

MINUTES OF THE WOODHALL SPA PARISH COUNCIL MEETING HELD ON TUESDAY 19 SEPTEMBER 2023 AT 7.00PM AT THE COUNCIL OFFICE.

Public Forum

Two members of the public were present. One member stated their concerns regarding the speed limit on Horncastle Road and the other member of the public has comments about a current planning application.

In Attendance

Councillors Richard Brown, Becky Shaw, John Sanderson, Roger Etches, Mark Cooke, David Kisubika, Peg Sanderson, Shirley Elphick and Rod Williams.

Also present:

LCC Patricia Bradwell
ELDC Craig Leyland
Joann Greer, Parish Clerk

FC/1/9/23 Comments from the Chair

The Chairman thanked all the Councillors who had attended meetings on site at Royal Square and the NHDP update group.

FC/2/9/23 Apologies for absence with reason given

Apologies from Councillor Gammage was acknowledged and accepted.

FC/3/9/23 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)

Councillors Cooke and Kisubika declared an interest in planning application agenda item 16c.

FC/4/9/23 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 requests were made.

FC/5/9/23 To receive the draft notes to be approved as the minutes

a) Full Council Meeting Tuesday 18 July 2023

It was proposed, seconded, and unanimously resolved to approve the draft notes as the minutes.

b) Planning Meeting Tuesday 22 August 2023

It was proposed, seconded, and unanimously resolved to approve the draft notes as the minutes.

FC/6/9/23 To receive a report from Lincolnshire County Council & East Lindsey District Council

Councillor Craig Leyland informed the Council the new grant opportunity called, Better Places to Live is now open. ELDC Councillors Leyland and Kemp are able to offer support for any projects WSPC may embark upon.

Councillor Bradwell arrived a little later but informed the Council S106 money had been made available to make a pedestrian crossing on Tattershall Road, drainage work on Station Road, roundabout, Witham Road, Albany Road and Tor O Moor are all being scheduled.

Councillor Shaw stated the footpath on Tor O Moor Road was in a dreadful state and needed attention.

Councillor J Sanderson queried why Witham Road had taken priority over Stixwold Road as it was felt that was a priority to reduce the speed limit from 40mph so close to the roundabout.

FC/7/9/23 Financial Matters

a) To receive a brief report from the Finance Working Group's first budget meeting

Councillor Brown informed the Council the main focus of the initial meeting was to confirm the budget headings, cost codes and cost centres

b) To approve automated, retrospective, and future payments to be made

It was proposed, seconded, and unanimously resolved to approve the lists of payments distributed.

Person/Company to be paid	Invoice No.	Details	Amount £
HMRC LCC Pension J Greer K Handley	24/082	July Payroll	3362.15
HMRC LCC Pension J Greer K Handley	24/083	August Payroll	3213.22
HMRC LCC Pension J Greer K Handley	24/084	September Payroll	3213.22
St Peter's Church Hall	24/085	Community Grant	750.00
Con/Wood Walking Football	24/086	Community Grant	500.00
Viking Direct	24/087	Office stationery	269.63
British Gas	24/088	ATM electricity	167.64
Michael Czajkowski	24/089	Village Sign Repairs	3755.00
Paul McFahn	24/090	Office Window Cleaning	16.00
Anglian Wave	24/091	Office Water	61.84
Welton Garden Services	24/092	Village Grass Cutting Contract	2910.00
LALC	24/093	2 x Summer Conference	50.00
R G Hygiene	24/094	Office Cleaning	27.60
Xavier Bollard	24/095	Plant Watering	120.00
Talk Talk Business	24/096	Telephone & Broadband	27.54
Sills & Betteridge	24/097	Chancel Liability Insurance	88.00
Stephen Long	24/098	Village Gardening Contract	395.00
Payroo	24/099	Payroll Software	6.00
EDF	24/100	Office Gas	23.22
SSE	24/101	Royal Square Electric	24.75

Tony Gibbons	24/102	Village Maintenance	552.00
J Parker Electrical	24/103	Speed Camera Data	60.00

Person/Company to be paid	Invoice No.	Details	Amount £
J Ward T Gibbons	24/104	August Royal Square Maintenance	1060.00
Xavier Bollard	24/105	Village Watering Scheme	75.00
R G Hygiene	24/106	Office Cleaning	27.60
British Gas	24/107	ATM Final Electricity Bill	183.64
SSE	24/108	Office Electricity	103.48
EDF	24/109	Office Gas	23.22
Welton Garden Services	24/110	Grass Cutting Contract	2970.00
J Ward T Gibbons	24/111	September Royal Square Maintenance	1060.00
Arborglyph Tree Services Ltd	24/112	Royal Square tree survey	450.00
Mr Pesty	24/113	Annual Contract * amended invoice*	175.00
TalkTalk Business	24/114	Office Telephone & Broadband	27.54
Stephen Long	24/115	Planting Contract & additional Broadway	395.00
edf	24/116	Office Gas	8.96
Broxap	24/117	Benches & repair materials	3132.00
Payroo	24/118	Payroll Software	6.00
PKF Littlejohn	24/119	Annual Audit	504.00

c) To note the bank reconciliation

The bank reconciliation as of 31/08/2023 of £115833.61 was noted.

d) To note updated signatories for the Cooperative Bank

Councillors John Sanderson and Roger Etches are now registered signatories and are signed up for internet banking.

e) To note the conclusion of the annual audit

The external auditor signed off the accounts and had no concerns to raise with how finances were dealt with at WSPC.

FC/8/9/23 To receive an update regarding Royal Square Developments and resolve actions:

a) To consider the Tree Survey and resolve tree work schedule

The tree survey was considered. It was proposed, seconded, and unanimously resolved to attend to the 4 trees highlighted by the report as requiring attention, plus the Leylandi hedge. Permission from ELDC tree department will be required prior to any works starting.

b) Electrical Survey

The electrician is to reinstate the electric at Royal Square, replace the damaged cable, replace the 2 x old lights and socket at the Dambusters memorial.

c) Design/Landscaping feedback

A designer has offered to draft a possible design at no cost to the Council, and no onus on the Council to adopt the design. This will form a starting point for discussion regarding the development of Royal Square. One area of concern is

the dwarf wall on the perimeter of the square as it is in poor condition, all agreed it has to be a respectful design as it is a memorial garden.

FC/9/9/23 To consider formally requesting ELDC to demolish the existing village WC facilities and clearing the area, cancelling all utility services, and covering all legal transfers at their cost, and gifting the site to WSPC for development of new WC facilities.

It was proposed, seconded, and unanimously resolved to make the request.

FC/10/9/23 To consider the use of the ATM building as a storage base for village maintenance equipment and resolve whether to keep the electrical supply or have it removed

It was proposed, seconded, and unanimously resolved to use the building for storage and keep the electrical supply to charge equipment and provided interior lighting as there are no windows.

FC/11/9/23 To consider purchasing a new WSPC notice board to replace the old warped MDF board on the ATM building

It was proposed, seconded, and unanimously resolved to replace the notice board with a maximum budget of £1500.00.

FC/12/9/23 To review the reactive speed camera data and resolve actions

The Chairman explained how the data could be retrieved and shown in various formats. It was agreed the pie chart style of recorded information would be most suitable.

FC/13/9/23 To consider a request from a resident to reduce the speed limit to 30 mph on Horncastle Road

It was proposed, seconded, and unanimously resolved to support this concern and contact Lincolnshire County Council's Highways department, via the ward Councillor.

FC/14/9/23 To receive an update regarding the Remembrance Day Parade and resolve actions

A meeting will take place in October with the RBL and the church to finalise the schedule. Volunteers are still required for the road closures.

FC/15/9/23 To receive an update regarding the Christmas Tree programme and resolve actions

It was proposed, seconded, and unanimously resolved that the electrician will set up the cables in the rooftops/gutters prior to the trees going up on Sunday 3rd December to help with the workload for volunteers.

FC/16/9/23 Planning Matters

- a) To consider and respond to **Planning Application S/215/01589/23** - Extensions and alterations to existing dwelling to provide additional living accommodation. LOCATION: 7 KING EDWARD CRESCENT, WOODHALL SPA, LN10

It was proposed, seconded, and unanimously resolved to support this application.

- b) To consider and respond to **Planning Application S/215/01665/23** – Erection of 1 no. dwelling and swimming pool on site of an existing dwelling which is to be demolished. LOCATION: 11 SPA ROAD, WOODHALL SPA, LN10 6PZ
It was proposed, seconded, and resolved to support this application.

- c) To consider and respond to **Planning Application S/215/01752/23** – Extensions and alterations to provide additional living accommodation, existing single storey extension and detached garage to be demolished. LOCATION: BEECH HOUSE, 15 SYLVAN AVENUE, WOODHALL SPA, LN10 6SL
Councillors Kisubika and Cooke left the room due to declaring an interest to this application.
It was proposed, seconded, and unanimously resolved to OBJECT to this application due to the loss of privacy to neighbouring properties with windows overlooking living rooms, bedrooms, and private garden area.

- d) To consider and respond to **Planning Application S/215/01553/23** – Installation of photovoltaic array to existing south facing pitched tiled roof of convenience store with residential apartment on first floor. LOCATION: CO OP SUPERMARKET, 3-4 CLARENCE ROAD, WOODHALL SPA, LN10 6TZ
It was proposed, seconded, and unanimously resolved to support this application.

Planning Permission Granted

S/215/01461/23 Derwent, Iddesleigh Road. Extension & alteration

S/215/01489/23 35 Horncastle Road. Section 73 application to vary condition no. 2

Tree Work Notification

EZY/215.27/TPO Tree Preservation Order: the land adjacent to Lingfield, 51 Tor O Moor Road, Woodhall Spa 2023, awarded 7th September 2023

EZY/0090/23/TCA Proposed tree works within the conservation area. Fell 5 trees at Beech House, 15 Sylvan Avenue.

The Council were made aware that these trees had already been felled prior to the deadline for comments to the tree department. The Clerk is to inform ELDC of the situation.

Facilities Matters

FC/17/9/23 To consider and resolve the **DRAFT** lease agreement arranged with **Sills & Betteridge** between **WSPC** and **JPWS**

The document was not available for this meeting.

FC/18/9/23 To receive an update report from Councillor Etches regarding the meeting with **Cricket Club** and community members and resolve actions

Councillor Etches provided details of bye laws which have been superseded by Public Space Protection Orders. The next time to apply for a PSPO is 2024. It was proposed, seconded, and unanimously resolved to progress this next year.

FC/19/9/23 To consider applications for the two village contracts and award the 3-year contracts

a) St Andrews Closed Churchyard, Chapmans, and Village Planting

It was proposed, seconded, and unanimously resolved to award the contract to Stephen Long.

b) Village Leaf Collection

It was proposed, seconded, and unanimously resolved to award the contract to Welton Garden Services.

FC/20/9/23 To note an ongoing issue regarding the regulations at the Kirkby Lane Cemetery and resolve action

It was proposed, seconded, and resolved that the regulations must be adhered with all interments and cemetery matters with appropriate paperwork completed by applicants.

FC/21/9/23 To set the date of the next Full Council/Hybrid meeting

The next meeting date was set as Tuesday, October 17 at 7.00pm.

**FULL COUNCIL MEETING
PLANNING COMMITTEE MEETING
17 OCTOBER 2023
7.00 PM
COUNCIL CHAMBERS**