

MINUTES OF THE WOODHALL SPA PARISH COUNCIL MEETING HELD ON TUESDAY 20th OCTOBER 2020 AT 7.15 PM VIA ZOOM

PRESENT

Councillors: D Clarke (Chairman), C Marrs, N Ford, C Walker, S Huskisson, R Ayling, R Wilson and P Jennings.

IN ATTENDANCE

Councillor Tom Kemp ELDC
Councillor Patricia Bradwell LCC
Joann Greer, Parish Clerk.

FC/1/10/20

Chairman's Remarks

The Chairman wished to formally thank Councillor Terry Handley for his work and interest to the Parish Council.

FC/2/10/20

Apologies for absence with reason given

Resignations were recorded from Councillor T Handley.
Apologies from Councillor Williams were noted and accepted.
ELDC Councillor Leyland also sent his apologies.

FC/3/10/20

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 Clarke declared a personal interest in agenda item 5, that he had worked over 30 years ago with one of the applicants for the parish councillor vacancies.

FC/4/10/20

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/5/10/20

To resolve to fill two of the three Parish Councillor casual vacancies by co-option

The Chairman stated all 3 applicants were very well suited for the positions. As the Parish Council only had authorisation from ELDC to co-opt to fill 2 of the vacancies at this point it was proposed, seconded and unanimously resolved to co-opt the first two applicants, John Needham and Kelvin Truss, as co-opted councillors.

The third vacancy will be available for co-option by the next meeting if an election is not called. The third applicant is to be considered at the November meeting along with any other applicants should the Parish Council be in a position to co-opt.

It was proposed, seconded, and unanimously resolved to accept the signed acceptance of office forms via the ZOOM link.

FC/6/10/20

Notes of meetings to be approved as the minutes

a. Full Council Meeting 15th September 2020

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

FC/7/10/20

Reports from Clerk and Councillors on matters outstanding and actions arising from the minutes

No matters or actions were raised.

FC/8/10/20

To receive the draft notes from committees

a. The Planning Committee held on 6th October 2020

FC/9/10/20

To receive reports from District and County Councillors

ELDC Councillor Kemp informed the Council that devolution of local government had been put on the back burner, however ELDC had formed a strategic alliance with Boston Borough Council for joint administration.

Coronavirus was a main issue for ELDC keeping updated of the situation ensuring support was readily available and businesses were opening safely.

LCC Councillor Bradwell would join the meeting later.

FC/9/9/20

Financial Matters

a. To approve automated payments and future payments to be made

Person/Company to be paid	Invoice No.	Details	Amount £
Coronation Hall	20/084	CCTV Equipment Grant	945.80
Sprint Signs	20/085	ERDF Signage	630.00
OPUS Energy	20/086	Office Gas	13.48
Woodhall in Bloom	20/087	Compost for replacement planters	96.00
Payroo	20/088	Payroll software	6.00
SSE	20/089	Office Electricity	99.08
SRP	20/090	ERDF Equipment for the High Street	9402.00
Welton Garden Services	20/091	Cemetery & Village Grass Cutting	2328.00
PWLB	20/092	2 x Loans	15073.27
Tony Gibbons	20/093	ERDF Installation & cemetery	252.00
PKF Littlejohn	20/094	Annual Audit	1200.00
Payroo	20/095	Payroll software	6.00
Goodlife Gardener	20/096	Chapmans Corner /Closed Churchyard	175.00
British Gas	20/097	ATM Electricity September	35.51
LALC	20/098	2 x Publications	22.00
British Gas	20/099	ATM Electricity October	36.82

TalkTalk Business	20/100	Office telephone & broadband Aug/Sep	43.93
TalkTalk Business	20/101	Office telephone & broadband Sep/Oct	43.74
D Bollard	20/102	Coronavirus support	24.00
Woodhall In Bloom	20/103	Planters	130.00
TalkTalk Business	20/104	Office telephone & broadband Jul/Aug	43.74
Salary Costs	20/105	Salary/HMRC/Pension	1741.70
Royal British Legion	20/106	2 x Poppy Wreaths	60.00

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

b. To receive the bank reconciliation

The bank reconciliation data was emailed to Councillors prior to the meeting. No questions were raised.

FC/11/10/20

To consider the Grant/Donation applications:

- a) Woodhall Spa Steamers. Plogging sessions £500

It was proposed, seconded, and unanimously resolved to award the full amount of £500 for this grant application.

- b) Woodhall Spa Group of Churches. Drive in Carol Service £600

It was proposed, seconded, and unanimously resolved to award the full amount of £600 for this grant application

FC/12/10/20

To consider the request from residents to reduce the speed limit on Witham Road to 30mph and resolve whether to start the process with Highways

The Council considered the request, it was proposed, seconded, and unanimously resolved to support the reduced speed limit. The Clerk is to contact Highways to start the process.

FC/13/10/20

To consider quotations for professional advice and completion of the NHDP and appoint the contract.

The Clerk had sought additional quotations for assistance and completion of the NHDP which had proved difficult to obtain as such companies were no longer offering this service. It was proposed, seconded, and unanimously resolved to award the contract to Open Plan who had provided a comprehensive schedule and quote in September.

FC/14/10/20

To consider planning application S/215/01657/20 – erection of 6no. detached bungalows, 5no. pairs of semi-detached bungalows, 33no. detached houses (49no. dwellings in total) and associated garages

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

FC/15/10/20

To note the delay regarding the Asset Transfer with ELDC. An Assets Committee will be established in due course

The Council noted the further delay regarding the asset transfer. Councillors Clarke, Marrs and Huskisson had agreed to attend a provisional zoom meeting on 27th October with ELDC.

FC/16/10/20

To consider and resolve part of the reorganised Committees/Working Groups with Councillor membership, dates & times

It was proposed, seconded, and unanimously resolved to assign the following members to Committees and Working Groups:

Resource Committee 5 Councillors required – contracts, cemetery & policies

Councillors Marrs, Jennings, Huskisson. Needham & Truss.

The first meeting of this Committee is scheduled for **Wednesday 4th November at 2.30pm.**

Planning Committee 5 Councillors required – all planning & tree applications

Councillors Clarke, Marrs, Walker, Ayling & Needham.

The first meeting of this Committee is scheduled for **Tuesday 3rd November at 2.30pm.**

Events Committee from 2021. 5 Councillors required – publicity, business liaison, Remembrance Day, Christmas Fayre & any other events

Councillors will be assigned to this committee in January 2021

Finance Working Group 2 Councillors required – budget monitoring & developing annual budget for Full Council

Councillors Clarke & Truss are to arrange to meet in November prior to the next full council meeting.

NHDP Working Group 2 Councillors are required plus community participation

Councillor Clarke & truss are to arrange a meeting in November.

Asset Transfer Working Group 3 Councillors are required

Councillors Clarke, Marrs, Huskisson & Ayling

ZOOM meeting scheduled for 27th October at 11.00am

Community Speed Watch Working Group 2 Councillors are required plus community participation

Councillors Jennings, Ayling & Huskisson

Training will need to be provided by the police for Councillors Huskisson & Ayling prior to their first outing.

Web site update & management 2 appointed Councillors are required
Councillors Clarke & Ayling

FC/9/10/20 Continued

Councillor Bradwell provided an update regarding the recent footpath issues where a member of the public tripped, an interim measure using tarmac to even the surface has been used.

The hedge on Sylvan Avenue has also been trimmed back allowing pedestrians back onto the footpath.

Funding has been granted to investigate and produce a plan of all the drains in Woodhall Spa to establish where the pinch point and blockages are.

The roundabout is beginning to flood again, a request to the Woodland Trust to clear out their gully will be made as this seemed to solve the problem last time.

LCC are concerned with the new developments in the village having a negative impact with surface water drainage and sewage.

FC/17/9/20

To receive general correspondences and resolve action if required

- a) To note a complaint regarding uneven pavements which led to an injury. LCC has been informed and the complainant has been updated.
Councillor Bradwell updated the Council regarding this issue in her report.
- b) To consider a request for a bench to be placed near Sainsburys store/Craft Fairy. A response is required
The Clerk is to consult Sainsburys regarding the possible siting of a bench and keep the resident updated.

FC/18/10/20

Dates and times of next meeting

Planning Committee 2.30pm Tuesday 3rd November

Full Council Meeting 7.15pm Tuesday 17th November

FC/19/10/20

To resolve to go into closed session to note the Clerk's annual appraisal and salary increase backdated to May due to the Coronavirus lockdown.

The Clerk's successful appraisal was noted, it was proposed, seconded, and unanimously resolve to increase the salary scale by one point and back date it to May.

Public Forum

One member of the public requested an update regarding the flooding situation at the junction on Stanhope Avenue and The Broadway and confirmation if the cameras had been used to investigate the problem.

Concerns were raised about the condition of the car parks which may be included in the asset transfer and if prices for parking would be increased which would have a detrimental impact on local businesses.

