

MINUTES OF THE WOODHALL SPA PARISH COUNCIL MEETING HELD ON TUESDAY 21ST MARCH AT 7.25 PM IN THE COUNCIL CHAMBER STANHOPE AVENUE

PRESENT

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

IN ATTENDANCE

A Bushell (Parish Clerk), 7 members of the public and 1 member of the local press

66/17 CHAIRMAN'S REMARKS

The Chairman proposed that the item relating to the Cricket Club be moved up the agenda so that John Luffman did not have to stay for the entire meeting to hear that item being considered. It was RESOLVED to move item 13 up the agenda to be dealt with after item 5.

67/17 APOLOGIES FOR ABSENCE WITH REASON GIVEN

All members were present.

ELD Cllr Gorst and ELD Cllr Leyland had sent apologies.

68/17 DECLARATION OF MEMBERS' INTERESTS IN ACCORDANCE WITH THE LOCALISM ACT 2011

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

69/17 REQUESTS FROM MEMBERS FOR A DISPENSATION ON ANY ITEMS ON THE AGENDA

There were no requests for a dispensation.

Cllr Sisley left the meeting at 7.26pm

70/17 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 ELDC had not yet confirmed when the decision on this application would be made, and not all of the statutory agencies had responded yet. The Chairman showed the meeting a new plan which had been submitted by the applicant since the Parish Council considered the application at the February meeting. The new plan was contained within the amended flood risk assessment with design and access statement document, and showed a new access point off Abbey Lane which accessed 3 properties with no connectivity into the rest of the estate, and the entrance to the proposed car park had been moved. There was no explanation contained in the document as to why the access had changed, and it was confirmed that the number of dwellings being proposed was still 150. The Council discussed using Abbey Lane as an access road and members felt that it was totally unsuitable due to it being a single track road with no markings and currently a very dangerous road to drive along, so increasing the amount of traffic that would use Abbey Lane would not be acceptable and would have an impact on the residents with listed buildings along that road. Members were also concerned that a separate isolated development of 3 houses would be created. LCC Highways had yet to submit its response to the plans so the Parish Council was not aware of the opinion of Highways on having an access point off Abbey Lane, but it was suggested that Highways might allow the access point if the

developer was to pay for improvements to Abbey Lane and the Abbey Lane junction with Witham Road.

It was agreed that the Parish Council's original objections still stood and the Parish Council would continue to strongly object to the application. A further objection letter would be sent to the Planning Officer to ask why a new access onto Abbey Lane had appeared out of thin air, and express concern that the 3 houses would be separated from the rest of the estate, and if the access point was approved then the access might be extended through into the rest of the estate which would result in a large increase in the amount of traffic using Abbey Lane which was a completely unsuitable road for a high level of traffic usage due to it being very narrow with no road markings. If an access point was to be approved off Abbey Lane regardless of the number of properties that it was accessing then improvements were needed to the road and the junction with Witham Road which was currently dangerous. It would also be pointed out that since the car park was also accessed off Abbey Lane then the number of access points along Abbey Lane had been doubled and 2 access points would be dangerous. It was agreed that this application would be put on each Parish Council meeting agenda until ELDC made a decision on it.

Cllr Sisley returned to the meeting at 7.51pm.

71/17 TO CONSIDER ASSISTING THE CRICKET CLUB WITH TRYING TO STOP PEOPLE EXERCISING THEIR DOGS ON THE CRICKET FIELD

It was confirmed that the Cricket Club had a long term (50 year lease) for the Cricket Club land so it was felt that this meant that the land was classed as private, although it was agreed to get clarification on this matter. It was acknowledged that there were not a lot of areas in the village to exercise a dog off the lead and the location of the Cricket field next to Jubilee Park gave the impression that it was public land. It was suggested that other areas in the village to exercise a dog should be identified before removing this one, but many councillors felt that it was disrespectful to walk a dog on the Cricket field, so should not have been being used. It was confirmed that the issue was an all year round one and not just in the tourist season, and it was queried why the dog waste bin near the cricket field had been removed. Erecting fencing around the cricket field and putting up additional signs were mentioned, but it was acknowledged that signs didn't always work; and the Cricket Club was not keen to fence off the land as they wanted it to be recognised as community land.

The Clerk read out information about Public Space Protection Orders, but it was acknowledged that this wouldn't be relevant if the land was classed as private.

The Parish Council was unsure what it could do to help with this issue if the land was classed as private, so it was acknowledged that it was down to the Cricket Club to take action.

It was proposed, seconded and RESOLVED by 10 votes to 1 to support the Cricket Club with trying to address the issue by allowing them to put the words '...with the support of the Parish Council' on a sign asking people not to exercise their dogs on the cricket field.

72/17 NOTES OF THE MEETING HELD ON 21ST FEBRUARY 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.

73/17 REPORTS FROM CLERK AND COUNCILLORS ON MATTERS OUTSTANDING AND ACTIONS ARISING FROM THE MINUTES

The following matters were reported:

- ELDC Draft Local Plan response (9917c): The ELDC Planning Policy Committee would be considering the responses to the Local Plan later in the week and following that meeting the Local Plan would be signed off by the Leader of the Council and the Chief Executive and submitted to the Secretary of State for examination. The Parish Council had been asked to confirm to ELDC by e-mail if it felt that its comments/objections to the plan had been resolved by the modifications to the Local Plan. The Planning Committee would determine at its meeting on 4th April if the Parish Council's response had been resolved.
- Permanent reactive speed sign (11/17): The Lincolnshire Road Safety Partnership had been contacted and had informed the Clerk that in order to apply for a permanent speed indicating device the Parish Council would need to go through its local LCC Highways team. The Clerk has e-mailed Andy Ratcliffe to ask for permission, but had not yet received a response.
- Marker posts in grass verges (9326): Following the article in the last issue of the Parish Council newsletter there has been feedback from residents about parking on the verges and an article in last week's Horncastle News about this. The Clerk e-mailed Highways in December to ask for permission to put marker posts in the grass verges, but due to the restructuring at the Highways Department a response had not yet been received. The Clerk has contacted Highways again to ask and had hoped to get a response by this meeting. The Clerk, the Chairman and Cllr Clapton met with Cllr Richard Davies the LCC Executive Cllr for Highways and Transport last week and looked at the verges, and he agreed that outside St Hugh's School verge markers would be effective, but felt that on the verges along Coronation Road, parking spaces were needed so it might be more sensible to create proper parking bays, rather than remove existing parking places. Following the information provided in the Public Forum the Parish Council needed to investigate if there was a Byelaw to stop parking on the grass verges. It was agreed that the matter of parking on the verges would be an item on the next Parish Council meeting agenda.
- Update from Petwood Hotel on enabling housing development (18/17): The enabling development land was sold to the developers last year (Taylor Pearson Construction), which had always been the intention of the Petwood Hotel. The Clerk had been provided with contact details for Taylor Pearson Construction to get an update on progress with the site. The ninth plot was being sold to a private buyer and was currently with the Solicitors pending completion. The Parish Council had been consulted by ELDC on the naming of the new development on land at the Petwood Hotel and this would be considered by the Planning Committee at the meeting on 4th April. Emma Brearley from the Petwood Hotel had offered to come and speak to the Parish Council if it would like an update on the garden project and members agreed that they would, so the Clerk was asked to invite her to a forthcoming meeting.
- Repairs to damaged village sign (9921): The repair work to the Stixwould Road sign had been completed and the sign would be collected the following week and put back up as soon as possible.

74/17 TO RECEIVE A FINANCIAL REPORT FOR 2016/17 FINANCIAL YEAR, AND TO RESOLVE WHICH FUNDS TO EARMARK FROM THE 2016/17 BUDGET

The Parish Council received a financial report and considered the recommendations of the Finance Committee on which funds to earmark at the year-end. It was proposed, seconded and unanimously RESOLVED that the following budgets would be earmarked:

- a) Move the balance of the 'Public Amenities/Seats Maintenance' budget into the Seats Earmarked reserve

- b) Move the balance of the 'Public Amenities/Village sign fund' budget into the Ornamental Village signs refurb budget
- c) Move the balance of the 'Public Amenities/Maps-Cases' budget into the Map Boards and Adverts earmarked reserve
- d) Move the balance of the 'Public Amenities/Community services' budget into the Community Services earmarked reserve
- e) Remove the JP Amenity Block repair work retention earmarked reserve, and put the £150 back into general reserves
- f) Remove the Projector earmarked reserve, and put the £30.01 back into general reserves
- g) Move the balance of the 'Cemetery/Tree' and 'Public Amenities/trees Church Yard' budgets into the Tree Work earmarked reserve
- h) Earmark the balance of the 'Public Amenities/Devolved Services for the purposes of covering any costs associated with assets or services being devolved to the Parish Council
- i) Move the balance of the 'Fees/Legal' budget into the newly formed Devolved Services earmarked reserve
- j) Move the balance of the 'Public Amenities/Rally Field' budget into the newly formed Devolved Services earmarked reserve
- k) Earmark the balance of the 'Fees/Election Costs' budget, so funds are available to pay for any future elections
- l) Earmark the balance of the 'Christmas Fayre/Lights & Trees' budget to pay for any changes that are required to the Christmas Lights next year in order to try and avoid having to increase the price that businesses are charged
- m) Move the balance of the 'Public Amenities/Royal Square Plants' budget into the newly formed Devolved Services budget

It was suggested that ELDC should be contacted to ask about the RAF Wings in Royal Square, to see if any improvements could be made to the bed.

75/17 COMMITTEE MEETINGS

a. Notes from the Personnel Committee meeting held on 2nd March

The notes were received. There were no questions.

b. Notes from the Planning Committee meeting held on 7th March

The notes were received. There were no questions.

c. To note the meeting set up with ELDC Cllr Fry on 28th March along with the Planning Committee's Working Group's points to be raised

Cllrs D Clarke, M Williams, R Sanderson and the Clerk would be meeting Cllr Fry and members of the Planning team the following week to hopefully come up with a public statement that both Councils would be happy with. The Working Group set up by the Planning Committee had come up with a final position which had been collated into 3 topics (Housing numbers, Vision and Section 106 management), and Cllr Clarke spoke about these in detail and answered questions.

Members approved the position that the working group had come up with, and it was agreed that if ELDC didn't agree with the Parish Council's summary of the discussions then the Parish Council would discuss the matter again and come up with its own statement to present at the Annual Parish Meeting. The Working Group would report back after the meeting.

d. Notes from the Finance Committee meeting held on 7th March

The notes were received. There were no questions.

76/17 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

There were no reports given.

77/17 TO CO-OPT A NEW COUNCILLOR ONTO THE PARISH COUNCIL

Three people had written to the Parish Council to apply to become a Parish Councillor. Cllr Sisley queried if she should declare an interest as she had spoken to one of the candidates about the vacancy before he applied, but since she did not know the applicant and was not bias she decided not to leave the room. Cllr Hunter informed the meeting that he felt that he had an interest as he knew one of the applicants, so for this reason

Cllr Hunter left the meeting whilst voting took place.

Voting took place and it was RESOLVED by 6 votes to co-opt Nigel Ford onto the Parish Council.

Cllr Hunter returned to the meeting.

78/17 TO RESOLVE TO PURCHASE A NEW LITTER BIN TO REPLACE THE TEMPORARY ONE ON STANHOPE AVENUE

The Clerk was informed that the litter bin located behind the public toilets on Spa Road had disappeared, and she agreed to contact ELDC to report this.

The Clerk explained the background behind the temporary bin on Stanhope Avenue and informed the meeting that ELDC did not have a budget to provide a new bin. Members felt that if it was considering entering the Best Kept Village competition then a proper bin would look better, so it was proposed, seconded and RESOLVED by 10 votes to 1 to purchase a new bin in the same style as the other bins in the village (Maelor Traflex) at a cost of £200 + VAT from the Community Services budget.

79/17 TO CARRY OUT THE ANNUAL REVIEW OF THE FOLLOWING POLICIES

a. Risk Management document

It was proposed, seconded and unanimously RESOLVED to approve the risk management document.

b. IT and Social Media policy

It was proposed, seconded and unanimously RESOLVED to approve the policy.

80/17 TO APPROVE THE INSURANCE RENEWAL FROM 01 APRIL 2017

It was proposed, seconded and unanimously RESOLVED to approval to renew the insurance cover with Hiscox through Came and Company Insurance Brokers at an annual cost of £832.43. The Clerk confirmed that this amount was within budget and she checked that the Parish Council was still happy with its decision to not insure street furniture (benches, litter bins, grit bins, etc..) because the quote didn't include any cover for street furniture. It was proposed, seconded and unanimously RESOLVED to continue to exclude street furniture from the insurance cover.

81/17 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
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St Andrew's School Governors	Response to the letter sent to them to notify them that the Jubilee Park Road had now been brought up to an acceptable standard and informing them that they would be requested to contribute to any future repairs, although none were envisaged for a long time.	Letter sent to councillors with the agenda.
Heather Close resident	Concerns about Planning in the village	Clerk responded to the e-mail.
Mr Booth	Complaint about parents parking along the entrance road to the Petwood Caravan Park when dropping their children off and collecting them from school, and blocking the road. Concerned that they are paying for access and not being able to get along the road at times.	
Woodhall Spa Beaver Scouts	After Easter the Beaver Scouts are going to be working on a badge that requires them to be involved in the community. They need to identify an issue in the community that effects other people and work on a project to benefit that issue. Beaver Scouts are 6-8 years of age, so they are limited but I am wandering if there is anything in the community you can help us with. Maybe come and talk to the Beavers and help them achieve the badge.	
Mason Chartered Surveyors	Poster and letter advertising the public consultation event on 18th March in Coronation Hall (The development plans by Witham Trading)	Poster and letter displayed of Parish Council office door
Coronation Road resident	Letter regarding the verges on Coronation Road and a copy of responses to and from Highways	Scanned in and e-mailed to councillors with the agenda
Resident	E-mail regarding cars parking on the grass verges in the village, and a copy of the response from Highways when they were contacted about this in 2016.	Copy of e-mail sent to councillors with the agenda. Clerk responded and explained that the Parish Council was requesting permission to put marker posts on some verges to stop parking.
ELDC	Final report on the ELDC car parking review	E-mailed to councillors with the agenda

The Parish Council agreed the following:

Beaver Scouts: To mention to the Beaver Scouts Leader the following community issues: litter, dog waste and fallen branches on verges; but suggest that they contact Jubilee Park to ask if they have any issues that the Beaver Scouts can work on as it would be much safer for the Scouts to work in the Park then along the Highway.

St Andrews's School and parents parking in Jubilee Park: Members acknowledged that the Parish Council had a responsibility to keep the access to the Petwood Caravan Park open and ways of addressing the issue were suggested. It was agreed to write to the Governors at St Andrew's School and express disappointment at their response to the request to contribute to future road repairs, and inform them that parents were causing issues by parking along the Petwood Caravan Park entrance road. The school would be asked to remind parents that they should not be parking along the road leading to the Petwood Caravan Park because access

was needed at all times and there were much more appropriate places to park within Jubilee Park.

82/17 TO RECEIVE AN UPDATE ON ARRANGEMENTS FOR REMEMBRANCE PARADE AND TO RESOLVE TO SET UP A WORKING GROUP

Another meeting with the Lincolnshire Police Events Planning team and members of the Woodhall Spa branch of the Royal British Legion had taken place, and it had been confirmed that the Police would not be providing any Police Support at the Remembrance Parade, but they had given advice on blocking the roads and making the event safe. It was suggested that a Working Group be set up to deal with the arrangements. It was proposed, seconded and unanimously RESOLVED to set up a working group consisting of Cllrs T Clapton, I Clarke and D Clarke.

83/17 TO CONFIRM ARRANGEMENTS FOR THE ANNUAL PARISH MEETING

Members were reminded that the APM would be taking place at 7.30pm on Tuesday 9th May in St Peter's Hall. It was agreed that Community Groups would be invited to attend and have tables around the hall and these would be contacted in advance and asked to book a place. United Lincolnshire Health Services (UHLS) would also be invited to give a short presentation. Refreshments would be invited and Cllrs J Frost, L Sisley and I Clarke agreed to organise them. The Chairman would include development in his report as it was such an important issue for the village. Councillors were asked to arrive at the hall at 6.30pm to help set up.

84/17 REPORTS FROM COMMITTEES AND WORKING GROUPS CHAMBER OF TRADE AND TOURISM (CTT)

The CTT was about to be resurrected. Cllr M Williams had been working with Craig Leyland and a meeting had been called for 5th April at the Petwood Hotel. It was hoped that there would be a good turnout and at the first meeting CCTV would be discussed to see if there was any appetite from traders for a CCTV system in the village. It was suggested that the feedback from traders would be useful to take to the Annual Parish Meeting were CCTV would also be mentioned to residents.

85/17 ITEMS FOR THE NEXT AGENDA

The following items were suggested:

- To resolve whether to enter the 2017 Best Kept Village competition
- Update from GN Construction on the Spa Baths redevelopment
- To consider writing to Section 106 recipients to check how section 106 money is being spent
- To consider applications for grant funding
- To consider and respond to the 'Fixing our broken housing market' public consultation
- To review the banners on closed churchyard railings policy
- Items for the next issue of the parish council newsletter

86/17 DATES AND TIMES OF NEXT MEETINGS

- Tuesday 4th April at 2.00pm – Planning Committee meeting
- Tuesday 4th April at 3.00pm – Finance Committee meeting
- Tuesday 18th April at 7.15pm – Parish Council meeting
- Thursday 4th May at 2.30pm – Personnel Committee meeting

The Chairman declared the meeting closed at 9.05pm.

Notes from the public forum (7.00 – 7.25pm)

There were 7 members of the public in attendance, and a member of the local press.

- The former Clerk of the Woodhall Spa Urban District Council (UDC) stood up and introduced himself. He informed the meeting that there was a bye-law in Woodhall Spa relating to the ornamental verges which prohibited vehicles from parking on them. As far as he was concerned the bye-law had not been rescinded so the Parish Council could use it to protect the grass verges. He informed the Parish Council that he thought the bye-law had been made in 1967-1968 but he wasn't sure what happened to the bye-law when the UDC was disbanded in 1974. Mr Hewson also spoke about the land off Witham Road which had permission for houses to be built on. He explained that many years ago the farmer who owned the land had applied to build houses on it, but because the land wasn't able to be developed he had been granted compensation by the Ministry with the condition that the money would need to be returned with interest if the land was ever developed. Mr Hewson had previously contacted ELDC about this, but they did not have any record of it, but he encouraged the Parish Council to investigate the matter as it could mean a lot of money being paid to the village. Mr Hewson also informed the Parish Council that when the UDC was operational it was responsible for the sewers and the last thing it did before being disbanded was to extend the sewage system. The planned capacity has been exceeded twice and will soon not be able to cope.
- A resident asked if it would be possible for the fallen branches to be collected off the verges before they were cut, now that the Parish Council was responsible for the grass cutting. It was also questioned what had happened to the street cleaning machine which the village had contributed to as it hadn't been seen in the village for a very long time. The pavement outside The Inn was mentioned as being in a terrible state, and the meeting was informed that this had been brought to the attention of LCC, but it had not money for any pavement repairs. It was asked if double yellow lines could be extended outside Budgens to stop parking there as it caused a bottle neck on this very busy road. The resident also mentioned the terrible state of the verges outside The Teahouse in the Woods and St Hugh's school, and was told that the Parish Council had spoken to Highways and they couldn't provide funding for any improvements to the verges, but would help the Parish Council where it could.
- A resident had attended the Public Consultation event held by Witham Trading on Saturday 18th March and expressed dismay that from the meeting he had ascertained the following 3 points:
 - There was no overall plan for Woodhall Spa, each application to build homes was dealt with individually
 - There was no upper limit on the number of homes to be built in Woodhall Spa
 - The Planning Authority had no scheme or vision of the future of Woodhall Spa

The Chairman informed the resident that the Parish Council was currently in discussions with ELDC about these issues.

- John Luffman, Secretary of the Woodhall Spa Cricket Club stood up and read out a statement about the problems of dog fouling and dog exercising on the Cricket Field. The Cricket Club had been faced with these issues for a long time, and they had been raised at last year's Annual Parish Meeting, and following that the Parish Council had put an article in its newsletter asking owners to clear up after their dogs. The Cricket Club had spoken directly to dog owners about this and had been faced with a lot of different reactions and responses, and he gave examples. Mr Luffman asked for the

Parish Council to support a bye-law and he gave examples of how other Parish Councils were tackling this issue in their parishes. Mr Luffman was asked if the Cricket Club had considered putting up a fence, he said that they had but the Club didn't want to go down that route because they don't want to stop the community use as it is a community club. Mr Luffman felt that it was a show of disrespect to let a dog foul on the cricket field, and he was asked by a Councillor why the dog bin next to the Cricket Field had been taken down if the Club wanted to stop dog fouling.