

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 02 MARCH 2010 AT 7.30 PM IN THE COUNCIL CHAMBER STANHOPE AVENUE

PRESENT

Councillors: D Clarke (Chair); E Mace, W Saunders, E Pickavance, P Franklin, A Midgley, J Nelstrop, N Storey and D Hill

IN ATTENDANCE

A Bushell (Parish Clerk), District Cllr Craig Leyland and 4 members of the public.

5947 CHAIRMAN'S REMARKS

The Chairman gave the Council sad news about two people that had recently passed away and it was agreed that the Chairman would represent the Parish Council at the funeral service of Jenny Heathcote and a card would be sent to Audrey Pestell and a donation would be sent to Great Ormond Street hospital. Flowers would also be sent to Cllr Robinson along with a card. The Chair agreed to arrange these.

5948 APOLOGIES FOR ABSENCE WITH REASON GIVEN

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

5949 TO RECEIVE DECLARATIONS OF INTEREST

Cllr Nelstrop declared a personal interest in agenda item 9d. (min ref. 5955d.) as her family owned the land the agreement related to.

Cllr Hill declared a personal interest in agenda item 20a. (min ref 5966a.) as he was the Treasurer of the Cottage Museum.

Cllr Pickavance declared a personal interest in agenda item 20a. (min ref 5966a) as her husband was a Director of the Cottage Museum.

5950 NOTES OF THE MEETING HELD ON 02 FEBRUARY TO BE APPROVED AS THE MINUTES

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

5951 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING AND ACTIONS ARISING FROM THE MINUTES

Church Walk – One volunteer had put their name forward to help with the project to improve Church Walk, although a former member of the Lions had attended the last PC surgery session and indicated that the Lions may be interested in taking on Church Walk as one of their projects. The Clerk agreed to contact the Lions to see if a decision had been made.

More complaints had been received about vans and vehicles accessing Church Walk and churning up the ground. The Clerk would contact Highways to inform them of this and see if measures could be put in place to stop any vehicular access.

Youth Club – A letter had been received from Steven Walker – LCC Children's Services Team Manager informing the Parish Council of LCC's plans to develop the Youth Service provision in Woodhall Spa.

Annual Parish Meeting – The Clerk informed the Council that they would be unable to hire a P.A system from Bates Sound Service for the meeting as they already had a booking for that date. Councillors suggested other companies that supplied this equipment and it was agreed that the Clerk would try to hire a PA system from another supplier.

Horncastle Speed Traffic Survey – The Lincolnshire Road Safety Partnership had carried out the survey as requested which had checked the speed of 20,280 vehicles over a 6 day period. The survey had showed that the average speed of the vehicles surveyed was within the speed limit for the area. Councillors felt that there were insufficient speed limit reminder signs in that area of the village and the Clerk was also asked to investigate about hiring/purchasing an interactive speed sign.

Log Cabin development on Witham Road – The Clerk had received an e-mail from the Architects who were representing the owners of the site informing the Parish Council that the site owners were happy to accept the proposal offered by the Parish Council Planning Committee at the meeting on 8th December. This was to ask that the site be closed for 2 consecutive months, possibly January and February which would make it easier to enforce and ensure that the site was used for holiday purposes only.

Litter Bins – Cllr Mace and Cllr Pickavance had identified 18 places for the replacement litter bins. Highways had been consulted and consent had been given for the bins to be replaced. A list would be sent to the Clerk who would then contact the Contractor and ask him to start installing the new bins.

5952 TO CONSIDER A SUGGESTION TO SET UP A WOODLANDS WOMBLES VOLUNTEER GROUP

Due to the fact that PCSO Martin Clough and the gentleman who had made the suggestion had been unable to attend the meeting, it was proposed, seconded and RESOLVED to cancel this item and put it on the agenda for April's meeting.

5953 PLANNING APPLICATIONS

a. S/215/00128/10 – Seven Oaks, 63 Stixwould Road

The Council felt that there were errors contained within the application form and there were also great concerns about the access onto Green Lane and the traffic hazard that additional cars may cause along this single track road. It was proposed, seconded and RESOLVED to object to the application for change of use of existing residential house to provide a guest house with a dining room and bar facilities open to members of the public due to the fact that the application form stated that there was no water course within 20metres of the property and Reeds Beck runs right along the back of the property, the application form didn't specify the number of guest rooms that there would be, therefore it made it impossible to judge the amount of additional vehicles that would need to be parked at the property; and if the guest house had insufficient car parking spaces vehicles parking outside the property would cause a serious traffic hazard along Green Lane and make access to Green Lane and the neighbouring properties extremely difficult.

b. S/215/00191/10 – Former J Goodyear Antiques

It was proposed, seconded and RESOLVED to comment on this application to erect a building comprising of 3 no. shops on the ground floor and 3 no. shops above with the provision of parking by expressing concern that if the skylights are changed to dormer

windows on the flats then the building would then become three storeys and not fit in within the adjacent buildings and have a negative impact on the conservation area. It was also stated that the design of the building should match the buildings adjacent and opposite, as it was difficult to tell the design of the building from the plans.

c. S/215/00192/10 – Former J Goodyear Antiques

It was felt that this application was necessary to enable the applicant to construct a building on this site and along with the fact that the walls and gates had already been removed it was proposed, seconded and RESOLVED to support the application for conservation area consent to remove the existing fence.

d. S/215/00056/10 – 35 Horncastle Road

The Council had been informed that the application had been invalidated due to the applicant not submitting a plan to show how a house could be fitted onto the plot. However ELDC Planning Department had advised the Parish Council to still consider the application for outline erection of a detached house with garage on the site of an existing bungalow which is to be removed and submit their comments. It was proposed, seconded and RESOLVED to approve the concept of a single house to be built on the site of the existing bungalow which is to be removed, as it was a large plot and there was a mixture of houses and bungalows in this part of the village.

5954 TO AWARD THE CLOSED CHURCHYARD / VILLAGE MAINTENANCE CONTRACT FOR 2010/11

The Finance Group had considered 14 quotations that had been received and they recommended that the Parish Council awarded the contract to Mr Stuart Holmes, as his quote was very competitive, he was a local man and the Council was already aware of his high standard of work. It was proposed, seconded and RESOLVED to award Mr Holmes with the maintenance contract from 01 April 2010 to 31 March 2011 at the rates stated in his quotation, the Clerk was asked to ensure that Mr Holmes provided a copy of his public liability insurance before the contract began.

5955 CEMETERY

a. To increase cemetery fees from 01 April 2010

Cllr Mace explained that the expenditure for the cemetery still exceeded the income and funds would be needed in a few years to extend the cemetery and improve the remembrance garden. Cllr Mace explained that many other parishes doubled the fees for non-residents and it was agreed that this would be done in Woodhall Spa. It was proposed, seconded and RESOLVED to accept the recommendation of the Finance Working Group and increase the fees as below:

	Resident £	Non-Resident £
Interment Fees		
Adult	350.00	700.00
Child up to 12 years	250.00	500.00
Baby under 1 year	0.00	0.00
Exclusive Right of Burial (Reservation Fee)	150.00	300.00
Monument Fees		
Right to erect a single width headstone or cross	50.00	100.00
Right to place a double width headstone or cross	100.00	200.00
Additional inscription	50.00	100.00
Interment of cremated remains		

Interment in the garden of remembrance	100.00	200.00
Erection of plaque in memorial building	60.00	120.00
Interment in existing grave	75.00	150.00
Interment in new grave	95.00	190.00

A note would also be added to the burial fees document stating that no refund of reservation fees will be given after 5 years.

b. To amend cemetery regulations

Cllr Mace explained that the current regulations stated that no dogs were allowed in the cemetery, but we were unable to ban dogs without a byelaw being implemented so for this reason it was proposed, seconded and RESOLVED to make the following amendment to paragraph 5.4:

Dogs must be on leads at all times. Owners must ensure that any dog fouling is removed.

c. Reserved plots A233 & A234

It was proposed, seconded and RESOLVED to contact the grantee of the plots and offer them back the original fee that was paid at the time of purchase and this was £7.50 per grave space. In the event that they were not happy with this offer the Council agreed to delegate the Chair, Vice Chair and Clerk with the power to negotiate a reimbursement fee.

d. To agree who will sign the legal agreement for the Rabbit Proof Fencing to erected on land not belonging to the Parish Council

Following the recommendation from LALC, it was proposed, seconded and RESOLVED that the Chair and Vice Chair would sign the agreement.

e. To increase the budget for the rabbit proof fencing

Due to the increase in the costs of materials, it was proposed, seconded and RESOLVED to increase the budget for this project to £3,200.

5956 TO AGREE THE NEXT STEP IN REVIEWING THE PARISH PLAN

No volunteers had come forward to form a steering group and due to the amount of work that the Parish Council are currently involved with it was agreed that there is not enough time for the Parish Council to take the project on itself, so for these reasons it was proposed, seconded and RESOLVED that it would be mentioned at the Annual Parish Meeting in May and then the members of the original parish plan steering group would be contacted to ask if they would be involved with the project again.

5957 TO REQUEST ADDITIONAL SALT BINS FOR WINTER 2010/11

It was proposed, seconded and RESOLVED to write to the local highways office and ask for additional salt bins to be located at the corner of Stanhope Avenue/Tor-o-Moor Road and on Iddesleigh Road near St Peters Church. The Council would also ask for one of the bins currently located on Church Walk to be moved to Royal Square car park.

5958 TO RESOLVE TO WRITE TO ELDC AND THE LONGHURST ASSOCIATION REGARDING THE LAND AT THE END OF TURNBERRY DRIVE WHICH AS NOY YET BEEN ADOPTED

Cllr Midgley suggested that a meeting between all the parties concerned with this issue would be more affective than a letter. It was proposed, seconded and RESOLVED that a meeting would be arranged between ELDC, the Longhurst Housing Association, residents of Turnberry Drive and the Parish Council.

5959 TO CONSIDER THE COLLATED CARAVAN POLICY REVISION PROPOSALS

The Chair had produced a table containing all the proposed changes to the document and this was projected onto a screen in the chamber where the Council discussed all the proposals. It was proposed, seconded and RESOLVED that a re-draft would be done and circulated for comments, and the policy would be agreed and adopted at the next meeting.

5960 UPDATE FROM JUBILEE PARK STEERING GROUP

It had been agreed that the best form for legal entity would be an Industrial and Provident Society and this proposal would be put to the Parish Council at April's meeting for them to agree the legal organisation.

A meeting had been arranged with Nigel Howells for the following week to seek permission to dig up the pool and replace with another pool. The Chair explained why the stainless steel option was no longer realistic and by having a new pool they could increase the depth, extend the width, install diving boards and have disabled access into the pool. The Council was informed that the pool would not be taken on without knowledge that it was sustainable and also support was needed from 31 District Councillors so the group needed to be realistic.

Now that the group was no longer considering the stainless steel liner option for the pool they were not tied to a decision being made in the summer, it could be done later in the year.

There was no update to report on the right of access issue, but ELDC did understand that maximum benefit needed to be extracted for Jubilee Park.

They are asking Friends of Jubilee Park (FOJP) to come up with ideas to bring in money/reduce costs.

5961 REPORTS FROM COMMITTEES/GROUPS

JUBILEE PARK MARKETING

They have been working hard on the new leaflet, but are getting frustrated as ELDC do not want to include the timetable within it, but they are working on getting them to agree to do this. They have approved a draft of the leaflet, but have not been informed on what budget ELDC have allocated. They have looked at having a smaller leaflet that can be distributed to Tourist Information Centres, Hotels, B and B's and other attractions throughout the County.

The swimming pool opening times for the season have now been agreed and can go on the village website along with information on the caravan site and prices.

FRIENDS OF THE LIBRARY

Cllr Clarke asked if any other councilor would be interested in taking his place on this group as he is short of time at present due to his involvement with other projects.

SPA BATHS

Cllr Hill had no further details to report to the Council but he agreed to contact the Estate Agent to try and get an update for the next meeting.

TREE GROUP

They are still looking for new places to plant trees and have been in contact with the English Golf Union but they do not currently have anywhere which requires extra trees. Cllr Saunders explained how frustrating the problem was as they had the trees but nowhere to plant them. Cllr Leyland was asked to take this issue back to the District Council. It was suggested that the group could contact Ben Booth to ask if he

would consider planting trees on the new show field or within the new caravan site. Cllr Storey also suggested planting along the southern boundary of the village. Cllr Pickavance reported that the idea of having resin bases on the trees along The Broadway was not going to happen as they had contacted all the shop owners and some were not happy with the idea. However, Bill Lovelock the Highways Officer for the village had approved for the bases at the foot of the trees to be planted as long as the shopkeepers were happy. Several ideas were suggested for the best way to plant at the bases of the trees due to there being very little soil present. It was agreed that the Britain in Bloom Group and Tree Group would need to work together on this to come up with a series of options for the Parish Council to consider.

BRITAIN IN BLOOM

Cllr Pickavance explained the plans for the project for the summer and was asked to propose for hanging baskets to be located along the wrought iron canopy along The Broadway.

CORONATION HALL

Cllr Hill reported that things seemed to be progressing o.k.

FRIENDS OF JUBILEE PARK

They had met, but there was nothing to report.

HERITAGE COMMITTEE

They are happy with the draft of the article 4.1 direction and it will be available for the Parish Council to consider at its April meeting.

They had a visitor attend the last meeting who was a mature heritage student and was happy to share information on archaeological and architectural features. She had also become a new member of the Heritage Committee.

VILLAGE DESIGN STATEMENT (VDS)

Cllr Storey reported that the VDS document would be placed on the village website and available for councillors to view before the meeting on 16th March. Comments would be taken from this meeting and he suggested having a marquee at the Country Show to involve the public which would consist of the document being displayed on A3 sheets and this would be the main public consultation.

Cllr Storey is still awaiting feedback from the Policing Panel and would also like to spend time with the Tree Group to discuss it.

5962 FEEDBACK FROM MEETING WITH THE ROTARY CLUB ABOUT THE CHRISTMAS FAYRE AND CAROL SERVICE FOR 2010

The Chair reported that it had been a fairly good meeting and the Rotary Club had been pleased to see representatives from the Parish Council.

The main proposal resulting from the meeting was to have a torch lit procession from St Peters Church to Royal Square for the carol service. They would also like to see stalls positioned in Royal Square car park, better lighting and improved sound.

It was agreed that the putting up of the Rotary Club and Parish Council Christmas lights would be done together and there would be an official switching on of the lights which would be organised by the Parish Council.

The date for this year's fayre would be Friday 10th December.

The Parish Council was asked if permission could be sought to hang the Rotary Club's lights from lamppost and telegraph poles. The Clerk agreed to enquire about this.

The Rotary Club will inform the Council when they are having another meeting and in the meantime any suggestions for the Christmas Fayre should be submitted to the Clerk.

5963 REPORTS FROM DISTRICT & COUNTY COUNCILLORS

District Cllr Leyland spoke about the Chamber of Commerce which they were currently trying to reinvigorate in Woodhall Spa. He gave details of an initial meeting that had been organised for 15th March at The Petwood Hotel at 12 noon for any businesses and organisation interested in being involved and it was agreed that Cllr Mace and Cllr Pickavance would attend to represent the Parish Council.

District Cllr Leyland had received complaints about the state of Monument Road which he was pursuing with Highways and the District Council. He also spoke about a letter that he had received from a Green Lane resident regarding speeding. District Cllr Leyland spoke about Wellsyke Lane caravan site in Kirkby on Bain expanding without the need for planning permission and was concerned that other sites within Woodhall may apply to do this.

5964 TO PROVIDE ELDC WITH FEEDBACK FOR THEIR REVIEW OF PUBLIC TOILET PROVISION

Cllr Mace had provided councillors with a report on a recent meeting that had taken place with ELDC about their review of public toilet provision throughout the District. Councillors were asked to e-mail Cllr Mace with their view and suggestions and she would then collate and use them to prepare a response for ELDC to be approved at the March 16th Planning Committee meeting.

5965 FINANCIAL MATTERS

a. Pay increase for Mrs Johnson for cleaning the Parish Council offices

It was proposed, seconded and RESOLVED to increase the amount paid to Mrs Johnson for cleaning the Parish Council offices to £20 per month from April 2010 due to the fact that her pay has not been increased for 2 years and once the Clerk moves offices there will be an additional office to clean.

b. Britain in Bloom purchases

Graham Keegan had provided the Parish Council with a list of equipment which he wished to purchase from the £1000 budget allocated to the project for 2010/11. It was proposed, seconded and RESOLVED to approve the purchase of 9 hanging baskets, 18 lamppost baskets, 9 lamppost brackets and 4 reservoirs which comes to a total of £882.90 + VAT. These items will be purchased and insured by the Parish Council.

c. Retrospective payments

It was proposed, seconded and RESOLVED to approve the following retrospective payments: £175 (R Bryant – grave digging); £310 (Welton Garden Services – Cemetery Maintenance); £629.15 (Clerks Wages); £186.54 (LCC Pension fund); £89.09 (Tax & N.I); £94 (Cupits – Newsletter); £88.13 (Witham Trading, Hedge cutting at cemetery); £147.01 (British Gas Business); £18.79 (Broadband); £142.62 (BT); £13 (Mrs Johnson – cleaning)

d. Payments of accounts

It was proposed, seconded and RESOLVED that the following accounts be paid: £72.83 (GRS Signs Ltd - public toilet sign); £243.67 (N Storey – Website fees for 2009 & Jan & Feb 2010).

e. Money held in reserves to be moved into an account which will earn interest

It was proposed, seconded and RESOLVED to move £15,087.03 held in reserves into a 90 day tied in account which will earn 0.8%p/a. The money will remain in this type of account and be reviewed annually.

5966 GRANT APPLICATIONS

a. The Cottage Museum – Arnhem memorial fund

It was proposed, seconded and RESOLVED to award The Cottage Museum with a grant for £500 towards any ancillary activities connected with the Arnhem Memorial project, but not for the monument itself. The grant would be paid immediately from the 2009/10 grants budget.

b. 617 Air Squadron Association – Memorial in Royal Square

The Clerk was asked to contact the 617 Air Squadron Association and request additional information to accompany its grant request. The Parish Council wishes to know what the total cost of the monument will be and what amount of funding they have currently acquired.

c. Lincolnshire Victim Support

It was proposed, seconded and RESOLVED to give a donation of £50 to Lincolnshire Victim Support from the 2010/11 grants budget.

5967 INSURANCE RENEWAL

It was proposed, seconded and RESOLVED to remove the terrorism cover from the insurance policy and renew with Aviva through Came and Company at a cost of £900.04.

5968 TO AGREE HOW TO REVIEW THE STANDING ORDERS

Cllr Mace and Cllr Hill agreed to assist the Clerk with reviewing the Standing Orders. The new standing orders will be adopted at Mays Annual Parish Council meeting.

5969 CORRESPONDENCE RECEIVED SINCE LAST MEETING

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

Sender	Description	Action
The Cottage Museum	Response to our letter reference the location of the memorial	Grant request considered by Finance Group on 23rd Feb
Lincolnshire Heritage at Risk	Posters & letter informing us that Heritage Stewards are operating in the area	Passed to Heritage Group
Steven Walker - Children's Services - LCC	Reporting back on the youth club provision in Woodhall Spa	Showed Cllr Robinson - Inform PC at March meeting
National Grid	Information about their equipment in Woodhall Spa	Passed a copy to Mrs B Stanley
Mrs C Chambers	Enquiry about releasing purchased grave spaces back to the Parish Council	March agenda item
Mr P Allbones (Rabbit proof fencing contractor)	List of materials needed for rabbit proof fencing	Informed Finance Group

ELDC	Refusal of planning permission - S/215/02425/09 - Steaks ahead hair salon	Filed
LCC	Grit bin provision letter	March agenda item
Mr Pugh	Letters concerned about land at green lane	Clerk informed him of the date of the next Council meeting
ELDC Planning Dept	Full planning permission - S/215/02971/09 - Land rear of 200 Witham Road	Filed
ELDC Planning	Application S/215/01646/09 18 Witham Road gone to planning appeal	Filed
ELDC	Consent to fell Rowan Tree at 3 Acorns, Woodland Drive	Informed tree group and filed
ELDC	Decision relating to the application to carry out work to trees at 12 Tor-o-Moor Gardens	Informed Tree Group & filed
LCC	Locality Management Newsletter - Issue 1	On display at office

b. To consider becoming a campaign partner for the NSPCC

It was felt that this was not relevant to the Parish Council.

c. To respond to a complaint about fly posting in the village

The Clerk was asked to contact ELDC/LCC to find out the legal position on fly posting and whether the appropriate authorities are willing to take any action. The Clerk will report back to the Council at April's meeting when the Council will decide what to respond to the complainant.

d. To consider applying for a grant from the LCC Aggregates Levy Sustainability Fund

It was agreed that the Parish Council would definitely apply for funding, but several ideas were suggested so it was proposed, seconded and RESOLVED that it would be an agenda item at April's meeting and councilors were asked to think of ideas.

e. To submit items for consideration for the Horncastle Area Committee Meeting to be held on Monday 19th April at Minting Village Hall

Councillors were asked to contact the Clerk with any suggestions for agenda items.

f. To respond to requests for street collection permits

It was proposed, seconded and RESOLVED to recommend that permits be issued for the following street collections:

- Saturday 28th August 2010 – Lincoln and Lindsey Blind Society
- Saturday 10th April 2010 – Collection in aid of the Children's Society

5970 REQUEST FOR A TRAFFIC SPEED SURVEY TO BE CARRIED OUT ON GREEN LANE

PCSO Martin Clough had already submitted a request to the Lincolnshire Road Safety Partnership for a traffic speed survey to be carried out along this road. However the Clerk was unsure which section of the road would be surveyed and she agreed to check this with PCSO Clough.

A letter had also been received from a resident concerned with the speed of traffic in Green Lane and the Clerk was asked to keep the resident informed about the traffic speed survey.

5971 DATES AND TIMES OF NEXT MEETINGS

- Tuesday 16th March – Planning Committee meeting to consider the draft Village Design Statement
- Tuesday 6th April – 7.15pm Parish Council meeting

5972 ITEMS FOR THE NEXT AGENDA

- LCC Aggregates Levy Fund
- Newsletter
- Respond to ELDC ref. public toilets
- Heritage Committee Article 4.1 agreement
- Agree legal organisation of Jubilee Park group
- Public toilet review response

The Chair declared the meeting closed at 9.37pm.