

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 01 MARCH 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 Mick Harness and Michael Rinfret (Chairman of the Woodhall Spa Chamber of Trade & Tourism).

6271 CHAIRMAN'S REMARKS

The Chairman made no remarks.

6272 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 Leyland had also sent his apologies.

6273 TO RECEIVE DECLARATIONS OF INTEREST

Cllr Midgley declared a personal and prejudicial interest in agenda item 19 (minute ref. 6289) as she lived next to Jubilee Park.

6274 NOTES OF THE MEETING HELD ON 01 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.

6275 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING AND ACTIONS ARISING FROM THE MINUTES

Youth Cllr: The Clerk had found some information regarding youth councils and youth councillors and would circulate it to all councilors before the next meeting.

Tree meeting with Robert Taylor: This had been arranged for Tuesday 15th March at 7pm in the Council Chamber. The Tree Group, Kirkby-on-Bain Parish Council and Roughton Parish Council had been informed and invited to send representatives to attend.

Decisions on Tree applications from February's meeting: The Clerk informed the Council that the tree applications that the Council had objected to at its last meeting had all been granted approval by the Tree Officer at ELDC.

6276 WORKING RELATIONSHIP WITH WOODHALL SPA CHAMBER OF TRADE AND TOURISM (WSCTT)

Michael Rinfret (Chairman of the WSCTT) stood up and addressed the Council.

Members of the Parish Council were made aware that the WSCTT wished to work closely with the Parish Council and members of the Chamber wanted to be kept informed of goings on in the village that may affect their businesses, such as planning applications and road closures.

It was agreed that a representative from WSCTT would be invited to attend Parish Council Planning meetings, as well as being sent a copy of the agenda for full council meetings so they could see if the Parish Council were discussing any items that may affect the businesses. WSCTT would also send a copy of its agenda to the Parish Council. Councillors acknowledged the importance of sharing information, but felt that both organisations must take care not to duplicate workloads.

Areas where the two organisations could work together were discussed and ideas included agreeing the style and locations of signs, marketing the village and updating the Parish Plan.

WSCTT was asked to approach the Parish Council for funding if it had any specific projects/plans that would benefit the village.

Cllr Clarke spoke about the potential use of the Horncastle Area Committee meeting to discuss important issues.

Mr Rinfret was asked to encourage members of the WSCTT to become members on the Parish Council's Snow & Ice plan working group and the Safety working group. Members of the Council explained that the Safety working group was not formed to specifically look at installing CCTV in the village, but instead to risk assess the village and see what options were available to deal with the security issues identified.

The Chairman thanked Mr Rinfret for attending the meeting and it was agreed that next time the Council met with a member of WSCTT there needed to be more concrete issues to discuss.

Michael Rinfret left the meeting at 8.05pm and did not return.

6277 TO DISCUSS THE BEST WAY TO RAISE AWARENESS OF THE LINCOLNSHIRE LIMWOODS PROJECT IN WOODHALL SPA

It was proposed, seconded and RESOLVED to contact Liz Fleuty from the Lincolnshire Limewoods project and express an interest in seeing a Limewoods information board in Jubilee Park, approximately 3' x 2' subject to the design of the board being approved by the Parish Council.

6278 TO ESTABLISH OWNERSHIP OF LONG AVENUE

It was proposed, seconded and RESOLVED to write to the Cromwell Avenue resident who had applied to remove the trees in Long Avenue to ask them to provide the Parish Council with details of who owns the Lane, as they must ascertain this before removing the trees and it would be very useful information for the Council to know for future reference.

The Clerk was also encouraged to speak to other Cromwell Avenue residents to ask if they had any helpful information on who owned the land.

It was proposed, seconded and RESOLVED that if ownership could not be established the Parish Council would consider registering the land.

6279 TREE APPLICATION AT 1 VICTORIA AVENUE

Following the recommendations of the Tree Group it was proposed, seconded and RESOLVED to support the removal of the Holly (Tree 1) due to it being a poor specimen, to support the removal of the Silver Birch (Tree 2) as it was leaning and

appeared to becoming towards the end of its life, to support the removal of the Monkey Puzzle (Tree 3) as it was very tall and leaning towards the house, to support the crown reduction of up to 30% to the Beech tree (Tree 4) and suggest that a crown reduction of up to 30% would be more suitable for the Holly trees (Trees 5&6).

6280 SUBSCRIPTION TO THE JOURNAL OF LOCAL PLANNING

It was proposed, seconded and RESOLVED to subscribe to the Journal of Local Planning at a cost of £50 per year.

6281 FEEDBACK FROM THE MEETING WITH THE ROTARY CLUB ABOUT THE CHRISTMAS FAYRE AND CAROL SERVICE

Cllr Clarke and Cllr Robinson had attended the meeting with the Rotary Club and they informed the Council that they had discussed the idea of moving the carol service to the Co-op car park, which had not completely been refused. They also spoke to The Rotary Club about encouraging visitors to go into the local shops and working with the WSCTT to make it a shopping night; having a focal point to the fayre and it not simply being seen as late night shopping and encouraging stall holders to wear costumes. The idea of having a formal switching on of the Christmas lights was also discussed.

The next meeting would take place in July.

It was proposed, seconded and RESOLVED to have an item on June's meeting agenda to agree a list of things that the Parish Council would like to see achieved.

6282 FEEDBACK FROM THE JOINT MEETING WITH KIRKBY-ON-BAIN AND ROUGHTON PARISH COUNCILS

The Clerk had circulated the notes of the meeting to all councillors. Cllr Clarke commented that it was a very positive meeting and the next meeting was scheduled for Tuesday 12th July.

6283 CEMETERY

a. To increase the cemetery fees from 01 April 2011

It was proposed, seconded and RESOLVED to approve the increase to cemetery fees as recommended by the Finance Working Group.

b. To amend the cemetery regulations

It was proposed, seconded and RESOLVED to approve the amendments to the cemetery regulations as recommended by the Finance Working Group and the Clerk.

6284 GRANT APPLICATIONS (following the recommendations of the Finance Working Group)

a. Simon Elmer – 1940s Festival Weekend

It was proposed, seconded and RESOLVED to award the Woodhall Spa 1940's Festival Committee with a grant of £500 towards the cost of public liability insurance for the event and printing publicity leaflets. The Committee would be encouraged to take a formal approach to raising money for local organisations and giving something back to the village.

b. Lincoln & Lindsey Blind Society

It was proposed, seconded and RESOLVED to award a grant of £100.

6285 FINANCIAL MATTERS – TO RECEIVE RECOMENDATIONS FROM THE FINANCE WORKING GROUP

a. Report on current financial position

	BANK BALANCE AT 23/02/11	SO FAR THIS YEAR	STILL TO COME	TOTAL	BUDGET
INCOME		81,334.44	748.56	82,083.00	72,376.50
EXPENDITURE		39,829.73	13,235.40	53,065.13	52,894.75
	27514.53				
	15209.08		Predicted Carry forward to 2011/12	29,017.87	19,481.75
	42723.61				

b. To resolve to move unspent funds into other budget headings to allow the purchase of a projector and screen

It was proposed, seconded and RESOLVED to move £500 from the cemetery trees budget and £1222.10 from the Power of Wellbeing grants budget heading into the stationery/equipment budget to allow the Parish Council to purchase a projector and screen at a cost of up to £1500.

c. To approve changes to the Financial Regulations

It was proposed, seconded and RESOLVED to approve the changes to the Financial Regulations.

d. To approve the updated Assets Register

It was proposed, seconded and RESOLVED to approve the current Assets Register, but review it again once costs for the village clock and war memorial had been established.

e. Insurance renewal options

It was proposed, seconded and RESOLVED to stay with the current provider (Aviva), but not commit to a Long Term Agreement with them. The quotation for the Parish Council insurance excluding Jubilee Park would be approximately £1,000. The Clerk needed to add the war memorial to the policy, increase the value of the village clock and remove the benches from the policy, because it was agreed that the Parish Council would self insure the village benches as it wouldn't be worth paying a £250 excess on a claim for a bench.

The Council was informed of the premiums being quoted for Jubilee Park and it was proposed, seconded and RESOLVED to allow the Management Committee to progress with the insurance for the park.

f. To review the fixed term deposit account

It was proposed, seconded and RESOLVED to invest £20,000 in a 6 month fixed term deposit account to earn 1.1% interest.

g. To approve the quotation to repair benches

It was proposed, seconded and RESOLVED to approve the quotation from Stuart's Garden Maintenance to repair and re-paint 10 benches for a cost of £500. The expenditure for this would be carried over to the next financial year and allocated for this purpose, as the benches would not be able to be repainted until the weather was warmer.

h. Retrospective payments

It was proposed, seconded and RESOLVED to approve the following retrospective payments: £9.99 (A Bushell – ink cartridges); £23.40 (St Peter's Hall Management Ctee – Hall hire); £149.59 (E-on – Gas); £21.82 (E-on – Electricity at office); £156.87 (A Bushell – Software for Jubilee Park website); £193.36 (LCC Pension Fund); £102.18 (HMRC – Tax & N.I); £644.31 (A Bushell – wages); £36.00 (K&Y

Scarborough – tap repair at cemetery); £25.84 (Post Office – stamps); £20 (Mrs Johnson – office cleaning)

i. Payments to be made

It was proposed, seconded and RESOLVED that the following accounts be paid: £46.07 (Talk Talk Business – phone & broadband); £310 (Welton Garden Services – cemetery maintenance); £90 (R Bryant – grave digging); £23.45 (Page Paper – stationery); £49.64 (E-on – Electricity at Royal Square); £66.15 (E-on – Gas); £44 (S Holmes – Village maintenance); £7.68 (E Pickavance – gloves for litter picking)

j. To consider renting or allowing Stuart Holmes use of the Parish Council lawnmower

Since the reason for Stuart wishing to use the Parish Council’s lawnmower was to cut the closed churchyard in the village, it was proposed, seconded and RESOLVED to lease it to him at 10pence per hour.

6286 TO CONTRIBUTE TOWARDS THE COST OF PLANTING THE ‘WINGS’ IN ROYAL SQUARE

ELDC had given an approximate figure of £534 for planting of the ‘wings’. It was proposed, seconded and RESOLVED to offer to contribute 50% of the cost up to a maximum of £250 which would be taken from the Royal Square budget.

6287 TO RECEIVE THE NOTES OF THE PLANNING COMMITTEE MEETING HELD ON 22ND FEBRUARY

It was proposed, seconded and RESOLVED to receive the notes of the Planning Committee meeting held on 22nd February.

6288 TO RESOLVE ON WHETHER TO MOVE INTO CLOSED SESSION TO AGREE THE APPROACH TO THE REQUEST FOR ACCESS OVER JUBILEE PARK

It was proposed, seconded and RESOLVED to move into closed session.

There were no members of the press or public in attendance at this stage of the meeting.

Cllr Midgley repeated her declaration of interest and left the meeting at 9.10pm.

6289 JUBILEE PARK ACCESS

a. To agree to the request for access over Jubilee Park

It was proposed, seconded and RESOLVED to consider granting approval for access over Jubilee Park subject to a suitable settlement for the access being agreed with the applicant.

b. To agree the valuation required for the granting of the access

Members were informed that as a council it had a responsibility to achieve a fair rate for granting access over its land, although the amount asked for did not have to all be financial, a proportion of the valuation could be made up by services the applicant was prepared to offer to the Council.

The Council had received two valuations. These were discussed and the Council agreed upon a figure it hoped to achieve. It was explained that any recompense would go to the Parish Council to benefit the whole community and not solely Jubilee Park.

c. To agree the process for agreeing the access

It was proposed, seconded and RESOLVED to delegate the Chairman to proceed with the negotiations, although he could only come to a provisional agreement with the applicant as the decision to grant access needed to be made by full council. A

provisional agreement needed to be made by 01 April, otherwise the applicant would be trespassing.

Any agreement would be drawn up by lawyers and would need to ensure that the agreement would still stand if the applicant chose to sell his land.

Cllr Midgley returned to the meeting at 9.53pm and the meeting was re-opened to the public.

6290 REPORT FROM JUBILEE PARK STEERING GROUP

It was reported that the café was in a state beyond economic repair as the roof had collapsed. ELDC would cancel the lease with McColls and it would be necessary to find a company to provide refreshments (not a burger van) and the Parish Council would not be accepting the café in that state of repair as it needed demolishing.

Three caravan wardens and 1 cleaner had been appointed and there had been loads of applicants for the lifeguard and receptionist vacancies.

Discussions were still taking place about the draft agreement. The Steering Group had received lots of support from ELDC officers and had been promised that the work to alter the caravan site would be completed by 15th April.

The first full Jubilee Park Management Committee meeting would be called before the 1st April and the marketing of the park was going well.

6291 REPORTS FROM COMMITTEES AND GROUPS

SNOW & ICE PLAN

Volunteers were needed to form the working group

ROYAL SQUARE

Cllr Robinson and Graham Keegan had met with officers from ELDC and given them a planting schedule which they had agreed to in principle. They were concentrating on preparing the ground this year rather than planting, but overall ELDC were very happy with what was happening in Royal Square.

SECURITY WORKING GROUP

Cllr Sanderson reported that he was waiting for Cllr Peacock to return. He thanked councillors for their comments.

FRIENDS OF JUBILEE PARK (FOJP)

The AGM would be taking place in Coronation Hall on 17th March.

TREE GROUP

It was reported that members were beginning to get fed up and had started wondering if the group was worthwhile as they never received any feedback from ELDC when the Tree Officer made decisions which went against the Parish Council's comments. Members of the Tree Group had requested P.P.E for carrying out site inspections.

TWINNING

The French visit would be taking place from 1st to 4th June.

6292 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

District Cllr Harness reported that the ELDC budget setting meeting was taking place the following day and no increase to the budget for 2011/12 had been proposed. District Cllr Harness also spoke about the merged services which had proved a large cost saving to ELDC.

6 293 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	Details	Action
ELDC Planning	Planning application S/215/00249/11 - 17 Clarence Rd.	To be considered at March Planning Ctee Mtg
ELDC Tree Officer	Tree application - 12 Heather Close	To be considered at March's Planning Mtg
LCC Highways	Road Closure notice for Stanhope Avenue	Displayed
ELDC	Cancellation of Standards Ctee Mtg on 18th February	
ELDC	Invitation for Clerk to attend an election briefing session at Tedder Hall	Clerk attended on 14th February
Heritage Committee	Response to send to Planning Enforcement ref. Mall Porch	Sent to Jo Parker at ELDC
ELDC Planning	Planning application S/215/00060/11 - Land at Syke House, Green Lane	22nd Feb Planning Ctee agenda
ELDC Planning	Planning application S/215/02561/10 - Hazelwood, Cromwell Avenue	22nd Feb Planning Ctee agenda
ELDC Planning	Planning application S/215/00141/11 - Digby Villa, 6 Victoria Avenue	22nd Feb Planning Ctee agenda
Victoria Avenue resident	Reporting illegal tree felling	Informed Tree Group & asked Robert Taylor at ELDC to investigate
The Planning Inspectorate	Order decision & modification order of footpath from Abbey Lane to Tattershall Road, Kirkstead	Planning Ctee to respond
ELDC Planning	Planning Refusal - S/094/02092/10 - Former Deans Foods, Kirkby Lane	Inform Cllrs & Filed
ELDC Tree Officer	Approval of work to trees at The Cottage Museum	Inform tree group & file
ELDC Tree Officer	Approval of work to trees at The Dower House Hotel	Inform tree group & file
ELDC Tree Officer	Approval of work to trees at Long Avenue	Inform tree group & file
Stuart's Garden Maintenance	Signed Village Maintenance contract	Filed
The Planning Inspectorate	Notice of inspector's proposals to modify Modification Order 2007-Woodhall Spa	March Planning Ctee agenda item
Mr & Mrs Field - Muirfield Way	Letter about Tree planting - Turnberry Drive & Muirfield Way	Sent copy to Tree Group & Cllrs
HSBC	Confirmation that JP bank account has been set up	Filed
Scottish Power	Welcome letter and confirmation of new Electricity contract & prices	Filed
E-on	Confirmation of receipt of contract termination letters	Filed
SB Barker Ltd	Quote for additional sockets in Royal Square	2 Further quotes to be sought
Sills & Betteridge Solicitors	Confirmation that Land Registry is complete and a copy of Title Information Document	Filed

**b. To submit items for consideration for the Horncastle Area
Committee meeting to be held on 4th April in Jubilee Park cafe**

No items were suggested.

6294 DATES AND TIMES OF NEXT MEETINGS

- Tuesday 15th March – Meeting with Robert Taylor to discuss tree issues
- Tuesday 15th March – Planning Committee meeting
- Tuesday 5th April – Parish Council meeting
- Tuesday 19th April – Annual Parish meeting

6295 ITEMS FOR THE NEXT AGENDA

- Youth Council/Councillor
- Emergency Planning presentation

The Chair declared the meeting closed at 10.17pm.

Notes from the Public Forum

- PCSO Nicola Stuchfield had sent her apologies and The Clerk read out a list of incidents that had occurred in the village since February's meeting.