

DRAFT MINUTES OF THE WOODHALL SPA PARISH COUNCIL MEETING HELD ON TUESDAY 17th SEPTEMBER AT 7.15 PM IN THE COUNCIL CHAMBER STANHOPE AVENUE

PRESENT

Councillors: D Clarke (Chairman), T Handley, I Clarke, J Frost, C Marrs, P Jennings, R Ayling, S Huskisson and M Williams

IN ATTENDANCE

ELDC Councillor C Leyland & Councillor T Kemp. J Greer, Parish Clerk was also in attendance.

FC/1/9/19

Chairman's Remarks

The Chairman clarified the starting time of the meeting was reverted to 7.15pm start due to Standing Orders, however this would be address at agenda item 23 when Standing Orders are to be reviewed.

He also asked Councillors to be mindful of the full agenda.

FC/2/9/19

Apologies for absence with reason given

Apologies from LCC Council Bradwell were noted. No apologies were received from Parish Councillors.

FC/3/9/19

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.

FC/4/9/19

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/5/9/19

Notes of meetings to be approved as the minutes

- a. Full Council meeting 18th June 2019 FC/9/6/19b
It was proposed, seconded and resolved to accept the amended section as the minutes.
- b. Full Council meeting 16th July 2019
It was proposed, seconded and resolved to accept the amended
- c. Extraordinary meeting on 20th August 2019
It was proposed, seconded and resolved to accept the notes as the minutes.

FC/6/9/19

To receive the draft notes from committees

- a. The Planning Committee held on 3rd September 2019
No comments or questions were raised.
- b. The Resource Committee held on 3rd September 2019
No comments or questions were raised.

FC/7/9/19

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

No comments were made.

FC8/9/19

To receive reports from District and County Councillors

ELDC Councillor Craig Leyland stated the enforcement team are looking into the Alveston Avenue car repair compliant. Although car repairs are permitted on the site there are over 20 vehicles are on the site which is excessive and they are not undergoing any repair.

Councillor Leyland went on to inform the Council that the District Council will be relocating from Manby to the Horncastle College site with LCC taking office space as well as the police and NHS forming a community hub. He stated it is a big step for the council, there would be further education in conjunction with Boston College.

ELDC Councillor Thomas Kemp had no further comments to add.

FC/9/9/19

Financial Matters

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

Person/Company to be paid	Invoice No.	Details	Amount £
Staffing Costs	19/388	Staff Salary/Pension/HMRC	1647.73
LALC	19/389	Quarterly LCR Magazine	17.50
R G Hygiene	19/390	Office Cleaning	24.00
Goodwins	19/391	Door Locks & Keys	44.98
Welton Garden Services	19/392	Cemetery & verge Contracts	2352.00
PKF Littlejohn	19/393	Annual Audit	480.00
British Gas	19/394	ATM Electricity	26.83
LALC	19/395	Training Day Lunch	8.50
Good life Gardeners	19/396	St Andrew's & Chapman's Corner	175.00
SSE	19/397	Office Electricity	99.08
TalkTalk Business	19/398	Telephone & Broadband	41.40
TalkTalk Business	19/399	Telephone & Broadband	41.40

b. To receive a financial update report

The Chairman went through the Scribe financial software report which was previously circulated. He explained the budget and current expenditure. There were no questions.

FC/10/9/19

To receive an update regarding the JPWS lease and repayment schedule and authorise the signing of the documents

The legal documents had been prepared and were currently with Wilkin & Chapman solicitors. Once the documents have been signed off the loan from PWLB will be drawn down. JPWS anticipate starting works on site in October.

It was proposed, seconded and unanimously resolved for the Chairman and Vice Chairman to sign the legal documents.

FC/11/9/19

To consider the correspondence from ELDC regarding the asset transfer programme and to arrange a meeting

The suggested meeting date s were Tuesday 24th or Thursday 26th September at the Council offices at 2.00pm.

FC/12/9/19

To consider a correspondence from a resident regarding damage to his property from trees on the Greenbelt site of St Andrew's Walk, and lack of general maintenance on green areas under the maintenance of the Greenbelt Company and resolve any action

The Chairman provided some background into the ongoing problem with the lack of maintenance from the Greenbelt Company who are responsible for the maintenance of the area. Councillor Leyland informed the Council that the maintenance of the area was indeed part of the planning conditions however the company do the maintenance before enforcement is triggered, therefore it is a continuous nuisance. Residents of the area would like to meet with the Parish Council to establish a way forward. The Clerk is to arrange a meeting with the residents group.

FC/13/9/19

To consider two correspondences from residents regarding speeding and introducing possible speed reduction measures particularly on King Edward Road and Kirkby Lane

The current site for speed watch surveys are surveyed and set by the Road Safety Partnership. The Clerk is to request a traffic survey to establish if additional sites may be permitted.

FC/14/9/19

To consider a complaint regarding the state of the public toilets in the village and the issue of a homeless person taking overnight refuge in the ladies toilet

The issue was discussed, as the facilities are maintained by ELDC Councillor Leyland said he would take the matter forward and establish if the facilities are locked at night.

FC/15/9/19

To consider applicants for the vacancies on the Parish Council and resolve whether to co opt

There were three candidates who applied for the two vacant seats on the Council. Each candidate submitted a letter of interest which had been circulated to Councillors prior to the meeting.

Richard Wilson was co-opted by a majority vote to fill the first vacant seat, Colin Walker was then co-opted by the next majority vote for the second and final vacant seat.

FC/16/9/19

To receive an update from the Remembrance Day working group and authorise payments and actions if required

The working group were on track organising the Remembrance Day Parade following the guide lines from previous years. Volunteers are being contacted for road closure positions and Councillor Ford confirmed he would be available to provide road barriers for the event.

FC/17/9/19

To consider and resolve the style and budget of name badges for Councillors and the Clerk

It was proposed, seconded and unanimously resolved to purchase magnetic name badges for £4.95 each as per the sample shown at the meeting.

FC/18/9/19

To consider attending the ELDC Corporate Strategy Workshop on 7th or 8th October and select delegates

Councillor Jennings was nominated to attend the workshop.

FC/19/9/19

To consider the future format including dates of the Parish Council surgeries from October

It was proposed, seconded and unanimously resolved to keep the surgeries at the Council office on the second Saturday of the month between 10.30am – 11.30pm

FC/20/9/19

To consider issues raised at the Parish Council surgery and resolve action if required

a. To acknowledge a residents concern regarding the ever increasing number of caravan parks in the village.

The Council considered this, however they discussed that current parks may have increased with holiday lodges etc. however there were no new caravan sites.

b. To acknowledge a complaint regarding the village benches and consider the style and resolve a budget for any which need to be replaced. To also consider volunteer help offered to maintain existing benches

The Resource Committee had already instructed 1 bench to be removed and several to be repaired however a standard bench replacement style and budget would improve the maintenance plan.

After considering styles and designs it was proposed, seconded and unanimously resolved to replace any benches beyond repair with recycled furniture style RFPE04 in green from the manufacturer NBB.

The offer from a volunteer to help implement the bench maintenance programme was welcomed. Any volunteers are to liaise with the Clerk.

FC/21/9/19

To consider the quote from the Goodlife Gardeners to rejuvenate the Garden of Remembrance at a cost of £612.00

The proposed garden plan was to introduce a white planting scheme, gravel and edging boards.

It was proposed, seconded and unanimously resolved to upgrade the Garden of Remembrance with the proposed scheme.

FC/22/9/19

To consider and respond if required to correspondence received since the last meeting:

a. A letter from a resident regarding the Parish Councils response to a tree works application and its consequences

The letter had been circulated to Councillors prior to the meeting.

The Clerk had written a reply explaining the tree works application process.

No further action was required.

FC/23/9/19

To review Standing Orders and amend if necessary

It was proposed, seconded and unanimously agreed to alter 1.2 the time of Full Council meetings to start at 7.15pm, 15.2 amended to refer to Standing Orders 15.1 and update 16.1 Committee names to reflect Resource Committee and Planning Committee only.

FC/24/9/19

Items for the next agenda

No items were brought up at the meeting. Councillors were reminded to inform the Clerk one week prior to the meeting for any agenda items for the next meeting.

FC/25/9/19

Dates and times of next meetings

Planning Committee 2.30pm 1st October

Resource Committee after Planning 1st October

Surgery 10.30am – 11.30am 12th October

Full Council meeting 7.00pm 15th October

The Chairman closed the meeting at 9.05pm