

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 16
DECEMBER 2008 AT 7.00 PM IN THE COUNCIL CHAMBER STANHOPE
AVENUE**

PRESENT

Councillors: D Clarke (Chairman), D Robinson, P Franklin, E Mace, G Baker, J Nelstrop, D Hill, E Pickavance,

5625 CHAIRMAN'S REMARKS

The Chairman spoke about the changes that had been made to the Parish Council Office. The foyer area had been rearranged to house the desktop computer. Internet access had not yet been connected to that computer, but would hopefully be done before Christmas. Maps would be put on the boards for reference and a security key box would be purchased so that Councillors could access the building without it being necessary for each Councillor to have their own key. The computer would also be password protected for added security.

The Chair mentioned that the Carol Service went well despite the weather and the fact that he or the Clerk had not been involved in arranging the event before. He asked Councillors for feedback and any suggestions for improving the event for next year. It was agreed that the Christmas Carol Service would be an agenda item much earlier on in the year to discuss arrangements and allow time for any new ideas to be organised.

The Chair announced that the Woodland Estates application for the caravan site on Stixwould Road had been approved and commented that the only thing that the Council could really do about this decision was to ensure that the applicant followed all the conditions set out by ELDC when granting approval. Several of the conditions concern the Council and should definitely be monitored. The Chair mentioned that an e-mail had also been received from Woodland Estates asking the Parish Council to supply them with information so they could take legal action against a member of the public. This request had been declined.

The Chair reminded the Council that all Council business discussions should take place within meetings and not by e-mail. E-mail should only be used for distributing information.

5626 TO RECEIVE APOLOGIES FOR ABSENCE

Reasons for absence were accepted from Cllr Pestell, Cllr Storey, Cllr Saunders and Cllr Midgley

5627 TO RECEIVE DECLARATIONS OF INTEREST

Cllr Hill declared a personal interest in the grant applications for Coronation Hall and the Cottage Museum - agenda item 10b) (minute ref 5634b) as he is a Trustee of Coronation Hall and the Treasurer of the Cottage Museum.

Cllr Robinson declared a personal interest in the grant applications for Coronation Hall and Royal Square – agenda item 10b) (minute ref 5634b) as she is a Trustee of Coronation Hall and involved in the Royal Square project.

5628 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING

5615 Lincolnshire Road Safety Partnership had confirmed that they would conduct the speed surveys in all four suggested locations. They will be letting the Council know when these will be done.

5612 Both the tree work applications that the Council had objected to had been approved by the Tree Officer at ELDC. Both had been considered to be minor with very little impact on amenity value.

5618 A list had been circulated with the dates for Parish Council surgeries to take place. There will be an item on January's agenda to approve arrangements.

5406 The Clerk reminded Councillors that the informal hearing for the E Skinns planning application is taking place on 6th January at Tedder Hall, Manby Park.

Cllr Robinson told the Council that the Tree committee/Parish Council had received a card from Jan Wrebels family to thank them for planting a tree to commemorate his life. She also mentioned that the next tree planting day would be on 17th January meeting at the Kier Show home on St Andrews Walk at 10am.

5575 The meeting between FOJP, the Parish Council and ELDC would be taking place in the New Year to discuss the future plans for Jubilee Park

5629 PLANNING APPLICATIONS

- S/215/03271/08 – 24 St Leonards Avenue: It was proposed, seconded and RESOLVED to support the amendment to this application.

- Proposal to remove Sycamore Tree at Tamarisk, 1 Spa Road: It was proposed, seconded and RESOLVED to support the comments made by the Tree committee and object on the following grounds: The tree is shown on the application as a sycamore but in fact is a specimen plane tree and one of only three in the area. It is healthy as far as can be seen and of a good shape. It is a prominent feature of the local scene and since the driveway has already been damaged it will not be helped by felling the tree. It was felt that there would be no further damage to the drive as the tree is fully grown. It was also felt very strongly that to fell such a tree would set a very harmful precedent.

5630 CONTENTS OF PLANNING MEETING AGENDA

Cllr Mace explained that she had asked for this item to appear on the agenda as she felt that the planning meeting was becoming a general meeting. The Council had a Planning Committee which should consider minor applications with any significant applications being presented to full Council to consider. This would allow the Council to revert back to one meeting per month, the planning meeting would still be scheduled in everyone's diaries but would be cancelled by default. There would only be a second meeting in the month for significant planning applications and emergency matters.

It was agreed that the Council needed to review the composition of the Planning Committee and define the meaning of 'significant' planning applications before proceeding with this suggestion. It will be discussed further and a resolution made at January's meeting.

5631 TO ADOPT THE MODEL PUBLICATION SCHEME

It was proposed, seconded and RESOLVED to adopt the model publication scheme and schedule of charges. A list of information available under the publication scheme had been produced by the Clerk and would be displayed on the village website along with the adopted model publication scheme and schedule of charges. The Council had chosen to make available some of the optional documents under the core classes of information.

5632 ARRANGEMENTS TO PRODUCE A TREASURE BOX FOR COTTAGE MUSEUM

It was proposed, seconded and RESOLVED that the Council's treasure box would contain a copy of the annual meeting minutes for each 5 years that the Council had been established, a list of all the Chairmen there has been, the twinning charter, a conservation map from 1990 and old maps of Woodhall Spa would be used to decorate the box.

5633 TRAINING REQUIREMENTS FOR NEXT YEAR

It was proposed, seconded and RESOLVED that the Council would subscribe to the LALC training scheme at a cost of £105. Training would be arranged with LALC for the end of January on planning issues and the LDF in more detail. Councillors who had attended any training would have an item on the next meeting agenda to report back to the Council and the proposal made by Cllr Midgley would be investigated to pay for specialist consultancy support to get advice on how to formulate and back up objections. Councillors agreed that the Council needs to be more informed on the LDF and needed to start drafting policies to be included within it.

5634 FINANCES

a) REPORT FROM FINANCE WORKING GROUP

The Chair outlined the progress that had been made on producing a balanced budget for 2009/10 for consideration by the Council. He explained that there were some areas that the working group still needing guidance on and that they were aiming to maintain a carry forward of £18,000 - £20,000 each year and the Council could achieve this next year by not increasing the precept, but this would mean a substantial increase the following year. He asked the Council if they would agree in principle for the working group to look at the budget with a 3% increase made to the precept. This was agreed and the working group will present the Council with a balanced budget to consider at the meeting in January where the precept will be set for 2009/10.

b) TO APPROVE GRANT APPLICATIONS

The Council considered the following recommendations made by the Finance Working Group:

- To approve the grant to Coronation Hall for £1,000 to promote the venue
- To approve the Cottage Museum grant for £1,000 to record and store the recent deposit of Parish papers
- To request that the Cricket Club presents the Council with 3 quotations for a replacement hot water and heating system. The Council will then award them with 50% of the value of the best quotation, up to a maximum of £2,250.
- To reject the Cottage Museum grant application for £1,925.10. Will consider it again at a later date if they can provide evidence of the need for 50,000 leaflets.
- Recommend that the Parish Council instead of given a grant to Cllr Robinson to spend on the Royal Square project, they set up a Royal Square working group with funding allocated in the budget to support it's projects.
- To not approve the request from Lincolnshire Police for £100 to support their charity bike ride to raise money for L.I.V.E.S. First Responders. It was felt that the Council should support the Woodhall Spa First Repsonders directly if they required additional funding.

It was proposed, seconded and RESOLVED to follow all of the recommendations made by the Working Group and £250 was approved from the current year's budget to be spent on Royal Square

c) **PAYMENT OF ACCOUNTS**

It was proposed, seconded and RESOLVED to make the following payments:

£584.95 (Clerks Wages); £83.44 (HM Revenue & Customs); £27.53 (Petrol for lawnmower); £138.00 (Xmas Lights); £325 (Audrey – Chairman's allowance); £172.50 (Bates Sound Service – PA System Xmas Fayre); £2268.11 (Anglian Water); £20 (Mrs Ritson – Internal audit)

5635 ANY URGENT CORRESPONDENCE

- E-mail from Pat Kissane indicating an incorrect species of hedge planted in Royal Square, which needs to be removed as soon as possible. They could be planted in the cemetery instead. – *Tree Committee to deal with this.*
- An e-mail regarding volunteering opportunities with British Waterways – *Details could go on website and newsletter?*
- Complaint about not enough indication of the location of public toilets in village – It was agreed that it would be an *agenda item for February's meeting to discuss signage in the village and come up with a plan of action.*
- LCC: School admissions consultation. An opportunity for the Parish Council to comment on school admission policies. Deadline for comments 28 February 2009. A *corporate response was felt to be unnecessary. The Clerk would provide Councillors with the website address so that individuals could comment if they wished.*

The Chair closed the meeting at 8.30pm.