

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 1
JULY 2008 AT 7.15PM IN THE COUNCIL CHAMBER STANHOPE AVENUE**

PRESENT

Councillors: A Pestell (Chairman), D Clarke, G Baker, P Franklin, A Midgley, E Mace, N Storey, D Hill

5482 TO RECEIVE APOLOGIES

Reasons for absence were accepted from Cllr Nelstrop and Cllr Robinson. District Cllrs Harness and Leyland tendered their apologies.

5483 TO RECEIVE DECLARATIONS OF INTEREST

Cllr Hill declared a personal interest in agenda item 5493 regarding paying The Cottage Museum their grant as he is the Treasurer.

Cllr Midgley declared a personal interest to agenda item 5487 regarding Jubilee Park as she lived close by.

**5484 TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 3 AND 17
JUNE 2008**

Subject to an alteration on draft minute 5478, it was proposed, seconded and RESOLVED that the minutes be signed as a true record of the meetings. The Chairman signed the minutes.

5485 CLERKS REPORT AND ACTIONS ARISING FROM THE MINUTES

5434 Entry to Best Kept Village Competition – The Clerk announced that the village had reached the second round of judging which would be taking place during July.

5486 PLANNING APPLICATIONS

S/215/01767/08 P.P erection of a house with integral double garage which is an amendment to that previously approved under planning permission ref no. S215/00567/07. It was proposed, seconded and RESOLVED to support this application.

Planning appeal for refused planning application at the land rear of 193 Witham Road. The Clerk had not yet received a date when the above appeal would take place but would inform the council when she had been notified.

5487 TO RECEIVE REPORTS

The following reports were received:

FINANCE GROUP

Following the finance group meeting held on 26 June 2008 it was recommended that there needed to be a re-organisation of the Parish office and electronic equipment. They also recommended a future proposal that £1,500 be allocated from the budget to spend on the necessary electronic equipment for the office with delegated powers being given to the Chair and Vice Chair to oversee the changes that were required. This will be an item on Septembers Agenda to formally resolve any recommended changes.

The Asset register does not appear to be accurate and needs reviewing.

HERITAGE GROUP

Concerns were raised that all comments that had been made on the conservation appraisal had not been included in the draft document. Horncastle Road and the Golf Course had been left out. They were pleased that Jubilee Park had been included in the document to ensure that the new cafe would be in keeping with the surrounding area.

The group will help with the production of the Village Design Statement by drafting a conservation appraisal of the Kirkstead area of the village. Cllr Hill raised concerns that the Heritage group shouldn't be taking over the Village Design Statement project and was reassured by Cllr Storey that this was not the case but would be helping were they could and would pass any documents to the Village Design Statement group to look at and it would be this group that would be doing the majority of the work and bringing back to the Council for approval.

YOUTH CLUB MANAGEMENT COMMITTEE

Cllr Pestell reported that the Youth Club Management Committee was really lacking members and would be putting a piece in the newsletter to try and encourage volunteers. Cllr Hill suggested that a profile/statement of what kind of person the committee were looking for be drawn up so people new what being on the committee involved.

CORONATION HALL

Cllr Hill informed the council that he had not attended the last meeting of the committee so did not have much to report. Cllr Pestell commented on how good the hall was looking.

VILLAGE DESIGN STATEMENT

Cllr Storey informed the council that he had started drafting something but needed to get together with Cllr Hill and finish the document.

FRIENDS OF THE LIBRARY

Cllr Clarke told the council that the next meeting would be taking place on 17th July. He would be speaking to Anne Love from LCC about the extra 2 hours and County Councillor Michael Clark about the review that had taken place. They would be requesting the information from LCC under the Freedom of Information Act and hoped to have this done by the September Parish Council meeting. They had received a not very helpful response from M.P Sir Peter Tapsell about the lost library hours.

TREE GROUP

Cllr Storey spoke about National Tree Week during the last week of November. Planting would be taking place in the village on 29 November and they are trying to encourage as many people as possible to plant a tree. Full details are available on the website.

Cllr Baker suggested that the tree group should look at the ivy that was growing on the trees down Tor o Moor Road, as this had been the cause of one tree at the end of this road having to be removed. This road was also the ideal area to plant more trees and Cllr Baker said that she would be willing to pay for a tree to be planted there.

BRITAIN IN BLOOM

Cllr Pestell had received information from Graham Keegan about the work that had already been done and jobs still to be done, she told the council the seat in front of the carpet shop would be moved and flowers put either side.

FRIENDS OF JUBILEE PARK

It was not the decision of the Friends of Jubilee Park to close the caravan park. They had submitted 3 options one of which mentioned closing the site and finding an alternative location for it. They were at present trying to raise money for the new cafe building. It was asked if the Council would write a letter to ELDC expressing the concerns of the residents about the closure of the caravan park. The letter would be written with a retrospective resolution being made at the next Council meeting.

5488 TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

None were present at meeting.

5489 TO MAKE COMMENTS ON DRAFT CONSERVATION AREA APPRAISAL

Concerns had been raised by the Heritage Committee as to why Horncastle Road and the Golf Course had not been included in the Draft Appraisal. Cllr Pestell told the council that these areas had been included in the Council's original response and it was the company that had compiled the draft consultation (Qube) that had felt it was not

necessary to include them. It was proposed, seconded and RESOLVED that the Council would re-submit the request to have both Horncastle Road and the Golf Course included in the conservation area.

5490 ARCHIVING OF URBAN DISTRICT PAPERS IN SMALL OFFICE

The Clerk had contacted ELDC to ask for permission to archive these documents, but as yet had not received any response.

5491 CAR PARKING ARRANGEMENTS BEHIND BROADWAY SHOPS

It was proposed, seconded and RESOLVED that this item to be moved to the next meeting agenda, due to the person who Cllr Hill was dealing with on this matter at ELDC has left.

5492 CORRESPONDENCE

- ELDC: Refusal of planning permission – 3 Spa Road
- ELDC: Refusal of consent to display an advertisement – Boots Pharmacist
- ELDC: Agenda for Standards Committee meeting on Friday 4th July
- Woodhall Spa Cottage Museum – Thank you letter and invoices so that grant funds can be released.
- ELDC: Asking parish councils to provide a free venue for microchipping events
- LCC Highways: Introduction of area response teams to carry out smaller highway works
- ELDC: How can we keep you and your residents informed questionnaire.
- The planning inspectorate: The appeal against the decision by ELDC to refuse planning at land east of 18 St Leonards Close has been dismissed.
- Sir Peter Tapsell: Letter about reduced library hours (copy given to friends of the library)
- Anglian Water: Appointment to look at the problem with the water meter on 03.07.08

5493 PAYMENT OF ACCOUNTS

Mrs Johnson £13.00: Mr Hare £200 (Grass cutting): LCC £11.87 (photocopying): HM Revenue & Customs £44.30: A Bushell £501.15: Woodhall Spa Cottage Museum £2,019.28 (grant for printing leaflets)

5494 TO APPROVE THE ACCOUNTS FOR 2007/08

Following recommendations by the Finance Group it was proposed, seconded and RESOLVED to approve the accounts.

5495 TO APPROVE THE ANNUAL RETURN FORM AND COMPLETE SECTION 2 – ANNUAL GOVERNANCE STATEMENT AND RECEIVE INTERNAL AUDITORS REPORT

It was proposed, seconded and unanimously RESOLVED to approve the annual return form.

The Finance Group had reviewed the Annual Return Form and recommended that the council answered 'Yes' to items 1-8 on the form and 'No' to item 9 due to the council having no trust funds. It was proposed, seconded and RESOLVED to complete the form as recommended by the Finance Group.

The council was informed that the internal auditors report had not shown any anomalies with the accounts.

5496 DATES AND TIMES OF NEXT MEETINGS

Planning Meeting: 15 July at 7.00pm

Planning Meeting: 19 August at 7.00pm (only if necessary)

Parish Council Meeting: 9 September at 7.15pm. It was proposed, seconded and RESOLVED to hold Septembers Council meeting on the 2nd Tuesday of the month.

5497 ITEMS FOR NEXT AGENDA

To adopt new working practices

Parish Council to contact ELDC regarding closure of caravan site at Jubilee Park

High water bill from Anglian Water

Car parking arrangements behind Broadway Shops

The chair closed the meeting at 8.40pm