

# Louth Town Council

The Sessions House, Eastgate,  
Louth, Lincolnshire, LN11 9AJ

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## To the Members of the Town Council of Louth:

You are hereby summoned to attend a Robed meeting of Louth Town Council and its Planning Committee which will be held on Tuesday 10<sup>th</sup> January 2023 in The Old Court Room, The Sessions House, Eastgate, Louth at 7pm. The business to be dealt with at the meeting is listed in the agenda below.

**There will be a 15 minute public forum between 6.45pm and 7.00pm when members of the public may ask questions or make short statements to the Council, and your attendance is requested during this period.**

*Please note, any public, wishing to speak in the public forum may do so on items which appear on the agenda or may 'sit in' on the meeting(s). It would be much appreciated if any member of the public wishing to speak would please contact the Town Clerk, by emailing [clerk@louthtowncouncil.gov.uk](mailto:clerk@louthtowncouncil.gov.uk) in advance of the meeting to discuss attendance arrangements. If possible, please provide written representation rather than attending in person.*

Just prior to the commencement of the meeting at 7pm there will be prayers or other religious observance, which will last for approximately 5 minutes. Anyone not wishing to participate may leave the room at this time.

From 7pm a maximum of ten minutes will be set aside for the meeting to receive reports from elected Members of Lincolnshire County Council and East Lindsey District Council.

Members of the public should note that they will not be allowed to speak during the formal meeting.

  
Mrs. L.M. Phillips

Town Clerk

Dated this 5<sup>th</sup> Day of January 2023

## AGENDA

### TOWN COUNCIL

(Chairman: Cllr. J. Baskett, Membership: All Cllrs.)

#### 1. Chairman's Remarks

#### 2. Apologies for Absence

To receive and note apologies where valid reasons for absence have been given to the Town Clerk at least one hour prior to the meeting.

#### 3. Declarations of Interest / Dispensations

To receive declarations of interest in accordance with the Localism Act, 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation received by the Proper Officer under section 22 of the Localism Act.

#### 4. Minutes

To approve as a correct record the notes of the Council Meeting held on 13<sup>th</sup> December 2022. (Attached).

#### 5. Committee Minutes

- a) Planning Committee – 22<sup>nd</sup> November 2022

#### 6. Mayor's Announcements

**7. Precept**

Following scrutiny by members of the Financial Overview Group and the Governance and Finance Committee Council to resolve to approve:

- a) A precept request for 2023/24 of £300,082 an increase on 2022/23 of 3.07%. (Details attached).
- b) That a further £8,500 of Council's existing funds be ringfenced in the earmarked reserves. (Details attached).
- c) That the Town Clerk should complete the necessary form and submit to ELDC (Collection Authority) to meet its deadlines.

**8. Co-option**

Council to consider candidates for co-option onto Louth Town Council and resolve as necessary.

**9. Next Meeting**

To note that the next scheduled meeting of the Town Council will take place on 24<sup>th</sup> April 2023.

**PLANNING COMMITTEE**  
**(Membership: All Cllrs.)**

**1. Apologies for Absence**

To receive and note apologies where valid reasons for absence have been given to the Town Clerk at least one hour prior to the meeting.

**2. Declarations of Interest / Dispensations**

To receive declarations of interest in accordance with the Localism Act, 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation received by the Proper Officer under section 22 of the Localism Act.

**3. Minutes**

To approve as a correct record the notes of the Planning Committee Meeting held on 13<sup>th</sup> December 2022. (Attached).

**4. Applications received by the Local Planning Authority**

To consider and make observations/ratify comments already submitted by the Planning Working Group to meet deadlines, on all planning applications received including those listed in the schedule (PA/Schedule 01-10-23). (Attached).

**5. Planning Correspondence**

Committee to receive planning decisions, enforcement complaints, appeal decisions, temporary road closures etc., as advised by the District and County Council. (Attached).

**6. Proposed Works to Trees**

Committee to consider the following proposed works to trees (details circulated by email 5<sup>th</sup> January 2023) and resolve as required:

- a) **Location:** 54 Westgate **Proposal:** T1 – Holly – Reduce in height from 7m to 5.5m (below BT cable) and trim. T3 – Yew – Reduce from 7m to 6m and shape to clear neighbouring property by up to 1m and to within property boundary to clear footpath and public highway. T4 – Weeping Ash – Tree stands at around 5m and is declining from its upper crown, remove deadwood and reduce the remaining by up to 1m to give an aesthetic prune. T5 – Swedish Whitebeam – Tree stands at 10m and has lost a large limb to the rear; reduce the upper crown's width towards the neighbouring property by up to 2m to compensate for the lost limb. Broken stub from snapped limb will be reduced by half to remove weight, while avoiding a large diameter cut on the main stem. T6 – Holly – Reduce by up to 1m in height from 6m to 5m and up to 2m from width to reduce overhang to river. T7 – Hazel x 2 – Previously coppiced, remove thicker stems to thin generally, likely to equate to 50%, then reduce the remaining to 4m from 6m. T8 – Holly – Tree has previously lost a leading limb causing a secondary branch to grow in an unnatural direction; tree stands at 7m, reduce its height to 4m to rebalance it. T9 – Yew x 2 – Two trees standing at 6m, remove ivy and epicormic growth from the main stem then trim the crown by approximately 0.5m all around to round them for aesthetic reasons. T10 – Copper Beech – Reduce width of garden side of the tree from 6m to 3m. T11 – Dawn Redwood – Prune or remove branches as required to clear garage building by 1.5m, only side limbs will be removed, no reduction of the main stem will be made.
- b) **Location:** 1 Temple Terrace **Proposal:** T1, T2, T3 – Sycamore – Repollard to old stools, approx. 5m.

**7. Appeals**

Committee to note that following refusal by ELDC of their planning applications appeals have been lodged as below. Any representations made by Council in the planning stages have been submitted to the Planning Inspectorate. If the Council wish to make further comments, modify or withdraw its previous comments it should do so by 23<sup>rd</sup> January 2023:

- a) N/105/00613/22 – 1 Grosvenor Road, LN11 0BB – Erection of a detached bungalow and alterations to existing vehicular and pedestrian access. Existing garage to be demolished – LTC objected to this application on 10th May 2022 on the grounds that the proposals overcrowd such a small tight space and are overbearing, constituting over intensification and garden grabbing. The Council asks that the ELDC Ward Councillor, Chris Green, please call the application in.
- b) N/105/00411/22 – 31 Northgate, LN11 0LT – Change of use, conversion of and extensions and alterations to existing shop front and flat to form a single dwelling house. Demolition of existing rear extension, relating to 31 Northgate, LN11 0LT – LTC supported this application.

**8. Next Meeting**

Committee to note that the date of the next scheduled Planning Committee meeting is 31<sup>st</sup> January 2023.

**MINUTES OF THE MEETING OF LOUTH TOWN COUNCIL  
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH  
ON TUESDAY 13<sup>th</sup> DECEMBER 2022**

**Present** The Mayor, Cllr. J Baskett (JB) (in the chair).

**Councillors:** Mrs. E. Ballard (EB), L. Cooney (LMC), S. Crew (SC), H. Filer (HF), J. Garrett (JG), D.J.E. Hall (DJEH), D. Hobson (DH), G.E. Horton (GEH), A. Leonard (AL), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), K. Norman (KN), B. O'Brien (BO), J. Simmons (JS),

**Councillors not present:** M. Bellwood (MB), M. Lamb (ML), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW)

The Town Clerk, Mrs. L.M. Phillips and one member of the public were also present.

Prior to the commencement of the meeting the Mayor reminded Councillors that the Carols for All Church Service would take place on 21<sup>st</sup> December from 7pm and he invited all Councillors to meet at St. James' beforehand from 6pm for a Christmas get together. The Chairman of the Personnel Committee, Cllr. Mrs. J. Makinson-Sanders also informed the Council that the Town Clerk's Assistant had left.

**T59. Apologies for Absence**

Apologies for absence were received from Cllrs. MB, ML, DEW, Mrs. PFW and LMC who would be slightly late.

**T60. Declarations of Interest / Dispensations**

- a) Cllr. Mrs. JMS – agenda item 6 – as a Trustee of Hubbard's Hills.
- b) Cllr. AL – agenda item 6 – as a Trustee of Hubbard's Hills.

**T61. Council Minutes**

It was **RESOLVED** to approve as a correct record, the notes of the Council Meetings held on 28<sup>th</sup> September 2022 and 11<sup>th</sup> October 2022.

**T62. Committee Minutes**

It was **RESOLVED** to adopt the resolutions contained within the following Committee Minutes:

- a) Planning Committee – 28<sup>th</sup> September 2022
- b) Planning Committee – 1<sup>st</sup> November 2022
- c) Governance and Finance Committee – 14<sup>th</sup> June 2022

**T63. Louth United Charities**

The Council noted that Cllr. Mrs. JMS's term in office as an LTC representative on the above organisation would expire on 11<sup>th</sup> January 2023 and that it had been asked to reappoint or nominate a new representative. It was **RESOLVED** that Cllr. Mrs. JMS should be reappointed as an LTC representative on Louth United Charities.

**T64. Hubbard's Hills**

The Chairman of the Hubbard's Hills Trust, Mr. A. Leonard spoke to Council reporting that it had been a busy year which had put a strain on Hubbard's Hills in terms of wear and tear with so many visitors using the facility. He also said that there had been quite a lot of vandalism. He explained that the Trusts next two major projects were to replace 2 bridges. One near the stepping stones and one linking the Hallington end of Hubbard's Hills to the Crowtree Lane end. He explained that the Trust would also need to undertake significant work on the riverbanks as the gabion baskets were giving way and it was working with the Wolds Countryside Service and the Chalk Stream River Officer on this. A price of £300 per metre for gabion baskets had been obtained. Cllr. BO asked if there was any possibility that the bridges could be made of a material more durable than wood. Mr. Leonard confirmed that a concrete walkway was to be cast on site for the walkway of the link bridge. Cllr. JB enquired if the Trust had made progress in its wish to work with the public more. Mr. Leonard confirmed that the Trust was working with the Co-op on a regular basis, the Wombles and working parties from local factories and other local employers as these organisations, when sending working parties into the hills were: managed, insured, undertook their own risk assessments and adhered to Health and Safety guidelines. The Trust felt that the

enormous liability placed on it if individual volunteers were to work in the Hills was too much. Cllr. Mrs. EB asked if the fence on the top path would be repaired. Mr. Leonard reported that yes, the Hubbard's Hills Trust would be repairing the Lincolnshire Post and Rail fence on the top path. Cllr. JG referred to money set aside in the Hubbard's Hills accounts for land acquisition. He believed that this was for possible purchase of land to make another car park and asked if there had been any movement in that direction. Mr. Leonard confirmed that there had been no movement as the Trust would need in the region of £80,000 to sort the river out and it was far more important that that be done than anything else. Cllr. Mrs. SEL understood that the Hills had been bequeathed to the town and that no commercial activity could take place there. She wondered if that could be rescinded. Mr. Leonard thought that the people of Louth would not thank anyone for charging for entry to the Hills and he said that the Trust had looked into other ideas but had not found a workable solution as yet. Cllr. Mrs. JS said she believed (from the Town Plan) that one of the Trust's objectives originally was to get sponsors and she wondered if that could be looked into. Mr. Leonard reported that while that was feasible he believed that with the current economic climate it was the worst possible time to ask businesses for money. He said that small amounts were easy to come by but that larger amounts were not. However, he praised the Louth Lions who, he said, had been very helpful through the years and who had just given the Trust 50% of the proceeds from the duck race it held there annually, to go towards the bridges. Cllr. Mrs. LMC asked if the Trust could take less than the Management Agreement allowed for. Mr. Leonard said that for a number of years the Trust had not increased the amount it had asked for. Cllr. Mrs. LMC reiterated the question and said she would take Cllr. Leonard's answer as a no. He confirmed this. Cllr. Mrs. HF worried that finding other sources of funding was essential. Cllr. GEH agreed that Cllr. LMC's question was good but referred to ELDC who had budgeted for the Cattle Market but who had been forced to pass on a massive bill to the taxpayers when maintenance was required. Mr. Leonard confirmed that the Town Council do have the financial liability of the asset. The Town Clerk reiterated this confirming that the Town Council were the custodians of the asset. While it had been agreed under the Management Agreement that the Trust could ask for £49,000 in 2023/24 and that going forward the amount asked for could not exceed the prior year's amount, increased by CPI, ultimately the asset was the responsibility of the Town Council who would need to consider any requests put forward by the Trust for further funding. Cllr. Mrs. JS referred to the Hubbard's Hills Earmarked Reserve asking when that had been agreed. The Town Clerk confirmed that in the budget setting process the previous year it had been agreed to change the name of an existing Earmarked Reserve to Hubbard's Hills. Mr. Leonard confirmed that the new supplemental agreement stated that if the Trust required use of that fund it would first have to bring a request to the Council for approval. Cllr. JB asked if a walkaround for Councillors could be organised with a member of the Trust. Cllr. AL confirmed that that would be a good idea but perhaps when the weather was a little more clement. Cllr. AL finished by reiterating that metaphorically speaking his door was always open if anyone wished to ask a question about Hubbard's Hills.

#### **T65. Date of Next Meeting**

It was noted that the date of the Council's next scheduled meeting was 10<sup>th</sup> January 2023.

The Meeting Closed at 7.45pm.

Signed \_\_\_\_\_ (Chairman)      Dated \_\_\_\_\_

## Budget Proposal for Approval by Town Council 10th January 2023

	Actual Spend/ Income Last Year	Actual Spend/ Income to 30/9/22	Current Annual Bud	Projected Spend/ Income 2022/23	Proposed Budget 2023/24	Notes
<b>101 Governance and Finance</b>						
Miscellaneous	12	1	50	50	50	
Interest Received	28	18	300	300	300	
<b>Governance and Finance : Income</b>	<b>40</b>	<b>19</b>	<b>350</b>	<b>350</b>	<b>350</b>	
Office Administration Costs	2,517	2,175	3,500	3,500	3,500	
Postage	293	149	400	400	500	Reduced in 18/19 originally to save time and costs. Cllrs. agree to receive summons and agenda by email. Increase suggested to take account of prices rises.
Meeting Expenses	0	59	300	550	250	Allows for ATM and an adhoc public meeting
Councillors Expenses	0	141	100	200	100	
Insurances	5,326	4,631	6,000	4,631	5,000	
Fees and Subscriptions	2,723	2,586	2,805	2,789	2,805	LALC, NALC, LALC Training Scheme, ICCM (drop membership of FBCA)
Audit Fee (Internal & External)	800	800	1,000	800	1,000	
Contingency	0	64	500	500	400	
<b>Governance and Finance: Expenditure</b>	<b>11,659</b>	<b>10,605</b>	<b>14,605</b>	<b>13,370</b>	<b>13,555</b>	
<b>401 Community Resources Day to Day</b>						
Property Income	2,157	978	1,500	2,000	2,200	
Allotment Rent Received	0	550	550	550	790	£790 to be increased annually by RPI thereafter. As resolved CR 300822
Miscellaneous	1,194	1,010	200	1,500	1,500	
LCC Contribution (Grass)	4,925	0	4,960	4,960	4,960	
Interments	25,796	9,188	20,000	20,000	22,000	
Monuments	6,172	4,915	6,000	6,200	12,000	
Exclusive Burial Rights	14,065	5,706	14,500	10,000	12,500	
Plaques	0	0	214	214	350	
Chapel Rent	300	0	214	214	300	
Welcome Back Fund	0	23,014	0	0	0	
<b>Community Resources Day to Day :- Income</b>	<b>54,609</b>	<b>45,361</b>	<b>48,138</b>	<b>45,638</b>	<b>56,600</b>	
Salaries	46,597	23,445	49,500	50,740	54,000	Allows for 2 increases of 2 SCP's each
Employers Costs Super / NI	8,559	4,460	16,500	10,000	20,000	Allows for 2 employees and increase in Pension Cont's
Grave Digging	4,040	400	4,000	4,000	2,800	Allows for 7 single graves
Community Payback Team	0	0	0	0	0	
Training	495	263	1,700	1,700	1,600	Training for staff and cllrs. outside of LALC ATS
Civic Property	0	85	500	500	250	Repairs to Civic Regalia/inscription of Mayor's Board
Clocks / Floodlights	2,312	-752	2,400	2,400	2,400	£1,200 carried forward to account for bills not received in 2021/22
Christmas Lights /Celebrations	10,370	419	12,500	11,000	12,500	Annual safety testing of catenary wires, erection and dismantling of cross street lights, tree and crib light. Attendance by electricians at switch on, purchase of tree decorations and banners, assistance erecting the tree
Lovely Louth Competition	69	181	500	500	400	Summer and winter competitions, awards and presentation
CCTV Maintenance	4,515	0	4,515	4,515	4,515	ELDC have yet to confirm cost in 2023/24
Street Furniture Maintenance	1,045	0	1,500	1,500	1,500	Repair and replacement of benches, bins, signs etc.
Amenity Grass Cutting	14,159	8,784	23,000	10,500	22,000	Allows for 10 cuts if current price per cut increased to £2,200 each
Floral / In Bloom	2,220	859	3,000	3,000	2,500	Town centre planting, watering and floral enhancement
Hubbards Hills Mtce Contrib.	45,000	0	40,000	45,000	49,000	£49,000 agreed for 23/24 28/9/22 to be increased by CPI annually
Minor Mtce & Cleaning Services	2,195	1,344	4,700	2,688	3,000	Minor repairs, cleaning at SH and Cem and toilets.
Security / Fire	2,482	805	2,500	2,500	2,500	Fire safety, alarm monitoring and maintenance contracts, call outs, repairs to system. £264.11 c/f from 21/22 to 23/24
SH Utilities	7,892	4,299	6,000	8,600	9,500	Gas, Electric, Water
SH Communications	1,716	1,014	1,600	1,600	2,000	2 x phone lines and wifi
SH Rates	5,614	5,614	5,614	5,614	5,614	
SH Building Maintenance	208	35	2,000	2,000	1,500	Day to day repairs
SH Statutory Equipment Checks	208	-86	250	250	200	PATs testing etc. 208 c/f from 21/22 to 22/23
Cem Rates	911	3,293	1,000	3,293	3,293	Cem has come to the end of a 5 year relief scheme
Cem Utilities	2,431	801	2,500	2,500	2,500	Gas, Electric, Water
Cem Maintenance-Supplies	1,642	1,574	2,000	2,000	2,000	
Cem Grass Cutting / Strimming	6,901	4,368	6,000	6,000	6,000	
Cem Fuel - Equipment	641	500	800	1,000	1,100	
Cem Waste Disposal	1,537	754	1,750	1,750	1,850	
Cem Vehicle Running Costs	2,016	225	2,000	2,000	2,000	Insurance, MOT, service, replacement parts and labour
Cem Protective Clothing	138	215	600	600	550	Boots, uniform, protective clothing
Cem Plants, Shrubs, Trees etc	183	0	200	200	200	
Cem General Repairs/Maint.	2,740	1,986	3,000	3,000	3,000	
Purchase of Plaques	0	19	60	60	60	
Cem Equipment Replacement	1,272	206	3,000	3,000	3,000	Rolling programme of replacement
Contingency	650	349	2,000	2,000	2,000	
GDPR Compliance	40	40	100	100	40	Registration with ICO
Trinity Allotment Rent	763	790	802	790	909	Due April each year. Figure due calculated by adding RPI to the previous years costs. 15% used as a worst case scenario.
Tidy Louth	0	0	500	500	0	

Community Apiary	833	-833	0	833	0	£833 c/f from 21/22, C/f again if required
Speed Awareness	2,155	0	0	0	0	
Welcome Back Fund	12,629	6,332	0	0	0	
<b>Community Resources Day to Day</b>	<b>197,178</b>	<b>71,788</b>	<b>208,591</b>	<b>198,233</b>	<b>226,281</b>	
<b>Personnel Day to Day</b>						
Salaries	48,273	24,492	59,250	58,050	63,000	Allows for 3 employees, 1FT, 2 sharing 40hrs between them and 3 x increases of 2 SCP each
Employers Costs Super / NI	16,052	7,828	23,500	18,000	25,000	Allows for 3 employees and increase in Pension Cont's
Clerk Travel Expenses	0	70	250	140	200	
Training	0	12	500	500	500	
<b>Personnel Day to Day</b>	<b>64,325</b>	<b>32,402</b>	<b>83,500</b>	<b>76,690</b>	<b>88,700</b>	
<b>Town Council Day to Day</b>						
Tourism/promotions	390	93	1,000	1,000	1,000	Leaflet printing, advertising
Citizens Advice Bureau	1,000	0	1,000	1,000	1,000	Yearly contribution
Grants S137 Open Resource	4,593	0	4,000	5,174	4,000	Distributed via yearly grants giving exercise. Increase EMR
Civic Expenses	1,055	174	1,500	1,500	1,500	For Mayor Making buffet, Civic Service, Christmas Get Together
Mayoral Allowance	284	0	500	500	500	For Mayor's mileage expenses outside of the parish only
Mayors Serjeant Expenses	379	325	650	650	650	Paid in 2 instalments
Election Expenses	0	0	2,000	0	2,000	Vire any unspent monies to EMR Elections before year end
Deputy Mayor's Expenses	0	0	100	100	100	For mileage expenses outside of the parish only
Remembrance Day Parade	500	0	800	800	1,000	Road closures, PA system, adhoc items
Flood Schemes Maintenance	12,803	0	13,405	14,301	16,446	Previous year's payment increased by RPI yearly. 15% used as a worst case scenario.
War Memorial	2	0	300	300	300	For repairs/decorations
<b>Town Council Day to Day</b>	<b>21,006</b>	<b>592</b>	<b>25,255</b>	<b>25,325</b>	<b>28,496</b>	
Total Income					56,950	
Total Expenditure					357,032	
Precept Required					300,082	
2023/24 Annual Cost Per Band D Property					54.05	
2022/23 Annual Cost Per Band D Property					52.44	
2023/24 Annual Increase/Decrease Per Band D Property					1.61	
2023/24 Monthly Cost Per Band D Property					4.50	
2022/23 Monthly Cost Per Band D Property					4.37	
2023/24 Weekly Cost Per Band D Property					1.04	
2022/23 Weekly Cost Per Band D Property					1.01	
2023/24 % Increase/Decrease Per Band D Property					3.07%	

**Louth Town Council**  
**Budget Proposal 2023/24**  
**Earmarked Reserves - (Ring fenced funds/sinking funds)**

	<b>Opening Balance + Transfers 22/23</b>	<b>Actual Balance At 30/9/22</b>	<b>Proposed Budget 23/24</b>	
321 EMR Flood Memorial	-	-	-	
322 EMR CCTV refurbishment	10,000.00	10,000.00	-	C/f £10,000 balance (sinking fund for future refurbishment)
325 EMR Street Furniture	1,075.00	1,075.00	-	C/f £1,075 balance
326 EMR Anniversary of Louth Flood	301.67	301.67	-	C/f £301.67 balance (use to reprint flood leaflet)
327 EMR Contingency	10,243.56	10,243.56	2,000.00	C/f balance, add £2,000
329 EMR Quality Council/Office	4,245.00	4,245.00	-	C/f balance
337 EMR Conservation Area	500.00	500.00	-	C/f balance
338 EMR Civic Events	1,889.00	1,762.56	-	C/f balance (use re. Coronation of King Charles if required)
339 EMR War Memorial	8,500.00	8,500.00	-	C/f balance (originally for cleaning, use on tree work)
340 EMR Grants S137 Reserve	1,066.00	1,066.00	2,000.00	Will be overspent by £108 top up by adding £2,000
346 EMR Chrismtas Illuminations	8,364.00	8,364.00	500.00	C/f balance Vire underspend in day to day and add £500
347 EMR Art Trail	1,000.00	1,000.00	-	C/f balance
348 EMR IT Replacement	4,207.87	4,207.87	-	C/f balance
349 EMR Civic Regalia	2,000.00	2,000.00	-	C/f balance
352 EMR TCP Floral Enhancement	2,500.00	2,500.00	-	C/f balance (use re. Covid Tribute)
353 EMR Capital Expenditure	97,201.80	97,201.80	-	C/f balance (use to undertake cem development and repairs to SH)
359 EMR Accommodation	9,572.21	9,312.21	-	C/f balance
360 EMR Cem External Wall	4,000.00	4,000.00	-	C/f balance
362 EMR Civic Property	3,045.94	3,045.94	-	C/f balance
363 EMR Hubbard's Hills	26,500.00	26,500.00	-	C/f balance
364 EMR Clerks Training	2,540.00	2,540.00	-	C/f balance
365 EMR Accom Office/Equip/Stor	4,224.00	4,224.00	-	C/f balance
366 EMR Cemetery Planting Project	458.00	458.00	-	C/f balance
370 EMR Cemetery Gates	3,000.00	3,000.00	-	C/f balance
380 EMR Cem Road Maintenance	4,000.00	4,000.00	-	C/f balance
381 EMR Cem Equipment Replacement	8,637.00	8,637.00	1,000.00	C/f balance (sinking fund for new mower) add £1,000
382 EMR Cem Tree Surgery	4,380.00	4,380.00	1,000.00	C/f balance and add £1,000
383 EMR Cem Workshop/Lodge	8,056.24	8,056.24	-	C/f balance (use to look into restoration and heating at Chapel)
385 EMR Vehicle Replacement	14,658.00	14,658.00	-	C/f balance
386 EMR Cemetery Facilities	3,825.00	3,825.00	-	C/f balance
390 EMR Accom Roof	9,136.00	9,136.00	-	C/f balance (also use EMR 353)
391 EMR Accom Boiler	12,000.00	12,000.00	-	C/f balance (also use EMR 353)
392 EMR Accom Structural	5,000.00	5,000.00	-	C/f balance (also use EMR 353)
393 EMR Accom Car Park	2,000.00	2,000.00	-	C/f balance (also use EMR 353)
394 EMR Street Signs/Furniture	15,660.00	15,660.00	-	C/f balance
395 EMR SH Internal Decorating Foyer	2,000.00	2,000.00	1,000.00	C/f balance, add £1,000
396 EMR Speed Awareness	2,012.00	2,012.00	-	C/f balance. Change name of EMR
397 EMR Tourism	2,115.00	2,115.00	-	C/f balance
398 EMR Elections	18,000.00	18,000.00	-	C/f balance and vire £2,000 from day to day budget to make £20,000
399 EMR Funding for Sports Assets	4,000.00	4,000.00	1,000.00	C/f balance and add £1,000 (sinking fund for emg)
	321,913.29	321,526.85	8,500.00	

Ring fence a further £8,500 of general reserve, as above.



**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE  
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH  
ON TUESDAY 13<sup>th</sup> DECEMBER 2022**

**Present**

Councillor S. Crew (SC) (in the chair).

**Councillors:** Mrs. E. Ballard (EB), J. Baskett (JB), L.M. Cooney (LMC), H. Filer (HF), J. Garrett (JG), D.J.E. Hall (DJEH), D. Hobson (DH), A. Leonard (AL), Mrs. S.E. Locking (SEL), K. Norman (KN), B. O'Brien (BO) and J. Simmons (JS)

**Councillors not present:** M. Bellwood (MB), G.E. Horton (GEH), M. Lamb (ML), Mrs. J. Makinson-Sanders (JMS), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

The Town Clerk, Mrs. L.M. Phillips and one member of the public were also present.

**P74. Apologies for Absence**

Apologies for absence were received from Cllrs. MB, ML, DEW, Mrs. PFW, G.E. Horton and Mrs. J. Makinson-Sanders.

**P75. Declarations of Interest / Dispensations**

The following declarations of interest were made:

- a. Cllr. DH – Agenda item 6c – as a Director.
- b. Cllr. JS – PA10 – as an acquaintance of the applicant.
- c. Cllr. AL – PA10 – as an acquaintance of the applicant.
- d. Cllr. DJEH – agenda item 4 – as a member of the ELDC Planning Committee.

**P76. Minutes**

It was **RESOLVED** that the notes of the Planning Committee meeting held on 22<sup>nd</sup> November 2022 be approved as the Minutes.

**P77. Applications received by the Local Planning Authority**

The Committee considered all planning applications received, including those listed on the schedule (PA/Schedule 11-22-22) and post agenda items and **RESOLVED** to support all applications except PA10 which it remained neutral on.

**P78. Planning Correspondence**

The Committee considered and noted the following planning correspondence:

**a. ELDC Planning Decisions**

- i. Approved – N/105/01777/22 – Planning Permission – 4 Stockwith Drive - LTC Supported
- ii. Approved – N/105/01799/22 – Planning Permission – The Old Dairy, Stewton Lane - LTC made no comment
- iii. Approved – N/105/01867/22 – Planning Permission – The Willows, Little Crowtree Lane - LTC Supported
- iv. Approved – N/105/01928/22 – Planning Permission – Wolds College, North Holme Road – Supported
- v. Approved – N/105/01744/22 – Planning Permission – Wharfedale, 14 Linda Crescent, LN11 9LQ – Supported
- vi. Approved – N/105/02110/21 – Section 73 Application – Land South East of Brackenborough Road – Supported change to condition 2, objected to change to condition 8.
- vii. Approved – N/105/00505/22 – Planning Permission – 113 Brackenborough Road, LN11 0AD – Supported
- viii. Approved – N/105/01905/22 – Planning Permission – King Edward VI School, LN11 9LL – Supported

**b. Temporary Traffic Restrictions**

- i. Organisation responsible for restriction: Sunbelt Rentals Ltd  
Reason for restriction: BT underground structural repairs  
Nature and location of restriction: Road closure Order – -Halfpenny Lane, between 150m and

450m West of Horncastle Road)

Period of restriction: 19/12/2022 to 21/12/22 (Restrictions to be implemented for 3 days as and when required during this period, signage detailing accurate dates and times will be displayed on site in advance)

- ii. Organisation responsible for restriction: Sunbelt Rentals Ltd

Reason for restriction: Gas connection (Cadent)

Nature and location of restriction: Road closure order – Northgate (Between Eve Street and Vickers Lane)

Period of restriction: 08/01/2023 to 08/01/2023 (8am to 5pm) (Restrictions to be implemented for 1 day as and when required during this period, signage detailing accurate dates and times will be displayed on site in advance)

- iii. Organisation responsible for restriction: LCC

Reason for restriction: All Events and Weekly Markets

Nature and location of restriction: Road closure order on Cornmarket, Butcher Lane, The Shambles, Market Place Car Park

Period of restriction: 01/01/2023 – 31/12/2023

(Restrictions to be implemented for 1 day as and when required during this period, signage detailing accurate dates and times will be displayed on site in advance).

**c. Application presented at ELDC Meeting**

Notification of planning application being presented at the Planning Committee Meeting on 1/12/22 ref SLS Property – 113 Brackenborough Road, Erection of 3. No. pairs of semi detached houses.

**P79. Proposed Work to Trees**

The Committee considered the following proposed works to trees (details emailed to Cllrs. 6<sup>th</sup> and 7<sup>th</sup> December 2022) and **RESOLVED** to support all but in the case of C. request that a replacement tree be planted:

- a. **Location:** 131 Keddington Road – **Proposals:** T1 – Beech – Crown reduction, by the shortening of branches which are less than 3cm in diameter, to achieve a height of no less than 13.5m when measured from ground level at the base of the stem and a crown radius of no less than 4m when measured from the outer edge of the stem to the outer edge of the canopy. – **Reasons:** To allow more light into the garden area.
  - b. **Location:** 4 St. Mary's Park – **Proposals:** G3 – 3 Common Lime, 3 Scots Line, 1 Norway Spruce, 3 Copper Beech, 2 Sycamore, 1 European Larch, 4 Silver Birch, 1 Western Red Cedar and 2 Horse Chestnut – T1 on plan (Lime) – Reduce in height from approx. 20m to approx. 17m. Reduce width towards the property from 7m to 4m and towards the road from 6m to 4m clearing the streetlight in the process. Prune remaining tree to retain a flowing line throughout the crown, and lift tree by 4m. – **Reasons:** To help retain the tree in its location for a longer period and ease any worries the applicant has regarding the tree's height given its location.
  - c. **Location:** Kidgate Primary Academy – **Proposals:** T1 – Ash – Fell and grind out stump. T2 – Oak – Currently 9m – reshape and crown reduce by approximately 25%. T3 – Wild Cherry – Fell and grind out stump. – **Reasons:** T1 – Tree is showing signs of Ash Dieback. T3 – To allow grass area to be laid with tarmac, to increase the size of the car park.
- ELDC Food Festival Working Group**  
Cllr. MB was nominated to represent Louth Town Council on the ELDC Food Festival Working Group. The first meeting to be held is at 11am on Monday 28th November at The Sessions House.

**P80.** It was noted that the date of the next scheduled Planning Committee meeting was 10<sup>th</sup> January 2023.

The Meeting Closed at 7.58pm.

Signed \_\_\_\_\_ (Chairman)

Dated \_\_\_\_\_

Our Ref	Author-ity	Application No	Type	Applicant	Proposal	Location / Ward	Conserv-ation Area?	Previous LTC Comments	LTC Planning Working Group Comments	Expiry Date for LTC Comments
1	ELDC	N/105/ 00805/22	Section 73 Application	Mr. C. Nickerson	Section 73 application in relation to condition no. 2 (approved plans); condition no. 9 (parking and manoeuvring); and condition no. 10 (replacement trees) as imposed on planning permission reference no. N/105/02311/16 which was for change of use, conversion of extension and alterations to former school buildings which are listed buildings to provide 4no. houses and 2no. flats.	The Limes, 41 Westgate, LN11 9YE, St. Mary's Ward	Yes	Louth Town Council supported this application on 10th May 2022 but was concerned that some or all of the parking spaces should not be allowed to be used commercially by people working in the town instead of by residents. The Council did not wish to see this commercial type of use in this special area of the town in the conservation area. Further, it wished it be ensured that any vehicles exiting the site should do so in a forward gear and it felt strongly that any permission granted should be augmented with a condition limiting the use of the spaces to residents and their visitors only	Support	17/01/2023
2	ELDC	N/105/ 00806/22	Section 73 Application	Mr. C. Nickerson	Section 73 application in relation to condition no. 2 (approved plans); condition no. 8 (car parking); and condition no. 10 (replacement trees) as imposed on planning permission reference no. N/105/01254/19 which was for change of use, conversion of and alterations to the existing former school hall (which is a listed building) to provide a dwelling.	Lindsay House, 43 Westgate, LN11 9YE, St. Mary's Ward	Yes	Louth Town Council supported this application on 10th May 2022 but was concerned that some or all of the parking spaces should not be allowed to be used commercially by people working in the town instead of by residents. The Council did not wish to see this commercial type of use in this special area of the town in the conservation area. Further, it wished it be ensured that any vehicles exiting the site should do so in a forward gear and it felt strongly that any permission granted should be augmented with a condition limiting the use of the spaces to residents and their visitors only	Support	17/01/2023
3	ELDC	N/105/ 01883/22	Planning Permission	Miss. L. Beeton	Change of use of existing retail and beauty salon to provide a drinking establishment with restaurant.	1-2 Pawnshop Passage, LN11 9JQ, Priory Ward	Yes	None.	Support	19/01/2023
4	ELDC	N/105/ 02234/22	Planning Permission	Stephanie Watson	Alterations to the existing dwelling to provide replacement windows and door.	1 Kidgate Mews, LN11 9HA, Priory Ward	Yes	None.	Support	11/01/2023
5	ELDC	N/105/ 02268/22	Planning Permission	Mr. J. Fairburn	Erection of 4no. dwellings on the site of the existing buildings which are to be demolished.	Land Rear of 20 Watts Lane, St. Michael's Ward	No	None.	Support	19/01/2023
6	ELDC	N/105/ 02282/22	Planning Permission	Mrs. P. French	Extensions to existing dwelling to provide additional living accommodation to include an extension to the existing domestic curtilage, erection of a detached double garage and re-siting of existing container.	5 Julian Bower, LN11 9QN, St. Mary's Ward	No	None.	Support	11/01/2023
7	ELDC	N/105/ 02292/22	Planning Permission	Wolds Manufacturing Services	Extension and alterations to the existing commercial unit and provision of additional car parking.	Wolds Manufacturing Services Ltd, m Scarborough Road, Fairfield Industrial Estate, LN11 0WD, North Holme Ward	No	None.	Support	11/01/2023
8	ELDC	N/105/ 02401/22	Planning Permission	Mr. S. Clarke	Erection of a dwelling.	21 St. Mary's Lane, LN11 0DU, St. James' Ward	Yes	None.	Support	13/01/2023
9	ELDC	N/105/ 02408/22	Planning Permission	Mr. J. Parry	Extensions to existing dwelling to provide additional living accommodation.	Old Watermill Cottage and 1 Globe Cottages, Church Street, LN11 9BS, Priory Ward	Yes	None.	Object - overbearing, loss of light, in conservation area, no heritage report, strong neighbour objection.	14/01/2023

Our Ref	Author-ity	Application No	Type	Applicant	Proposal	Location / Ward	Conserv-ation Area?	Previous LTC Comments	LTC Planning Working Group Comments	Expiry Date for LTC Comments
10	ELDC	N/105/ 02418/22	Planning Permission	Mr. and Mrs. Taylor	Extension to existing dwelling to provide additional living accommodation.	57 Homcastle Road, LN11 9LH, St. Mary's Ward	No	None.	Support	11/01/2023
11	ELDC	N/105/ 02419/22	Planning Permission	Mr. A. Waller	Change of use, conversion of and alterations to existing stable and cart store building which is a listed building into 1no. dwelling and erection of a wall 1.82 metres in height.	Stables and Cart Store rear of 13 Chequergate, LN11 0LH, St. James' Ward	Yes	None.	Leave to Conservation Officers. Poor access.	19/01/2023
12	ELDC	N/105/ 02420/22	Planning Permission	Mr. A. Waller	Demolition and rebuilding of original cart store and new link building within the curtilage of a listed building to form 3no. dwellings.	Original Cart Store rear of 13 Chequergate, LN11 0LH, St. James' Ward	Yes	None.	Leave to Conservation Officers. Poor access.	19/01/2023
13	ELDC	N/105/ 02449/22	Listed Building Consent	Mr. A. Waller	Conversion of and alterations to existing stable and cart store building into 1no. dwelling and erection of a wall 1.82 metres in height.	Stables and Cart Store rear of 13 Chequergate, LN11 0LH, St. James' Ward	Yes	None.	Leave to Conservation Officers. Poor access.	11/01/2023
14	ELDC	N/105/ 02450/22	Listed Building Consent	Mr. A. Waller	Demolition and rebuilding of original cart store and new link building to form 3no. dwellings.	Original Cart Store rear of 13 Chequergate, LN11 0LH, St. James' Ward	Yes	None.	Leave to Conservation Officers. Poor access.	11/01/2023
15	ELDC	N/105/ 02522/22	Planning Permission	Mr. B. Wood	Alterations to existing dwelling to replace single glazed windows and door with pvcU double glazed units.	The Bungalow, Cisterngate, LN11 0ER, St. James' Ward	Yes	None.	Elevated site in Conservation Area. Object to UPVC windows and doors.	21/01/2023
16	ELDC	N/105/ 02524/22	Planning Permission	Mr. and Mrs. L. Cocker	Two storey extension to existing dwelling to provide additional living accommodation and amendments to rear boundary wall which is an amendment to that previously approved under planning permission ref no. N/105/0755/22.	13 Westgate, LN11 9YJ, St. Mary's Ward	Yes	None.	Support	21/01/2023
17	ELDC	N/105/ 02518/22	Section 73 Application	Mr. A. Bett	Section 73 application in relation to condition no. 4 (use of building) as imposed on planning permission reference no. N/105/01607/22 which was for erection of a building to be used as a veterinary centre with associated parking, outdoor exercise area and construction of a vehicular access.	Plot 59, Bolingbroke Road, Fairfield Industrial Estate, North Home Ward	No	None.	Support	25/01/2023

## **PLANNING COMMITTEE 10TH JANUARY 2023**

### **PLANNING CORRESPONDENCE TO NOTE**

#### **1. ELDC Planning Decisions**

- a. ELDC Approved – N/105/01984/22 – Planning Permission – 49 Ramsgate, LN11 0NG – LTC supported
- b. ELDC Approved – N/105/01992/22 – Consent to Display an Advertisement – McDonald's Restaurant, Lincoln Way, LN11 0LS – LTC supported
- c. ELDC Approved – N/105/01857/22 – Consent to Display an Advertisement – Plot 5, Lincoln Way – LTC supported
- d. ELDC Approved – N/105/01961/22 – Planning Permission – McDonald's Restaurant, Lincoln Way, LN11 0LS – LTC supported
- e. ELDC Approved – N/105/01811/22 – Planning Permission – Automate, Uppgate, LN11 9HD – LTC supported
- f. ELDC Approved – N/105/02077/22 – Planning Permission – 7 Park Avenue, LN11 8BY – LTC supported
- g. ELDC Approved – N/105/00688/17 – Outline Planning Permission – Land off Riverhead Road – LTC objected
- h. ELDC Approved – N/105/01447/22 – Planning Permission – 61 Broadbank, LN11 0EW – LTC objected

#### **2. Temporary Traffic Restrictions**

- a. Organisation responsible for restriction: Lincolnshire County Council  
Reason for restriction: Reconstruction of Carriageway.  
Nature and location of restriction: Road closure Order - A631 (Between A157 & a point 200m Northwest) A157 (Between 200m West & 200m East of A631)  
40mph speed limit Order - A631 (Between A157 & a point 400m Northwest) A157 (Between 400m West & 400m East of A631)  
Period of restriction: 14/11/2022 - 31/01/2023 Closures 19:00 to 06:30 only. 40mph Speed Limit 24/7.  
(Restrictions to be implemented as and when required during this period, signage detailing accurate dates and times will be displayed on site in advance)
- b. Organisation responsible for restriction: Anglian Water  
Reason for restriction: Emergency - Burst Main repairs  
Nature and location of restriction: Emergency Road closure Order - High Holme Road  
Period of restriction: 21/12/2022 - 27/12/2022  
(Restrictions to be implemented for 5 days as and when required during this period, signage detailing accurate dates and times will be displayed on site in advance)
- c. Organisation responsible for restriction: Anglian Water  
Reason for restriction: Tarmac defect replacement  
Nature and location of restriction:  
Road closure Order - Eastgate (Between Nichol Hill & Cannon Street)  
Period of restriction: 05/02/2023 - 05/02/2023  
(Restrictions to be implemented for 1 days as and when required during this period, signage detailing accurate dates and times will be displayed on site in advance)
- d. Organisation responsible for restriction: RA Dalton Limited  
Reason for restriction: Sewer connection  
Nature and location of restriction: Road closure Order - Cordeaux Corner  
Period of restriction: 06/02/2023 - 10/02/2023 08:00 to 17:00  
(Restrictions to be implemented for 5 days as and when required during this period, signage detailing accurate dates and times will be displayed on site in advance)