

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 02 FEBRUARY 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, J Nelstrop, N Storey and D Hill

IN ATTENDANCE

A Bushell (Parish Clerk), Janet Clark (Community Lincs) and Daniel Jaines (local press).

5927 CHAIRMAN'S REMARKS

The Chair welcomed everyone to the meeting and asked for volunteers to assist the Clerk move offices on Tuesday 16th February 2010.

5928 APOLOGIES FOR ABSENCE WITH REASON GIVEN

Apologies for absence were accepted from Cllr Saunders, Cllr Baker and Cllr Peacock. ELD Councillor Harness had also sent his apologies.

5929 TO RECEIVE DECLARATIONS OF INTEREST

Cllr Franklin declared a personal and prejudicial interest in agenda item 8 (min ref. 5934) as the person who currently held the maintenance contract was family.

5930 NOTES OF THE MEETING HELD ON 12 JANUARY TO BE APPROVED AS THE MINUTES

It was proposed, seconded and RESOLVED to accept the notes as being a true record of the meeting.

5931 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING AND ACTIONS ARISING FROM THE MINUTES

Church Walk 1 volunteer had put their name forward so far to assist with the project. The Parish Council was still unsure who owned this piece of land as the Land Registry search didn't show anything. The Clerk had spoken to the Public Footpaths Officer at LCC who recommended that the Parish Council put up notices for two weeks before any work is scheduled to be carried out informing any owners/occupiers what the Parish Council intend to do then there shouldn't be any problems. LCC asked if we could keep them informed of the work that we will be doing. The Woodland Trust had been informed of the Parish Council's plans to improve Church Walk and they said that they would help if they could. LCC Highways would arrange for rustic bollards to be installed (old railway sleeper type) once the work had been completed. It was agreed that improving Church Walk would be a future agenda item and the Council would then agree what type of bollards would be installed.

White picket fence – ELDC would be refurbishing the fence in April.

Public toilet sign – The sign had been ordered at a cost of £72.84 and would be fitted in 1-2 weeks time on the Co-op car park / Conservative Club wall.

Broadway car park recycling facilities – ELDC parks and gardens team had agreed to cut back and remove the overgrowth from the back of the car park so that the glass banks and clothes bank can be relocated and this would free up 3 car parking spaces. The paper recycling bin has been requested to be removed. On inspecting the overgrowth in the car park ELDC think they have uncovered a cycle rack.

Cemetery transfer and location of stop tap at the cemetery – Chris Page from ELDC Legal Services had confirmed that they would be able to do the work on our behalf regarding the transfer of ownership of the cemetery. He was currently setting up the lines of communication and would be in touch shortly.

Anglian Water would be going to the cemetery this week to locate the stop tap, they would then put a card through the office door to inform the Council of its location.

Police presence at Remembrance Day parade – Cllr Clarke reported that there had been a meeting with Inspector Mark French about the lack of police presence at last year's parade. Inspector French had apologised and he promised to personally take an active part in this year's event. There would be a planning meeting in the summer with all the organisations involved in the parade and he had agreed to attend. At the meeting other issues in the village had been discussed.

It was agreed that the Policing panel minutes would be displayed on the village website and in the reports item of each agenda there would be a Policing Panel report.

Bins along the Spa Trail – District Councillor Mrs Jean Hill would be providing four dog bins / multi purpose bins from her members grant scheme. The grant and order form for the bins had gone through Roughton Parish Council and the locations for the bins are: Footpath by the chicken farm, bus stop by Sandy Lane, picnic ground along the trail and the path by the bridge at Thornton.

Turnberry Drive land not yet adopted – The Clerk had contacted ELDC and was informed that they had not adopted it yet and it still belonged to The Longhurst Trust. The piece of land in question is next to a large open space which has been allocated for a home for the elderly and there is no clear boundary between the two pieces of land, making separate maintenance difficult. The land is poorly landscaped and ELDC won't adopt until these issues are sorted. The Parish Council had been asked by a resident of Turnberry Drive if they could put pressure on the relevant authority to get the issue resolved. This would be an agenda item for March's meeting.

Trees in closed churchyard – Castle Tree Care would be starting work week commencing 22nd February.

Rabbit proof fencing at cemetery – The Woodland Drive resident had moved her boundary back to its original location, but has asked that a representative from the Parish Council can go and check that they are satisfied. Cllr Mace and the Clerk would be visiting the cemetery this week to check. Will Nelstrop had cut back the hedges along the boundary of his field and had contacted Masons about setting up an agreement to allow the fencing to be erected on his land.

Mr Allbones the contractor who had been awarded the job of erecting the fence had told the Clerk that he would need to check the price of materials again as it has been almost a year since he submitted his original quote.

5932 PRESENTATION FROM JANET CLARK FROM COMMUNITY LINCS ON HOW TO REVIEW AND UPDATE THE PARISH PLAN

Janet Clark had prepared a short briefing paper which she left with the Council and the Clerk would scan and circulate it via e-mail to councillors. Janet Clark agreed that 5 years was a good time to refresh a Parish Plan and the most important aspect of reviewing the plan was publicity as it is so important that people know that it is being done, why it is being done and what has already been achieved (been done) from the original Parish Plan. A steering group would be required and this should ideally consist of people that were involved in the original plan as well as new people, some Councillors will be needed to make up the group, but it should not consist entirely of Parish Councillors. Janet Clark spoke about small pockets of available funding as there was not currently any government funding available. The Parish Council was given information about the parish of Doddington which recently reviewed its plan and they were told about the methods it used to consult with the public. The steering group would have to consider what worked/didn't work when producing the original plan and also consider how the community has changed since last time. She explained that the cost implication for the final document was not that high, the main cost would be for consulting.

Janet explained that she would be able to support the steering group by attending its initial meeting, attending any open events, supplying them with a tool kit and also once the action plan was complete Community Lincs would send it to the relevant departments at the District and County Councils to get their responses.

Cllr Storey asked a question about village design statements and was told that when carrying one out you must consult with the local planning department.

The Chair thanked Janet Clark for attending the meeting.

Janet Clark left the meeting and did not return.

5933 TREES

a. Application to carry out a 10% crown thinning to 5 Lime trees along the Manor Estate entrance drive

Following the recommendation by the Tree Group, it was proposed, seconded and RESOLVED to support the work being carried out as long as it was done by a professional tree surgeon.

Cllr Hill declared a personal interest in the next item as he knew the applicant.

b. Application to fell 13 Conifer Trees at Holbeach, The Broadway

As the Tree Group had not managed to consider this application in full detail, it was proposed, seconded and RESOLVED to ask the Tree Group for their response and then submit their recommendation. They were asked to supply the Clerk with a response by 13th February.

Cllr Franklin repeated her declaration of interest and left the meeting at 8.07pm.

5934 TO AGREE TO TENDER FOR THE CLOSED CHURCHYARD / VILLAGE MAINTENANCE CONTRACT

It was proposed, seconded and RESOLVED to send a letter and tender specification to all the garden maintenance contractors which the Clerk had the details for on file and ask them to submit quotations. This would be done instead of placing a tender advert in the local press. A notice would also be placed on the notice board and the

Clerk was asked to contact Stuart Holmes, the gentleman who has been voluntarily tidying the church yard to ask if he would be interested in submitting a quotation.

Cllr Franklin returned to the meeting at 8.09pm.

5935 TO AWARD THE GRAVE DIGGING CONTRACT TO ROB BRYANT FOR 2010/11

It was proposed, seconded and RESOLVED to award Rob Bryant with the grave digging contract for 2010/11. The cost of digging a grave had increased by £20 per grave.

5936 TO AGREE FOR THE ANNUAL PARISH MEETING TO BE HELD AT ST PETERS HALL ON THURSDAY 27TH MAY 2010

It was proposed, seconded and RESOLVED for the Annual Parish meeting to be held on this date at this venue.

5937 TO REVIEW THE CHRISTMAS TREE PROJECT 2009 AND CHRISTMAS FAYRE AND RECEIVE ANY SUGGESTIONS FOR 2010

Councillors felt that there was the right number of volunteers involved in putting up and taking down the trees last year and they agreed that feedback should be sought from those who helped. Cllr Nelstrop told the Council that she had received requests from other businesses to be involved in the project and it was suggested that any businesses outside the area where the trees were last year could purchase the equipment this year, but they would need to arrange for the bracket, tree and lights to be put up.

There were many ideas mentioned for the Christmas Fayre and it was agreed that as well as the meeting with The Rotary Club which Brian Olive (Rotary Club Chairman) was arranging to take place in the next few weeks, a planning meeting would also be needed nearer the time.

Members of the Council who would attend the meeting with the Rotary club would be: Cllr Nelstrop, Cllr Robinson, Cllr Mace and Cllr Clarke.

5938 LOCATIONS OF SALT BINS IN THE VILLAGE

LCC Highways had provided the Parish Council with a list of the current locations of the salt bins. It was agreed that a bin was needed by St Peters Church, Iddesleigh Road and another was also needed by the Mall car park/Royal Square car park as both these areas were treacherous when icy. Highways had stated that there was only one salt bin at the mini roundabout and there was in fact two. It was suggested that checking of grit bins should be included in the village maintenance contract schedule of works to ensure that the bins are full before the bad weather arrives, it was agreed that it would be included.

The Council agreed that additional bins were required but it was proposed, seconded and RESOLVED to put this item on the next agenda to give councilors a chance to consider appropriate locations for bins and to also check if there are any other grit bins in the village that are not included in the list from Highways.

5939 TO RESOLVE TO REVIEW CARAVAN POLICY

Due to a change in circumstances since the policy was adopted, it was proposed, seconded and RESOLVED to review the policy. Councillors were asked to provide the Clerk with suggestions for changes/alterations to the current policy.

5940 UPDATE FROM JUBILEE PARK STEERING GROUP

The group is currently trying to establish what is actually wrong with the pool as ELDC has been unable to produce any documented evidence which states that there is a problem with the pool basin. To find out what is wrong a structural survey will need to be carried out and for this to happen the pool will need to be emptied. Once it has been established that it does have a problem then it will need to be remedied of which there are a couple of options and these are a stainless steel liner or to replace with a similar pool. This issue is affecting timescales as ELDC does not currently have any plans to empty the pool as it is due to open in May.

Cllr Clarke gave the Council an update on the response that had been received from Richard Sands, the Principal Valuer at ELDC regarding the application by Petwood Farming Co to establish a right of way through Jubilee Park. ELDC are in discussions with the applicants solicitors to negotiate an appropriate payment for the right of way. However the Steering Group are concerned that it might be a one off payment which goes straight to ELDC and has absolutely no benefit to the Steering Group. They are not entirely happy with the tone of the response and will be discussing the matter further at their meeting the following evening.

ELDC have requested that the board of directors for the organisation which is set up to run the park is the existing Jubilee Park Steering Group members for continuity purposes.

5941 REPORTS FROM COMMITTEES/GROUPS

JUBILEE PARK MARKETING

The Group has agreed new opening times and better marketing for the park this season. They have also had input into the design of the leaflets which will be smaller and cheaper to produce than previously, so that more can be printed and will also include a form to capture data. The next meeting with Mark Humphreys from ELDC has been scheduled for 23rd February when the opening times will be confirmed and will then be able to be published on the village website. The group has been heavily involved with the promotion and opening hours of the park this year which is giving them a good relationship with the people who they will be working with next year. Craig Smith has agreed to talk to the Jubilee Park Steering Group about managing the pool although he will not be the pool manager this year.

SPA BATHS

Cllr Hill reported that there is a prospective sale of the Spa Baths, although there is currently an issue of title and planning. He has been informed by ELDC to expect a planning application to come through in the near future as they have been having very early discussions with potential developers. It was agreed that once the application is received the Heritage Committee needs to be involved. Cllr Hill offered his assistance to the purchaser of the building as he has knowledge of the history of the building, but has not heard anything as yet.

TREE GROUP

They have agreed to go and talk to shop owners about the resin bases around The Broadway trees instead of sending letters.

Richard Littlewood from LCC has sent the group a street map and asked them to indicate where trees have been removed. This will lead onto the group carrying out a tree survey.

They are enquiring with LCC if the Tree Group were to provide/finance trees would Highways give them permission to plant where no trees have been before. The Tree Group has received a request from members of the public to revive the 'Best Kept Gardens' competition. It was agreed that the Clerk would contact the Woodhall and District Gardeners Club to ask if they would like to be involved with the competition.

HERITAGE COMMITTEE

They have been heavily involved with the Article 4.1 direction and hope to have a draft document produced soon. They are looking for new members.

VILLAGE DESIGN STATEMENT (VDS)

Cllr Storey reported that good progress had been made on the document and it was very nearly at a standard where it could be presented to the Parish Council. The Policing Panel has been involved with the document. Cllr Storey spoke about the idea of having a stand at the Country Show to display the draft document for public involvement.

Cllr Storey was thanked for his hard work in producing the document. He explained that he had tried to capture the whole parish and it was almost 2 documents in 1, although he was reluctant to thin it out.

Cllr Hill expressed concern that the document was duplicating the Parish Plan. He acknowledged that it was an excellent document, but did not feel that it was a VDS as it contained too much detail. The VDS was really just the section that dealt with planning issues.

It was agreed that a special meeting was needed to consider the draft document and this was scheduled for Tuesday 16th March.

YOUTH CLUB MANAGEMENT COMMITTEE

Cllr Robinson informed the Council that a meeting would be taking place the following day with Viv Cross and Heather Baxter who worked for LCC Youth Services. Cllr Robinson had been given information from the youth leaders at the club which contradicted what was said by Steven Walker at the January Parish Council meeting, so she was keen to see if this information was correct. It was agreed that if Cllr Robinson received mixed messages from the meeting the following day she was to report back to the Clerk and a letter would be written to Steven Walker expressing concern that what he said at the meeting was not happening.

BRITAIN IN BLOOM

Cllr Nelstrop had received a suggestion for a hanging basket scheme similar to the Christmas tree scheme to take place along Station Road and The Broadway. Cllr Pickavance agreed to take the idea back to the Britain in Bloom group.

CORONATION HALL

The next meeting of the trustees would be taking place on 18th February. They were currently looking at the idea of purchasing a P.A system for the hall.

FRIENDS OF JUBILEE PARK

They were currently awaiting the chosen structure of the Jubilee Park Steering Group and then they hoped to have an active role with fundraising.

FINANCE GROUP

A meeting has been arranged for Tuesday 23rd February at 3pm.

5942 REPORTS FROM DISTRICT & COUNTY COUNCILLORS

District Cllr Leyland spoke about the creation of a Chamber of Commerce in the village. Two businesses had agreed to financially support it and the idea was to have quarterly meetings, a web forum and they were hoping to get every business in Woodhall Spa involved.

5943 FINANCIAL MATTERS

a. Retrospective payments

It was proposed, seconded and RESOLVED to approve the following retrospective payments: £5.38 (Cleaning products); £629.15 (Clerks wages); £18.79 (Tiscali-Broadband);

b. Payments of accounts

It was proposed, seconded and RESOLVED that the following accounts be paid: £13 (Mrs Johnson); £186.54 (LCC Pension Fund); £89.09 (Tax & N.I); £17.07 (Delivery charge for returning Xmas lights); £18.49 (Selby's Office Supplies); £65.76 (E Mace – Voile panels for office windows); £310 (Welton Garden Services – Cemetery Maintenance) - £210 (R Bryant – Grave Digging); £91.45 (Anglian Water); £550 (Pestforce)

5944 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/215/02578/09 - Mall hotel chimney	Filed
Clerks and Councillors direct	January 2010 magazine	Displayed
Lincolnshire Police	Chief Constable 6 monthly update leaflet	On display
ELDC Planning	Replacement of extant planning permission - S/215/02784/09 (2 Green lane)	Filed
East Midlands fire & Rescue control centre	Brochure	On display in foyer
ELDC Planning	Outline planning permission - S/215/02574/09 - Plots 1 & 2, Mill Lane	Filed
Mr A Pugh	Letter wanting a proper answer about car boot sales being held on the new proposed show field	Showed the Chairman
LCC Highways	Turned down request for verge markers on Witham Road	Inform Council & file
617 Squadron Aircrew Association	Grant application for post WW2 memorial	To be considered by Finance Group
ELDC	Invite to tour Meridian Leisure Centre	Informed all Councillors
ELDC	Confirmation of receipt of precept form	Filed
ELDC Planning	Full planning permission – S/215/02704/09 – 70 Horncastle Road	Filed

5945 DATES AND TIMES OF NEXT MEETINGS

- Tuesday 2nd March – Parish Council meeting
- Tuesday 23rd February – Finance Group meeting

- Tuesday 23rd February – Jubilee Park marketing meeting
- Tuesday 16th March – Planning meeting to consider the draft Village Design Statement

5946 ITEMS FOR THE NEXT AGENDA

- To review burial fees for 2010/11
- To review cemetery regulations
- To award village maintenance contract
- Church Walk
- To amend the caravan policy
- To consider the draft article 4.1 document
- Land that has not been adopted at the end of Turnberry Drive
- Locations of salt bins
- Parish Plan

The Chair declared the meeting closed at 9.25pm.