

NOTES

Please be advised that these are notes of the meeting taken by the Clerk and cannot in any way be regarded as the official minutes of Council proceedings until they are approved and signed at the next meeting

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 06 NOVEMBER 2009 AT 7.30 PM IN THE COUNCIL CHAMBER STANHOPE AVENUE

PRESENT

Councillors: D Clarke (Chair), N Storey, D Robinson, E Pickavance, P Franklin, A Midgley, J Nelstrop, and G Baker

IN ATTENDANCE

A Bushell (Parish Clerk), District Cllr C Leyland, Craig Smith (ELDC – Jubilee Park Manager 2009 season) and 4 members of the public

Due to members of the public attending the meeting to hear the Council discuss the issue of the Green waste collection over winter, it was proposed, seconded and RESOLVED to alter the order of the agenda to deal with that item directly after receiving declarations of interests.

5844 TO RECEIVE DECLARATIONS OF INTERESTS

Cllr Midgley declared a personal interest in agenda item 5 (min ref. 5848) as she lives nearby Jubilee Park

Cllr Hill declared a personal interest in agenda item 23 (minute ref. 5866) as correspondence had been received relating to the Cottage Museum and he was the Treasurer.

5845 TO CONSIDER HOW TO RESPOND TO ELDC'S POLICY OF COLLECTING GREEN WASTE OVER THE WINTER PERIOD

ELD Councillor Leyland reminded the Parish Council that the green waste collection service was one that the district council did not have to provide, and he asked for people to appreciate that ELDC needed to save money. He explained that there would be additional road sweeping through the Autumn period, but informed the Council that ELDC would not fund a special collection as it would be unfair distribution across the district.

It was proposed, seconded and RESOLVED to ask ELD Councillor Leyland to find out the cost for a lorry to attend the village to collect green waste. It was suggested that other local parish councils may wish to share this service, but concerns were raised that if the Parish Council took on this cost then villagers would have paid for the service twice. A decision would be made at the next Parish Council meeting.

5846 TO RECEIVE THE JUBILEE PARK END OF SEASON REVIEW FROM ELDC

Craig Smith who was the manager of Jubilee Park during the 2009 season had produced an end of season report which included information about the attendance at the pool, special sessions and different uses of the pool, events and activities held in

the park, customer feedback, campsite bookings, advertising the facility and the effect Jubilee Park had on the local economy. There were a few hard copies of the report handed to councillors to read and Craig Smith agreed to send an electronic version to the Clerk to circulate.

Councillors asked Craig various questions about the performance of the park during the 2009 season and suggestions and ideas were recorded by Cllr Midgley and Cllr Nelstrop who would be working with ELDC on the marketing of the park for the 2010 season.

5847 CHAIRMAN'S REMARKS

The Chair spoke about a councillors training course which he and 3 other councillors had recently attended and found very useful. The Clerk had been e-mailed the presentation and would be sending it to all councillors as it was felt that it would be useful.

5848 APOLOGIES FOR ABSENCE WITH REASON GIVEN

An apology for absence was accepted from Cllr Saunders.

5849 NOTES OF THE MEETINGS HELD ON 06 OCTOBER AND 20 OCTOBER TO BE APPROVED AS THE MINUTES

It was proposed, seconded and RESOLVED to accept both sets of minutes as being a true record of the meetings.

5850 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING AND ACTIONS ARISING FROM THE MINUTES

Sign for public toilet Cllr Mace reported that the wall belonged to the Co-op and it was agreed that an official letter would be sent to the Co-op Management asking them for permission to erect a new sign on the wall.

Re-locating recycling facilities A meeting with Terri Gibson from ELDC had been arranged for Thursday 26th November at 10am to look at re-siting the glass banks to Budgens car park.

Poster Display Board The board and posters had been ordered and would arrive in time to be used at November's Parish Council surgery session in the library.

Newsletter Distribution Annette Inglis had written to the Council to inform them that she would be unable to continue distributing the newsletter for them. Cllr Nelstrop agreed to have an informal chat with Mrs Inglis to understand her reasons behind this decision.

Cyclist dismount signs Cyclist dismount signs would be erected at the southern end of the cycle way on Stixwould Road, but as it was already an offence to cycle on any footway 'No Cycling' signs were not permitted on The Broadway.

Grove Drive name plates ELDC would have the new signs in place before Christmas.

Cemex planning application The Clerk read out the response from LCC Highways and Planning, informing the Parish Council that there were no intentions to carry out any work to Abbey Lane, the roundabout or Witham Road nor would Abbey Lane be used by HGV's as a route.

Christmas Tree project Cllr Nelstrop reported that there had been a great response from businesses with 45 currently supporting the project and only 5 not in support. The tree brackets would be erected on Friday 13th November and the trees would go up on Sunday 29th November.

Mall porch A planning application had been submitted to ELDC, but had not yet been validated. Once validated it would be sent out for consultation.

Traffic speed survey on Horncastle Road The survey would be carried out near the Sandy Lane junction of Horncastle Road during December. Roughton Parish Council had confirmed that they were happy to support the traffic survey request.

5851 TO CO-OPT A NEW COUNCILLOR TO FILL THE VACANCY

The Clerk reported that a second person had expressed an interest in the vacancy, but there had not been time to ask them to put it in writing along with more details about themselves, for this reason it was proposed, seconded and RESOLVED to co-opt Tim Peacock on to the Council. The Clerk would contact the other applicant and thank him for showing an interest and ask him to attend a Parish Council meeting so he could see what the Council did and also encourage him to apply again in the future should another vacancy arise.

5852 TO CONSIDER A PROPOSAL TO EXTEND THE 40MPH LIMIT ACROSS KIRKSTEAD BRIDGE

A letter had been received from LCC Highways stating that the existing speed limits in the Kirkstead Bridge area were according to the speed limit policy set at appropriate levels, and due to there being no current accident history in this location there was no reason to justify any extension to distances or reduction in the level of the speed limit.

It was felt that the issue should be pursued and it was proposed, seconded and RESOLVED that a letter be written to Highways acknowledging that there had currently not been any accidents but due to the extenuating circumstances there was a great risk of a serious accident in the future if nothing is done.

5853 YOUTH CLUB

a. Letter to LCC about the future of the youth club

Cllr Robinson explained the current situation and the reason for requesting this item being on the agenda. She expressed her worry for the future of the youth club due to cutbacks in the youth services budget at LCC. County Cllr Hoyes told the Council that there was no question of Woodhall Spa not having a youth club and there would be an internal review of the youth services to sort out the Youth Club expenditure. ELD Cllr Leyland informed the Council that he had sent an e-mail to LCC Youth services about this and was still awaiting feedback.

It was proposed, seconded and RESOLVED to encourage County Cllr Hoyes to arrange a meeting so that a proper response can be sought before the 1st December Parish Council meeting.

b. To include the cost of supporting a community run youth club in 2010/11 budget

Cllr Robinson explained that the setting up of a community run youth club would be a fall back solution and she had estimated that the cost involved would be £3000. She was concerned that if the Parish Council were not informed about the future of the Youth Club until after the budget had been set then it would be too late to support the idea.

It was proposed, seconded and RESOLVED to include it in the draft budget, but hopefully the council would have received more information about the youth club by the December meeting to know for sure if the budget item would be needed.

5854 CONSULTATIONS

a. ELDC Draft Gambling Policy

The Council was happy with the draft document and there were no comments to submit.

b. To adopt a process for responding to consultations

It was proposed, seconded and RESOLVED to adopt a trial procedure which would be:

The Clerk would send to councillors the questions/response form for each consultation and ask them to complete it with their comments and return it to her by the Tuesday before the meeting. The common comments would then be collated and any contentious issues would be discussed at the meeting.

5855 PLANNING MATTERS

a. To consider and respond to application S/215/02425/09 – 1 Tattershall Road, Streaks Ahead Hair Salon

It was proposed, seconded and RESOLVED to support the extension to the hair dressing salon.

County Cllr Hoyes left the meeting at 9.02pm and did not return.

b. To respond to an application to carry out a crown reduction of up to 30% on an Oak tree with a T.P.O at 4 Heather Close.

Following the recommendation of the Tree Group it was proposed, seconded and RESOLVED to support the application.

5856 CHRISTMAS FAYRE AND CAROL SERVICE

a. To approve and confirm arrangements for the stand at the Christmas fayre

It was agreed that there would be a Parish Council stand at the fayre. It would be located outside the library and the purpose of the stand would be for the Council to publicise its activities and highlight what it was doing for the community. There would be copies of the newsletter on the stall along with a list of projects the Council had been involved with. There would be posters, so that it would not be necessary for everyone to pick up a leaflet to see what the Council had been doing.

Cllr Robinson had a gazebo that she offered to let the Council use on the evening and Cllr Nelstrop would check if she had any appropriate lights and Cllr Mace offered the use of some Christmas lights.

The stall would be shared with all the groups and committees formed under the Parish Council, i.e Tree Group, Friends of the Library, Heritage Group, etc... There would need to be a rota to ensure that the stall was manned throughout the evening without leaving it to one person.

A letter had been received from the Rotary Club expressing their annoyance at the lack of mention of their involvement and hard work in arranging the Christmas Fayre in the latest issue of the Parish Council Newsletter. It was agreed that the lack of mentioning them was not at all intentional and the Chair agreed to reply to their letter explaining this.

b. arrangements for carol service

i. Start time of service

The Clerk would check with the band and the Church to see if the service could start a little earlier than usual at 6.30pm. The poster display board would be situated at the end of The Broadway directing people to Royal Square where the service will be taking place.

ii. Christmas carols to be sung

It was suggested that different carols should be sung this year as the same carols had been sung for the past two years. The Clerk would check which carols the band could play and the Council would then choose 3 jolly and well known carols to be sung.

iii. Additional lighting required

Cllr Nelstrop will report back to the Clerk if she has some suitable lighting. If not additional lighting will be hired from ML Plant Hire in Horncastle at a cost of £10 per lighting column.

iv. Choirs from local schools to participate in the service

St Hugh's School would not be able to attend the service as they break up for Christmas on that date, so there would only be St Andrews C of E Primary School in attendance and they will be asked to do an extended slot in the service.

v. To book Mareham Le Fen brass band to play at a cost of £50

It was proposed, seconded and RESOLVED to book the Mareham Le Fen Band.

Cllr Storey left the meeting at 9.16pm and did not return.

c. To apply for a permit to carry out a street collection and decide which charity to donate to.

It was proposed, seconded and RESOLVED to apply for a permit to carry out a street collection in aid of The Nomad Trust.

5857 FINANCIAL MATTERS

a. Any items to be included in draft budget

The following items were suggested:

- Public toilet sign
- Planning consultant
- Training
- Youth Club

b. To arrange a finance working group meeting to draft the budget

The Councillors on the Finance working group would arrange a meeting in time to prepare a draft budget to be presented to the Council at December's meeting. The Council would consider any grant applications at the same meeting.

c. Retrospective payments

It was proposed, seconded and RESOLVED to approve the following retrospective payments: £43.78 (Tax & N.I); £10 (Rotary Club – stand at Xmas fayre); £43.86 (Selby's office supplies – stationery); £18.39 (Tiscali-Broadband); £35.88 (British Gas – Gas at office); £92.91 (Genite – Poster display board)

d. Payments to be made

It was proposed, seconded and RESOLVED that the following accounts be paid: £94 (Cupit printers – newsletter); £154 (M Hare – grass cutting); £310 (cemetery maintenance); £175 (grave digging); £21.24 (Royal Square electricity); £920 (ELDC-Litter bins); £225 (J Barker – Trumpeter); £100 (I Robertson – Piper); £26 (Mrs Johnson – cleaning)

e. To approve to pay Royal British Legion £33 for wreaths and a donation for £27

It was proposed, seconded and RESOLVED to pay for the wreaths and give a donation of £27 to the Royal British Legion.

5858 TO DISCUSS WHETHER THERE IS A NEED TO CONSIDER CONTACTING ELDC PLANNING ENFORCEMENT ABOUT THE INCREASE IN THE NUMBER OF PROPERTIES WHICH APPEAR TO BE RUNNING A BUSINESS FROM A PRIVATE ADDRESS

It was proposed, seconded and RESOLVED that the Parish Council should get hold of the rules relating to this matter and make itself better informed before making any decisions on whether to contact the ELDC Planning Enforcement Team.

5859 TO ADOPT A STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT RELATING TO THE 'POWER OF WELLBEING'

Subject to a small alteration, it was proposed, seconded and RESOLVED to adopt the document that had been drafted by Cllr Mace and it would be published on the village website.

5860 TO ADOPT A COMPLAINTS PROCEDURE

It was proposed, seconded and RESOLVED to adopt the draft document. It would be displayed on the village website.

5861 JUBILEE PARK STEERING GROUP

a. To receive an update

The Chair reported that there had been another very positive meeting with ELDC where they had re-iterated what had been done. There has not been a formal submission made to ELDC yet, but the Business plan was set to be completed by next summer when the Full Council at East Lindsey will be familiar with the proposal and they should have no problems supporting it.

ELDC are content to fund the steering group, but would like to see a financial contribution from the Parish council.

Mark Humphreys is collating the requested data and a marketing meeting will be arranged shortly with him to discuss the 2010 season at Jubilee Park.

b. To resolve to contribute £1500 to the Jubilee Park project

The Chair explained that £1500 equated to the VAT element of the cost of the business plan. It was proposed, seconded and RESOLVED to include this amount in the budget proposals. It was also RESOLVED to commit £1500 from this year's budget if needed.

5862 REPORTS FROM COMMITTEES/GROUPS

FRIENDS OF THE LIBRARY

The Chair had attended a meeting with Toni Frank, Ann Love and Ligia Ferreira from the LCC Library Service to discuss the redistribution of library hours. They had agreed to re-do the questionnaire and target it at people who did not currently use the library. The 'Friends' are currently in the process of analyzing the data. The fundamental library review stage 2 will be taking place in June 2010.

SPA BATHS

Councillors were unsure if the building had been sold and until this had been found out it was felt that there was little that the Parish Council could do.

TREE GROUP

A Tree planting day has been arranged at St Andrews School on 28th November as well as the planting of a showpiece memorial at the Fire Station. They are awaiting the response from LCC Highways regarding the bases of the trees along The Broadway and Richard Littlewood from LCC is providing them with feedback about trees on Avenues.

BRITAIN IN BLOOM

The project has been very successful and winter planting will take place on 15th November instead of the date originally planned.

CORONATION HALL

The Art and Crafts fayre held in October was very successful although the Trust were disappointed at the low number of children that attended. Work will start on the new heating system in the next couple of weeks and the youth shelter outside the hall will be getting removed in the next couple of days.

FRIENDS OF JUBILEE PARK (FOJP)

Sir Peter Tapsell had left a message with the Chair of the Parish Council wishing the Jubilee Park project good luck.

HORNCASTLE AREA COMMITTEE MEETING

The last meeting had been held in Woodhall Spa and a lot more people had attended than usual.

VILLAGE DESIGN STATEMENT

Cllr Storey had done some more work to it and had started putting some of it on the website.

5863 REPORTS FROM DISTRICT & COUNTY COUNCILLORS

ELD Councillor Leyland reported that there would be an article in the 'Messenger' magazine about the last Horncastle Area Committee meeting being well attended and relevant and they are hoping to be able to maintain that.

He said that he would get a copy of the street sweeper's rota for the Parish Council and he emphasised the importance of inputting into the core strategy document of the Local Development Framework.

5864 REMEMBRANCE SUNDAY SERVICE

a. To confirm arrangements for this years parade

The Clerk had put together a detailed schedule for the parade which had been sent to all groups/organisations involved.

b. To resolve to book the piper and trumpeter to play at next years service

It was proposed, seconded and RESOLVED to book the same piper and trumpeter to play at next year's parade.

5865 TO AGREE THE SCOPE OF THE PLANNING TRAINING

Much discussion took place about whether there was a need for assistance with the Council's reply to the Core Strategy consultation or whether the documents that the Council could have more input into would be the Development Control and Settlement proposal documents.

It was proposed, seconded and RESOLVED that the Chair and Clerk would contact the Planning Co-operative to discuss their concerns, but in the meantime the clerk would provisionally book the training for 9th or 10th December.

5866 CORRESPONDENCE RECEIVED SINCE LAST MEETING

The Council was informed that the following pieces of correspondence had been received and were available to view on request:

Sender	Description	Action
ELDC Planning	Full planning permission - Sylvanhay, 16 Victoria Avenue	Filed
Tattershall Thorpe resident	Copy of letters to LCC & flyers regarding the Cemex application	Filed with Cemex application
ELDC	Information about LDF core strategy consultation	Displayed in foyer & on village notice board
Clerks and Councils Direct	Local Councils update issue 120	Displayed in foyer
LCR	LCR Autumn 2009 magazine	Displayed in foyer
Macmillan Cancer Support	Candlelight Walk in clumber park poster	Displayed
ELDC	More info about suspended green waste collection	Item in newsletter to make residents aware
ELDC Tree Officer	2 applications for work to be done to trees	October planning meeting agenda item
ELDC	Full planning permission - S/215/02232/09 - 23 King Edward Road	Filed
ELDC Planning enforcement	An enforcement notice will be served to 108 Witham Road	Inform neighbours/cllrs and file
ELDC	Tree work granted at 17 Cromwell Avenue	Filed
ELDC	Application to apply for a street collection permit	Will fill out once charity has been chosen
Annette Inglis	She is unable to continue distributing the newsletters	Need to arrange for someone else to organise
ELDC Planning	Refusal of planning permission - S/215/01520/09 The Lodge, 2 Stixwould Road	Informed Council
ELDC	Tree application - 4 Heather Close	3rd November agenda
ELDC	Agenda for standards committee mtg on 30th October	
LCC Highways	Letter covering several Highways issues within the village	To be covered at 3rd November meeting
Mr D Winter	Disappointment that only one Army regiment was to be recognised in the memorial planned for the cottage museum.	It was agreed to send a copy of the letter to Simon Elmer of Witham Road and the Cottage Museum and then inform the gentleman.
LCC	Minerals & Waste core strategy consultation	1st December agenda item
Valuation Office Agency	Valuation of property for business rates	Have raised a query and they will be looking into it
LCC	updated bus timetables	Displayed at offices

Lincolnshire Primary Care Trust Respiratory team had contacted the Clerk to ask if they could use the Council Chamber for their monthly meetings. The Council agreed in principle, but was concerned that the size of the room would not be adequate and they thought that there should also be a donation to the Council for using their facilities as they were not associated with the Parish Council.

5867 DATES AND TIMES OF NEXT MEETINGS

- Parish Council Meeting 01 December at 7.30pm
- Remembrance Parade – Sunday 8th November
- LALC AGM & Conference – Saturday 7th November (Chair & Vice Chair to attend)

5868 ITEMS FOR THE NEXT AGENDA

- ELDC LDF Core Strategy consultation
- LCC Minerals and Waste consultation
- Move recycling facilities
- Green waste collection over winter
- To consider draft budget

The Chair declared the meeting closed at 10.20pm.