

**Brigg Town Council Meeting
Tuesday 23rd September 2025
Angel Suite, Exchange Place, Brigg, DN20 8LD**

Chair – Cllr Penny Smith – Mayor of Brigg

Present – Cllrs Carl Sherwood, Nigel Sherwood, Penny Smith, Jane Kitching, Jane Gibbons, Rob Waltham, Sharon Riggall, Paul McCormick, Brian Parker

Also Present – Kerry McGrath – Clerk

Keith Simpson

Keith Simpson led the Council in prayers

2025/046 Cllr Smith welcomed everyone

2025/047 Public Participation

None

2025/048 Apologies

None

2025/049 Declaration of Interests

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.

Cllr Smith – Agenda item 7c as a member of Oikos

Cllrs Waltham, C Sherwood and N Sherwood as North Lincolnshire Council Ward

Councillors – Agenda item 10a

b) To note any dispensations given to any member of the council in respect of the Agenda Items listed below.

None requested,

2025/050 Minutes of previous meetings

a) To **approve** the minutes of the Annual meeting of Brigg Town Council held on Tuesday 22nd July 2025

Proposed Cllr McCormick

Seconded Cllr N Sherwood

Agreed – All Councillors present

b) **Council received** an update on matters from the minutes not appearing anywhere on the agenda from the Clerk and Mayor.

New Handyperson, David, has started work as the permanent handyperson for Brigg. His work, so far, has been very thorough. New Blue jacket with silver Hi – Viz has been ordered with Brigg Town Council on the back, making him easily identifiable as Brigg Town Council. NLC Mayor's Charity event at Mumbai Lounge. If anyone would like to attend to let the Clerk know.

First Interim Audit on 25th and 26th September.

Bee Zen have not responded following clerk contact requesting more information re grant.

Clerk name change registered 22nd September 2025 to Kerry Hutchings.

2025/051 – Ward Councillors report

Cllr Waltham

Free swims a huge success over the summer holidays, despite the closure of Ancholme Leisure Centre

Good take up of the 2 months Fit for Free, with many continuing to use the services when paying.

North Lincs Council will not be using tax payers money in services to remove the flags that have been out up on lamp posts etc and painting of roundabouts, unless they cause a hazard on the highway.

Energy efficient appliances are once again being distributed to retirement age residents. Can apply on line or in a Hub. Can only apply if did not receive one the first time.

All drains have been reported and will continue to chase actions.

Monument planning application to be heard at planning committee on 24th September. Officer recommendation is to refuse. Cllr C Sherwood and Cllr Rob Waltham will speak at the committee.

Weed spraying has been done in the town. Operative also did Springs Parade.- request Springs Parade on next agenda.

Nick Sharrat opened the refurbished Children's library on the ground floor of the hub. Where other Councils are shutting libraries, ours are receiving investment and are thriving.

9 new refuse lorries have been purchased as old ones were old and kept breaking down.

LGR was discussed at the Town and Parish Liaison meeting. Over 10,000 residents views have been submitted.

Cllr Smith asked if there was a Market update. Cllr Waltham advised there was a meeting planned later that week and would report back.

Cllr Smith asked for an update on Hewson House. Cllr Waltham advised that demolition works would hopefully start after November. All relevant businesses and properties would be contacted nearer the time.

2025/052 – Financial

a) To approve the Payments for Brigg Town Council to 31st August 2025

01/07/2025	JB Rural Service	BACS	£ 860.00	£ 172.00	£ 1,032.00	June Watering
01/07/2025	JB Rural Service	BACS	£ 1,225.00	£ 245.00	£ 1,470.00	Handyperson - Old Contract
01/07/2025	Water Plus	DD	£ 9.07		£ 9.07	Water WP A/c 190
08/07/2025	Google	BACS	£ 12.00	£ 2.40	£ 14.40	Licence Comms
15/07/2025	JB Rural Service	BACS	£ 175.00	£ 35.00	£ 210.00	Millenium Green cut & Maintenance
15/07/2025	JB Rural Service	BACS	£ 150.00	£ 30.00	£ 180.00	Woodbine Park Cut
15/07/2025	JB Rural Service	BACS	£ 650.00	£ 130.00	£ 780.00	Brigg Cemetery 10/07
15/07/2025	JB Rural Service	BACS	£ 3,000.00	£ 600.00	£ 3,600.00	Brigg verges 4th cut
15/07/2025	JB Rural Service	BACS	£ 500.00	£ 100.00	£ 600.00	4th Cut Wrawby Verges
15/07/2025	Glanford Boat Club	BACS	£ 1,600.00		£ 1,600.00	3/6 River Clean
15/07/2025	Atrium	BACS	£ 1,231.75		£ 1,231.75	Civic Service Tea
15/07/2025	Post Office	BACS	£ 3.60		£ 3.60	Allotment Eviction Recorded Delivery
17/07/2025	Water Plus	DD	£ 11.39		£ 11.39	Water Allotment 105
22/07/2025	Post Office Ltd	BACS	£ 5.30		£ 5.30	Allotment Postage
22/07/2025	MD Signs	BACS	£ 598.00	£ 119.60	£ 717.60	Bin Signs
22/07/2025	HMRC	BACS	£ 852.24		£ 852.24	June Tax/Ni
22/07/2025	ERPF	BACS	£ 687.52		£ 687.52	June Pension
24/07/2025	JB Rural Service	BACS	£ 490.00	£ 98.00	£ 588.00	New taps / repairs at RL Allotment
24/07/2025	JB Rural Service	BACS	£ 175.00	£ 35.00	£ 210.00	Millenium Green Grass Cut & Maintenance
24/07/2025	JB Rural Service	BACS	£ 1,900.00	£ 380.00	£ 2,280.00	Handyperson Service - New Contract
24/07/2025	JB Rural Service	BACS	£ 860.00	£ 172.00	£ 1,032.00	Watering Service July 2025
24/07/2025	Roger Hall	BACS	£ 60.00		£ 60.00	Organist Civic Service
24/07/2025	BT	DD	£ 56.39	£ 11.28	£ 67.67	Phone & Internet

28/07/2025	Staff Cost	BACS	£ 1,858.25		£ 1,858.25	July Salary
29/07/2025	Dunster House	BACS	£ 1,104.99	£ 221.00	£ 1,325.99	Composter Toilet WP Allotment
29/07/2025	O2	DD	£ 13.45	£ 2.69	£ 16.14	Clerk Mobile
30/07/2025	Amazon	BACS	£ 66.00	£ 13.44	£ 79.44	VJ Day concert Tableware
31/07/2025	Brians DIY	BACS	£ 171.02	£ 34.21	£ 205.23	New Padlocks and Compost
31/07/2025	PKF Littlejohn	BACS	£ 420.00	£ 84.00	£ 504.00	External Audit
31/07/2025	Drop Box	BACS	£ 79.90	£ 15.98	£ 95.88	Admin Drop Box
31/07/2025	Nat West	DD	£ 9.45		£ 9.45	Bank Charges
31/07/2025	Water Plus	DD	£ 8.86		£ 8.86	WP Allotments
04/08/2025	HMRC	BACS	£ 852.24		£ 852.24	July Tax / NI
04/08/2025	ERPF	BACS	£ 687.52		£ 687.52	July Pension
07/08/2025	JB Rural Service	BACS	£ 175.00	£ 35.00	£ 210.00	Millenium Green
07/08/2025	JB Rural Service	BACS	£ 1,300.00	£ 260.00	£ 1,560.00	2 x Cemetery Cut
07/08/2025	Brians DIY	BACS	£ 50.21	£ 10.04	£ 60.25	Gloves/cable ties and lock
11/08/2025	Barton TC	BACS	£ 80.00		£ 80.00	Civic Dinner 20.09.25
12/08/2025	Glanford Boat Club	BACS	£ 1,600.00		£ 1,600.00	4/6 River Clean
12/08/2025	Nigel Fisher	BACS	£ 275.00		£ 275.00	7th Edition Brigg Times
12/08/2025	Mortons	BACS	£ 683.00		£ 683.00	Print & Deliver 7th Edition
15/08/2025	Kerry McGrath	BACS	£ 36.83		£ 36.83	Reimburse VJ Concert Expenses
18/08/2025	Water Plus	DD	£ 11.60		£ 11.60	WP Water Cost
19/08/2025	Brigg Office Supplies	BACS	£ 32.35	£ 5.80	£ 38.15	Postage & Paper
19/08/2025	Maria Simpson	BACS	£ 20.00		£ 20.00	Reimburse Concert Expenses
20/08/2025	Anglian Water Wave	DD	£ 18.49		£ 18.49	Water RL
21/08/2025	Crystal Cobweb	BACS	£ 25.42	£ 5.08	£ 30.50	Garden Trophies Engraving
26/08/2025	Crystal Cobweb	BACS	£ 10.00	£ 2.00	£ 12.00	Trophie Engraving
26/08/2025	BT	DD	£ 56.39	£ 11.28	£ 67.67	Phone & Internet
28/08/2025	Staff Cost	BACS	£ 1,858.25		£ 1,858.25	August Salary
28/08/2025	JB Rural Service	BACS	£ 1,900.00	£ 380.00	£ 2,280.00	August Handyperson
28/08/2025	JB Rural Service	BACS	£ 860.00	£ 172.00	£ 1,032.00	Watering August
28/08/2025	JB Rural Service	BACS	£ 6,000.00	£ 1,200.00	£ 7,200.00	5th & 6th Brigg Verges
28/08/2025	JB Rural Service	BACS	£ 175.00	£ 35.00	£ 210.00	Millennium Green 2429
28/08/2025	JB Rural Service	BACS	£ 300.00	£ 60.00	£ 360.00	2 x Woodbine Park
28/08/2025	JB Rural Service	BACS	£ 650.00	£ 130.00	£ 780.00	Brigg Cemetery Cut
28/08/2025	Meadowmania	BACS	£ 27.90	£ 5.58	£ 33.48	Bulbs - Brigg in Bloom
28/08/2025	Farmer Gracy	BACS	£ 86.83	£ 17.37	£ 104.20	Spring Bulbs - Brigg in Bloom
28/08/2025	Screwfix	BACS	£ 20.82	£ 4.17	£ 24.99	Chain for allotment Lock
28/08/2025	O2	DD	£ 15.45	£ 1.65	£ 17.10	Clerk mobile phone
29/08/2025	Nat West	DD	£ 9.10		£ 9.10	Bank Charges

Proposed Cllr Kitching

Seconded Cllr McCormick

Agreed – All Councillors present

- b) Council **received and noted** the receipts and bank reconciliations to 31st August 2025 and budget monitoring report to 18th September 2025 **for information. There were no comments.**

Cllr Smith left the meeting

Cllr McCormick chaired the meeting

- c) It was **resolved** that Brigg Town Council organise and pay for the road closure for the passion play in lieu of a Community grant

Proposed Cllr Waltham

Seconded Cllr Gibbons

Agreed – All Councillors present

Cllr Smith returned to the meeting,

- d) It was **resolved** that the clerk's pay award be approved and back dated to 1st April 2025.

Proposed Cllr Smith

Seconded Cllr Sherwood

Agreed – All Councillors present

- e) **It was resolved** that the annual grant to Brigg Angels WI for £500 for the community meal still stands for the Brigg Angels Ladies Group, as they still meet the criteria set in policy and have insurance policy in place.

Proposed Cllr Waltham

Seconded Cllr Sherwood

Agreed – All Councillors present

2025/053 Environmental items

- a) **ATM Machine**

Responses were received regarding ATMs from Nottingham and Tesco. No further action.

- b) **Letter Box to Heaven**

It was agreed to purchase the floor standing letter box from British Iron Works Ltd. Clerk to arrange for powder coating in cream and signage and JB Rural to install in Cemetery at a location to be agreed.

Proposed Cllr Waltham

Seconded Cllr McCormick

Cllr Kitching objected. It was agreed by all other Councillors present

- c) **Flags**

It was agreed to purchase a new Union Flag and Lincolnshire Flag for the Buttercross and a St Georges Flag for the monument roundabout. Clerk to apply to NLC for a grant. Brigg TC to contribute 10%

Proposed Cllr Kitching

Seconded Cllr Gibbons

Agreed – All Councillors present

- d) **Brigg Bags**

It was agreed to purchase 2500 navy Brigg Bags for distribution in Brigg.

Proposed Cllr Waltham

Seconded Cllr Kitching

Agreed – All Councillors present

- e) **Planters and planting**

An update was received from Cllr Parker re the monument planting. Awaiting confirmation from Brigg Garden Centre.

It was agreed to engage JB to design brick planters for 3 entrances to Brigg. Cllr Waltham to try to source bricks from local developers. Agenda item for future meeting.

Proposed Cllr Waltham

Seconded Cllr Gibbons

Agreed – All Councillors present

- f) **Allotments**

It was agreed to allow a year free to those allotment holders affected by the recent big theft. To adjust in 2026.

Proposed Cllr Waltham

Seconded Cllr N Sherwood

Agreed – All Councillors present

Council received an update that a meeting is to be arranged with allotment holders regarding allotment association and to engage with Safer Neighbourhood. Composter Toilet to be in use by next week.

2025/054 Brigg Times

Clerk updated that the next edition of Brigg times would be printed early November. Articles to be received by 20th October.

Wrawby are still considering whether to take a page in the newspaper and will confirm at their November meeting.

Discussion took place re delivery and how to make it easier.

2025/055 Correspondence

Cllrs Waltham, C Sherwood and N Sherwood left the meeting.

a) LGR

It was agreed to write to North Lincolnshire Council to support staying as North Lincolnshire and not to join into a larger authority. It is concerned that the services that are excelling, like Adult Services, Children's Services, Free Car Parking and libraries including the Imagination library would suffer as a result of joining a combined authority.

Proposed Cllr Riggall

Seconded Cllr McCormick

Agreed – All Councillors present

Cllrs Waltham, C Sherwood and N Sherwood returned to the meeting.

b) It was agreed to enter the Best Dressed Christmas tree at St John's Church at Christmas

Proposed Cllr Riggall

Seconded Cllr McCormick

Agreed – All Councillors present

c) Mr Waudby – ASB / PSPO

It was agreed to write to Mr Waudby to thank him for his letter and express the disappointment in lack of police action and to assure him that Brigg TC definitely supports the PSPO being enforced.

It was also agreed to write to the Chief Constable to request that action is taken in enforcing the PSPO in Brigg, especially with regard to drinking alcohol in a public space not designated.

Proposed Cllr Waltham

Seconded Cllr C Sherwood.

Agreed – All Councillors present

2025/056 Website and emails

Following discussion it **was agreed** to purchase the economy package at My Parish Council that includes councillor email addresses and meets assertion 10 requirements.

Proposed Cllr C Sherwood

Seconded Cllr Kitching

Agreed – All Councillors present

2025/057 Events

a) Poppy Appeal

Clerk updated on this year's poppy appeal, that starts on 23rd October. Clerk thanked Cllr Kitching and Chris and Irene for helping to label the tins and prepare the poppy boxes. Will need help with distributing the boxes, Tesco rota and counting money.

b) Christmas Lights and Market

Tree lights installation to commence in the next few days.

Friday 28th November 4pm – 8pm. Mayor's Stall – Bottle and book tombola.

Cllr C Sherwood and the Clerk Meeting with ESAG and Deb Dunderdale on 10th October to finalise plans for market.

It was agreed to pay £481.50 towards the Christmas Entertainment in the Market Place on 28th November 2025.

Proposed Cllr Riggall

Seconded Cllr C Sherwood

Agreed – All Councillors present

c) Classic Car Event 13th September 2026.

Cllr McCormick gave a brief update on the event on 13th September 2026. Will include entertainment and food stalls etc.

2025/058 To receive and comments or requests from Councillors and future agenda items.

Cllr Riggall asked if Councillors could help plant bulbs at Millenium Green from 10am on Sunday 7th December.

2025/059 Confirmation that the Date and time of next meeting of Brigg Town Council Tuesday 28th October 2025 at 7.15pm

There being no other business the meeting concluded at 8.41 pm