

**MINUTES OF THE WOODHALL SPA ANNUAL PARISH COUNCIL MEETING
HELD ON TUESDAY 21st MAY 2024 AT 7.00PM AT THE COUNCIL OFFICE.**

Public Forum

No members of the public were present.

In Attendance

Chairman Councillor Richard Brown, John Sanderson, Roger Etches, Andrew Gammage, Rod Williams, Peg Sanderson, Liane House, and Nigel Eborall.

Also present:

LCC Councillor Patricia Bradwell

ELDC Councillor Tom Kemp

Joann Greer, Parish Clerk

FC/1/5/24 To elect the Chair

It was proposed, seconded, and unanimously resolved to elect Councillor Richard Brown as the Chairman.

FC/2/5/24 To elect the Vice Chair

It was proposed, seconded, and unanimously resolved to elect Councillor John Sanderson as the Vice Chair.

FC/3/5/24 Apologies for absence with reason given

Apologies from Councillors Elphick and Kisubika were noted and accepted.

FC/4/5/24 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)

Councillor Gammage declared an interest at agenda item 12, Community Grant application for the Rainbows/Brownies.

FC/5/5/24 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 dispensations were requested.

FC/6/5/24 To receive the draft notes from the Full Council Meeting Tuesday 16th April 2024 to be approved as the minutes

The draft minutes were not available for the meeting and will be considered at the May meeting.

FC/7/5/24 To receive reports from District and County Councillors

LCC Councillor Patricia Bradwell stated a new 30 mph sign would be provided. The 40mph marking on the road had been removed but left blank. The Council asked that 30 mph marking be instated.

WSPC had received several complaints from residents about cars blocking access to their properties and requested white lines be reinstated. Councillor Bradwell stated a car park is what is needed, and a push to ELDC to provide one in the village is one way forward.

The data from the Stixwould reactive speed sign is to be provided to Councillor Bradwell and Richard Fenwick.

The one-way system around Coronation Road is scheduled for March 2025.

Tor – Moor- Road is to benefit from footpath repairs.

ELDC Councillor Tom Kemp informed the Council ELDC has their AGM this week, he also stated they were in a good financial position and funds are available to bid for projects.

FC/8/5/24 Financial Matters

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

It was proposed, seconded, and unanimously resolved to approve the payments listed.

Person/Company to be paid	Invoice No.	Details	Amount £
EDF	2425/023	Office Gas Bill	£140.00
Jubilee Park	2425/024	Stall at the Jubilee Park Community Fun Day	£20.00
Viking	2425/025	Equipment for Fun Day/Stationery supplies	£311.51
R.G Hygiene	2425/026	Office Cleaning	£28.80
J Ward	2425/027	Royal Square maintenance contract	£1060.00
YU	2425/028	Office Electricity	£58.46
YU	2425/029	Station Road lighting	£34.04
TalkTalk	2425/030	Office phone and Broadband	£42.72
Wave	2425/031	Office water	£65.80
Welton Garden Services	2425/032	Cemetery/Closed Churchyard/Grass mow and strim Village and Witham Rd	£2,940.00
Goodwins	2425/033	Hardware	£50.99
Payroo Star	2425/034	Payroll	£6.00
Stephen Long	2425/035	Planters	£75.80
Stephen Long	2425/036	Maintenance contract	£610.00
Paul McFahn	2425/037	Office window cleaning	£16.00
Business waste	2425/038	Office waste collection	£21.84
British Gas	2425/039	ATM electricity	£32.87
J Greer/ K Handley/HMRC/LCC Pension	2425/040	Salary Costs	£3,388.82
LCC Pension Payment	2425/041	LCC Pension	£33.60

b) To note the bank reconciliation

The bank reconciliation as of 30/04/2024 £146,022.37 was noted.

FC/9/5/24 To review Standing Orders and amend where necessary

No amendments were made.

FC/10/5/24 To review the Financial Regulations and amend where necessary

No amendments were made

FC/11/5/24 Planning Matters

a) To consider and respond to planning application: **S/215/00481/24** Alterations and relocation of existing chimney Flat 1, Moorhaven House, 1 Sylvan Avenue, Woodhall Spa, LN10 6SL

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

b) To consider and respond to planning application: **S/215/00672/24** Extension to existing dwelling to provide an entrance porch with canopy Stilnavin, 29 Woodland Drive, Woodhall Spa, LN10 6YG

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

c) To consider and respond to planning application: **S/215/00723/24** - Extension to existing dwelling to provide additional living accommodation. | The Cedars, 29 Horncastle Road, Woodhall Spa, LN10 6UY

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

To consider and respond to planning application: **S/215/00502/24** Extension to existing dwelling to provide additional living accommodation, that will replace existing conservatory which is to be demolished. | 42 Horncastle Road, woodhall Spa, LN10 6UZ

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

The following applications have been granted Full Planning:

This information was noted.

S/215/00350/24 Extensions to existing dwelling to provide additional living accommodation and demolition of existing garage. 9 Albany Road, Woodhall Spa LN10 6TS

S/215/00426/24 Erection of a fence with a height of 1.8m 137 Witham Road, Woodhall Spa, LN10 6RB

Proposed Tree work application was noted.

EZY/ 0055/24/TCA Proposed works to tree(s) at Bridlemere, Tattershall Road, Woodhall Spa Lincolnshire

FC/12/5/24 To consider the following Community grant applications:

a) District Scout Association -£1000

It was proposed, seconded, and unanimously resolved to award a grant of £1000 to the Scout Association.

b) Rainbows/Brownies-£1000

Councillor Gammage left the room. It was proposed, seconded, and unanimously resolved to award a grant of £1000 to the Rainbows/Brownies group.

FC/13/5/24 To receive feedback from the Jubilee Park Fun Day and to discuss any change of format for the Annual Parish Meeting on Friday 24th May.

Feedback was the event was well attended and the information presented at the WSPC stall was very informative. People were pleased to see the parish council present at such an event.

The same format is to be presented at the Annual Parish Meeting 24.05.24.

FC/14/5/24 To consider and resolve to purchase 30mph corrugated plastic speed signs at £20 each and also the purchase of speed signs for individual wheelie bins at £0.50 each.

It was proposed, seconded, and unanimously resolved to purchase 8 lamp post 30mph speed signs and 100 bin stickers with 30 mph for resident on Witham Road, Tattershall Road and residential parts of Horncastle Road.

FC/15/5/24 To consider and resolve action on the quotation received from Blachere illuminations with regard to the Christmas lights at Royal Square.

The graphics from Blachere Illuminations were impressive, cost were overbudget. A working group is to be set up to consider other options. Councillors House, Etches, Wilson and Gammage volunteered for the group. A date is to be set prior to the next full council meeting.

FC/16/5/24 To discuss the increasing amount of requests form Parishioners to deal with matters outside the Parish Councils jurisdiction as a result of LCC refusing to deal with issues and the subsequent increase in workload for the Parish Clerk.

Residents have been instructed to register all their highways queries in the first instance to the parish council. As in a recent call for support from the village co op shop to install double yellow lines the parish council supported this request, however LCC refused as it did not comply with their legal requirements.

As the parish council are not aware the road/highways/traffic legislation it was considered an unnecessary use of staff and councillor's time. LCC Councillor Bradwell stated any such future request should be sent directly to her.

FC/17/5/24 To consider and resolve action to be taken as a result of the recent incident with a burial at Kirkby Lane Cemetery.

In response to a local funeral director who has not adhered to the cemetery regulations it was proposed, seconded, and unanimously resolved to charge an admin fee of £50 for the next 4 months/interments to monitor compliance with the regulations. This fee is not to be passed onto the families.

FC/18/5/24 To consider and resolve action regarding a request from a business to purchase a litter bin.

It was proposed, seconded, and unanimously resolved to request an ELDC litter bin outside the Bookfair.

FC/19/5/24 To consider and resolve action regarding overgrown hedges blocking the highway at various locations in the village.

All such matters are to be reported on the fixmystreet web site.

FC/20/5/24 To consider and resolve action regarding a street light obscured by branches on Coronation Road.

All such matters are to be reported on the fixmystreet web site.

FC/21/5/24 To consider and resolve action regarding the quote received to repair the reactive speed sign from Tattershall Road.

It was proposed, seconded, and unanimously resolved to purchase the parts for the repair.

FC/22/5/21 To receive a report on the proposed locations of the two new bus shelters.

Councillor Sanderson meet with the LCC officer who confirmed a bus new shelter location at Came Court, Witham Road and on the verge outside The Inn on Station Road. LCC confirmed they would liaise with the business owners for permission to erect the bus shelter on their grounds.

FC/23/5/24 Correspondence received.

The following emails were noted:

- Email regarding speed limit on Witham Road/new cycle path along the Witham Road
- Email regarding speeding along the Broadway and parking along the Broadway
- Email regarding the Marquee at the Mall and the extension which appeared to the original structure
- Email regarding the Fun Day and how pleased they were to see the Council engaging with the public

FC/24/5/24 To resolve to move to closed session to discuss staffing issues

- **To note the appraisal and subsequent proposals to be implemented for the Clerk**

After a successful annual appraisal it was proposed, seconded, and unanimously resolved to award a one-point salary increase in line with the contract and a one-off lump sum payment for additional work covering staff absence in 2023/24.

- To note the appraisal and subsequent proposal to be implemented for the Assistant Clerk
- After a successful annual appraisal it was proposed, seconded, and unanimously resolved to award a one-point salary increase in line with the contract.

FC/25/5/24 To set the date of the next Full Council meeting.

The next meeting is scheduled for Tuesday 18 June.