

**MINUTES OF THE WOODHALL SPA PARISH COUNCIL FACILITIES  
COMMITTEE MEETING HELD ON TUESDAY 14<sup>th</sup> March 2023 AT 7.00 PM**

**Present**

Councillors: Chair Rebecca Shaw, Richard Brown, Roger Etches, and John Sanderson.

**In attendance**

Joann Greer, Parish Clerk

**FA/1/3/23 Comments from the Chair**

Councillor Shaw did not make any comments.

**FA/2/3/23 Apologies for absence with reason given**

Apologies were received and accepted from Councillor Cooke.

**FA/3/3/23 Declaration of Members' interests in accordance with the Localism Act 2011**

**(Disclosure by all members present of disclosable pecuniary interests in matters on the agenda that have not already been declared on their Declarations of Interests form or put in writing to the Monitoring Officer at East Lindsey District Council)**

No declarations were made

**FA/4/3/23 To consider requests from members for a dispensation on any items on the agenda**

**(In accordance with the Localism Act 2011 the Parish Council has the authority to grant any members present a dispensation on their disclosable pecuniary interest so that they may take place in the debate and vote)**

No dispensation requests were made

**FA/5/3/23 To approve the notes of the Facilities Committee Meeting held on 7 February 2023 as being a true record of the meeting**

It was proposed, seconded, and unanimously resolved to approve the minutes as a true record of the meeting.

**FA/6/3/23 To sign the asset transfer documents and nominate a witness to the signatures**

Councillor Sanderson was nominated as the signature witness on the documents. Councillor Shaw and the Clerk duly sign all the paperwork from the solicitors, Sills & Betteridge.

**FA/7/3/23 To consider the information from JPWS regarding their suggested use of the Rally Field as part of the asset transfer and form conditions for the use of the land including duration of any lease**

It was proposed, seconded and unanimously resolved to draft up a 3-year lease based on the format presented by Sills & Betteridge and include the use as requested by JPWS. Once agreed the official document is to be produced by WSPC solicitors.

**FA/8/3/23 To consider a request from the War Graves Commission to add a sign to the Kirkby Lane Cemetery**

It was proposed, seconded, and unanimously resolved to allow the War Graves Commission to attach a sign at the entrance to the Kirkby Lane cemetery.

**FA/9/3/23 To confirm the format of the Annual Parish Meeting & resolve expenditure**

Councillor Brown presented a draft format for the running of the APM on Friday 14<sup>th</sup> April which included Councillors delivering a brief introduction to several programmes the Parish Council have delivered in the last 12 months.

The Clerk is to acquire name badges for all Councillors. A maximum budget of £150 was set to include refreshments and trophies.

**FA/10/3/23 To confirm the format of the Kings Coronation celebrations at Jubilee Park & resolve expenditure**

It was proposed, seconded, and unanimously resolved to set a maximum budget of £300 to deliver a Coronation Event at the Jubilee Park village celebration on Sunday 7 May. It is to be modeled on the same format as for the Queens Jubilee celebration, including a treasure hunt, crown making and a photo booth with props for families to take photos of their children dressed as monarchs.

**FA/11/3/23 To consider a training request from the Clerk with the Society for Local Council Clerks, 20 & 21 June and resolve expenditure**

It was proposed, seconded, and unanimously resolved for the Clerk to book herself on the two day leadership training at a cost of £520.

The Chair closed the meeting at 7.40pm