

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 01 FEBRUARY 2011 AT 7.30 PM IN THE COUNCIL CHAMBER STANHOPE AVENUE

PRESENT

Councillors: D Clarke (Chair), E Pickavance, P Franklin, R Sanderson, D Robinson, D Hill, A Midgley and C Cooper

IN ATTENDANCE

A Bushell (Parish Clerk), ELD Cllr Craig Leyland

6237 CHAIRMAN'S REMARKS

The Chair welcomed new councillor Conrad Cooper to the Parish Council.

6238 APOLOGIES FOR ABSENCE WITH REASONS GIVEN

Apologies for absence were accepted from Cllr Nelstrop, Cllr Mace and Cllr Peacock. Cllr Saunders was absent. District Cllr Harness had also sent his apologies.

6239 TO RECEIVE DECLARATIONS OF INTEREST

Cllr Clarke declared a personal interest in agenda item 12a (minute ref. 6248a) as he was a Governor at St Andrews C of E Primary School where the Woodhall Wizards Children's Centre were based.

Cllr Hill declared a personal and prejudicial interest in agenda item 9b (minute ref. 6245b) as he was the Treasurer of the Cottage Museum.

Cllr Pickavance declared a personal and prejudicial interest in agenda item 9b (minute ref. 6245b) as her husband was a Director of the Cottage Museum.

6240 NOTES OF THE MEETING HELD ON 11 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.

It was agreed that the presentations referred to in the minutes would be displayed on the council pages of the village website.

6241 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING AND ACTIONS ARISING FROM THE MINUTES

Next issue of newsletter: Cllr Midgley had done a first draft of the newsletter which would be circulated to councillors for comments. Councillors were reminded to send in any items for the newsletter to the Clerk by 10th February.

Christmas Fayre meeting with the Rotary Club: A meeting had been arranged for 10th February at 7pm in the Woodhall Spa hotel. Cllr Robinson and the Chairman would be attending.

Drainage issues on The Broadway outside the Bakery: LCC Highways had confirmed that the water running along The Broadway was rainwater caused by tree roots blocking the narrow pipes in the footway. A work order has been raised and the work to rectify the problem will be carried out early next financial year. The Clerk would write to the gentleman who spoke to the Council about this issue at January's meeting.

6242 WORKING RELATIONSHIP WITH WOODHALL SPA CHAMBER OF TRADE AND TOURISM

This item was deferred until the next meeting as nobody from the Woodhall Spa Chamber of Trade and Tourism (WSCTT) was able to attend. The Clerk agreed to contact Mike Rinfret – Chairman of WSCTT and invite him to March’s meeting.

6243 GRITTING / SNOW CLEARANCE

a. To receive an update on the snow & ice plan

Cllr Sanderson had updated the snow and ice plan since the last Council meeting and ran through the changes that had been made. He informed the Council that he had spoken to WSCTT about the proposal for business owners to clear the pavements outside their shops which had been quite well received.

It was proposed, seconded and RESOLVED that Cllr Sanderson would set up a working group to come up with a gritting plan and agree the locations for the 5 grit bins in the village as well as investigating a suitable storage site and container for the grit that would be required.

b. To agree the locations for the 5 grit bins in the village and request for LCC to move them

The Snow and Ice plan working Group would agree the locations for the 5 grit bins and report back to the Parish Council for approval.

c. To request that the Victoria Avenue bus route is added to the LCC Highways winter salting route

It was proposed, seconded and RESOLVED to write to LCC and ask for the Victoria Avenue bus route to be added to the winter salting route. LCC would also be asked to grit the route to St Andrews School (King Edward Road & King Edward Crescent) as members of the Parish Council understood that it was a requirement for the Highways Authority to ensure that the area surrounding a school was gritted.

6244 TO SET A DATE FOR THE ANNUAL PARISH MEETING

It was proposed, seconded and RESOLVED to hold the Annual Parish Meeting at Coronation Hall on Tuesday 19th April at 7pm.

6245 TREE APPLICATIONS

a. The Dower House Hotel

The Council felt that there was not enough justification to support the removal of all the requested trees, as the trees were there long before the new development and the protection of the trees should have been considered at the time of the planning application for the hotel extension. It was agreed that the whole site was in need of a tree management plan and it was felt that a qualified tree surgeon should be asked to advise if any light could be let in by pruning before any of the trees were to be removed.

It was proposed, seconded and RESOLVED to ask the ELDC Tree Officer to oppose the application to remove all the trees, but ask that if they were considering granting approval that no more than 5 trees should be taken out. The Council felt very strongly that Sycamore trees 508, 503 and 479 should remain as well as the Yew tree as these trees were visually important to the site and there was strong justification for crown reductions to be carried out to the other trees to let more light in.

The Council would ask that if any of the trees are removed the applicant must be made to replant native trees elsewhere on the site.

Cllr Pickavance and Cllr Hill repeated their declarations of interest and left the meeting at 8.05pm

b. Woodhall Spa Cottage Museum

It was proposed, seconded and RESOLVED that the maximum that the Beech tree should have its height reduced to should be 25% if it was necessary for it to be done. Members of the Council appreciated that the tree was very tall, but felt that it was very important to the visual impact of that area of the village that the tree remains very visible.

Cllr Pickavance and Cllr Hill returned to the meeting at 8.08pm.

c. Long Avenue, adjacent to boundary wall of Hazelwood, Cromwell Ave

It was proposed, seconded and RESOLVED to strongly object to the removal of 1 no. Sycamore tree and 2no. Norway Maple trees as there was no justification for their removal and Long Avenue was a very important tree lined Avenue in the centre of the village which added to the important character of the area and since the applicant didn't own the land that the trees were on it was felt that he shouldn't be allowed to removed them.

The Parish Council agreed that there was a need to establish who owned Long Avenue.

d. Eastwood Lodge, 23 Stanhope Avenue

It was proposed, seconded and RESOLVED to support the felling of the Eucalyptus tree, but object to the crown of the Beech tree being reduced to the gutter line of the property as this would mean removing most of the tree and only a stump would remain.

6246 NEIGHBOURHOOD PLANS AND/OR NEIGHBOURHOOD DEVELOPMENT ORDERS

It was explained that Neighbourhood plans and Neighbourhood development orders were powers of the Localism Bill which would now give Parish Councils the opportunity to play a core role in the planning system.

It was proposed, seconded and RESOLVED to have an item on the next agenda to subscribe to the Journal of Local Planning at a cost of £50 per year. The Clerk was asked to send out the initial Journal of Planning to all councillors.

It was agreed that the Village Design Statement was crucial to Neighbourhood plans and the ELDC Planning Policy Committee were keen to get Town and Parish Councils involved in the planning process.

6247 CEMETERY

a. Land Registry plan of the cemetery

It was proposed, seconded and RESOLVED to accept the Land Registry plan of the cemetery.

b. To allow Paul Bushell to shoot the rabbits at the cemetery

It was proposed, seconded and RESOLVED to allow Paul Bushell to shoot rabbits at the Kirkby Lane cemetery.

6248 GRANT APPLICATIONS

Cllr Clarke repeated his declaration of a personal interest and remained in the room.

a. Woodhall Wizards

It was proposed, seconded and RESOLVED to award a grant of £750 towards new flooring and replacing play equipment at the Woodhall Wizards Children's Centre.

b. Lincolnshire Playing Fields Association

It was proposed, seconded and RESOLVED not to make a donation on this occasion, but it might be something that the Council would consider supporting in the future.

Members of the Finance Working Group informed the Council that Simon Elmer had resubmitted a grant application towards the 1940's festival weekend and although it had been considered by the Finance Working Group it was not on the agenda so would not be considered by Full Council until March's meeting.

6249 CONTRACTS FOR 2011-2013

The tenders had been opened by members of the Finance Working Group who had considered all the quotes and made recommendations to the Full Council.

a. Kirkby Lane Cemetery Maintenance

It was proposed, seconded and RESOLVED to award Welton Garden Services with the Kirkby Lane cemetery maintenance contract.

b. Closed Church Yard / Village Maintenance

It was proposed, seconded and RESOLVED to award Stuart's Garden Maintenance (Stuart Holmes) with the village maintenance contract as he had provided excellent service in the past and often carried out work above and beyond what he was contracted to do.

c. Grave Digging

It was proposed, seconded and RESOLVED to award Rob Bryant with the grave digging contract. The cost for digging for 2011/12 would be £215 per full grave and £55 per ashes plot.

It was agreed that the cemetery fees would need to be reviewed to incorporate these increases.

6250 FINANCIAL MATTERS

a. 3 face clock in the village

It was proposed, seconded and RESOLVED to get quotes for repairing the clock.

b. Retrospective payments

It was proposed, seconded and RESOLVED to approve the following retrospective payments: £25.52 (mini fridge); £39.98 (A3 laminator & pouches); £1.00 (A Bushell – Parking ticket to collect fridge & laminator); £644.51 (A Bushell – Clerks wages); £193.36 (LCC pension fund); £101.98 (HMRC PAYE & NI);

c. Payments to be made

It was proposed, seconded and RESOLVED that the following accounts be paid: £12.30 (GRS Signs – Meeting room sign); £23.49 (Page paper – stationery); £300 (Cupit Print – Heritage trail leaflets); £50 (S Holmes – leaf collecting); £168 (Bates Sound Service – Hire of PA System); £40.51 (Opal Telecom – phone & broadband); £55.45 (E-on – Royal Square electricity); £310 (Welton Garden Services – Cemetery maintenance); £390 (R Bryant – grave digging); £20 (Mrs Johnson – office cleaning); £40 (A Bushell/PC Doctor – computer repair); £240 (R Silson – Planning Advice); £99.09 (Anglian Water – Office water bill); £12 (Witham Trading – license for rabbit proof fencing)

6251 TO CONSIDER CONTACTING ROYAL MAIL ABOUT THE SERVICE RECEIVED DURING THE PERIOD OF BAD WEATHER

The Clerk had written to the local post office branch as instructed at the last meeting to seek their opinion on what had happened during the period of bad weather but had not received a response.

It was proposed, seconded and RESOLVED to write to the regional depot about the deliveries/collections to and from Woodhall Spa during the period of bad weather and state that the level of service received was very disappointing and completely out of proportion with the weather conditions. It was agreed that a good level of service had been received at a local level.

6252 CURRENT STATE OF GREEN LANE TREES/HEDGES AND DYKES

It was proposed, seconded and RESOLVED to write to LCC expressing concerns about the work that had been carried out by contractors in Green Lane which had resulted in the hedges looking like they had been massacred, left with dangerous jiggered edges, branches of trees had been left in the hedges and the ditch had been left full of debris. LCC would be asked to investigate who was responsible for clearing out the dyke and ensuring that it flowed freely. It was agreed that if LCC could not resolve the issue then the Parish Council would write to Kier Homes and it would be raised at the next Drainage Summit. Green Lane residents would also be encouraged to write to LCC about the matter and given a sample letter to use.

The Clerk was also asked to get in touch with Richard Littlewood at LCC about the trees that had been removed on the highway.

6253 POSSIBLE IMPROVEMENTS TO KIRKBY LANE

The road was reported as being in a very poor condition and it was agreed that this issue would be raised at the joint meeting with Kirkby-on-Bain.

6254 LALC TRAINING COURSES

Councillors were asked to contact the Clerk if they wanted a place booking on a training course.

6255 REPORT FROM JUBILEE PARK STEERING GROUP

It was reported that the pool refurbishment would happen at the end of the season because no quotes had come in within budget and it needed further investigation to see how the costs could be reduced; there also wouldn't have been enough time for a contractor to complete the work this year. The contractor would be given a list of requirements to quote for rather than a specification and this would be presented to the Parish Council at March's meeting to ensure that it was happy with it. The Steering Group members were working closely with ELDC on staffing issues and the opening times for both the swimming pool and caravan site had been agreed.

6256 REPORTS FROM COMMITTEES AND GROUPS

TWINNING

The French visit would be taking place at the end of May.

TREE GROUP

An e-mail had been received from the Heritage Committee about getting together to discuss areas of common concerns. A full set of tree maps for the entire village had been received and the Tree Group was now able to continue with the tree survey which they hoped to get done in the next couple of years.

CORONATION HALL

The door to the hall had been vandalised which had cost £400 to repair and the matter had been referred to the Police. Coronation Hall now had its own P.A system.

VILLAGE DESIGN STATEMENT (VDS)

The documents would be sent to Kay Tourton at ELDC to ask her to provide feedback on whether they appeared appropriate for a VDS.

CHAMBER OF TRADE & TOURISM (WSCTT)

It was proposed, seconded and RESOLVED that Cllr Sanderson would be the Parish Council representative in place of Cllr Elspeth.
Cllr Sanderson had attended the last meeting and spoke to members about cycle racks, the Christmas Fayre and he briefed them on the snow & ice plan and security plan.

YOUTH CLUB MANAGEMENT COMMITTEE

It was reported that from May all Youth Club Leaders would be made redundant and this made it look as if the village would lose its Youth Club, but as this information had not yet been officially confirmed it was agreed that it would be a future agenda item once LCC had made a decision. In the meantime the Clerk would write to County Cllr Hoyes expressing concerns about the future of Youth Club provision in Woodhall Spa.

FRIENDS OF JUBILEE PARK (FOJP)

The group had been reorganised, re-invigorated and were currently having a big recruitment drive to encourage everyone to become a member as all money from FOJP goes towards Jubilee Park.

SPA BATHS

It was reported that the sale of the baths had not gone through but the reasons for this had not been confirmed. District Cllr Leyland was asked to make enquiries on behalf of the Parish Council.

ROYAL SQUARE

A meeting had been organised with the ELDC Parks and Gardens team and Graham Keegan to look at planting schemes for the square and removal of trees.

CCTV / SECURITY WORKING GROUP

WSCTT had been briefed on the plan which had received a mixed response. It was suggested that it should be rebranded as the 'Parish Safety Plan' to take the emphasis away from CCTV.

It was agreed that security issues in different areas of the village needed to be identified with possible solutions. Cllr Sanderson agreed to collate this information.

FINANCE WORKING GROUP

The gas and electricity contracts at the office were due to expire and lower priced contracts were available. It was agreed to terminate the current contracts with E-on and move the electricity supply to Scottish Power and the gas supply to N Power.

6257 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

District Cllr Leyland had nothing to report.

6258 CORRESPONDENCE

a. 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
LCC	Temporary Road Closure notice - 15/02/11 Kirkby Lane	Displayed
Lincolnshire Playing Fields Association	Request for a donation	To be considered by Finance Working Group
Lincolnshire Limewoods	What's On Jan- June Guide	On display at office
ELDC Planning	Full Planning permission - S/215/02377/10 - Harbour Glen,	Filed
ELDC	Confirmation of precept request	Filed
LCC	Temporary road closure notice	Informed Cllrs & displayed in village
Woodhall Spa Cottage Museum	Thank you letter for £500 grant	Displayed at office
ELDC	Full Planning Permission - S/215/02348/10 - Jubilee Park	Filed
LCC Highways	Road Closure Notice - Station Road 01/03/11 - 31/03/11 2 days during this period	Displayed & informed councilors
Sills & Betteridge Solicitors	Land registry query - Kirkby Lane	February agenda item
LCC	Really Useful Training	Displayed on office noticeboard
ELDC Planning	Full Planning Permission - S/215/02358/10 - Fire Station	Filed
ELDC Planning	Full Planning Permission - S/215/02410/10 - 14 Heather Close	Filed
ELDC Planning	Jubilee Park Caravan park application	On display (our own application, so no need to respond)
Woodhall Wizards	Further info to accompany grant request	Grant application to be considered by Finance Working Group
Mr Nash	Green Lane trees/hedge enquiry	February agenda item

It was proposed, seconded and RESOLVED to approve the request for a street collection permit in relation to the Children's Society for 02 April 2011.

6259 TO DISCUSS THE BEST WAY TO RAISE AWARENESS OF THE LINCOLNSHIRE LIMEWOODS PROJECT IN WOODHALL SPA

It was proposed, seconded and RESOLVED to defer this until March's meeting but ensure that it was at the top of the agenda.

6260 DATES AND TIMES OF NEXT MEETINGS

- Tuesday 15th February – Joint meeting with Roughton & Kirkby on Bain Parish Councils - It was proposed, seconded and RESOLVED that Cllr Clarke, Cllr Midgley and Cllr Sanderson would attend this meeting. Cllr Hill would be the reserve.
- Tuesday 01 March – Parish Council Meeting

6261 ITEMS FOR THE NEXT AGENDA

- To review burial fees & cemetery regulations
- Insurance renewal
- Current Financial position
- APM arrangements
- Youth Council/Councillor
- Lincolnshire Limewoods project
- To subscribe to The Planning Journal
- Emergency and Flood plan

The Chair declared the meeting closed at 9.30pm.

Notes from the Public Forum

- PCSO Nicola Stuchfield gave details of incidents that had occurred in the village since the last meeting and informed the Council that the Police had got suspects for some of the incidents.