

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 12 JANUARY 2010 AT 7.30 PM IN THE COUNCIL CHAMBER STANHOPE AVENUE

PRESENT

Councillors: D Clarke (Chair); E Mace, D Robinson, E Pickavance, P Franklin, A Midgley, T Peacock, G Baker, and D Hill

IN ATTENDANCE

A Bushell (Parish Clerk), Steve Walker (LCC Children's Services) and Daniel Jaines (local press).

5903 CHAIRMAN'S REMARKS

The Chair welcomed everyone to the meeting and highlighted the fact that it was a full agenda and asked people to try and avoid any unnecessary discussion.

5904 APOLOGIES FOR ABSENCE WITH REASON GIVEN

Apologies for absence were accepted from Cllr Saunders, Cllr Storey and Cllr Nelstrop. ELD Councillors Leyland and Harness had also sent their apologies.

5905 TO RECEIVE DECLARATIONS OF INTEREST

Cllr Midgley declared a personal interest in agenda item 17 (min ref. 5919) as she lives nearby Jubilee Park

Cllr Hill declared a personal and prejudicial interest in agenda item 14 (min ref. 5916) as he is the Treasurer of the Cottage Museum.

Cllr Pickavance declared a personal and prejudicial interest in agenda item 14 (min ref. 5916) as her husband is a director of the Cottage Museum.

5906 NOTES OF THE MEETING HELD ON 01 DECEMBER TO BE APPROVED AS THE MINUTES

Following alterations to the tree group report on page 185, it was proposed, seconded and RESOLVED to accept the notes as being a true record of the meeting.

5907 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING AND ACTIONS ARISING FROM THE MINUTES

Notice board clearing – Mrs Jacky Merrison had agreed to continue checking the village notice boards and would remove any out of date and unsuitable notices.

White picket fence – ELDC had agreed to refurbish it, but had not yet started. The Clerk would contact them to find out when this would be done.

Green waste collection over winter – A letter had been received from Roy Ormsby at ELDC informing the Council that they would be reviewing the green waste collection after the winter period to allow all the facts to be presented. The green waste collection would be discussed at the next Horncastle Area Committee Meeting.

Speed limit over Kirkstead Bridge – Highways had written to inform the Council that they were not intending to take any action in extending the speed limit area. Cllr Midgley told the Council that residents from Martin had attended the January Parish Council surgery session and were extremely concerned about the road from Martin to

Woodhall Spa due to the number of fatal accidents that had occurred there over the years. They were intending to write to Highways and were asked to send a copy of their letter to the County Councillor, District Councillors and both Martin and Woodhall Spa Parish Councils.

Public toilet sign – Permission had been granted by the Conservative Club to erect a sign on the Co-op car park wall. The Clerk would contact ELDC and order the sign.

Grove Drive name plates – Cllr Pickavance reported that there had been a meeting with Eric Wilson from ELDC Technical Services and residents from Grove Drive who were concerned about the locations that the new signs were to be placed in. They had managed to agree on locations for the signs and it was also agreed that the signs would be made smaller, erected on timber posts and the installation would be supervised by Eric Wilson.

It was proposed, seconded and RESOLVED to alter the order of the agenda to cover the Youth Club item next to allow Steve Walker from LCC to leave earlier.

5908 TO DISCUSS THE FUTURE OF THE YOUTH CLUB

Steve Walker introduced himself as the Children's Services Manager for East Lindsey South and he explained his job role.

Cllr Robinson explained her concerns and the history of the situation and it was agreed that Woodhall Spa needed a Youth Club that was structured and could offer a service to the youths.

Steve Walker emphasised that Lincolnshire County Council (LCC) had no intention of closing the Youth Club in Woodhall Spa and he was aware of the staffing issues at the club and was working with Viv Cross who is the Area Development Officer to ensure that the staff are given more support and that they are more pro-active in engaging with the youth club members. Mr Walker informed the Parish Council that he would be having a meeting with Viv Cross on 20th January and he was keen to see the Youth Club Management Committee rejuvenated and strengthened. Cllr Robinson pointed out that there was currently not a Management Committee due to the recent resignation of Mrs Cox and it was agreed that this was an area in which the Parish Council could help by trying to re-establish a Management Committee.

Concerns were raised that the numbers attending were not representative of the need for this service in the village and there were worries that the future of the Youth Club could be based on attendance figures. Mr Walker told the Council that this was not the case and that it was the job of LCC to make the club more attractive to the youths.

Cllr Robinson spoke about the refurbished Coronation Hall being a great venue for the Club, but the staff needed to realise that the hall was not a dedicated Youth Club and they needed to organise more activities to attract more members. Mr Walker informed the Council that his department was working with Viv Cross to develop the youth provision in the area and they had no intention of sitting back and waiting for it to waste away.

It was pointed out that there seemed to be a lack of vision and initiative at the Woodhall Spa club compared to other places in the district and the Youth Service seemed to be Horncastle biased as that was where Viv Cross was based and the satellite clubs were losing out. The Chair asked Mr Walker to keep the Parish Council informed and was told that LCC would provide the Parish Council with details of his

forthcoming meeting with Viv Cross and dates for future initiatives at the beginning of February. The Chair thanked Mr Walker for attending.

Steve Walker left the meeting and did not return.

5909 PLANNING APPLICATIONS

a. S141/02621/09 – Land at Horncastle Road, Roughton Moor

It was agreed that the structures were attractive but there seemed to be a siting issue and for this reason it was proposed, seconded and RESOLVED that following representation from Sandy Lane residents in the public forum the Parish Council would ask for the signs to be positioned at least 50 metres from any properties and ask that litter bins are located next to all seats along the trail.

b. S/215/0281/09 – Digby Villa, 6 Victoria Avenue

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

c. S/215/02971/09 – Land rear of 200 Witham Road

As this application had previously been granted approval, the Parish Council could not see any reasons to object to it. However concerns were raised that the exit to the new property would increase the amount of traffic joining Witham Road near Kirkstead Bridge and add to the current traffic issues in this area of the village.

5910 TREES

a. Application to fell a Rowan (Mountain Ash) tree with T.P.O at 3 Acorns, Woodland Drive

Following the recommendation by the Tree Group, it was proposed, seconded and RESOLVED to support the removal of the tree as it was in poor condition and leaning quite badly. The Parish Council would request within it's response for the applicant to replace the tree with a suitable species.

b. Application to fell 2 no. Scott Pine trees, 1 no. Douglas Fir tree and crown reduce by up to 30% 1no. Oak tree at 12 Tor o Moor Gardens

The Council was concerned that the proposed removal of the 3 trees was unnecessary as the report by the Tree Surgeon stated that there was nothing wrong with them. The Tree Group had not yet considered this application as their next meeting was not until 19th January. It was proposed, seconded and RESOLVED to ask the Tree Group for their recommendation and delegate the final decision to the Chair and the Clerk.

5911 FINANCIAL MATTERS

a. Clerks working hours

It was proposed, seconded and RESOLVED that due to the increased amount of work carried out by the Clerk, her hours would be increased to 20 per week and this would begin from 1st January 2010. The Chair explained that the Clerk was paid according to the NJC pay scales and these were increased annually as per the Clerks contract. The Clerk was thanked for her hard work and the Chair informed the Council that the recent internal audit had been very positive and the Clerk had received praised from the auditor.

b. Tree work in closed churchyard

The Finance Group recommended that the Parish Council accepted the quotation from Castle Tree Care to carry the work that had been highlighted in the tree report and was essential for safety purposes during this financial year. It was proposed, seconded and RESOLVED to accept the quotation from Castle Tree Care of £2570.90 to carry out

the essential tree work in the closed churchyard and ask for it to be done as soon as possible.

c. Office improvement budget

i. Dreamweaver software – It was proposed, seconded and RESOLVED to purchase the software at a cost of £245.

ii. New telephone – It was proposed, seconded and RESOLVED to purchase a new cordless twin handset telephone at a cost of £25.

d. Retrospective payments

It was proposed, seconded and RESOLVED to approve the following retrospective payments: £13 (Mrs Johnson – office cleaning); £310 (Cemetery maintenance); £595 (R Bryant – grave digging); £3.50 (J Nelstrop – screws for Xmas lights); £622.91 (Clerks wages); £184.21 (Clerks pension); £85.78 (Tax & N.I); £172.50 (Bates Sound Service – Hire of PA system for Carol service); £1834.25 (S Parker – Xmas light electrical work); £14.69 (British Gas – electricity); £78.80 (Nomad Trust – street collection); £18.39 (Tiscali – Broadband)

e. Payments of accounts

It was proposed, seconded and RESOLVED that the following accounts be paid: £30 (Mrs Ritson – Internal audit); £3.00 (J Nelstrop – cable ties for Xmas lights); £48.30 (ML Plant Hire – lights); £210 (R Bryant – grave digging); £411.13 (Peter Strawson Ltd - Xmas trees); £19.95 (ink cartridges); £74.75 (P Riddel – Skip hire); £13 (Mrs Johnson – replacement cheque)

f. Kirkby Lane cemetery burst water pipe

It was proposed, seconded and RESOLVED to retrospectively approve the emergency repair to the tap at the cemetery carried out by Keith Scarborough on Wednesday 6th January at a cost of £52.87.

5912 TO APPROVE 2010/11 BUDGET

The budget was projected on the screen for all the Council to view. The Chair explained the budget in detail and highlighted any items which had not been included in the previous year's budget, he spoke about the amount allocated in the budget to be spent on grants and pointed out that it had all not yet been allocated. It was agreed that the cemetery needed to be self financing and for this to happen it would be necessary to increase the burial fees. The Council considered the amount of money that would be carried over to next year and the amount that should be kept in reserve and it was proposed, seconded and RESOLVED to adopt the budget subject to an increase to the precept amount (budget spreadsheet attached).

5913 TO SET THE PRECEPT FOR 2010/11

Councillors were reminded that the precept had not been increased for the past two years although the number of properties in the village had done. In order to keep the reserves at the recommended level it was proposed, seconded and unanimously RESOLVED to increase the precept by £1,500. The precept was set as £41,000.

5914 TO APPROVE THE DRAFT RISK ASSESSMENT DOCUMENT

It was proposed, seconded and RESOLVED to adopt the draft risk assessment document.

5915 CONTENTS AND DISTRIBUTION OF THE NEWSLETTER

The next issue of the newsletter will be drafted by Cllr Midgley and sent to the Clerk by the end of the month, it will then be reviewed by the Chair and Vice Chair before being sent to the printers during the first week of February. The Clerk will collect the

newsletters from the printers and then pass to Cllr Robinson who will distribute them to councillors/volunteers to deliver. It was agreed that the next issue would include the following items:

- New members needed for Tree Group
- Anglian Water grease in drains
- Warden supervised homes available at The Close
- Jubilee Park latest update
- PC surgery sessions
- Precept
- Thank Rotary club for successful Christmas Fayre
- Tim Peacock new councillor appointment
- Green waste service
- Youth club new members needed
- Reminder about annual parish meeting in May
- Thank you to volunteers who helped with the Xmas trees

Cllr Pickavance and Cllr Hill repeated their declarations of interest and left the meeting at 8.45pm.

5916 COTTAGE MUSEUM GRANT APPLICATION TO ERECT AN ARNHEM WAR MEMORIAL

The Chair explained that the Parish Council had received a grant application from The Cottage Museum to erect an Arnhem memorial within the grounds of the museum. The Parish Council felt that the memorial was an excellent idea, but was concerned with the proposed location of it. It was felt that all memorials within the village should be located near each other in a central location; this would be more practical for the Remembrance Day parade and would also be easier for people to access. A letter had been received from The Cottage Museum explaining why they chose to site the memorial in the grounds of the museum and not near the other memorials. It was suggested that Chapman's Corner could be redeveloped as a larger Army memorial and although The Cottage Museum may not benefit as much by the memorial being there, than it would if it was in the grounds of the museum, the Parish Council agreed that they would happily promote the Arnhem exhibition at the museum. Councillors were disappointed that The Cottage Museum had not contacted the Parish Council initially about the project which affected the entire village, although they realised that they were not obliged to. Members of the Council did appreciate all the work that had gone on by The Cottage Museum to try and make the memorial achievable.

Cllr Pickavance and Cllr Hill returned to the meeting at 8.56pm.

5917 TO REVIEW CHRISTMAS TREE PROJECT 2009 AND CHRISTMAS FAYRE AND RECEIVE ANY SUGGESTIONS FOR 2010

The Parish Council thanked Cllr Nelstrop and Cllr Robinson for all their hard work with the Christmas tree project and the Chair reported that the number of positive comments that the Parish Council had received had been overwhelming. Cllr Nelstrop had provided a report on what had been learnt from the 2009 project and suggestions for improvements for 2010. Although each councilor had been handed a copy of this at the start of the meeting it was agreed that it would be better to discuss with Cllr

Nelstrop present so it was therefore proposed, seconded and RESOLVED to e-mail the document out and discuss it at the next meeting.

It was felt that there was a lack of co-ordination between the Parish Council and Rotary Club with arrangements for the Christmas Fayre and for this reason the Clerk was asked to arrange a co-ordination meeting with the Rotary Club. It was also felt that the Carol Service should be in a more central location as Royal Square seemed to be out of the way from the rest of the fayre and it should start earlier and the band should be more prominent.

5918 TO RECEIVE A PROPOSAL TO UPGRADE CHURCH WALK

Cllr Midgley had produced a report explaining the history of Church Walk and she proposed that the Parish Council should try and return it to the feature that it used to be. In order to do this the Parish Council would need to find out who owns the lane and establish the land boundaries. Cllr Midgley's proposal was seconded and it was RESOLVED to make Church Walk a walkway that people can enjoy and in order to get the project underway it was agreed to try and find a volunteer through an article in the next newsletter to co-ordinate the project. In the meantime Highways would be contacted to re-invigorate the no vehicle access.

5919 UPDATE FROM JUBILEE PARK STEERING GROUP

The Chair reminded everyone that the steering group was being overseen by the Parish Council and they needed to report back and get support from the Parish Council for the work they were carrying out. The Group was working to make the park viable for the community to take over and for this to happen they needed to upgrade the pool basin and make the site DDA compliant. The Chair stated that if the pool was not refurbished then the steering group would walk away from the project as the plan would not be viable without a substantial ELDC subsidiary. Budgets had been submitted to ELDC and the next step was to get plans drawn up and they were looking at appointing GN Construction to do this, although at this stage they couldn't say which company would carry out the work as it would all have to go out to tender. They were still considering the type of organization which would take over the running of the park and a community share organisation was mentioned and this would allow residents to buy shares, although the Steering Group would need approval from the Parish Council for the legal framework of the chosen organisation. The Steering Group intend to complete the business plan by May so that it can be raised at the Annual Parish Meeting for approval, there would then be time to make any changes and submit it to ELDC by mid summer.

The group was working hard on the issue of maintaining the income stream, as there would now be two caravan parks within very close vicinity to the park, the one within Jubilee Park and a commercial venture on the adjacent land.

5920 REPORTS FROM COMMITTEES/GROUPS

TWINNING COMMITTEE

A coach had been organised for the trip to France in April. An article will go in the newsletter informing people of the dates of the trip and encouraging new families to get involved.

JUBILEE PARK MARKETING

Another meeting had taken place with Mark Humphreys from ELDC and they were looking at reallocating the hours to avoid having to open alternate mornings and

afternoons during June. They were also looking at evening swimming sessions for people after work.

A leaflet would come out in March and they were investigating any suitable publications of magazines to promote the park in, as well as contacting local schools and setting up a marketing database.

ELDC had been very helpful and they seemed to be making good progress. ELDC were also working with the marketing group for a new lease on the café so that it would be open at all the times the pool was open.

SPA BATHS

Cllr Hill had no more news about the Spa Baths, but would keep investigating and would hopefully have something to report at the next meeting.

TREE GROUP

Due to the resignation of Cllr Saunders as Chair of the Tree Group, Cllr Pickavance and Pat Wheat had agreed to take over as joint Chair people. Cllr Pickavance had spoken to Carl Bartle from LCC again about the resin bases around the trees along The Broadway and was informed that there would be very tight financial restrictions next year.

The Tree Group asked the Parish Council if a letter could be sent to Woodhall Spa Golf Club asking if they had any land available for planting trees on and it was agreed that this would be done.

HERITAGE COMMITTEE and VILLAGE DESIGN STATEMENT (VDS)

The Heritage Committee was currently looking at the built environment section of the VDS and it was hoping that the document would be ready for consideration by the Parish Council at its March meeting.

5921 REPORTS FROM DISTRICT & COUNTY COUNCILLORS

There were none present at the meeting.

5922 REARRANGE THE RECYCLING FACILITIES ON THE BROADWAY CAR PARK TO CREATE ADDITIONAL PARKING SPACES

It was proposed, seconded and RESOLVED to remove the Aylesford paper bank to free up two car parking spaces. An article would go in the newsletter informing residents of this decision. Cllr Mace informed the Council that moving the bottle banks to Budgens car park was no longer an option as it would require planning permission for the new type of banks to be installed and there would also be a noise issue due to its proximity to houses.

The Clerk was asked to investigate the cost for a cycle rack.

5923 a. 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 - S/215/02303/09 Womersley House, 27 Horncastle Road	Filed
ELDC	The Housing Strategy update 2009 has been adopted	Filed

ELDC	Request for previous objection letters to Bainland application as applicant is appealing refusal decision	Clerk e-mailed letters to Chris Panton at ELDC
ELDC	Planning application - S/215/02784/09 2 Green Lane	Discussed by planning committee
ELDC	Planning application - S/215/02704/09 70 Horncastle Road	Discussed by Planning committee
ELDC Planning	Bainland Country Park application has gone to Planning appeal	Filed
LCC Youth Services	Confirming attendance at January's meeting	
The Conservative Club	Permission to erect public loo sign on their wall	Contact ELDC to request sign
Lincolnshire Police	Chief Superintendent Russ Hardy will respond to our complaint about Police Assistance at the Remembrance Parade	Await reply
East Lindsey Citizen Advice Bureau	Thank you letter for PC donation & details of their national volunteer recruitment campaign	Displayed on wall in foyer
LCC Highways	Request for verge marker posts outside a property on Witham Road	Agenda item 12th Jan
ELDC	Printed copy of electoral register	Filed
ELDC Tree Officer	Permission to remove silver birch trees at Franklyn, Tattershall Road	Filed
The Compleat Gardener Ltd	Introduction to landscape/gardening contractor	Filed
ELDC Planning Dept.	S/215/02819/09- Digby Villa, 6 Victoria Avenue planning application	Agenda item - 12th Jan
Manor Road resident	A letter complimenting the Christmas decorations	Display in foyer
LCC Highways	Letter ref. Kirkstead Bridge Speed limit	Inform council at 12th Jan meeting
Letter from Green Lane resident	Letter ref. relocation of Country Show	Acknowledged letter & inform council at 12th Jan meeting for a response
ELDC	Horncastle Area Committee Meeting agenda	On display in foyer
ELDC	Response to letter ref. green waste collection	Inform Council at 12th Jan meeting
ELDC Planning Dept.	Full Planning permission granted - S/215/02619/09 - Erinvale, Sylvan Avenue	Filed
Valuation Office Agency	Re-valuation of the rating value of the council offices	Filed
ELDC	Reimbursement of £22.69 due to ratable value of property being lowered	
LCC	Cemex application granted subject to 56 conditions	Filed
ELDC	Notification of event on public roads – 10K run - 6th June	
Lincolnshire Fire & Rescue	Action Plan 2010/11	Agenda item - 12th Jan
Letter from Green Lane resident	Asking for Country show info and car boot sales	Copy sent to all Cllrs.

The Clerk was asked to reply to the Green Lane resident enquiring about car boot events being held on the new proposed site of the Country Show informing them that holding car boot events is a matter dealt with by ELDC and until consulted the Parish Council has no policy on the matter.

The Parish Council had been asked by ELDC to comment on the application by Petwood Farming for a right of way to be established through Jubilee Park to their new caravan park. The Parish Council was happy for the response to come from the Jubilee Park Steering Group. The Group would draft a response and circulate it to all councillors for approval prior to it being sent.

b. To consider a request to Highways for verge marker posts outside a property on Witham Road

It was proposed, seconded and RESOLVED to support the comments made by Highways and ask that verge markers are not erected at the proposed location as it would set a precedent and make it very difficult to turn down any future applications.

c. To complete the Lincolnshire Fire & Rescue's Integrated Risk Management Planning Annual action plan 2010/11 consultation questionnaire

It was proposed, seconded and RESOLVED to delegate the task of responding to the questionnaire to the Chair and Vice Chair.

5924 TO REVISIT THE PARISH PLAN

Due to the length of the meeting it was proposed, seconded and RESOLVED to move this agenda item to the next agenda, but make the item more structured and focused.

5925 DATES AND TIMES OF NEXT MEETINGS

- Tuesday 2nd February – Parish Council meeting

5926 ITEMS FOR THE NEXT AGENDA

- Parish Plan
- Christmas fayre and lights

The Chair declared the meeting closed at 9.50pm.