Brigg Annual Town Council Meeting
Tuesday 27th October 2026. 7.15pm
Angel Suite Ball Room , Exchange Place, Brigg, DN20 8LD

Chair – Cllr Penny Smith

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

Also Present – Kerry Hutchings – Clerk
Keith Simpson
Pc Steve Parsons and PCSO Kevin Horsfall.

Keith Simpson led the Council in Prayers

2026/069 Cllr Smith welcomed everyone

2026/070 Apologies were received and approved from
None

2026/071 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.
None
b) To note any dispensations given to any member of the council in respect of the Agenda Items listed below.
None requested

2026/072 Public Participation -
PC Parsons and PCSO Horsfall attended Council and advised on operational duties throughout the summer, updating operation Forage and how this operated. They updated on operational limitations due to shift timings etc and took questions from the councillors and clerk.
Cllr Smith, thanked the officers on Brigg Town Council's behalf, for their attendance and their support of the town.

2026/073 To receive any correspondence
All relevant correspondence has been circulated prior to meeting. No comments.

2026/074 Minutes of the meeting of Brigg Town Council held on 22nd September 2026 were approved as a true record.
Proposed Cllr Parker
Seconded Cllr McCormick
Agreed – All Councillors present

b) Council **received** an update on matters from the minutes not appearing anywhere on the agenda.
The Mayor requested donations of bottes, not alcohol, for her Mayors Charity Stall at the Christmas market.
Save the date for the Mayor's Charity Civic Dinner on 13th March 2027.

2026/075 – Financial

a) To approve the Payments for Brigg Town Council to 30th September 2026

Date	Payee Name	Ref	Ex Vat	£ VAT	£ Total Amnt	Transaction Details
09/09/2026	ERPF	BACS	£ 619.87		£ 619.87	August Pension
09/09/2026	HMRC	BACS	£ 844.68		£ 844.68	August Tax/NI
14/09/2026	Defib 4 Life ltd	BACS	£ 330.00	£ 66.00	£ 396.00	Replace Battery/ Pads Manley Gardens
15/09/2026	Brigg Rotary	BACS	£ 350.00		£ 350.00	Annual Crocus Grant
15/09/2026	Brigg Office Supplies	BACS	£ 32.62		£ 32.62	Garden Comp Certificates, Civic Service Postage, other postage
15/09/2026	Brigg Garden Centre	BACS	£ 103.30	£ 20.66	£ 123.96	Brick planter Planting
15/09/2026	Agilico	BACS	£ 43.86	£ 8.77	£ 52.63	Printer inks and Service
15/09/2026	Steve Howlett	BACS	£ 80.00		£ 80.00	Winston - 1940s event
15/09/2026	John Thompson	BACS	£ 300.00		£ 300.00	ARJB 1940s event
15/09/2026	Anglian Water Wave	DD	£ 85.21		£ 85.21	Water WP Jun - August 26
16/09/2026	Amazon	BACS	£ 9.05	£ 1.81	£ 10.86	Table Cloths 1940s event
16/09/2026	Amazon	BACS	£ 42.08	£ 8.42	£ 50.50	Bunting - 1940s event
16/09/2026	Amazon	BACS	£ 21.13	£ 4.22	£ 25.35	Table covers 1940 event
16/09/2026	Amazon	BACS	£ 7.90	£ 1.58	£ 9.48	Duct Tape
16/09/2026	Amazon	BACS	£ 15.17	£ 3.03	£ 18.20	Handheld Flags - 1940s event
16/09/2026	Google	BACS	£ 14.00	£ 2.80	£ 16.80	Licence
16/09/2026	Anglain Water Wave	DD	£ 68.45		£ 68.45	Water WP 2 Jun - August 2026
16/09/2026	Water Plus	DD	£ 10.70		£ 10.70	WP Allotment 190
17/09/2026	SLCC	BACS	£ 442.00		£ 442.00	Clerk Membership
17/09/2026	NLC	BACS	£ 300.00		£ 300.00	All Things Wild Grant
18/09/2026	Phoenix Payroll	BACS	£ 22.50	£ 4.50	£ 27.00	Payroll services - July - Sept 2026
18/09/2026	Ashbridge Roofing	BACS	£ 750.00		£ 750.00	Stage 1940s event
21/09/2026	Water Plus	DD	£ 51.98		£ 51.98	Woodbine Allotment 105
22/09/2026	Lord Nelson PH	BACS	£ 58.35		£ 58.35	Volunteer refreshments 1940s event
22/09/2026	Hall Med Ltd	BACS	£ 329.00	£ 65.80	£ 394.80	Paramedic Cover 1940s event
24/09/2026	Brigg Rainbows	BACS	£ 500.00		£ 500.00	Brigg Rainbows Grant
24/09/2026	BT	DD	£ 55.95	£ 11.19	£ 67.14	Internet
28/09/2026	Staff Cost	BACS	£ 2,303.70		£ 2,303.70	September Salary inc PA
30/09/2026	JB Rural Service	BACS	£ 1,900.00	£ 380.00	£ 2,280.00	September Handy man
30/09/2026	BUKO Ltd	BACS	£ 597.50	£ 119.50	£ 717.00	Road Closure1940s Event
30/09/2026	Brigg Office Supplies	BACS	£ 1.99	£ 0.40	£ 2.39	office stationnery
30/09/2026	JB Rural Service	BACS	£ 675.00	£ 135.00	£ 810.00	August & Sept Farmeers Market
30/09/2026	Glanford Boat Club	BACS	£ 1,600.00		£ 1,600.00	5/5 river clean
30/09/2026	Smart wheelies	BACS	£ 395.00		£ 395.00	30mph bin signs
30/09/2026	Hampshire Flags	BACS	£ 61.26	£ 12.25	£ 73.51	Union Flag for War Memorial
30/09/2026	Nat West	DD	£ 8.75		£ 8.75	Bank Charges
30/09/2026	O2	DD	£ 30.00	£ 6.00	£ 36.00	clerk mobile

Proposed Cllr Riggall
Seconded Cllr Kitching
Agreed – All Councillors present

b) Council **received and noted** the receipts, bank reconciliations to 30th September 2026 and budget monitoring report to 27th October 206 **for information.**
It was agreed that the Civic expenditure budget be reviewed in the 2027-2028 Budget
Proposed Cllr McCormick
Seconded Cllr Parker
Agreed – All Councillors present

2026/076 NLC Ward Councillors report – Cllr Waltham

The road works on Bigby Road, Bigby Street, with crossings are nearing completion. The roads will be the best they have been for many years, along the Remembrance route.
The inspectors to follow up on the damage to the path at the back of the War Memorial.
Following up on patching works planned for estates around the town.
New bus Shelter to be installed on Cary Lane in February.
Chasing up on the new post office location. Ward Councillors have been advised that the final part of onboarding a new location is nearly complete, but this may not be before Christmas. Big

investments are needed for the businesses who take on the Post Office.
Banking hub opens on 28th October with the official opening being 6th November.
Very busy Safer Communities drop in at the library. There were large quantities of "give aways" that residents could take away to make their homes and themselves safer.
Connect 2 is proving very popular. Cllrs visited the 10,000th user of the local call service.
Visiting over 200 new independent businesses across Noth Lincolnshire, with many being in Brigg.
Good news that a local person has been fined £1200 for littering, with more than 1000 fines being issued across North Lincolnshire.
Junior Gym very successful. Used by those under 16 everyday between 4pm – 6pm for just £15.99 per month.

Following visit from LPT, it was agreed that the ward councillors would write to the Inspector to request a more visible police presence supporting the very active and increasing nighttime economy in Brigg.
It was agreed that Brigg Town Council would support the campaign for a greater Police presence after the hours that the local policing team shift finish, every weekend.
Proposed Cllr Riggall
Seconded Cllr McCormick
Agreed – All Councillors present

2026/078 Interim Audit 2026-2027

The Interim Audit was received and the Clerk thanked for her diligence on another successful audit.
It was agreed to send letter of appointment to the auditor with the note that the appointed person or firm should be reviewed every year with regard to; personal independence, financial independence, and professional independence.
Proposed Cllr Gibbons
Seconded Cllr Riggall
Agreed – All Councillors present

Clerk to also work through the transparency links on the website to ensure compliance.

2026/079 Defibs

Clerk updated that the new box has been installed on 8 York Road and the defib will be installed very soon. This one was purchased from the donation received from the Rotary in memory of Adrian Gibbons and Roberta Fulford and is added to Brigg TC asset register.

All new defibs and boxes purchased from the Brigg TC budget have been delivered to Chris Dralington. The ones on Atkinson Ave and outside the library will be replaced with the two new ones as soon as the maintenance training on 17th November has taken place.
The old ones will be held in stock and used as spares for pads and batteries.
It was agreed to write to the care homes in Brigg to enquire if they would like to join the Defib circuit and purchase a defib if they do not already have one on site.
Proposed Cllr Gibbons
Seconded Cllr Riggall
Agreed – All Councillors present

2026/080 Environmental

It was agreed to purchase two SiDs from Elan City for installation on Bridge Street and to apply for a community grant for the purchase inputting 10% towards purchase. It was agreed that

Brigg TC would directly fund the installation fee.
Proposed Cllr Gibbons
Seconded Cllr Riggall
Agreed – All Councillors present

2026/081 – Poppy Appeal /Remembrance/War Memorial

Clerk thanked everyone who supported the stall at the Brigg 10k on Sunday. The 10k itself has raised £3309.
Poppy Appeal 2026 in full swing. – Volunteer rota sheet is in Tesco – request more volunteers for the Tesco stall. Thanks to Tesco staff who support the stall, count and bank the money.
Poppy and trees installed on Monument. Correct new flag will be installed asap.
Remembrance Parade 2026 will follow as in previous years. Meet at Station Road to depart at 9.20am. It was noted that sone of the older or less mobile members of the parade struggle to keep up with the speed of the parade. Clerk to speak to Warrant Officer.
Children's service will take place on 6th November, meeting at 10.40am at the Tin Tab.

2026/082 – Policies – approved en bloc

a) Social Media Policy
b) Grants and Donations policy
c) Data Protections and GDPR
d) IT Policy
Proposed Cllr McCormick
Seconded Cllr N Sherwood
Agreed – All Councillors present

2026/083 To receive any councillor comments or requests and agree for future agenda items.

Swift Boxes – next agenda
Annual Community Awards – next agenda
Bears – to be displayed in January 2027 over two weekends.
13th December 2026 4pm – 5pm. Tree of Hope Carols outside The Hop Inn. Service of commemoration. Baths Hall Choir to attend,
Next 1940s event September 19th 11am – 4pm.

2026/084 To confirm the date of the next meeting as Tuesday 24th November 2026 at 7.15pm

There being no other business the meeting concluded at 8.22pm