

**MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING  
HELD ON TUESDAY 16 NOVEMBER 2010 AT 7.30 PM IN THE COUNCIL  
CHAMBER STANHOPE AVENUE**

**PRESENT**

Councillors: D Clarke (Chair), E Mace, A Midgley, P Franklin, D Robinson, T Peacock, J Nelstrop, R Sanderson and D Hill

**IN ATTENDANCE**

A Bushell (Parish Clerk), District Cllr Leyland, and 2 members of the public

**6186 CHAIRMAN'S REMARKS**

The Chair explained why it had been necessary to call a special meeting. Cllr Clarke reported that the Remembrance Sunday parade had gone well. The Clerk was asked to write and thank the Police and Fire Service for their support in controlling the traffic on the day.

**6187 APOLOGIES FOR ABSENCE WITH REASONS GIVEN**

Apologies were received from Cllr Pickavance and Cllr Saunders.

**6188 TO RECEIVE DECLARATIONS OF INTEREST**

Cllr Midgley declared a personal interest in agenda item 8 (min ref. 6193) as she lived next to Jubilee Park.

**6189 NOTES OF THE MEETING HELD ON 02 NOVEMBER TO BE  
APPROVED AS THE MINUTES**

Subject to a change to the number of members of the public that attended the meeting, it was proposed, seconded and RESOLVED to accept the notes as being a true record of the meeting.

**6190 PLANNING APPLICATIONS**

**a. S/215/02034/10 – Café Zilli, 12 Station Road**

Cllr Franklin queried if the Parish Council had more information about the boundary issue, but unfortunately no further information had been found.

It was proposed, seconded and RESOLVED to support the application for a rear storey extension to existing café/takeaway to provide a seating area and store on the site of an existing conservatory which is to be demolished and to continue to use the land as an outdoor seating area used in connection with the existing premises.

**b. S/141/02141/10 – 126A Horncastle Road, Roughton Moor**

The Parish Council acknowledged that this application was not in the parish of Woodhall Spa, but could not see any reasons to object to the applicant extending and altering the existing bungalow to provide a garden room to the rear and raising of the roof height to provide 2no. first floor bedrooms with en-suite bathrooms and study/home office in the roof space. It was therefore proposed, seconded and RESOLVED to support the application.

**6191 TREE APPLICATION AT 18 'BIRCHWOOD' TOR-O-MOOR ROAD**

The Parish Council was informed that the Tree Group had visited the site and could see no reasons to object to the application, it was therefore proposed, seconded and RESOLVED to follow the recommendations of the Tree Group and support the felling of a Spruce tree which had suffered lightening damage.

## **6192 TO APPROVE PAYMENTS TO BE MADE**

It was proposed, seconded and RESOLVED that the following accounts be paid: £95 (Cupit Print – newsletters); £8.86 (E-on – Office electricity bill); £644.31 (Clerk’s wages); £193.35 (LCC Pension fund); £102.18 (HM Rev & Cust – PAYE & N.I)

## **6193 JUBILEE PARK**

### **a. To resolve to accept the freehold of Jubilee Park**

The Chair explained to the Council why it had been asked to make this decision by 30<sup>th</sup> November. The Steering Group was congratulated for producing an impressive and very comprehensive business plan.

Cllr Clarke (Jubilee Park Steering Group Chairman) answered questions about the day to day finances, responsibilities of the Park Manager, the rally field, additional work for the Clerk, the service level agreement, the role of the Friends of Jubilee Park (FOJP) and access issues to the Petwood Farming caravan site.

It was proposed, seconded and RESOLVED to accept the freehold of Jubilee Park from ELDC providing that ELDC formally approve the capital spend on the park of £705,550 and conditional on a jointly agreed Service Level Agreement and conveyance document.

### **b. Signatories on contracts for refurbishment of the pool**

It was proposed, seconded and RESOLVED to appoint the Chair and Vice Chair as signatories on contracts for refurbishment of the pool.

### **c. To set up a Jubilee Park management committee to run the park**

It was proposed, seconded and RESOLVED to set up a Jubilee Park Management Committee to run Jubilee Park in accordance with the published Jubilee Park Business Plan dated November 2010 and in accordance with any strategic direction given to the Committee by the full Parish Council at the Jubilee Park performance annual review. The Committee would have complete delegated powers to run the park in accordance with the strategic plan and the Parish Council would only be informed and need to make decisions on issues outside the plan.

### **d. Terms of reference for the Jubilee Park Management Committee**

It was proposed, seconded and RESOLVED to defer approving the terms and reference until December’s meeting to give councillors more time to digest the content more thoroughly. Members of the Council were asked to contact the Clerk with any comments on the terms of reference by 1<sup>st</sup> December.

### **e. Signatories on legal documents to formalise the transfer of the freehold**

It was proposed, seconded and RESOLVED to appoint the Chair and Vice Chair as signatories on any required legal documents to formalise the transfer of the freehold.

### **f. Quote for legal service support for the transfer**

It was proposed, seconded and RESOLVED that the Clerk would write to local solicitors asking for a quote for legal service support for the transfer.

### **g. To approach local solicitors for legal support**

It was proposed, seconded and RESOLVED to write to a number of local solicitors asking if they would provide legal support to the Parish Council on a pro bono basis or on reduced rates, with the Parish Council granting that firm the right to publicise their involvement with the Parish Council. The letters would ask each firm of solicitors to propose how the agreement would be operated.

The Chair declared the meeting closed at 8.11pm.