

MINUTES OF THE WOODHALL SPA PARISH COUNCIL MEETING HELD ON TUESDAY 18TH APRIL AT 7.51 PM IN THE COUNCIL CHAMBER STANHOPE AVENUE

PRESENT

Councillors: D Clarke (Chairman), M Williams, S Williams, T Clapton, R Sanderson, A Wilson, L Sisley, I Clarke, A Hunter, S Phelan and N Ford

IN ATTENDANCE

A Bushell (Parish Clerk), 5 members of the public and ELD Cllr Leyland

119/17 CHAIRMAN'S REMARKS

The Chairman welcomed everyone to the meeting and reminded members of the public that they were not allowed to address the Council during the formal part of the meeting.

The Chairman informed the Council that he had given a speech to the Rotary Club about the work and vision of the Parish Council, and the Rotary Club had agreed to work with the Parish Council to help improve the cemetery and help man the road closure at the Remembrance Parade. They also discussed sponsoring the grass verges.

120/17 APOLOGIES FOR ABSENCE WITH REASON GIVEN

Apologies with reasons given were accepted from Cllr Frost.
ELD Cllr Gorst had sent apologies.

121/17 DECLARATION OF MEMBERS' INTERESTS IN ACCORDANCE WITH THE LOCALISM ACT 2011

Cllr Phelan declared a possible perception of an interest as he was a dog owner and a user of the Cricket Field to exercise his dog, but this did not prejudice him and he would be keeping an open mind when this matter was discussed.

There were no other disclosable pecuniary interests declared in matters on the agenda, which had not already been declared to the Monitoring Officer at ELDC.

122/17 REQUESTS FROM MEMBERS FOR A DISPENSATION ON ANY ITEMS ON THE AGENDA

There were no requests for a dispensation.

123/17 UPDATE FROM EMMA BREALEY ON THE PETWOOD GRADENS PROJECT

Emma explained that the project to restore the Petwood Gardens started a year ago, and she gave details of the work that had been done so far and the work that was still to be completed. The meeting was informed that to date £630,000 had been spent on the garden restoration project, and the sale of the ninth residential plot would be completed shortly, then ELDC would be contacted to get approval to spend the Section 106 funds to complete the project. Emma told the Parish Council that the gardens were proving to be an attraction and it was hoped that they would help improve tourism to the village. There were plans to improve the appearance of the new boundary fence by soft landscaping, in order to make it look much less like a prisoner of war camp. It was explained that the fence had been put up to protect the investment and stop wildlife eating the new plants, and not to stop the public who were very welcome to visit the gardens and there was no charge for access.

Members who had visited the gardens agreed that they were looking fantastic, and Emma was thanked for attending the meeting.

Emma Brealey left the meeting and did not return.

124/17 NOTES OF THE MEETING HELD ON 21ST MARCH TO BE APPROVED AS THE MINUTES

It was proposed, seconded and unanimously RESOLVED to approve the notes as being a true record of the meeting. The Chairman signed the notes.

125/17 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING AND ACTIONS ARISING FROM THE MINUTES

The following matters were reported:

- Arrangements for the APM (83/17): The APM clashed with the JPWS AGM, and since the date had already been advertised and the banner produced, it was not possible to change it. So far 6 organisations had booked to have tables and it had been queried if St Peter's Hall would be large enough. The banner to advertise the APM would be put up the following Tuesday.
- RAF Wings flower bed in Royal Square (74/17): ELDC was keen to work with the PC to improve the appearance of the Wings bed in Royal Square and had arranged a meeting with the Clerk which Councillors were encouraged to attend. ELDC had been informed that the PC had contributed money towards the cost of plants in previous years and wanted to know if it would consider contributing towards the costs again. It was suggested that there be an item on a future agenda to consider sponsorship of plants and verges.
- New Litter Bin (78/17): The new litter bin had arrived and was waiting to be sited by ELDC.
- Dogs exercising on the Cricket Field (71/17): The Clerk had spoken with the Dog Warden who had confirmed that there was not a dog control order on the Cricket Field to stop dogs, but they were attending a meeting to find out more about Public Space Protection Orders (PSPOs) and would contact the Clerk with a point of contact at ELDC about this matter. ELDC had put a new bin on the rally field to replace the one removed on the edge of the Cricket Field near Stixwould Road. Residents who exercised their dogs in that area of the village had also requested a second bin, but it was queried whether another bin was required since there were others nearby. It was suggested that there be an item on the next meeting agenda to consider having more bins, and to also set up a working group to explore and research where in the village people could exercise their dogs because although Woodhall Spa was a large village there appeared to be a lack of public amenity space for exercising dogs. It was clarified that the Parish Council was the current landlord of the Cricket Club land, and the Cricket Club lease dated back to 1948, and there was a clause in the lease which stated that the Parish Council had no right to interfere with how the Cricket Club uses the land unless it is in breach of the lease, therefore the Cricket Club have the right to refer to the Cricket Field as private land, but cannot dispose of the land.

Cllr Sisley left the meeting at 8.20pm

126/17 TO CONSIDER SUBMITTING A FURTHER RESPONSE TO PLANNING APPLICATION S/215/00136/17 – LAND TO THE REAR OF 101 WITHAM ROAD

Members were informed that there were no substantive changes to the plans, and the earliest date that a decision would be made on the application would be early June. The Planning Officer had asked to look at the Parish Council's speed sign data, and confirmed that the plan

which the Parish Council commented on at the March meeting was an old plan, and the developer had no plans to access the development from Abbey Lane; the entire development would be served by the one access point on Witham Road.

A Councillor questioned if the Parish Council could use any of the arguments contained in the 'Broken Housing Market' consultation to support its case, and it was agreed to contact the Planning Officer and point out that the Government had supported the Parish Council's concerns in the consultations which mentioned the importance of building in the right place due to employment opportunities and building without the right infrastructure being in place and thus causing further strain on already overstretched public resources.

Cllr Sisley returned to the meeting at 8.30pm.

127/17 COMMITTEE MEETINGS

a. Notes from the Planning Committee meeting held on 4th April

The notes were received. There were no questions.

b. Notes from the Finance Committee meeting held on 4th April

The notes were received. There were no questions.

128/17 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

District Cllr Leyland commented that the dog exercising issue that had been discussed in the public forum needed a community wide solution and he hoped that a resolution could be found. He agreed to look into the bin emptying issue. Cllr Leyland thanked the Parish Clerk for her help and commented that she would be sadly missed. The meeting was informed that Cllr Leyland had also attended the Rotary Club meeting and he had spoken highly of the Parish Council. He mentioned the Government White paper on housing which was currently out for consultation, and reminded the Council that infrastructure was not judged by ELDC, but he encouraged the Parish Council to respond to the consultation. The Council was informed that the ELDC Transformation Programme was still ongoing, and ELDC would be in touch with the Parish Council regarding the transfer of assets. Cllr Leyland was asked about the public statement that he and Cllr Gorst made about planning, and also if he would be supporting the Witham Road planning application. He reminded the Parish Council that windfall site applications had to be judged on their own merits, and he explained that there were still some serious concerns with the Witham Road outline planning application, and a lot of issues still to be sorted. The Parish Council was told that Cllr Leyland and Cllr Gorst would rather see the village grow from the inwards, rather than into open countryside.

129/17 TO RECEIVE AN UPDATE ON THE ISSUE OF PARKING ON VERGES AND TO DECIDE HOW TO PROGRESS WITH THIS MATTER

The Clerk informed the Parish Council that she hadn't yet had time to look through the files for information on the parking on verges bye-law which was mentioned by a member of the public at the previous Parish Council meeting, and she asked if any councillors would be able to assist her with looking through the archive files, and Cllr I Clarke offered to help.

The meeting was informed that County Cllr Richard Davies had encouraged the Parish Council to be more pragmatic and consider creating an additional parking bay on Coronation Road, rather than removing parking spaces. Highways had still not responded to the enquiry about placing marker posts on the verges to prevent parking, and it was suggested that the Parish Council consider the idea of a one-way system in the Coronation Road, Spa Road and King George Avenue area of the village. It was agreed to have an item about verges on the next meeting agenda because the Parish Council needed to understand which verges could be protected although it was acknowledged that the same thing didn't have to be done to every

verge. It was commented that Welton Garden Services were doing a good job cutting the verges.

130/17 TO RECEIVE A REPORT FROM THE MEETING OF THE CHAMBER OF TRADE & TOURISM (CTT) AND TO CONSIDER ANY FOLLOW UP ACTIONS

About 20 businesses had been represented at the meeting held on 5th April. The issues of CCTV and parking were discussed, and the feedback from the meeting about CCTV was that the businesses wanted to know more information about the cost and benefits, but wasn't convinced that it was needed in the village. It was agreed that a wider community view was needed and this would be the main theme for the Annual Parish Meeting to ask residents if they felt that CCTV would be beneficial to the village, although members questioned why the Parish Council was worrying about providing a crime deterrent, if the businesses were not, but it was agreed that a wider community view was needed.

The businesses at the CTT meeting had requested that the Parish Council should reinvigorate the Car Parking Working group, and it was suggested that The Woodland Trust be contacted about providing proper parking off Spa Road in the Woods.

The future of the CTT had been discussed at the meeting and it was decided to have a web forum rather than regular CTT meetings, but the CTT would welcome two meetings a year with the Parish Council to discuss issues. There was also a possibility that a new Chairman had been found for the CTT, but this wasn't definite yet.

The Parish Council was informed that the CTT had about £1,500 in an account, and it had been agreed that if the CTT ceased then the money would go to the Parish Council to fund more cycle racks and planters in the village.

131/17 TO APPLY FOR PERMISSION TO INSTALL A BUS SHELTER AT THE BUS STOP OUTSIDE THE INN ON THE BROADWAY

Members were reminded that there was £2,500 in the budget to purchase a bus shelter. LCC Highways advised that there was enough space on the pavement outside The Inn for a slim-line bus shelter, but an enquiry would need to be made with the Planning Department at ELDC as to whether Planning Permission would be required due to the location being within the Woodhall Spa Conservation Area, and LCC would need to grant permission to erect a structure on the pavement.

It was proposed, seconded and unanimously RESOLVED to contact The Inn at Woodhall Spa again to ask if they would allow a bus shelter to be sited on the land in front of the hotel, because the area under the tree near the bus stop was used regularly by residents waiting for a bus, and it was now an area of mud which would be enhanced by the siting of a proper bus shelter. If The Inn said no, then permission would be sought from LCC and ELDC to site the shelter on the pavement.

132/17 GRANT FUNDING

- a. To receive the Christmas Fayre 2016 accounts from the Rotary Club and to approve the request for the Parish Council to fund a shortfall**

The Parish Council was informed that there was no deficit because the invoice from the electrician had not been received, so there was no longer a request to fund a shortfall.

Members expressed concern about the presentation of the accounts which they felt were unprofessional, and it was noted that there was a lack of a contingency in the accounts. It was agreed that the Rotary Club would be asked to submit future Christmas Fayre accounts in a more professional manner.

- b. To receive the grant request recommendations from the Finance Committee and to resolve to agree or amend any recommendations**

The Parish Council considered the recommendations from the Finance Committee and made the following decisions:

Jubilee Park Bowling Club: To approve the recommendation of the Finance Committee and purchase chairs up to the value of £250 (excluding VAT) and donate them to the Bowling Club so that VAT could be reclaimed, or give the Bowling Club £250 to purchase chairs. The Bowling Club would be asked which option it would prefer.

Heritage Committee: To approve the recommendation of the Finance Committee and ask the Heritage Committee if it had sought 3 quotes for the work and had evidence to show that it had applied for other sources of funding because members felt that the request was for a lot of money. The Clerk was asked to provide the Heritage Committee with contacts for getting further quotations, and to also query whether the wording next to the QR section on the display board was correct.

East Lindsey Citizens Advice Bureau (ELCAB): Not to award a grant at the current time and contact the ELCAB and ask if it had a specific item it wanted funding towards because the Parish Council did not give grants towards running costs. The application would be considered in November if it was resubmitted with a specific item to fund.

A grant application from the Rotary Club towards the Christmas Fayre had been received, but it had not been submitted in time for the Finance Committee to consider it and come up with a recommendation. The application was considered and members felt that because the accounts from the 2016 Christmas Fayre were not presented in a professional manner which made them difficult to understand, and caused a lack of confidence in the financial management of the Christmas Fayre, a decision on the current grant application should not be made until the accounts were resubmitted in a more professional format. It was therefore proposed, seconded and unanimously RESOLVED to ask the Rotary Club to resubmit the 2016 Christmas Fayre accounts and once they were received the Parish Council would consider the application for funding towards the 2017 Christmas Fayre.

133/17 TO AMEND THE FINANCIAL REGULATIONS TO ALLOW THE CLERK TO BE A BANK SIGNATORY

The Parish Council supported the recommendation of the Finance Committee, and it was proposed, seconded and unanimously RESOLVED to amend the Financial Regulations to add the Clerk as a signatory, but state that cheques and all orders for payments must be signed by 2 Councillors and the Clerk, or just 2 Councillors.

134/17 TO ENTER THE BEST KEPT VILLAGE COMPETITION 2017

Members felt that entering the competition would be a good incentive for members of the community to get involved. It was proposed, seconded and unanimously RESOLVED to enter the Best Kept Village Competition 2017 at a cost of £15.

135/17 TO AGREE THE CONTENTS OF THE NEXT ISSUE OF THE PARISH COUNCIL NEWSLETTER

The following items were suggested for the next issue which would be printed in the June issue of the Woodhall Wapentake magazine.

- PC Surgery on 4th June
- NDP update
- Reminder about informing the Parish Council if you change address and you have a purchased grave at the cemetery, or are responsible for a memorial, so that the records can be kept up to date.
- New Councillor introduction

- New Parish Clerk update
- Tree Group competition

Councillors were asked to write and send any articles to the Clerk by 28th April, and the Clerk was asked to contact the publishers of the Woodhall Wapentake magazine to ask if the Parish Council could be granted an extension to the submission deadline to enable a report on the APM to be included.

136/17 TO CARRY OUT THE ANNUAL REVIEW OF THE BANNERS ON CLOSED CHURCHYARD RAILINGS POLICY

It was RESOLVED to defer this item to the next meeting.

136/17 TO SET UP A WORKING GROUP TO PROVIDE ANY RECOMMENDATIONS TO MARK THE 100TH ANNIVERSARY OF THE BIRTH OF LORD LEONARD CHESHIRE – THE BARON OF WOODHALL

Cllr M Williams explained why he had asked for this item to be on the agenda, and he provided the meeting with a brief explanation of who Lord Leonard Cheshire was, and his connection to Woodhall Spa.

A Working Group was set up consisting of Cllrs M Williams, S Williams and A Hunter. It was suggested that this could be mentioned at the APM, and a small article could go in the next Parish Council newsletter.

137/17 CORRESPONDENCE RECEIVED SINCE THE LAST MEETING

The Council noted the following items of correspondence which had been received since the last meeting.

Sender	Details	Outcome
Anglian Water	Notification that Anglian Water Business has teamed up with Northumbrian Water Group to create a new company called Wave. The Parish Council will become a customer of this new company once the merger is complete for the supply at the Parish Council office	For info - No action required
District Councillors Craig Leyland and Susannah Gorst	Copy of a press release regarding development in Woodhall Spa	E-mailed to all councillors
Woodhall Spa resident and Dog owner	Complaint about the actions of the Cricket Club regarding exercising dogs on the Cricket Field	Clerk replied and explained the outcome of the PC meeting on 21st March
Horncastle Road resident	Request for the Parish Council to consider requesting to the County Council for the speed limit on Horncastle Road to be reduced from 40mph to 30mph	
Chairman of CPRE Lincolnshire	Invitation to a Workshop on 3rd May from 10.30am until 4.00pm at Cranwell Village Hall to help formulate the Forward Plan for CPRE	
Resident	Query about the increase of 20% to the Parish Precept	Clerk replied and explained the reasons for the increase.
Resident	Response to the Clerk's explanation for the rise to the precept	Resident sent a copy to councillors individually.

Coningsby Town Council	Invite to Annual Town Meeting on 20th April at 6.30pm in Coningsby Community Hall	For info
Woodhall Spa resident and Dog owner	Complaint about the actions of the Cricket Club regarding exercising dogs on the Cricket Field	Clerk replied and explained the outcome of the PC meeting on 21st March
Woodhall Spa resident and Dog owner	Complaint about the actions of the Cricket Club regarding exercising dogs on the Cricket Field	Clerk replied and explained the outcome of the PC meeting on 21st March
Woodhall Spa resident	Freedom of Information Request regarding public footpaths and Bridleways entering/crossing Jubilee Park	Clerk contacted the Public Footpaths Officer at LCC, looked on the on-line Definitive Map and responded to the request.

The Parish Council agreed the following:

Resident's letter ref. the precept: The Clerk would thank the resident for their correspondence and inform them that the contents had been noted. Councillors were reminded that they could respond as individuals to any correspondence that they had received as an individual, but they were asked to ensure that their response was factual.

Speed limit request: To have an item on a future agenda to consider contacting Highways about the speed limits on all the main roads through the village.

CPRE workshop: Members were asked to contact the Clerk if they wished to attend the workshop.

Correspondence relating to the Cricket Club: All the correspondence relating to the matter of dog exercising on the Cricket Field would be forwarded to the Cricket Club (names and addresses would be removed first in order to comply with Data Protection).

139/17 TO CONSIDER AND RESPOND TO THE 'FIXING OUR BROKEN HOUSING MARKET' CONSULTATION

Due to the length of the meeting, it was decided to delegate the Planning Committee with the task of responding to the consultation at the meeting on 2nd May.

140/17 REPORTS FROM COMMITTEES, OUTSIDE BODIES, WORKING GROUPS AND WORKSHOPS

No reports were received.

141/17 TO GET THE FLAGPOLE IN ROYAL SQUARE SERVICED AT A COST OF £70, AND TO PURCHASE A FLAG TO MARK POLISH HERITAGE DAY

In order to keep the flagpole covered by its warranty, it was proposed, seconded and unanimously RESOLVED to have it serviced at a cost of £70 + VAT.

The request to display a Polish Flag to mark Polish Heritage Day was considered, but members felt that there was not a sufficient Polish connection in the village and insufficient time to promote the Polish Heritage day and explain to the community why a Polish flag was being flown in Royal Square, so it was therefore proposed, seconded and RESOLVED by 9 votes to 2 not to purchase a Polish flag this year, but inform the resident that if they supplied the Parish Council with a Polish flag and provided more information about the local connection then the Parish Council would be happy to consider flying a flag next year to mark Polish Heritage Day.

142/17 ITEMS FOR THE NEXT AGENDA

The following items were suggested:

- To approve the accounts for year ending 31 March 2017
- To elect a chairman and Vice Chairman
- To appoint councillors to committees, outside bodies and working groups
- To appoint a new Parish Clerk
- To receive an update from the Remembrance Parade Working Group and approve recommendations
- To review the frequency of Parish Council surgeries
- To consider if more litter and dog waste bins are needed in the village
- To support the registering of a public right of access from Stixwould Road across the rear of the Cricket Field

143/17 DATES AND TIMES OF NEXT MEETINGS

- Tuesday 2nd May at 2.00pm – Planning Committee meeting
- Thursday 4th May at 1.30pm – Finance Committee meeting
- Thursday 4th May at 2.30pm – Personnel Committee meeting
- Tuesday 9th May at 7.30pm – Annual Parish Meeting (St Peter’s Hall)
- Tuesday 16th May at 7.00pm – Parish Council meeting

144/17 TO RECEIVE THE RESIGNATION FROM THE PARISH CLERK

Members expressed disappointment that the Clerk was leaving and thanked her for her hard work and informed her that she would be missed.

The Council was informed that the vacancy had already been advertised on the LALC Clerk’s e-group and parish notice boards because the Clerk was only required to give one month’s notice, so this had been done as a matter of urgency, but a Personnel Committee had been scheduled for later in the week to look at whether to spend money advertising elsewhere. It was confirmed that nothing had been spent on advertising the vacancy so far. The plan was for the Personnel Committee to come to the Parish Council meeting on 16th May with a recommendation on which candidate to offer the post to. The current Parish Clerk agreed to Clerk the meeting on 16th May because a replacement would not have been appointed by then, and this was approved by the Parish Council.

The Chairman declared the meeting closed at 9.51pm.

Notes from the public forum (7.00 – 7.51pm)

There were 23 members of the public in attendance and ELD Cllr Leyland.

- A resident informed the Parish Council that she had fallen over on the pavement at the Witham Road/Turnberry drive junction because the pavements were in a disgraceful state. This was the second time that she had fallen over in the street and had previously broken 4 ribs. The resident was informed that Lincolnshire County Council Highways department was responsible for the maintenance of pavements and roads and she was asked if she had contacted Highways about the incident because if residents kept reporting issues to highways then there was a better chance of getting something done about the poor state of the pavements. The resident was asked to contact the Parish Clerk so that she could record the incident.
- A resident explained that the Public Open Space on St Andrew’s Walk was not being cut, and the Clerk agreed to report this to the Management Company which looked after that area.
- The meeting was made aware that a lot of the residents in attendance at the Public Forum had come to speak about the issue of exercising dogs on the Cricket Club land, and the

Chairman reminded everyone that the Parish Council could not make a decision on a matter that was not on the agenda.

- Councillors had been provided with an handout from a resident explaining the case for walking dogs on green space, and the resident went through the information provided to explain that damage to the cricket field was not caused by dogs, and the risk to health and safety from dogs exercising on open space was minimal. The meeting was informed that the dog owners who regularly used the Cricket and Rally Field to exercise their dogs always picked up after their own dogs and other peoples, the issue of dog fouling on the Cricket Field had been over exaggerated, dogs needed to be socialized and were more friendly off the lead, and the regular dog walkers also collected litter on their daily walks which was beneficial to the Cricket Club.

John Luffman from the Cricket Club explained that since the last Parish Council meeting the Cricket Club had met and agreed that it would not be preventing people from walking around the perimeter of the Cricket Field, but they were asking dog owners to do two things which were: 1) Not to exercise their dogs off the lead, so that they were in control at all time. 2) Not to allow dogs to foul on the Cricket Field.

The Cricket Club was encouraged to hold a meeting with the local dog owners to discuss the situation and see if an agreement could be reached.

It was confirmed that the Rally Field belonged to East Lindsey District Council and a new waste bin had recently been placed there. Residents were still not happy that the dog waste bin near Stixwould Road had been removed, and asked if it could be replaced.

A discussion took place about the public right of access from Stixwould Road across the Cricket field to King Edward Crescent, which was not recorded on the Public Rights of Way register. The Parish Council was asked if it would support the registering of this Public Right of Way. It was suggested that this should be an item on the next Parish Council meeting agenda.

Dog Owners asked for a clear definition of where they were allowed to walk their dogs, and questions were asked about the lease to the Cricket Club, and it was explained that the lease to the Cricket Club didn't allow the Parish Council to interfere with the day to day running of the Club.

A resident queried whether the Cricket Club was classed as being a part of Jubilee Park because a map in the current Jubilee Park leaflet showed it as part of the park, but this was not true. It was felt that the Jubilee Park land which was given to the community by Lady Weigall was now leased to so many groups, that it was no longer available to use by everyone.