

BROUGHTON TOWN COUNCIL MINUTES

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

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

Also Present: 1 resident & Town Clerk – Deb Hotson.

2607/01 To receive any apologies and reasons for absence.

Apologies for absence received from Cllrs Ross & Taylor.

2607/02 Public Participation – the member of the public did not want to speak.

2607/03 To approve the minutes for the following meetings: -

Resolved – approval of the Full Council held on 29th June 2026.

Resolved – approval of the Personnel Committee held on 2nd July 2026.

Resolved – approval of the General Purpose held on 13th July 2026.

Resolved – approval of the Village Hall Working Group held on 20th July 2026.

2607/04 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.

2607/05 To note dispensations given to any member of the Council in respect of the agenda items listed.

None outstanding.

2607/06 **Planning**

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

2026/716 – planning permission for the proposed refurbishment of existing educational facility including the formation of new entrance, reception, ramp access, disabled WC and ramped door access to rear, also to include fenced outside area and removal of parking spaces to form a new play area at Broughton Wellbeing Hub, Old Broughton Infant School, Brigg Road, Broughton.

Resolved – no objection or comments.

2026/276 – an appeal has been made to the Secretary of State against NLC decision to refuse planning permission for planning application to vary condition 1 of PA/2025/349 granted on appeal to amend the boundary treatments at 128 High Street, Broughton.

Resolved – to note the appeal.

2607/07 **Clerks Report**

- a. Information update from Little Crow Solar Farm Project Team.
- b. ERNLLCA Newsletter – July 2026.
- c. External Audit update.
- d. HWRA – Village Hall Bulletin.
- e. NLC Standards Report.

Highways / Town issues / North Lincolnshire Council items.

2607/08 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 updated the Council on the reported issues and what was still outstanding.

Reports / Updates

2607/09 To receive a report from the mayor determining any actions required.

Cllr Price provided an update on the following events that she had attended:

- 02/07 – Personnel Committee meeting.
- 14/07 - North Lincolnshire Scouts Awards Ceremony.

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- 19/07 – Allotment Open Day.

2607/10 To receive a report from the Ward Councillors on activities within North Lincolnshire Council.

Currently little updates due to the summer holidays.

Summer holidays are upon us, and free-swimming lessons have returned to all leisure centres until the 30/08/26. Please contact the leisure centres to book places for children under 16s.

As you are now aware North Lincs will remain as it is and not join Greater Lincolnshire. North Lincs was recently recognised as the best Local Authority of the year at the MJ achievement awards, submitted on evidence based on the authority's strong public services, established partnerships and clear identity.

In our area last week, we were badly hit by people coming into the area and stealing telephone cable on the B1208, and then coming off there leading up to Broughton Skip, this last happened on this road 11 years ago. This was restored as soon as possible by the Open Reach Security Team, and I have not received any further update from the police or the Open Reach Team and hopefully everything is now up and running.

2607/11 To consider any Police & Neighbourhood Watch issues determining actions required.

Cllr Price has reported motorbikes and quad bikes in Broughton woods and on the road and footpath. There has been a further accident of an HGV running into a car.

Cllr Price rang one of the transport companies and was told that NLC was provided with a transport plan and had not received any feedback so assumed it was ok to travel through Broughton. Clerk to contact the working group asking NLC to investigate.

2607/12 To receive an update report from the Village Hall Working Group, including any recommendations and actions determining any actions required.

All recommendations from the meeting were approved.

2607/13 To receive an update report from the Broughton Community & Sports Association representative determining any actions required.

Cllr Simpson stated that the next round of funding closes on 31st August.

2607/14 To receive an update report for the Broughton Allotment Association determining any further actions required.

Cllr Harness passed on thanks from the members who attended the recent Allotment Open Day and for those that carried out the judging. Over £300 was raised. Plots were viewed and taken on by those attending the event and only 2 plots now remain.

The social side of the Allotment Association is going from strength to strength.

A further category for a ¼ plot has been sponsored by the association.

It was asked that all tenancy agreements are again sent out by the end of November for payment by the Christmas break.

The Clerk stated that once a tenancy agreement is signed that will remain active unless the agreement is updated and that invoices for the annual rent should be sent out only. Cllr Harness to put to the Association.

2607/15 To receive an update report for the Appleby Lane Cemetery and closed Churchyard determining any further actions required.

There have been several interments this month. With the grass not growing at present additional works have been taken place to tidy the area. Volunteers have also been helping on the site.

It was acknowledged that the Town has a wonderful group of volunteers that really worked hard in the community and without them Broughton would not look as good as it does. Well done and thank you to those volunteers will be celebrated with a volunteers afternoon tea event in November by invite.

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- 2607/16** To receive an update report regarding the installation of information boards (as per agenda item 2509/27) around the town determining actions required.

It was agreed that the lectern to be ordered and the only 3 area that would need additional information putting on the site would be Broughton Village Hall, St Marys Church and the Methodist Chapel.

- 2607/17** To receive an update report from the HGV & Speed meeting held with Humberside Police, Safer Neighbourhoods and NLC determining actions required.

The next meeting is scheduled for September. Cllr Lee was asked to check why the NLC Highway Depot was unable to be used.

General Items

- 2607/18** To notify the Clerk of items to be placed on the agenda for the next meeting.

Cllr Carter asked if the MUGA field could be designated to be used by the air ambulance. It was stated that this was not possible and the recreational field was currently designated.

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

The resident stated that when the air ambulance last landed in Broughton it was on the field adjacent to East Wood.

Resolved – to reopen the meeting.

Digitised photographs to be added to the next agenda.

- 2607/19** To be notified of the Local Government Reorganisation determining any actions required.

Item noted.

- 2607/20** To consider sending out letters to residents on Watersedge updating them on the various Facebook pages and how to contact the Council.

The Clerk suggested that a paragraph could be incorporated into the Ward Cllrs letters that are sent out to residents providing details about the Town Council and how they can be contacted along with a Facebook page if not already set up that the Clerk can copy all communications to. Cllr Price to draft and send to the Ward Cllrs for consideration.

- 2607/21** To consider the installation of a replacement bench opposite Westminster Road.

Resolved – approval to install the bench.

- 2607/22** To be notified of the DSA Airspace Consultation determining actions required.

Cllrs to complete individually.

Finance/Grant Requests

- 2607/23** To receive and approved the Financial Expenditure – see appendix 1, and approve the receipts, bank statements and budget monitoring report up to 30th June 2026.

Resolved – Financial Expenditure approved.

- 2607/24** To consider the cost for renewing the DBS certificates and any additional requirements.

The Clerk provided information from the Community Vision site, but this was deemed too expensive. Individuals to complete and reclaim from the Council using the .gov site. This will be the centre staff, Office staff and Village Hall staff and Cllr Harness.

- 2607/25** To consider the cost to incorporate the Village Hall into the BrightHR system.

Resolved – approval of the cost.

- 2607/26** To consider the cost to upgrade the door system.

The Clerk to put Cllr Senior in contact with the contractor and the item to be deferred to the next meeting. In the meantime, the shower doors to have push button systems installed.

- 2607/27** To consider the purchase of deer signage.

Resolved – to purchase 4 signs at a cost of £45 each. The Clerk to check with highways at NLC to ensure that they can be fastened to posts already at the location. The signs to be located as follows:

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Two on A18 one either side of the Scawby turning before the woods, 1 on Ermine Street coming into Broughton at the Mann Depot and 1 on Appleby Lane between the cemetery and 3 ways road.

2607/28 Time and date of the next meetings to be confirmed.

Broughton Village Hall Working Group as Monday 17th August 2026 at 7pm.

Broughton Town Council Meeting as Monday 24th August 2026 at 7pm.

2607/29 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 – to close the meeting to the public and press. One resident left the meeting.

Staffing – the recommendations from the Personnel Committee were **resolved**.

User Groups – approval of the revised Booking condition which includes more details to allow users to become trusted users and use the premises unsupervised. The Clerk will instigate an induction for those users and issue fobs.

Hire costs/Booking system – the following items were **resolved**.

As per the General-Purpose meeting the costs for the 3 x 3 pitch were agreed at £9.

Approval of the dates for bookings for Ravers is from the 3rd week in September to the 2nd week in April and Cricket from 3 week in April to the 2nd week in September.

The meeting closed at 8.45pm.

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Appendix 1 – June 2026

Date: 20/07/2026

Time: 14:05

Broughton Town Council - I&E Current Year

Cashbook 1

Current Bank A/c

Payments made between 01/06/2026 and 30/06/2026

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User: BTC

Nominal Ledger Analysis							
Date	Payee Name	Reference__	£ Total __	£ Creditors_____	£ VAT __A/c__	£ Amount	Transaction ____
01/06/2026	Zurich	BACS 79	6,467.86		4020 100	6,467.86	Insurance renewal
01/06/2026	North Lincolnshire Council	DD	955.00		4101 130	955.00	Business Rates
01/06/2026	North Lincolnshire Council	DD	69.00		4810 140	69.00	Business Rates
01/06/2026	Marks & Spencer	DDR 18	0.75		4070 100	0.75	Payment from Sonias card
02/06/2026	Screwfix	DDR 16	42.99		7.17 4101 130	35.82	Taps
05/06/2026	Talk Talk Business	DD	34.81		5.81 4280 100	29.00	May 2026
05/06/2026	Bookteq	DD	90.00		15.00 4060 100	75.00	May 2026
05/06/2026	Amazon	DDR 17	27.96		4.66 4530 110	23.30	Number plates
08/06/2026	Bowness Electrical	BACS 75	159.22		26.54 4101 130	132.68	Inv 49016
08/06/2026	Screwfix	BACS 76	6.10		1.02 4101 130	5.08	Insulation tubing
08/06/2026	Amberol	BACS 77	1,414.03		235.67 4720 160	1,178.36	Troughs
08/06/2026	Bright HR	DD	258.53		41.07 4060 100	217.46	Bright HR
11/06/2026	Zurich	BACS 78	625.48		4020 100	625.48	Insurance for gator
16/06/2026	EON	DD	146.08		6.96 4260 130	139.12	May 2026
17/06/2026	Mobile Phones	DD	64.26		10.71 4280 100	53.55	May 2026
18/06/2026	HWRA	BACS 74	50.00		4050 100	50.00	Membership renewal
19/06/2026	Adobe	DD	19.97		3.33 4070 100	16.64	June 2026
21/06/2026	Bright HR	BACS 81	258.53		41.07 4060 100	217.46	Bright HR
21/06/2026	HSBC	DD	0.40		4100 100	0.40	Bank charges
23/06/2026	British Gas	DD	17.03		0.81 4260 130	16.22	May 2026
25/06/2026	Tesco	BACS	203.17		33.87 4400 150	169.30	Mower fuel
25/06/2026	Tesco	BACS 65	50.03		8.34 4530 110	41.69	Mower fuel
25/06/2026	Yards Apart	BACS 69	780.00		130.00 4530 110	650.00	PROW cut
25/06/2026	Sissons Gardening Services	BACS 70	500.00		4530 110	500.00	Inv 1468
25/06/2026	Motor Fuel	BACS 71	66.84		11.14 4530 110	55.70	Motor Fuel
25/06/2026	Active Copier Systems	BACS 72	32.44		5.41 4070 100	27.03	Inv 335204
25/06/2026	Morrisons	BACS 73A	48.58		8.10 4400 150	40.48	Mower fuel
25/06/2026	EON	DD	692.67		115.44 4260 130	577.23	May 2026
25/06/2026	Amazon	DDR 15	9.34		1.56 4811 160	7.78	IBC tank tap
29/06/2026	Veolia	DD	164.40		27.40 4101 130	137.00	April 2026
29/06/2026	Veolia	DD	-164.40		-27.40 4101 130	-137.00	April 2026
29/06/2026	Veolia	DD	162.49		27.08 4101 130	135.41	May 2026
29/06/2026	Veolia	DD	1.86		0.31 4101 130	1.55	May 2026
30/06/2026	Salaries	BACS 66	7,614.81		4000 100	7,614.81	June 2026
30/06/2026	ERPF	BACS 67	1,231.40		4010 100	1,231.40	June 2026
30/06/2026	HMRC	BACS 68	1,921.07		4000 100	1,921.07	June 2026
30/06/2026	North Lincolnshire Council	BACS 80	70.00		4070 100	70.00	Premise Licence
30/06/2026	Amazon	DDR 19	63.42		10.56 4510 150	52.86	Paint
Subtotal Carried Forward:			24,156.12	0.00	751.63	23,404.49	

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Date: 20/07/2026

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Time: 14:05

Cashbook 1

User: BTC

Current Bank A/c

Payments made between 01/06/2026 and 30/06/2026

Nominal Ledger Analysis

Date	Payee Name	Reference__	£ Total __	£ Creditors_____	£ VAT__A/c__	£ Amount	Transaction ____
Total Payments:			24,156.12	0.00	751.63	23,404.49	

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