLLCA Newsletter – August 2026.
- b. CPRE Countrywise Newsletter & CPRE Centenary Year update – August 2026.
- c. Update on the temporary diversion of FP214. The Clerk has spoken with NLC, and the diversion is temporary but could be up to 2 years. There is now no circular route.
- d. HWRA Newsletter – August 2026.
- e. Lincoln & Lindsey Blind Society – item for the next agenda.
- f. A social media policy is to be created for the Town Council members and staff.

Highways / Town issues / North Lincolnshire Council items.

2608/08 To be notified of any highway issues to be reported to NLC and an update on any outstanding issues determining any actions required.

The Clerk has reported Scawby Road pavement again with works required the full length from the High Street to the cottages past the new development.

Clerk will chase for an update on the trees on Burnside.

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Reports / Updates

2608/09 To receive a report from the mayor determining any actions required.

Cllr Price stated that it had been a quite month.

10/08 – attended the Personnel Committee meeting.

17/08 – Village Hall meeting.

There have been no civic events this month but already some booked in for next month.

The Best Kept Village results were disappointing considering the large amount of work that was put in by the Bloomers and Wombles along with the Council staff. Clerk to arrange a meeting with the Bloomers to discuss moving forward.

Cllr Price will be attending the presentation event.

2608/10 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Cllr Lee provided the following report:

At least 3,280 children so far taken advantage of free swimming over the holidays.

New weight limit sign has been erected on Brigg Road. This was demolished when the telephone cables were stolen.

Saturday 29th August there will be events in Church Square, Scunthorpe in the afternoon to celebrate PRIDE.

Sign cleaning kits are being provided by NLC to town and parish councils.

Mortlach will be down to 1 lane each way next week due to grass cutting and clearing of the grips.

2608/11 To consider any Police & Neighbourhood Watch issues determining actions required.

PC Hickson stated that van at Scawby Brook has been reported and escalated now to an abandoned vehicle and the owner asked to move this.

Rogue Trader have been reported in Broughton.

Cllr Price asked for an update on the ASB at the Red Lion on World Cup Day, the incident at a WI meeting and broken windows in a cottage on the High Street. PC Hickson stated that these youths have been dealt with.

Concerns were raised by a resident about cannabis, PC Hickson will investigate.

The cable theft investigation is ongoing.

HGV/Speeding is still an issue in the town, and the police have a day set up for Friday 25th September to pull in all HGV in the town on that day, check vehicles and issue fines if necessary.

Cllr Lee stated that there was an increase in HGV during the night and early hours in Castlethorpe.

PC Hickson left the meeting at 7.25pm.

2608/12 To receive an update report from the Village Hall Working Group, including any recommendations and actions determining any actions required.

The Clerk went through the recommendations as detailed.

- Solar Panels – The clerk has the app on her phone but unable to access the device. The clerk is in communication with NLC who are trying to help gain access to the solar panel export and import. She will be asking Cllr Senior to help with the app. Rachael Watchorn & Cllr Price also have the app and can look to help.
- Utilities – The Deputy Clerk has obtained electricity renewal quotes from Utility Aid offering savings when fixing the rate for 2 or 3 years. It was suggested Utility Aid be informed that we have solar panels in place and to take this is to consideration with regards to the cost. The solar energy to be sorted first.
- Replacement of fascias and guttering of village hall – funding has been secured for this now. The quote for the works was agreed.

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- Repairs to Internal & External areas – the quote for the installation of the doors was agreed and to select the one with the upgraded server which will also work for the Phil Grundy Centre too. Funding to be sought from the community grant for this.
- Clerk to arrange for the fixing of the emergency lighting.
- Fire Alarm Contract – a call point check had been done on the near side door and unfortunately it broke. A contractor was called out who fixed the call-point. There is also no annual service agreement in place which could invalidate the insurance. The quote received was agreed.
- More signage and re-situating the fire extinguishers will be completed by the handyman. Asbestos Inspection Quotes – The Deputy Clerk has obtained 3 quotes, and it was decided to go with Andy Bradley from One2OneEnvironmental who will be attending site on 26/08.
- New Year's Eve Event/Singer. It had been suggested that a New Year's Eve event be held but with the added attraction of a female vocalist. The cost of this vocalist is £400 per night. During the time when the vocalist is not performing a list of pre-recorded songs would be played utilizing the speaker kindly lent by RW. A suggested price of £10 per ticket was agreed. Deputy Clerk to book the singer.

The Clerk is trying to obtain access to the N Power and Anglian Water accounts in order to obtain invoices. Access is now available to Anglian Water.

Cllr. Price explained that they had been unsuccessful in obtaining the Nationwide community grant for the painting and curtains but that a £100 donation would be received as a good will gesture. Cllr Price was thanked for her hard work in trying to obtain this grant. It was agreed to discuss applying for a community grant at the September Full Council meeting. Cllrs Ross and Lee would be able to assist.

The Clerk will apply to Egdon for the curtains and painting as the quotes were ready to go.

The trustees report needs completing by the Chair and should be put on the September Village Hall meeting. Regarding bookings, Cllr Price would like the deposit to be returned with the final invoice as opposed to separately. This was agreed. She also wishes for the booking form to be revised to outline that if the hall is not left in good condition the deposit will be lost. Rachael Watchorn to provide Cllr Harness with a booking form. The year end will be completed by the end of September and the following year end to be March 2027. This was agreed by the working group, and this will bring Broughton Village Hall in line with Broughton Town Council.

2608/13 To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Taylor stated that a meeting is being arranged.

2608/14 To receive an update report for the Broughton Allotment Association determining any further actions required.

The Clerk provided the following update provided in Cllr Harness absence.

- The Mexican Night was well attended by members.
- There were concerns regarding non allotment holders attending the site to water for plot holders etc. This will now be covered by registering those individuals with Broughton Allotment Association for a nominal fee. This will then give access to the NAS insurance.
- There has been an instance of a member taking water from the site which is being monitored. Cllr Harness would like a standard certificate to give to winners of the yearly competitions. Cllr Senior will look into this. The Deputy Clerk will liaise with Cllrs Harness & Senior.

2608/15 To receive an update report for the Appleby Lane Cemetery and closed Churchyard including the recent break-in determining any further actions required.

There have been a few burials this month.

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The Clerk as submitted a claim form for a new mower which was left at the cemetery. No more equipment will be stored on site.

Clerk to obtain a quote from Northern Power Grid to install electricity at the site.

- 2608/16** To receive an update report for the Firework Event Working Group determining actions required.
Resolved – all recommendations were approved.

- 2608/17** 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 notice board will be installed on the garden area between the notice board and the clock.

Clerk to remind Cllrs of what information they are providing for the smaller information boards.

- 2608/18** To receive an update report from the HGV & Speed meeting held with Humberside Police, Safer Neighbourhoods and NLC determining actions required.

No further update. The Clerk will inform Cllrs when the HGV checking date is scheduled.

- 2608/19** To receive an update to upgrading the door system, determining actions required.

Cllr Senior to have the conversation still with the contractor.

- 2608/20** To consider arrangements for the Remembrance Day Service 2026.

The traffic road closure form has been submitted to NLC.

The Deputy Clerk is currently booking the bugler and piper. Cllr Price stated that these should have been booked after the event last year. Deputy Clerk to ensure Rev Eames is available.

General Items

- 2608/21** To notify the Clerk of items to be placed on the agenda for the next meeting.

The issue of the park being still open after dark was raised. This must be closed at dusk.

Cllr Carter had received comments from residents of the newly built homes on Scawby Road regarding the cars speeding into the village. Could a 20mph sign be installed. It was suggested that the 30mph signage is moved to encompass the new homes. Cllr Ross to speak with NLC.

- 2608/22** To receive an update on the playing of football on hard ground determining any actions required.

Deputy Clerk to ask Ravers for evidence that the public liability will cover any injuries caused from the hard ground.

- 2608/23** To consider the offer from a resident regarding a regular newsletter from the Town Council determining actions required.

A resident who provides the media coverage for another local group has offered to create a regular newsletter for the Town Council. She is able to collate the information and manage any advertising too. The newsletter would come out quarterly.

The Council to agree the content which would involve group include, adverts, what's on, bus timetables, charity events and a council update.

A meeting to be arranged with the Clerk, Cllr Price and the resident to move forward.

- 2608/24** To be notified of the Best Kept Village Results determining actions required.

This was discussed earlier.

- 2608/25** To be notified of the Star Council Awards 2026/27 for the County Association of the Year determining actions required.

Resolved – ERNLLCA will be nominated.

- 2608/26** To be notified of the training events determining any actions required.

Item noted.

- 2608/27** To be notified of the North Lincolnshire Local Plan – August 2026 information determining any actions required.

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Cllrs to complete if so required.

2608/28 To be notified of the ArtRoots Fund determining any actions required.

Resolved – the Clerk to submit an expression of interest for a mural on the skatepark.

2608/29 To consider the next steps of the digitised photographs which have been processed and are in soft copy.

The current batch will be placed onto the website. Cllr Senior is looking for a platform that is FOC to do this.

The files are saved on the OneDrive as well as the USB.

Finance/Grant Requests

2608/30 To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 31st July 2026.

Resolved – approval of the reports.

2608/31 To consider donating the cost of the hall/field for Broughton Burn.

Resolved – costs to be waived for this event.

Cllr Ross asked if the costs at the VH could be waived for the Macmillan Event and for the Xmas Event organised by Val Bonnett. This was agreed.

2608/32 To consider the cost to purchase a baby changing facility for the disabled toilets.

Resolved – a sum not to exceed £130.

2608/33 To consider the cost for a Christmas Tree and when the switch on will take place.

Resolved – it was agreed to purchase a tree from Scawby Hall again to the same spec. Cllr Price and Brian Turner to go view. Deputy Clerk to obtain a cost for the next meeting.

2608/34 **Time and date of the next meetings to be confirmed.**

Broughton Village Hall Working Group as Monday 21st September 2026 at 7pm.

Broughton Town Council Meeting as Monday 28th September 2026 at 7pm.

2608/35 **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.

Staffing

The Personnel Committee minutes were circulated, and the Clerk updated the council on actions that are to be taken.

Pocket Park

Resolved – to proceed with the agreed instructions.

St Marys Churchyard tree

Resolved – Clerk to instigate a further tree decay survey on tree T567.

The meeting closed at 8.56pm.

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Appendix 1 – July 2026

Date: 10/08/2026

Broughton Town Council - I&E Current Year

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Current Bank A/c

List of Payments made between 01/07/2026 and 31/07/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/07/2026	North Lincolnshire Council	DD	69.00		Business Rates
01/07/2026	North Lincolnshire Council	DD	959.00		Business Rates
01/07/2026	Amazon	DDR 21	21.84		Paint brushes
01/07/2026	Amazon	DDR 35	27.76		Strimmer head
01/07/2026	IONOS	DD	9.60		June 2026
02/07/2026	TurnerWarran	BACS 102	144.00		Inv 4543
02/07/2026	Motor Fuel Ltd	BACS 103	65.74		Mower fuel
02/07/2026	Amazon	DDR 33	31.61		Strimmer wire
02/07/2026	Amazon	DDR 34	35.24		Wood preserve
02/07/2026	Motor Fuel Ltd	BACS 103A	4.79		Oil
02/07/2026	Fleet	BACS 101	328.86		Inv 265922
06/07/2026	Bookteq	DD	90.00		July 2026
08/07/2026	Go Outdoors	BACS 97	22.00		Trailer board
08/07/2026	Screwfix	BACS 98	23.49		Vibration gloves
08/07/2026	ERNLLCA	BACS 99	132.00		Playground training
08/07/2026	BCSA	BACS 100	552.00		Inv 86
08/07/2026	Talk Talk Business	DD	39.54		June 2026
09/07/2026	Amazon	DDR 31	8.00		WD40 dry lubricant
10/07/2026	Amazon	DDR 32	156.48		Hammerite paint
13/07/2026	Active Copier Systems	BACS 95	53.00		Inv 335525
13/07/2026	Tesco	BACS 96	46.19		Mower fuel
13/07/2026	Container King	BACS 104	76.80		Inv 76798
13/07/2026	Container King	BACS 105	76.80		Inv 76713
14/07/2026	Amazon	DDR 29	78.24		Hammerite paint
14/07/2026	Amazon	DDR 30	33.96		Line marker
15/07/2026	Amazon	DDR 27	20.99		Hammerite paint
15/07/2026	Amazon	DDR 28	14.99		Can crusher
16/07/2026	Adobe	DD	19.97		July 2026
16/07/2026	Mobile Phones	DD	64.26		June 2026
16/07/2026	WAVE	DD	704.45		April - June 2026
16/07/2026	EON	DD	65.68		June 2026

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Current Bank A/c

List of Payments made between 01/07/2026 and 31/07/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
16/07/2026	EON	DD	313.28		June 2026
17/07/2026	Amazon	DDR 22	38.20		Hammerite thinner
17/07/2026	Amazon	DDR 23	99.60		Hammerite Paint/brushes
17/07/2026	Amazon	DDR 36	155.90		Hammerite paint
20/07/2026	WAVE	DD	24.83		April - June - cemetery
20/07/2026	WAVE	DD	377.33		April - July - allotments
21/07/2026	HSBC	DD	0.40		Bank charges
21/07/2026	IONOS	DD	9.60		July 2026
22/07/2026	Norton Security Systems	BACS 87	276.50		Alarm service & checks
22/07/2026	Tesco	BACS 88	30.06		Mower fuel
22/07/2026	Ripon Groundcare	BACS 88A	31.58		Oil
22/07/2026	Ripon Groundcare	BACS 88B	77.52		Belt
22/07/2026	Brigg Service Station	BACS 89	27.75		Mower fuel
22/07/2026	Brians DIY	BACS 90	20.50		Hammerite brush cleaner
22/07/2026	Screwfix	BACS 90A	25.36		Propane gas/wire brush
22/07/2026	GREC Systems	BACS 91	46.20		Access fobs
22/07/2026	Brigg Office Supplies	BACS 92	22.80		Copier paper
22/07/2026	Smith & Derby	BACS 93	370.80		Clock service
22/07/2026	Bright HR	BACS 94	258.53		July 2026
23/07/2026	British Gas	DD	15.98		June 2026
24/07/2026	Amazon	DDR 20	126.98		Paint
24/07/2026	Amazon	DDR 26	29.99		Keyless Code door lock
28/07/2026	Veolia	DD	184.41		June 2026
30/07/2026	Motor Fuel Ltd	BACS 81A	65.70		Mower fuel
30/07/2026	Salaries	BACS 82	8,430.86		July 2026
30/07/2026	Container King	BACS 83	76.80		Inv 77245
30/07/2026	Yards Apart	BACS 84	780.00		PROW 2nd cut
31/07/2026	Amazon	DDR 24	5.63		Paint roller set
31/07/2026	Amazon	DDR 25	12.90		Paint brushes
31/07/2026	HMRC	BACS 85	2,097.07		July 2026
31/07/2026	ERPF	BACS 86	1,218.54		Pension July 2026

Date: 10/08/2026

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Current Bank A/c

List of Payments made between 01/07/2026 and 31/07/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
Total Payments			19,227.88		

Signed:

Date: 28th September 2026

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