

**DRAFT MINUTES OF THE WOODHALL SPA ANNUAL PARISH COUNCIL  
MEETING HELD ON TUESDAY 20<sup>TH</sup> MAY 2025 AT 7.00PM AT THE COUNCIL  
OFFICE.**

A minute's silence was held to remember Joann Greer, Parish Clerk, who passed away suddenly on Thursday April 10<sup>th</sup> 2025.

**Public Forum**

One member of the public was present.

**In Attendance**

Councillors Richard Brown, John Sanderson, Roger Etches, Andrew Gammage, Rod Williams, Chris Watts, Shirley Elphick and Nigel Eborall.

**Also present:**

LCC Councillor Natalie Oliver

LCC Richard Fenwick

Karen Handley, Assistant Parish Clerk

**FC/1/5/25 To elect the Chair**

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

**FC/2/5/25 To elect the Vice Chair**

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

**FC/3/5/25 To elect a Chair of Planning**

It was proposed, seconded, and unanimously resolved to elect Councillor John Sanderson as Chair of Planning

**FC/4/5/25 Apologies for absence with reason given**

No apologies

**FC/5/5/2025 To consider applicants for co-option onto the parish council and resolve**

It was proposed, and seconded, to unanimously co-opt candidate Keith Scarborough as a parish councillor.

It was proposed, and seconded, to unanimously co-opt candidate David Charles as a parish councillor.

The Council asked Marcus Willimas to complete an application form in more detail for the next meeting where his application will be considered.

**FC/6/5/24 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 Rod Willimas declared an interest in item 12 community grant application from Rotary.

Councillor Roger Etches and Councillor Brown declared an interest in item 14-Lions village defibrillators.

**FC/7/5/25 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/8/5/25 To receive the draft notes from the Full Council Meeting Tuesday 18<sup>th</sup> March 2025 to be approved as the minutes**

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

**FC/9/5/25 To consider applying to ELDC Councillor Fund for professional costs to cover design and specification documents for Royal Square development.**

It was proposed, seconded and unanimously resolved to apply when the fund was available.

**FC/10/5/25 To receive reports from District and County Councillors**

LCC Councillor Natalie Oliver introduced herself and the leader of Lincolnshire County Council Sean Matthews who was attending as a member of the public. Cllr Oliver explained what she hoped to achieve and how she hoped to work with WSPC to resolve some of the outstanding highway issues.

Richard Fenwick, Head of Strategic Management explained that he was attending as the Highway officer Leila Hardy was unable to attend. He also explained that he would be moving on to take up a post at Warwickshire County Council.

District Councillor-none present

**FC/11/5/25 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.

<b>Person/Company to be paid</b>	<b>Invoice No.</b>	<b>Details</b>	<b>Amount £</b>
Business waste	2526/024	Office wheelie bin (excess weight charge)	2.76
PWLB	2526/025	Loan payment	15,073.27
Viking	2526/026	Stationary	20.39
Payroo	2526/027	Payroll	6.00
LALC	2526/028	Assistant Clerk training	72.00
Welton Garden Services	2526/029	Cemetery/Grass cutting contract	3420.00
EDF	2526/030	Office Gas Supply	68.49

T Gibbons/J Ward	2526/031	Royal Square Contract	1060.00
YU Energy	2526/032	Office Electricity	50.20
YU Energy	2526/033	Station Road Electricity	Cr 988.50
Stephen Long	2526/034	Gardening Contract	610.00
TalkTalk	2526/035	Office Phone and Broadband	13.44
Business waste	2526/036	Office wheelie bin	12.01
Pink Marigold Cleaning	2526/037	Office Cleaning	150.00
British Gas	2526/038	ATM Electricity	20.47
Wave	2526/039	Water Royal Square Gardens	Cr. 1.72
LALC	2526/040	CiLCA Training	330.00
K Handley/HMRC/Pension	2526/041	Staff Costs	1019.34

**b) To note the bank reconciliation**

The bank reconciliation as of 30/04/2025 £94,661.81 was noted.

**FC/12/5/25 To consider community grant applications**

- The Rotary Club £1350.00 a flagpole in Millennium Gardens, The Broadway  
The Council considered the information presented and it was proposed that 50% of the amount be awarded to Rotary. This was seconded and unanimously agreed by the Council.

**FC/13/5/25 To receive an update from Richard Fenwick regarding outstanding Highway issues and action to be taken by Highways.**

a) Tattershall. The installation of a Zebra crossing between the roundabout and Sainsburys car park entrance.

Richard Fenwick informed the Council that work will begin on the crossing in September.

b) Witham Road. The prohibition of waiting order to extend the existing double yellow lines from the roundabout to Came Court.

Work on the yellow lines is imminent.

c) Coronation Road / King George Avenue. One way traffic order and new angled parking on Coronation Road

Richard Fenwick informed the Council that work will begin in June. The road is being resurfaced and more space created for pedestrians. In the Autumn the streetlights are being upgraded and there are also plans to create more parking opposite the Tea House and these will be tarmacked. The original one-way plan will go ahead-he is aware that there is opposition, but the only other option is to go out to consultation again which would mean a delay.

d) Stixwould Road. The repositioning of the current 30mph signs adjacent to the roundabout to approximately the junction with Green Lane and Monument Road. This had not been through consultation yet. It is unlikely that the 30mph speed limit would extend to Monument Road, but it would extend up to and past Jubilee Park.

e) The Broadway. Requested that LCC investigate the provision of a zebra crossing around the junction with Iddesleigh Road

This is being scored by LCC, and it is likely that this will meet their criteria for a pedestrian crossing. Leila Hardy will liaise with the Council. A crossing on Witham Road is not being considered.

f) Pavement / crossing by the new Ripon development on Tattershall Road.

Highways are going to remove some of the vegetation, which is obscuring visibility, 30 mph speed limit has been agreed. Richard Fenwick also informed the Council that if parishioners still had issues, then the Council could request a speed check which LCC were now able to conduct.

Other issues which were raised were the pavements on Tor-O-Moor road-this is being done this financial year. Issues regarding the pavement along the Broadway were also mentioned as potentially dangerous. LCC will inspect and make safe. Horncastle Road and speeding is another issue of concern, and the Council formally asked LCC to consider reducing the speed limit.

**FC/14/5/25 To consider the conditions regarding taking on the upkeep of the 2 x Lions village defibrillators located at the fire station and JJ's garage.**

It was proposed, seconded and unanimously resolved to take on the upkeep.

**FC/15/5/25 To receive an update regarding the final designs for the Royal Square Transformation and grant application progress**

Final design had been sent to the Council and had been on show at the Annual Parish Meeting.

It was proposed that Councillor Watts, Etches and the Assistant Clerk meet to discuss the ELIF Grassroots application form. Meeting set for Tuesday 27<sup>th</sup> May.

**FC/16/5/25 To note Kirkby on Bain and Roughton Parish Council are seeking to apply for a TRO to limit the number of HGV's travelling through their villages and the subsequent impact on Woodhall Spa.**

Richard Fenwick confirmed that this had been requested. However, there would have to be a public consultation for the residents of Woodhall Spa before this progressed.

**FC/17/5/25 To consider a request for support from a resident to implement a H bar on the roadside at 1 Victoria Avenue**

It was proposed, seconded and unanimously agreed to support this request.

**FC/18/5/25 To consider feedback from the Annual Parish Meeting and to set the date of the APM for 2026 as Friday May 8<sup>th</sup>.**

The biggest criticism was the perceived lack of publicity; it was on the website and Facebook. This is something which will be addressed for future Annual Parish Meetings.

It was proposed, seconded and unanimously resolved to hold the APM for 2026 on Friday 8<sup>th</sup> May.

**FC/19/5/25 To consider a request from the Arnhem Oak Project for Woodhall Spa PC to consider acting as a fundholder for the project.**

It was proposed, seconded and unanimously agreed that the Council did not wish to act as a fundholder for the project.

**FC/20/5/25 To note the email from Cyden Homes for street names for the new development on Witham Road**

This was noted by the Councillors; some names have already been received from Councillor Gammage and Councillor Etches. It was suggested that Gary Brown be contacted with regard to St Andrew's suggesting some possible street names.

## **FC/21/5/25 Planning Matters**

To consider and respond to Planning Applications

**02208/25/FUL**-Extension and alterations to existing dwelling to provide additional living accommodation

Location: 42 Tor O Moor Road, Woodhall Spa, Lincolnshire, LN10 6TD

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

**02109/25/FUL**-Installation of an electric vehicle charger

Location: Old Hall, Abbey Lane, Kirkstead, Lincolnshire, LN10 6UH

It was proposed, seconded and unanimously agreed to support this application

The Council did ask for this to be completed sympathetically as it is a listed building.

**02215/25/FUL**- Erection of 2no. dwellings with detached double garage and the construction of internal access roads

Location: 118 Horncastle Road, Roughton Moor, Lincolnshire, LN10 6UX

The Council had no comment to make on this application.

**S/215/01629/24**- Erection of 89 no. dwellings with associated infrastructure

Location: Land off Gleneagles Drive, Woodhall Spa

Amended house types and drainage

It was proposed, seconded and unanimously agreed to support this application

**02192/24/FUL**- Re-rendering of external walls of both dwellings and detached garage.

Location: Glenside/Roselea, The Broadway, Woodhall Spa, Lincolnshire, LN10 6SQ

It was proposed, seconded and unanimously agreed to support this application

### **The following applications have been granted Full Planning:**

S/215/02344/22- Erection of a visitors' centre, comprising of a café/bar, farm shop, gym, reception and office areas, and provision of car parking

Location: Woodhall Country Park, Stixwould Road, Woodhall Spa, LN10 6UJ

S/215/00014/25- Section 73 application to vary condition 1 (approved plans) previously imposed on reserved matters approval S/215/02474/23

Location: Phase 2, Land rear of 99 and 101, Witham Road, Woodhall Spa

00406/25/FUL- Extensions and alterations to existing dwelling to provide additional living accommodation and resurfacing of existing driveway.

Location: The Cedars, The Broadway, Woodhall Spa, Lincolnshire, LN10 6SQ

S/215/01713/24- Erection of a detached garage and games room (works commenced)

Location: 26 Kirkby Lane, Woodhall Spa, LN10 6YZ

S/215/01241/24-Replacement of existing touring pitches with the siting of 13no. static caravans

Location: Woodhall Country Park, Stixwould Road, Woodhall Spa, LN10 6UJ

00429/25/FUL Extension to existing dwelling to provide additional living accommodation

Location: 3 Forest Pines Lane, Woodhall Spa, Lincolnshire, LN10 6PJ

**This information was noted.**

**Proposed Tree work application was noted.**

APPLICANT: Mr Richard Littlewood, Lincolnshire County Council

EZY/0040/25/TPA-PROPOSALS: W2 - Mixed Conifer & Broadleaved Species - T1 (Oak) remove. T2 (Ash) remove. T3 (Ash) remove. T4 (Silver Birch) remove. T5 (Goat Willow) remove. T6 (Silver Birch) remove. T7 (Ash) remove. T8 (Ash) remove. LOCATION: Street Record, Coronation Road, Woodhall Spa REASON(S): W2 - T1 - to improve pedestrian visibility. T2-T8 - to facilitate highway improvement works.

EZY/0045/25/TCA-APPLICANT: Mrs H Webster PROPOSALS: T1 - Pine - Fell to ground level. LOCATION: 19, Witham Road, Woodhall Spa, Lincolnshire REASON(S): T1 - Heavily leaning and wind damaged.

EZY/215.9/TPO Tree Preservation Order: Confirmation of TPO Land at Fairmead Court, Stanhope Avenue, Woodhall Spa

**FC/22/5/25 To resolve to move to closed session to discuss staffing issues**

The assistant clerk did not wish to extend her hours of work and as such it was proposed, seconded and unanimously agreed to advertise for a new clerk.

**FC/23/5/25 To set the date of the next Full Council meeting.**

The next meeting is scheduled for Tuesday 17 June.

Meeting closed at 9.04 p.m.