

Please note these are the draft notes of the meeting taken by the Clerk and cannot be referred to as the minutes until they have been ratified by the committee at the next meeting.

**MINUTES OF THE WOODHALL SPA PARISH COUNCIL FACILITIES
COMMITTEE MEETING HELD ON TUESDAY 7th February 2023 AT 6.00 PM**

Present

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

In attendance

Joann Greer, Parish Clerk

FA/1/2/23 Comments from the Chair

Councillor Shaw did not make any comments.

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

Apologies were received and accepted from Councillor Cooke.

FA/3/2/23 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/4/2/23 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/5/2/23 To approve the notes of the Facilities Committee Meeting held on 6 December 2022 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/6/2/23 To note the solar powered reactive speed sign, consider information retrieval methods, cost implications and use of the information

It was proposed, seconded, and unanimously resolved to instruct Parkers to download the data initially monthly then move onto quarterly to study the information to identify traffic patterns.

FA/7/2/23 To conduct the annual review the Cemetery Regulations & Fees & resolve actions

It was proposed, seconded, and unanimously resolved to raise the fees by 9.3% rounded up to the nearest pound.

It was also agreed to remove the clause that residents have to have proof of 5 consecutive years proof of being a resident of Woodhall to qualify for resident fees.

FA/8/2/23 To consider the future use of Jubilee Park Rally Field as part of the asset transfer

Various options were considered. The committee requested that JPWS be invited to the next Full Council meeting on 21st February to hear what they would like to see happen at the Rally Field to assist the Council to make a decision at a later date after considering the options.

FA/9/2/23 To consider Royal Square planned maintenance schedule as part of the asset transfer & resolve tender documentation

A tender specification with a ground's maintenance schedule was circulated prior to the meeting to all Councillors, some extra maintenance & cleaning items were added. It was proposed, seconded, and unanimously resolved to put the document out for tender now in anticipation of the Asset Transfer date being achieved, with a closing date of 31st March for applications.

FA/10/2/23 To consider the term and conditions of the tennis club gate legal agreement and resolve whether to sign the legally binding documents

After considering the documents it was proposed, seconded, and unanimously resolved to write to the LTA informing them that the documents requested for signing involved far more than just accepting the grant on behalf of the tennis club and as such were not in a position to sign the legally binding documents.

FA/11/2/23 To consider the ATM contract with note machine, cost implications and resolve whether to renew or cancel the contract

The details of the 5-year contract were discussed. It was proposed, seconded, and unanimously resolved to give the required 3 months' notice and not to renew the contract.

FA/12/2/23 To consider new telephone & broadband contract

The options were considered. It was proposed, seconded, and unanimously resolved to renew the service with TalkTalk business and keep the original number and current broadband speed for £22.95 per month plus VAT.

FA/13/2/23 To consider the thermal curtain quotes and resolve supplier

Three quotes had been requested, however only 2 arrived in time to be considered at the meeting. It was proposed, seconded, and unanimously resolve to award the contract to Pin Cushion of Woodhall Spa.

FA/14/2/23 To consider WSPC IT cloud package/software and computer virus payment options and resolve action

The current payment system for the products and services is for the Clerk to pay the invoices, then reclaim the amount on expenses. It was proposed, seconded, and unanimously resolved to apply for a WSPC bank debit card so this could be purchased directly via WSPC.

FA/15/2/23 To consider ideas for the Annual Parish Meeting, resolve format and expenditure

A basic outline of promoting what has happened in the village within the last 12 months followed by a resident's cake competition with awards was suggested. The Committee agreed to meet informally at the Golf Hotel on Monday 20th February at 6pm to expand this idea fully for consideration at the next meeting.

The Chair closed the meeting at 7.15pm