

Louth Town Council

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

01507 355895

clerk@louthtowncouncil.gov.uk



To the Members of the Town Council of Louth:

You are hereby summoned to attend a meeting of Louth Town Council's Planning Committee, Community Resources Committee and Personnel Committee which will be held on Tuesday 4th February 2025 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 in advance of the meeting to discuss attendance arrangements. Written representation can also be considered rather than attending in person.

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

L.M. Phillips
Mrs. L.M. Phillips

Town Clerk

Dated this 30th Day of January 2025

AGENDA

PLANNING COMMITTEE

(Chairman: Cllr. P. Starsmore, 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 14th January 2025. (Attached).

4. Applications received by the Local Planning Authority

To consider and make observations on all planning applications received including those listed in the schedule (PA/Schedule 02-04-25). (Attached).

5. Planning Correspondence

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

6. Town and Country Planning Act 1990 Appeal under S78 Against Refusal of a Householder Application

Committee to note that an appeal has been made to the Secretary of State against the decision of ELDC to refuse planning permission – Extension to existing dwelling to provide additional living accommodation at 94 Mount Pleasant Avenue. ELDC have forwarded all previous representations. If Committee wish to withdraw its previous comments it must make this request by 13th February. There is no opportunity to submit comments.

7. Proposed Work to Trees

Committee to consider the following proposed works to trees in the Conservation Area:

- a) **Location:** 10 Grays Court, **Proposals:** T1 – Sycamore – Fell. T2 – Sycamore – Fell. **Reasons:** T1 and T2 growing too big for location.

8. **Proposed Restricted Parking Zone, Louth Market Place**
Committee to consider correspondence from LCC on the above and comment and as necessary. (Attached).
9. **National Highways and Transport (NHT) Survey**
Committee to receive details of the above and consider submitting a corporate response by the end of February.
10. **Next Meeting**
Committee to note that the date of the next scheduled Planning Committee meeting is 25th February 2025.

COMMUNITY RESOURCES COMMITTEE
(Chairman: Cllr. D. Hobson, 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 Community Resources Committee meeting held on 29th October 2024. (Attached).
4. **CCTV**
Committee to receive an update from the Chairman of the East Lindsey CCTV Partnership.
5. **Consultation: Strengthening the Standards and Conduct Framework for Local Authorities in England 2025**
Councillors to receive details of the above and consider submitting a corporate response by 26th February.
6. **Insurance**
Committee to receive an update from the Town Clerk following receipt of the Council's Insurers Risk Assessor's Report, note that three risk improvements were identified therein, which must be actioned by specific target dates. Two have target dates of 3rd February and these have been implemented. The third has a target date of 24th March and will incur costs. Committee to resolve that due to the timescales, authority be delegated to the Town Clerk and Chairman of the Community Resources Committee to make the necessary arrangements as required.
7. **Allotments**
 - a) To receive an update from the Town Clerk on the purchase of Trinity Allotments, approve expenditure and resolve upon the way forward.
 - b) To receive details of recent correspondence regarding the London Road Allotments and resolve upon the way forward.
8. **Closed Session**
Committee to resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following items, information being of a third party, commercial and confidential nature in relation to the following:
 - a) Amenity Grass Cutting – to consider quotes and resolve upon awarding the work in 2025/26.
 - b) Cemetery Grass Cutting – to consider quotes and resolve upon awarding the work in 2025/26.
 - c) Sessions House – to consider quotes for work identified in the recent Chartered Surveyor's Report (hard copies distributed at the CR meeting of 17th September 2024) and resolve upon awarding the work. **(Prior to discussion, PLEASE view document comparing quotes to the report which can be found in the members area of the website).**
 - d) Old Mill House – to receive an update from the solicitor and resolve upon the way forward.
9. **Next Meeting**
Committee to note that the date of the next scheduled Community Resources Committee meeting is 15th April 2025.

PERSONNEL COMMITTEE
(Membership: Cllrs. Mrs. JMS, Mrs. EB, GEH, DH, HF, JB, JD)

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 Personnel Committee Meeting held on 6th August 2024. (Attached).

4. Local Council Award Scheme – Foundation Award

Committee to note that the Council has begun putting together its application for the above.

5. Sexual and General Harassment Policy

Committee to note that two Councillors have not undertaken the training on the above or signed to say they have received a copy of the Council's policy, have read, understood and will comply with it.

6. Closed Session

Committee to resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following items, information being of a third party and confidential nature in relation to Personnel:

- a) Holidays
- b) Sickness
- c) Accidents
- d) New Employee

7. Next Meeting

Committee to note that the date of the next scheduled Personnel Committee meeting is 15th April 2025.

**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 14th JANUARY 2025**

Councillor P. Starsmore (PS) (in the chair).

Present Councillors: Mrs. E. Ballard (Mrs. EB), M. Barnes (MB), J. Baskett (JB), L.M. Cooney (LMC), J. Drake (JD), D. Hobson (DH), G.E. Horton (GEH), Mrs. J. Makinson-Sanders (Mrs. JMS), D. Moore (DM), Mrs. K. Parsons (Mrs. KP), Mrs. P.F. Watson (Mrs. PFW).

Councillors not present: H. Filer (HF), D.E. Wing (DEW).

The Town Clerk, Mrs. L.M. Phillips and the Town Clerk's Assistant, Miss S. Chitauro were also present.

P98. Apologies for Absence

There were no apologies for absence received.

P99. Declarations of Interest / Dispensations

The following declarations of interest were made:

- a. Cllr. Mrs. EB – Planning application 9 as a board member of the property's neighbouring Golf Course.
- b. Cllr. JD – Planning application 6 as a neighbour of the applicant.
- c. Cllr. DH – Items 4, 5 and 6 as a member of East Lindsey District Council (ELDC).
- d. Cllr. GEH – Items 4, 5 and 6 as a member of ELDC.
- e. Cllr. Mrs. JMS – Items 4, 5 and 6 as a member of ELDC.

P100. Minutes

It was proposed, seconded and **RESOLVED** that the notes of the Planning Committee Meeting held on 10th December 2024 be approved as the minutes.

P101. Applications received by the Local Planning Authority

The Committee considered all planning applications received, including those listed in the schedule (PA/Schedule 01-14-25) and it was proposed, seconded and **RESOLVED** as follows:

- a. N/105/01111/24 - Louth Town Council considered amendments to application reference N/105/01111/24 for Planning Permission - Creation of 3G Artificial Grass Pitch (AGP) etc - at Wood Lane Playing Field, Wood Lane, Louth and it was resolved to object on the same grounds as previously (see below) as it was felt that the amendments to the plans do not materially change the situation and are not sufficient to allay the fears of residents: Loss of free, open, public green space Loss of trees Loss of ecological habitats Adequacy of drainage Access and highway safety Traffic generation Noise and disturbance from the scheme Loss of privacy The proposed development of the Wood Lane Playing Field includes the removal of 14 trees and this coupled with the loss of the playing field, a free, public, open green space to make way for a 3G pitch and 95 new parking spaces will seriously impact the residents and the environment. It will result in the loss of availability of a much loved and much used free, public, open green space which has been enjoyed informally by all for many years in the pursuit of many activities such as football, cricket, rounders, catch, frisbee, running, picnics etc. This has allowed those who are not members of sports clubs to have an area for activities and has allowed the larger population an ability to engage in outdoor fitness on an ad hoc basis. Failure to provide these free, public, open green spaces is detrimental to the larger population who are not members of sports groups and cannot afford to be members. It does not promote inclusivity. ELDC has not proposed to replace these facilities, as per national planning policy and its loss will disadvantage many who live in the surrounding area, which is recognised as a deprived area and whose residents may not own cars or have any other access to free, public, open green space. This will lead to children being forced to find other areas to play in which will be more secluded than the Wood Lane Playing Field and which raises other concerns for their safety. The redevelopment of green spaces for building is creating a situation where there will be almost no green space within the centre of Louth. ELDC has an obligation to ensure these spaces are available to the local population to ensure its wellbeing. Further, the use of materials which have been proven to have carcinogenic properties in the 3G pitch brings health concerns which cannot be overlooked. The adoption of EU

REACH by the European Commission which will see a restriction placed on the sale of the rubber infill used for 3G AGPs may also make the maintenance of these pitches difficult which raises concerns about the sustainability of the proposed 3G pitch. Furthermore, the proposals may result in reduced air quality as a result of an increase in carbon emissions caused by additional traffic and less vegetation to counteract that, increased flood risk due to displacement of surface water and a decline in biodiversity as habitats are lost. It will have a negative effect on the local ecosystem, destroying habitats and disrupting wildlife living in the local area e.g., of birds, squirrels and insects of which there are many in the vicinity. The installation of a 3G pitch and 95 new parking spaces will generate a significant increase in the amount of vehicular traffic using St. Bernard's Avenue which turns into Wood Lane (the only access and exit road). This road already services an enormous number of residents whose abodes are located on it or just off it. It is well used currently by pedestrians as the only route for many children to and from their schools, all located off this road (Eastfield Infants' and Nursery Academy, Lacey Gardens Junior Academy, Louth Academy Upper Campus (years 9, 10 and 11), St. Michael's Church of England Primary School and the Limes Play and Learn nursery school) it is also a main thoroughfare dissecting the town which many use to cut from one side of town to the other and which is used as such by both vehicles and pedestrians. It already suffers from highway safety problems which can only be exacerbated by this development. The current problems are created by cars parked on-street (a necessity for many local residents as they have no driveway) and by drivers travelling along the road using excessive speed. It is also a main bus route. It is questionable that this transportation infrastructure would be capable of accommodating the increased strain placed upon it by the increase in traffic which would be generated by this development. The ensuing congestion caused by the increase in traffic and the increase in pedestrians/children walking to/from and around the new installation would greatly increase highway safety risks. The increase in traffic, both pedestrian and vehicular would also have a detrimental impact on the quality of life of residents: the danger, infringement of privacy, noise and light created being unacceptable. Noise and light pollution created by the development, which it is proposed will be operated on a 7 day a week basis from 8am to 10pm, will lead to the loss of enjoyment of previously darker skies by residents, will disrupt the sleep of nearby children and this might have a negative knockon effect on their education and everyone's mental condition. It is inevitable that disruption will also not cease at 10pm as users will take time to leave the car park (from which the sound of them talking and slamming doors etc., will still escape as there is no sound proofing in this area) past that time and lighting will not be switched off until staff are able to leave. The above concerns would increase stress levels for all nearby residents and this deterioration in the overall quality of life/violation of human rights is quite intolerable. The Council would like to stress that it is not against the installation of a 3G pitch in Louth. In fact, it recognises that Louth really needs this facility and would welcome it. BUT, having facilitated a public meeting for residents to voice their opinions, at which most attendees were opposed to the application, it cannot support it in this location. In view of the above and the lack of plans to re-provide both trees and free public open space the Council would urge ELDC to reconsider. The Council feels that the provision of free, public, open green space is as equally essential as the provision of quality sports facilities.

- b. N/105/01707/24 – To object on the grounds that the cumulative impact of allowing these proposals will have an extremely detrimental impact on other local residents, vehicle users and pedestrians, especially those with a disability using the Lincoln and Lindsey Blind Society and its meeting hall, which are located on Pleasant Place, the very narrow street, already incredibly oversubscribed with parked cars who also block the footpath, which it is proposed will service the new access.
- c. N/105/01809/24 – To object on the grounds of loss of ecological habitats, the proposal is against building regulations, it is not in keeping with the existing street scene and would have a detrimental effect on the character of the area.
- d. N/105/01928/24 – To object on the following grounds: 1) Effect on listed buildings and conservation area: This internally illuminated, wall mounted, digital hoarding would be completely out of place in Louth, an unspoilt Market Town with a medieval street pattern and a plethora of architecturally notable Georgian and Victorian buildings, which wishes to retain its historic character, directly opposite to the Grade II Listed Almshouses (not mentioned in the application) and the Grade II Listed War Memorial. The proposed materials would be out of keeping with and would therefore have a detrimental impact on Louth's Conservation Area, within which this proposal is located. It would cause a significant change to

the character and appearance of a main entrance to the town located within the Conservation Area. Louth Town Council would like to see a Heritage Assessment carried out. 2) Overbearing nature of the scheme / Noise and disturbance from the scheme: This proposal with its intermittently changing and bright flashing images would cause light pollution and be a disturbance to and annoyance to the elderly residents of the Almshouses, who live directly opposite and who currently enjoy reasonably tranquil surroundings for a town centre location. It would be crass and visually invasive/intrusive. It would also be disrespectful to the town's War Memorial which is also directly opposite, especially during sombre times of remembrance when a significant portion of the town gathers here to pay their respects to the town's war dead. 3) Highway safety: This proposal being located immediately over a highway (Albion Place) which has no footpath and is directly adjacent to a roundabout and also on one of the main entrances/exits of the town, near to Morrison's, where permission has recently been granted for redevelopment, which will see the stores main entrance and exit relocated to this area on the roundabout and which will significantly increase the already considerable movement of pedestrians and vehicles in this area, is dangerous and would cause a hazard to drivers and pedestrians alike as it would be a distraction, drawing and diverting the attention of all. 4) Other concerns Louth Town Council is concerned that this proposal will have no benefit to Louth; neither local businesses, nor the promotion of employment opportunities. It is administered by Carter Jonas, a national agency whose application has no regard for the locality. It would be an eyesore imposed by remote commercial interests.

- e. To support all other applications.

NB: Cllr. Mrs. EB abstained from voting on planning application 9 (N/105/01929/24).

P102. Planning Correspondence

The Committee noted the following planning correspondence:

a. ELDC Planning Decisions

- i. ELDC Approved – N/105/01675/24 – Planning Permission – Louth County Hospital, LN11 0EU – LTC supported 19/11/24.
- ii. ELDC Approved – N/105/01630/24 – Planning Permission – Millstone Lodge, LN11 9JS – LTC supported 19/11/24.
- iii. ELDC Approved – N/105/01680/24 – Planning Permission – 22 Victoria Road, LN11 0BX – LTC supported 19/11/24.
- iv. ELDC Approved – N/105/01737/24 – Listed Building Consent – 137 Eastgate, LN11 9QE – LTC objected 19/11/24.
- v. ELDC Refused – N/105/01520/24 – 94 Mount Pleasant, LN11 9DJ – LTC supported 19/11/24.
- vi. ELDC Approved – N/105/01690/24 – Planning Permission – 94 Kidgate, LN11 9BX – LTC supported 10/12/24.
- vii. ELDC Refused – N/105/01566/24 – Planning Permission – 25 Southlands Avenue, LN11 8EW – LTC objected 19/11/24.
- viii. ELDC Approved – N/105/01602/24 – Listed Building Consent – 4 Market Place, LN11 9NR – LTC supported 10/12/24.

b. Temporary Traffic Restrictions

- i. ORGANISATION RESPONSIBLE FOR RESTRICTION: Lincolnshire County Council.
REASON FOR RESTRICTION: Carriageway resurfacing.
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – Riverhead Road (between Victoria Road and Eastfield Road); Ramsgate Road (between Victoria Road and a point 25m west). No Waiting and No Loading At Any Time Order – Riverhead Road (between Victoria Road and Eastfield Road); Ramsgate Road (between Victoria Road and a point 25m east); Riverhead (between Riverhead Road and a point 100m northeast).
PERIOD OF RESTRICTION: 09/01/2025 – 22/01/2025, 22:00 to 06:00 (restrictions to be implemented for 8 days as and when required during this period. Signage to be displayed on site in advance).
- ii. ORGANISATION RESPONSIBLE FOR RESTRICTION: Lincolnshire County Council.
REASON FOR RESTRICTION: All events and markets 2025.

- NATURE AND LOCATION OF RESTRICTION: Road Closure Order – B1200 Lincoln Road (between A16 roundabout and St. Mary’s Lane); B1520 Bridge Street/Upgate (between B1521 St. Mary’s Lane and B1200 Newmarket); B1520 Upgate (between Newmarket and London Road); B1520 London Road (between Upgate and A16 Louth Bypass); Aswell Street; Breakneck Lane; Burnt Hill Lane; Butcher Lane; Church Street; Cornmarket; Crowtree Lane; Eastgate; Edward Street; George Street; Gospelgate; Irish Hill; Kidgate; Linden Walk; Market Place; Market Place Car Park; Mercer Row; Ramsgate; Schoolhouse Lane; Shambles; Tennyson Road; The Paddock; Upgate; Queen Street; Westgate. No Right Turn Order – from A16 Louth Bypass into the event field 250m North of B1200 roundabout; from B1520 Upgate onto Mercer Row; from Hill Terrace onto Linden Walk; from Julian Bower onto B1520 London Road; from Kidgate onto Upgate; from Linden Walk onto Newmarket; from Meridian View onto B1520 London Road; from Newmarket onto Tennyson Road; from Quarryside onto B1520 London Road; from Queen Street onto Market Place; from Tennyson Road into Linden Walk. No Left Turn Order – from B1520 Upgate onto Mercer Row; from Newmarket onto Tennyson Road; from Primrose Hollow onto B1520 London Road; from Quarry Road onto Linden Walk. 40mph Speed Limit Order – A16 Louth Bypass (between A157 roundabout and B1520 roundabout). 30mph Speed Limit Order – B1520 London Road (between permanent 30mph terminal point and a point 400m South of Louth Cricket Club entrance). A16 Louth Bypass (between A157 roundabout and B1520 roundabout). No Waiting and No Loading at Any Time Order – A157 (between A16 roundabout and a point 200m west); A16 (between B1200 roundabout and a point 1200m north); A16 (between B1200 roundabout and a point 200m south); A16/B1200 (entire roundabout); B1200 (between A16 roundabout and St. Mary’s Lane; B1200 Elkington Road; Crowtree Lane; Eastgate; Irish Hill; Market Place; Mercery Row; Queen Street; The Paddock. PERIOD OF RESTRICTION: 01/01/25 – 31/12/25 (restrictions to be implemented for various nights and/or days as and when required during this period. Signage will be displayed on site in advance.
- iii. ORGANISATION RESPONSIBLE FOR RESTRICTION: Anglian Water.
REASON FOR RESTRICTION: Emergency – repair leak.
NATURE AND LOCATION OF RESTRICTION: Emergency Road Closure Order – Trinity Lane.
PERIOD OF RESTRICTION: 09/12/24 – 13/12/24 (restrictions to be implemented for 5 days as and when required during this period. Signage will be displayed on site in advance).
- iv. ORGANISATION RESPONSIBLE FOR RESTRICTION: Anglian Water.
REASON FOR RESTRICTION: Emergency – repair leak.
NATURE AND LOCATION OF RESTRICTION: Emergency Road Closure Order – Belvoir Way (between North Holme Road and a point 50m north).
PERIOD OF RESTRICTION: 09/12/24 – 13/12/24 (restrictions to be implemented for 5 days as and when required during this period. Signage will be displayed on site in advance).
- v. ORGANISATION RESPONSIBLE FOR RESTRICTION: Lincolnshire County Council.
REASON FOR RESTRICTION: Carriageway resurfacing.
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – Wood Lane (between St. Bernard’s Avenue and Virginia Drive).
PERIOD OF RESTRICTION: 10/02/25 – 28/02/25 (Restrictions to be implemented for 15 days as and when required during this period. Signage will be displayed on site in advance. Closure times will be adjusted as appropriate to minimise disruption to the nearby school).
- vi. ORGANISATION RESPONSIBLE FOR RESTRICTION: Lincolnshire County Council.
REASON FOR RESTRICTION: Resurfacing of road.
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – Riverhead Road.
PERIOD OF RESTRICTION: 09/01/25 – 20/01/25, 22:00 to 06:00 (Restrictions to be implemented for 11 days as and when required during this period. Signage will be displayed on site in advance).

c. Enforcement

- i. **Location:** 18-20 Ugate, Louth, LN11 9ET. **Nature of Investigation:** Untidy building. The matter is due to be fully investigated by an enforcement officer, who will aim to visit the location within 18 working days to establish whether of breach of planning control has taken place.
- ii. **Location:** Halifax Building Society, 15a Cornmarket, Louth, LN11 9QJ. **Nature of Investigation:** Installation of security wall spikes and gate without planning permission within a conservation area. A recent site inspection has confirmed that the breach of planning control has now been resolved and no further action is to be taken by the planning department.

P103. Proposed Works to Trees

The Committee considered the following proposed works to trees, and it was proposed, seconded and **RESOLVED** to support the following:

- a. **Location:** 2 Crowtree Lane. **Proposals:** T1 – Cherry – crown reduce to previous pruning points, approx. 3m in height. T2 – Cypressus – fell. T3 – Silver Birch – crown reduce to previous pruning points, approx. 4m. **Reasons:** T2 – growing too close to wall and C1. T3 – too close to house.

P104. Proposed Limited Waiting Bay – B2100, Newmarket, Louth

The Committee received details of the proposed waiting limit which had been amended from Monday – Saturday 8am - 6pm, 2 hours, no return within 2 hours, to Monday – Saturday 8am – 6pm, 30 minutes, no return within 1 hour. After a short discussion, it was proposed, seconded and **RESOLVED** to support the amendments.

P105. Proposed ‘No Waiting at Any Time’ – Linden Walk, Louth

The Committee received details of a No Waiting at Any Time proposal on Linden Walk, and, after discussion, it was proposed, seconded and **RESOLVED** to support the proposal.

P106. Next Meeting

It was noted that the next scheduled Planning Committee meeting would take place on 4th February 2025.

The Meeting Closed at 9.20pm.

Signed _____ (Chairman)

Dated _____

Our Ref	Authority	Application No	Type	Applicant	Proposal	Location / Ward	Conservation Area?	Previous LTC Comments	Planning Working Group	Expiry Date for LTC Comments
1	ELDC	N/105/ 00957/24	Planning Permission	Shape Properties Ltd	Erection of 1no. house with an integral double garage, 1no. house with an attached double garage, 4no. houses with associated detached garages and construction of a vehicular and pedestrian access. AMENDMENT - 1. Biodiversity Net Gain Baseline report and assessment received. 2. Revised site layout submitted, mainly showing reduced plot sizes, position and design of dwellings remains the same but plots smaller, replaced by landscaping and biodiversity areas.	Land Adjacent and Opposite 19 Fanthorpe Lane, Louth - North Holme Ward	No	Louth Town Council considered this application on 17th September 2024 and object on the grounds of: 1) Loss of ecological habitats. It is known that there are shrews living in the field and other wildlife such as pheasants, bats, birds including birds of prey and the occasional deer also frequent the area. Their environs and population should be protected. 2) Adequate parking and servicing Fanthorpe Lane is a narrow, unadopted, grass edged lane which has been maintained by the residents since it was cut in half by the A16. The character of this lane and its essential components such as the grass edge, must be protected. It should be conditioned that upon completion of the development the developer make good the road surface. 3) Design and appearance. This is an ancient trackway into Louth and the proposed houses are not in keeping with those in existence. Concern was raised about the vicinity of the proposed development to the bypass. Councillors thought that there was supposed to be a buffer between the bypass and any development which has not been accounted for here.	Object as previously.	06/02/2025
2	ELDC	N/105/ 01111/24	Planning Permission	East Lindsey District Council	Creation of 3G Artificial Grass Pitch (AGP) with perimeter and acoustic fencing to 4.5m in height, floodlighting, storage container, new hardstanding areas, footpath, re-surfacing of existing multi use games area (MUGA), extension of existing car park and provision of a 1 metre high bund. AMENDMENT - proposal amended to increase height of acoustic fencing to 4.5 metres and take it round to the northern boundary of the pitch. Amended Plans and Noise Management Plan received.	Wood Lane Playing Field, Wood Lane, Louth - St Michael's Ward	No	See below	Object as previously.	05/02/2025
3	ELDC	N/105/ 01545/24	Planning Permission	Forrester Boyd	Rear extension and alterations to existing offices. AMENDMENT - amended Construction Management Statement received to address concerns raised by Highways and residents.	139 Eastgate, Louth, LN11 9QQ - St. James' Ward	Yes	Louth Town Council considered this application on 10th December 2024. It has grave concerns about parking. While it supports the extension it would like to see Forrester Boyd provide parking or access to work, for ALL staff by alternative means so that on-street parking does not hinder emergency access in the surrounding area.	Object. Previous concerns regarding parking for Pleasant Place residents are not alleviated by Construction Management Statement. Feel that this application and that for 137 Eastgate need to be considered and assessed collectively to ensure that there isn't a negative situation created for the residents and the Blind Centre.	05/02/2025
4	ELDC	N/105/ 01645/24	Planning Permission	Mr. R. Newton	Change of use and alterations to existing office to provide a restaurant and associated car park. AMENDMENT - Transport plan has been submitted; amended plan submitted showing boundary treatments and lighting locations; open hours have been provided.	Powerguard House, Grimsby Road, Louth, LN11 0SX - North Holme Ward	No	Louth Town Council supported this application on 10th December 2024.	Support.	05/02/2025
5	ELDC	N/105/ 01731/24	Planning Permission	Mr. P. Gale	Alterations to existing dwelling to provide replacement windows and french doors. AMENDMENT - amendments to design and profile of proposed replacement windows.	184 Eastgate, Louth, LN11 9AG - Priory Ward	Yes	Louth Town Council considered this application on 10th December 2024 and resolved to object on the grounds that the proposed materials are not suitable in or in keeping with the Conservation Area.	Object on the grounds that the proposed materials are not in keeping with the street scene and not suitable in the Conservation Area. If allowed they will negatively affect the character and appearance of the building and the area.	05/02/2025
6	ELDC	N/105/ 01978/24	Planning Permission	Red Hill Design	Extension to existing dwelling to provide additional living accommodation and alterations to existing vehicular access and driveway. Demolition of existing single storey side extension. Demolition and replacement of part of existing boundary wall. AMENDMENT - description now includes demolition/replacement of part of existing boundary wall.	1 St. Mary's Lane, Louth, LN11 0DU - St. James' Ward	Yes	Louth Town Council supported this application on 14th January 2025.	Support.	06/02/2025
7	ELDC	N/105/ 02011/24	Planning Permission	Ms. J. Ichikawa	Alterations to existing dwelling to provide 2no. first floor replacement windows.	2 Union Street, Louth, LN11 0ES - St. James' Ward	Yes	New	Support.	05/02/2025

Our Ref	Author-ity	Application No	Type	Applicant	Proposal	Location / Ward	Conserva-tion Area?	Previous LTC Comments	Planning Working Group	Expiry Date for LTC Comments
8	ELDC	N/105/00001/25	Planning Permission	Mr. & Mrs. Stait	Extension and alterations to existing hall to provide a sun room and 26no. replacement windows.	St. Michaels Church Hall, 4 Mount Pleasant, Louth, LN11 9DR - Priory Ward	Yes	New	Object to proposals for the front elevation of the building which should be preserved in accordance with the Conservation Area in which it lies. Wooden window frame replacements should be used. Support proposals for the rear of the property and the extension.	05/02/2025
9	ELDC	N/105/00051/25	Section 73 Application	North Holt Ltd	Section 73 application to vary condition no 2 (approved plans) previously imposed on planning permission ref.no. N/105/01303/22 for the erection of 14 no. dwellings with associated garages.	Land West of Kedington House, Kedington Road, Louth - North Holme Ward	No	New	Support.	11/02/2025
10	ELDC	N/105/00063/25	Planning Permission	Ms. R. West	Alterations to existing dwelling to provide a loft conversion including the installation of roof lights.	171 Eastgate, Louth, LN11 8DB - St. James' Ward	Yes	New	Support.	10/02/2025
11	ELDC	N/105/00074/25	Planning Permission	Hodson Architects	Extension and alterations to existing dwelling to provide additional living accommodation including alterations to driveway and access.	The Beeches, 37 St. Mary's Lane, Louth, LN11 0DU - St. James' Ward	Yes	New	Support.	13/02/2025
12	ELDC	N/105/00099/25	Planning Permission	Mr. D. Lewis	Alterations to existing dwelling to provide 7no. Replacement windows.	173 Eastgate, Louth, LN11 8DB	Yes	New	Not seen by PWG	18/02/2025

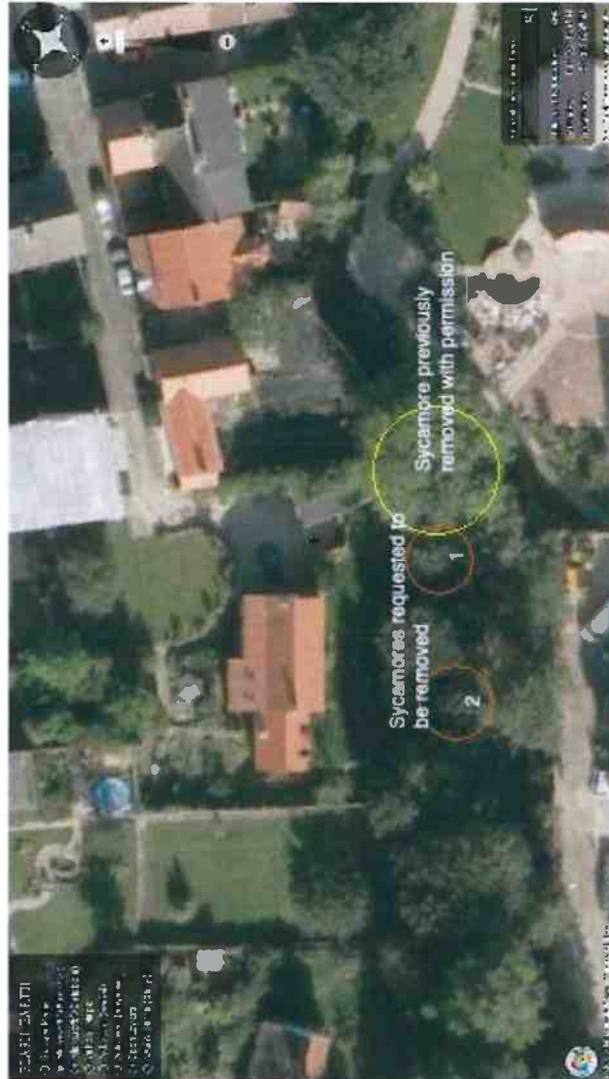
Previous comments of Louth Town Council in relation to Planning Application N/105/0111/24.

Louth Town Council considered amendments to application reference N/105/0111/24 for Planning Permission - Creation of 3G Artificial Grass Pitch (AGP) etc - at Wood Lane Playing Field, Wood Lane, Louth on 14th January 2025 and it was resolved to object on the same grounds as previously (see below) as it was felt that the amendments to the plans do not materially change the situation and are not sufficient to allay the fears of residents. Loss of trees, loss of public green space, loss of ecological habitats, adequacy of drainage, access and highway safety concerns, traffic generation, noise and disturbance from the scheme, loss of privacy, the proposed development of the Wood Lane Playing Field includes the removal of 14 trees and this coupled with the loss of the playing field, a free, public, open green space to make way for a 3G pitch and 95 new parking spaces will seriously impact the residents and the environment. It will result in the loss of availability of a much loved and much used free, public, open green space which has been enjoyed informally by all for many years in the pursuit of many activities such as football, cricket, rounders, catch, frisbee, running, picnics etc. This has allowed those who are not members of sports clubs to have an area for activities and has allowed the larger population an ability to engage in outdoor fitness on an ad hoc basis. Failure to provide these free, public, open green spaces is detrimental to the larger population who are not members of sports groups and cannot afford to be members. It does not promote inclusivity. ELDC has not proposed to replace these facilities, as per national planning policy and its loss will disadvantage many who live in the surrounding area, which is recognised as a deprived area and whose residents may not own cars or have any other access to free, public, open green space. This will lead to children being forced to find other areas to play in which will be more secluded than the Wood Lane Playing Field and which raises other concerns for their safety. The redevelopment of green spaces for building is creating a situation where there will be almost no green space within the centre of Louth. ELDC has an obligation to ensure these spaces are available to the local population to ensure its wellbeing. Further, the use of materials which have been proven to have carcinogenic properties in the 3G pitch brings health concerns which cannot be overlooked. The adoption of EU REACH by the European Commission will see a restriction placed on the sale of the rubber infill used for 3G AGPs may also make the maintenance of these pitches difficult which raises concerns about the sustainability of the proposed 3G pitch. Furthermore, the proposals may result in reduced air quality as a result of an increase in carbon emissions caused by additional traffic and less vegetation to counteract that, increased flood risk due to displacement of surface water and a decline in biodiversity as habitats are lost. It will have a negative effect on the local ecosystem, destroying habitats and disrupting wildlife living in the local area e.g. of birds, squirrels and insects of which there are many in the vicinity. The installation of a 3G pitch and 95 new parking spaces will generate a significant increase in the amount of vehicular traffic using St. Bernard's Avenue which turns into Wood Lane (the only access and exit road). This road already services an enormous number of residents whose abodes are located on it or just off it. It is well used currently by pedestrians as the only route for many children to and from their schools, all located off this road (Eastfield Infants' and Nursery Academy, Lacey Gardens Junior Academy, Louth Academy Upper Campus (Years 9, 10 and 11), St. Michael's Church of England Primary School and the Limes Play and Learn nursery school) it is also a main thoroughfare dissecting the town which many use to cut from one side of town to the other and which is used as such by both vehicles and pedestrians. It already suffers from highway safety problems which can only be exacerbated by this development. The current problems are created by cars parked on-street (a necessity for many local residents as they have no driveway) and by drivers travelling along the road using excessive speed. It is also a main bus route. It is questionable that this transportation infrastructure would be capable of accommodating the increased strain placed upon it by the increase in traffic which would be generated by this development. The ensuing congestion caused by the increase in traffic and the increase in pedestrians/children walking to/from and around the new installation would greatly increase highway safety risks. The increase in traffic, both pedestrian and vehicular, would also have a detrimental impact on the quality of life of residents; the danger, infringement of privacy, noise and light created being unacceptable. Noise and light pollution created by the development, which it is proposed will be operated on a 7 day a week basis from 08am to 10pm, will lead to the loss of enjoyment of previously darker skies by residents, will disrupt the sleep of nearby children and this might have a negative knock on effect on their education and everyone's mental condition. It is inevitable that disruption will also not cease at 10pm as users will take time to leave the car park (from which the sound of them talking and slamming doors etc., will still escape as there is no sound proofing in this area) past that time and lighting will not be switched off until staff are able to leave. The above concerns would increase stress levels for all nearby residents and this deterioration in the overall quality of life/violation of human rights is quite intolerable. The Council would like to stress that it is not against the installation of a 3G pitch in Louth. In fact, it recognises that Louth really needs this facility and would welcome it. BUT, having facilitated a public meeting for residents to voice their opinions, at which most attendees were opposed to the application, it cannot support it in this location. In view of the above and the lack of plans to re-provide both trees and free public open space the Council would urge ELDC to reconsider. The Council feels that the provision of free, public, open green space is as equally essential as the provision of quality sports facilities.

PLANNING COMMITTEE 4th FEBRUARY 2025
PLANNING CORRESPONDENCE TO NOTE

1. **ELDC Planning Decisions**
 - a. ELDC Approved – N/105/01092/24 – Planning Permission – 14 Queen Street, LN11 9BD – LTC supported 06/08/24.
 - b. ELDC Approved – N/105/01700/24 – Consent to Display – Milford Court, Warwick Road, Fairfield Industrial Estate – LTC supported 14/01/25.
2. **Temporary Traffic Restrictions**
 - a. **ORGANISATION RESPONSIBLE FOR RESTRICTION:** Anglian Water
REASON FOR RESTRICTION: Water main repairs.
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – Richmond Road.
PERIOD OF RESTRICTION: 17/02/25 – 19/02/25 (restrictions to be implemented for 3 days as and when required during this period. Signage to be displayed on site in advance).
 - b. **ORGANISATION RESPONSIBLE FOR RESTRICTION:** Direct Traffic Management
REASON FOR RESTRICTION: Foul and surface water connections.
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – Monks Dyke Road (between Almond Crescent and Millgood Close).
PERIOD OF RESTRICTION: 17/02/25 – 21/02/25 (restrictions to be implemented for 5 days as and when required during this period. Signage will be displayed on site in advance).
 - c. **ORGANISATION RESPONSIBLE FOR RESTRICTION:** O’Connor Group
REASON FOR RESTRICTION: Highway defect repair.
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – Chequergate
PERIOD OF RESTRICTION: 22/02/25 – 22/02/25 (restrictions to be implemented for 1 day as and when required during this period. Signage will be displayed on site in advance).
 - d. **ORGANISATION RESPONSIBLE FOR RESTRICTION:** Anglian Water
REASON FOR RESTRICTION: Emergency – mains fittings repairs.
NATURE AND LOCATION OF RESTRICTION: Emergency Road Closure Order – Broadbank (between Northgate and a point 50m north).
PERIOD OF RESTRICTION: 29/01/25 – 31/01/25, 19:00 to 06:00 (restrictions to be implemented for 2 days as and when required during this period. Signage will be displayed on site in advance).
3. **Enforcement**
 - a. **Location:** Land South of Chestnut Drive, Louth. **Nature of Investigation:** Flag poles and flags in situ following expiry of temporary planning permission reference N/092/01428/19 which granted Advertisement Consent from the date 1st November 2019 to 31st October 2024. As the term for the display of advertisements has ended the flagpole advertisements that are still in situ are unauthorised. An officer has written to the owner to inform them that permission is required for advertising in this manner and has invited them to submit an application for Advertisement Consent to retain the flagpole advertisements. If an application is not applied for within 28 days, a further visit to the location will be made to assess whether the breach of planning control is continuing.
 - b. **Location:** Phone Link, 60 Eastgate, Louth, LN11 9PG. **Nature of Investigation:** Alterations to shop front to provide roller shutters. A recent site inspection has confirmed that the aforementioned breach of planning control has now been resolved. The plastic sign is class 13 approved and, as such, no further action is to be taken by the planning department.

PROPOSED WORKS TO TREES AT 10 GRAYS COURT





Lincolnshire County Council
Place Directorate
Highways Services
Minor Works & Traffic Team
County Offices
Newland
Lincoln LN1 1YL

Ref: TF/JG/195 FAO Tina Featherstone
Date: 10 January 2025

Tel: 01522 782070
Email: TRO@lincolnshire.gov.uk

Dear Sir/Madam

RE: LOUTH, MARKET PLACE – PROPOSED RESTRICTED PARKING ZONE

Earlier this year the County Council promoted the Louth Town Centre engagement survey, a project to identify the views of residents and businesses in Louth on parking provision and use of the highway within the central area of the town.

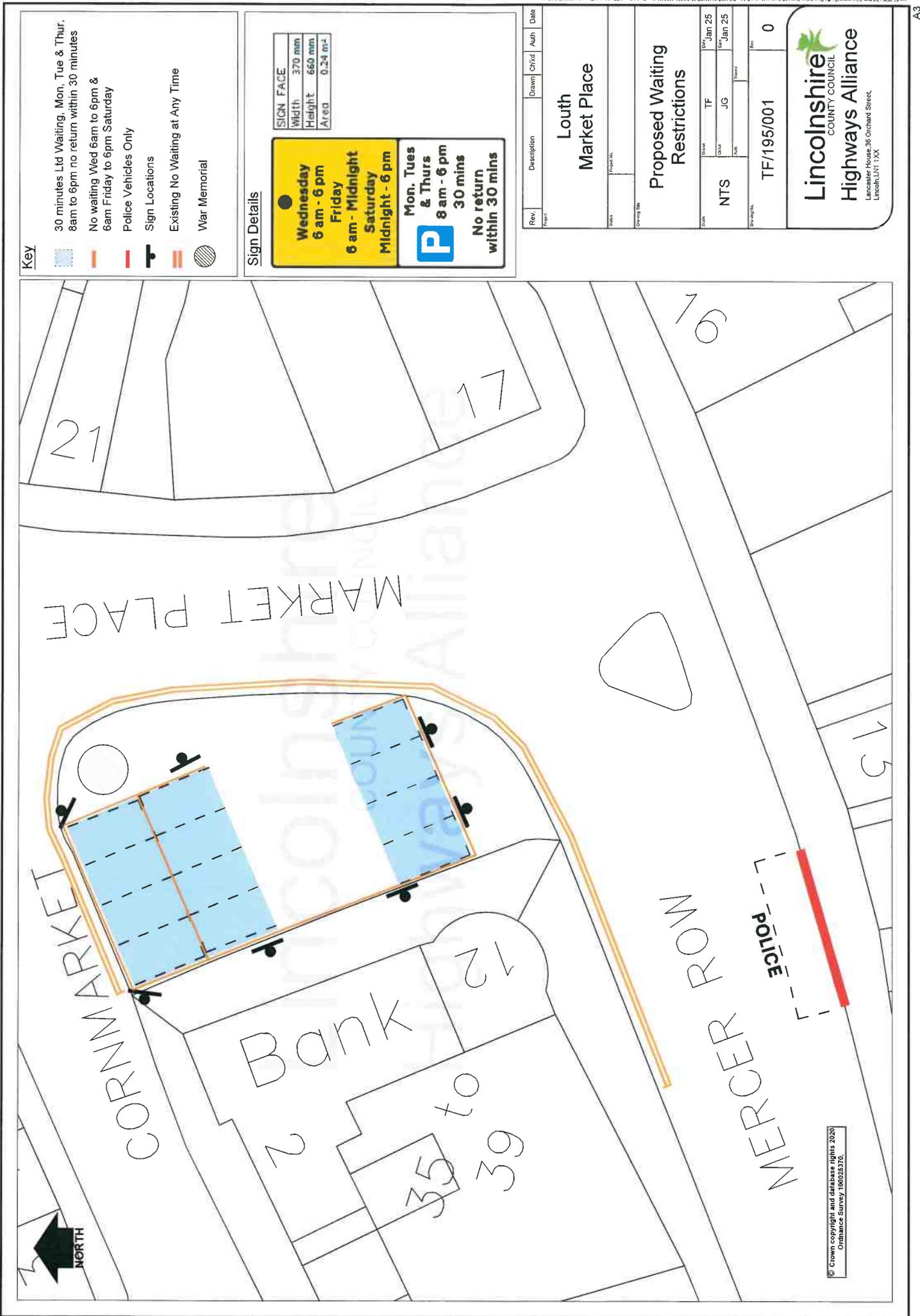
This included the Market Place where previously a Pay and Display facility was operated by East Lindsey District Council. This is no longer in place and parking here is currently unrestricted. Public opinion was sought as to potential uses of this space, the outcome of which was a preference for the introduction of limited waiting bays with an operational period similar to those in the surrounding area.

It is therefore proposed to introduce a restricted parking zone to restrict parking at this location to 30 minutes from Monday to Saturday, between 8am and 6pm. In addition it is proposed to formalise the existing bay on Mercer Row reserved for police vehicles only.

The proposal is shown on the attached plan, and I look forward to receiving any comments you may wish to make. If I do not receive a response by 7 February 2025, I will assume that you have no objections to the proposal.

Yours faithfully

For Programme Leader Minor Works & Traffic



Key

	30 minutes Ltd Waiting, Mon, Tue & Thur, 8am to 6pm no return within 30 minutes
	No waiting Wed 6am to 6pm & Sat Friday to 6pm Saturday
	Police Vehicles Only
	Sign Locations
	Existing No Waiting at Any Time
	War Memorial

Sign Details

	SIGN FACE
	Width: 370 mm
	Height: 660 mm
Area: 0.24 m ²	

Rev.	Description	Drawn	Chk'd	Auth	Date
1	Louth Market Place				
Proposed Waiting Restrictions					
Drawn	TF	Jan 25	Chk'd	JG	Jan 25
Scale	NTS				
Drawn No.	TF/195/001				0
 Lincolnshire COUNTY COUNCIL Highways Alliance Lancaster House, 36 Orchard Street, Lincoln, LN1 1XX					

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Ordnance Survey 100025575.

NHT Public Representative Survey 2025

LCC need help with a survey that will give it vital information about the Lincolnshire road network. Historically, this survey has been issued to a sample of residents within Lincolnshire (approximately 3000) but this year it is also targeting an additional response from Councillors and Parish / Town Councils as separate groups.

It will use the results to improve its Highways and Transport services. The information provided to the survey is hugely important and will tell LCC vital details about what it has done right, and what it can do better. In a time where unprecedented funding pressures are faced, it wants to ensure it is delivering as much as it can and with the available funding.

QUESTION 1.

How important, if at all, do you consider each of the following?

Good pavements

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Good cycle routes/lanes

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Good Local bus services

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Good local taxi (or mini cab) services

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Community Transport, e.g. not-for-profit transport for particular groups or communities

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Demand Responsive Transport, i.e. bus services using flexible routes/timetables

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Safe Roads

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Low levels of traffic congestion

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Low levels of local traffic pollution

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Good Street lighting

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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Roads being in good condition

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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A good Rights of Way network (Rights of Way are paths or bridleways in the countryside/towns which the public are legally allowed to use as pedestrians or cyclists)

Very Important	Fairly Important	Not Very Important	Not at All Important	Does Not Apply
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QUESTION 2.

Thinking about roads and transport locally, how satisfied or dissatisfied are you with the following?

Pavements

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Cycle routes/lanes

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Local bus services

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Local taxi (or mini cab) services

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Community Transport, e.g. not-for-profit transport for particular groups or communities

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Demand Responsive Transport. i.e. bus services using flexible routes/timetables

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Safety on roads

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Traffic congestion

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Levels of local traffic pollution

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Street lighting

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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The condition of roads

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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The local Rights of Way network

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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And taking everything into account, how satisfied or dissatisfied are you overall with transport and highways services?

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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QUESTION 3.

Still thinking about the local situation and about the last few years or so, do you think that each of the following has got better, got worse or stayed about the same?

Pavements

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Cycle routes/lanes

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Local bus services

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Local taxi (or mini cab) services

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Community Transport, e.g. not-for-profit transport for particular groups or communities

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Demand Responsive Transport, i.e. bus services using flexible routes/timetables

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Safety on roads

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Traffic congestion

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Levels of local traffic pollution

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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Street lighting

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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The condition of roads

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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The local Rights of Way network

Got a Lot Better	Got a Little Better	Stayed the Same	Got a Little Worse	Got a Lot Worse	Doesn't Apply Or Don't Know
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QUESTION 4.

In principle, do you think the Council should spend more, less, or about the same on each of the following in the next few years?

Pavements

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Cycle routes/lanes

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Local bus services

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Local taxi (or mini cab) services

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Community Transport, e.g. not-for-profit transport for particular groups or communities

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Demand Responsive Transport, i.e. bus services using flexible routes/timetables

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Safety on roads

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Traffic congestion

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Levels of local traffic pollution

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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Street lighting

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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The condition of roads

Spend a Lot More	Spend a Little More	Doesn't Apply	Spend a Little Less	Spend The Lot Less	Or Don't Know
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The local Rights of Way network

Spend a Lot More	Spend a Little More	Spend The Same	Spend a Little Less	Spend a Lot Less	Doesn't Apply Or Don't Know
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QUESTION 5.

Thinking about the local area, how satisfied or dissatisfied are you with each of these?

The provision of pavements where these are needed

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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The condition of pavements

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Speed of repair to damaged pavements

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Quality of repair to damaged pavements

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Weed killing on pavements

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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The cleanliness of pavements

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Direction signposts for pedestrians

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Provision of safe crossing points

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Drop kerb crossing points (e.g. for pushchairs or wheelchairs)

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Pavements being kept clear of obstructions (e.g. parked cars, advertising boards)

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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QUESTION 6.**How satisfied or dissatisfied are you with each of these locally?****Condition of road surfaces**

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Cleanliness of roads

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Condition of road markings (e.g. white lines)

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Condition of road signs

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Cleanliness of road signs

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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The provision of street lighting where this is needed

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Speed of repair to street light

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Speed of repair to damaged roads

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Quality of repair to damaged roads

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
----------------	------------------	-------------	---------------------	-------------------	----------------

Maintenance of highway verges, trees and shrubs

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Weed killing on roads

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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The provision of drains along the sides of roads where these are needed

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Keeping drains clear and working

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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QUESTION 7.**Still thinking about the local area...****7a.**

Would you say that compared to a year ago there are more potholes and damaged roads, there are fewer, or has there been no change in the number?

More	No Change	Fewer	Don't Know
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7b.

From what you know or have heard and compared to a year ago, would you say that the Council is doing more to repair local roads, doing less, or about the same?

More	About the Same	Less	Don't Know
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QUESTION 8.**How satisfied or dissatisfied are you with the way the Council...****Deals with potholes and damaged roads**

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Undertakes cold weather gritting (salting)

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Undertakes snow clearance

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Provides information to residents on cold weather gritting (salting) and snow clearance)

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Cuts back overgrown/overhanging hedges or trees next to roads and pavements

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Deals with mud on the roads

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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Deals with flooding on roads and pavements

Very Satisfied	Fairly Satisfied	Neither Nor	Fairly Dissatisfied	Very Dissatisfied	Does Not Apply
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QUESTION 9.**How well informed, if at all, do you feel about the following?****Local transport highways services in general**

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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Public transport services

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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The transport and highways services provided by the Council

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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The actions the Council is taking to maintain or improve the condition of local roads

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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The quality of air alongside local roads

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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QUESTION 10.**How well informed, if at all, do you feel about the following?****Climate change – sometimes known as global warming**

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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The level of pollution caused by traffic in the local area

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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The actions the Council is taking to help tackle climate change

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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The actions you can take personally to help tackle climate change

Very Well Informed	Fairly Well Informed	Not Very Well Informed	Not at All Informed	Does Not Apply
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General comments – if you have any specific comments you would like to pass on, please comment below.

10-29-24 CR MINS

**MINUTES OF THE LOUTH TOWN COUNCIL COMMUNITY RESOURCES COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 29th OCTOBER 2024**

Councillor D. Hobson (DH) (in the chair).

Present Councillors: Mrs. E. Ballard (Mrs. EB), J. Baskett (JB), L.M. Cooney (LMC), J. Drake (JD), G.E. Horton (GEH), D. Moore (DM), Mrs. K. Parsons (Mrs. KP), P. Starsmore (PS).

Councillors not present: M. Barnes (MB), H. Filer (HF), Mrs. J. Makinson-Sanders (Mrs. JMS), J. Simmons (JS), Mrs. P.F. Watson (Mrs. PFW), D.E. Wing (DEW).

The Town Clerk Mrs. L.M. Phillips, the Town Clerk's Assistant Miss S. Chitauru, and one member of the public were also present.

C29. Apologies for Absence

Apologies for absence were received from Cllrs. HF, Mrs. JMS, JS and Mrs. PFW.

C30. Declarations of Interest / Dispensations

The following declarations of interest or dispensations were made:

- a. Cllr. Mrs. EB – Item 6b as a member of the management group overseeing the astro turf.
- b. Cllr. GEH – Item 6b as a member of East Lindsey District Council.

C31. Minutes

It was **RESOLVED** that the notes of the Community Resources Committee Meeting held on 17th September 2024 be approved as the Minutes.

C32. Our Hall Louth Ltd

It was proposed, seconded and **RESOLVED** to ratify the actions of the Town Clerk and Chairman who approached the Council's solicitors, as requested by the Community Resources Committee on 17th September 2024, to act on behalf of the Council but who were unable to accept the Council's instructions due to a conflict of interest. Therefore, using delegated powers, advice was sought from another solicitor, outside of Louth, with experience working with Councils.

C33. Emergency Planning

The Committee noted that the Lincolnshire Emergency Planning and Business Continuity Service had confirmed that data collated by Lincolnshire County Council Lead Local Flood Authority and Lincolnshire Fire and Rescue had shown an increase in Section 19 flood investigations and near-misses in the parish over the last 12 months and as a result Louth had been identified as being one of the Parishes most at risk from river and surface water flooding. It had therefore advised that the Town Council prepared an Emergency Plan. The Deputy Mayor and Town Clerk attended a briefing session on Monday 29th October, from which they were given a template to use for developing the plan. It was proposed, seconded and **RESOLVED** as follows:

- a. An emergency plan would be drafted.
- b. Should a plan be activated, a Community Emergency Response Team would be instated consisting of Cllrs. JB, LMC, JD, DH, DM, Mrs. KP and PS.

C34. Closed Session Item

At 8.06pm, it was proposed, seconded and **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, due to the business to be discussed in the following items, information being of a third party and confidential nature with regard to:

- a. Old Mill House – It was proposed, seconded and **RESOLVED** to await solicitors' advice and, if unsuccessful, attempt to pursue a sale of the property as per legislation.
- b. London Road Astro Turf – It was proposed, seconded and **RESOLVED** that the Council could not release funding to the London Road Sports Partnership until they provided evidence that they were a properly constituted group with a bank account, demonstrated that they had a convincing funding plan and attended a future meeting to present this to the Council.

NB: Cllr. LMC abstained from voting on item 6b.

At 9.09pm it was proposed, seconded and **RESOLVED** that the meeting should move out of closed session.

C35. Next Meeting

The Committee noted that the date of the next scheduled Community Resources Committee meeting was 4th February 2025.

The Meeting Closed at 9.10pm.

Signed _____ (Chairman)

Dated _____

CCTV REPORT FOR LOUTH TOWN COUNCIL

The East Lindsey Partnership had its regular quarterly meeting via Zoom on 16th January 2025. Below are extracts from the notes of that meeting which amongst other things document some of the questions I asked at this meeting and which I thought would be of interest to my fellow Councillors.

If you have any further questions I will endeavour to answer them during our meeting:

Cllr. Ballard asked if there was any update regarding the camera on Kidgate in Louth, that had been discussed at the last few meetings. After discussion it was agreed that Wetherspoons had been suggested as an alternative location. Mr. Haw was to look at the location and check with Videcom and CCTV operators to ensure they felt the location would work or whether they could suggest a more suitable location. He felt this would show that consideration had been given to the usefulness of the camera if the ICO ever enquired. If the results of his investigations were ok he would contact Mrs. Phillips who would attempt to make contact with the owners to ask for permission.

Cllr. Ballard then asked if the Control Room at Boston was at capacity in terms of cameras. Mr. Haw confirmed that it was not as they are able to configure the back wall (where images from cameras are displayed) as they wished and operators were now able to alter that configuration to their requirements too. He said that to make the best use they were able to split one monitor into many parts, and one monitor was capable of displaying an image from every camera on it. However, obviously that particular action would make each image very small and would be unpractical. In essence, he explained that not all cameras were displayed at one time on the back wall.

Cllr. Ballard asked if monitoring was Police led and Mr. Haw confirmed that it was, predominantly. Mr. Challen reported that ten years ago the operators had generated many incidents and reported these to the Police but as the Police had struggled to respond, in many cases, the system had evolved to be more Police led.

Cllr. Ballard asked if there were enough operatives in the Control Room. Mr. Haw reported that he would always like more but at present there were 4 full time operatives in the week, 5 operators at weekends and 5 annualised operators who worked on average 15 hours per week and covered holidays, extra shifts (if an event was taking place) or gaps.

Receipt of Quarter 3 2024/25 Statistics

Quarter 3 24/25 statistics were received. Mr. Haw commented that he often looked at these and thought there should be more numbers on them but he explained that operators could only log the incidents they responded to and if they weren't requested to assist they couldn't respond.

Annual CCTV Maintenance Contract

Mr. Challen confirmed that there would be no great changes to the CCTV contract in terms of billing for 2024/25 and 2025/26. He reported that an investigation was underway to ascertain how the service could be split evenly across the ELDC, BBC, SHDC Partnership to make sure it was fair for all. No changes would be made until at least 2026/27 as they were aware that budgeting had taken place for 2025/26 now.

Cllr. Eileen Ballard

Strengthening the Standards and Conduct Framework for Local Authorities in England 2025

This consultation seeks views on introducing a mandatory minimum code of conduct for local authorities in England and measures to strengthen the standards and conduct regime in England and ensure consistency of approach amongst councils investigating serious breaches of their member codes of conduct, including the introduction of the power of suspension.

Specific proposals being consulted upon for legislative change include:

- the introduction of a mandatory minimum code of conduct for local authorities in England
- a requirement that all principal authorities convene formal standards committees to make decisions on code of conduct breaches, and publish the outcomes of all formal investigations
- the introduction of the power for all local authorities (including combined authorities) to suspend councillors or mayors found in serious breach of their code of conduct and, as appropriate, interim suspension for the most serious and complex cases that may involve police investigations
- a new category of disqualification for gross misconduct and those subject to a sanction of suspension more than once in a 5-year period
- a role for a national body to deal with appeals

In addition, the consultation seeks views on how to empower victims affected by councillor misconduct to come forward and what additional support would be appropriate to consider.

Question 1

In what capacity are you responding to this consultation?

- An elected member of a council body
- A council officer
- A council body
- A member of the public
- A local government sector body

Mandatory minimum prescribed Code of Conduct

The government proposes to legislate for the introduction of a mandatory minimum code of conduct which would seek to ensure a higher minimum standard of consistency in setting out the behaviours expected of elected members. The Government will likely set out the mandatory code in regulations to allow flexibility to review and amend in future, this will also provide the opportunity for further consultation on the detail.

Codes of conduct play an important role in prescribing and maintaining high standards of public service, integrity, transparency, and accountability. At their best, they establish clear guidelines for behaviour and expectations that members always act ethically in the public's best interest. Currently, there is significant variation between adopted codes, ranging from those who choose

to adopt the LGA's full model code to those who simply conform with the minimum requirement of restating the Nolan principles.

A prescribed model code which covers important issues such as discrimination, bullying, and harassment, social media use, public conduct when claiming to represent the council, and use of authority resources could help to uphold consistently high standards of public service in councils across the country and convey the privileged position of public office. It could also provide clarity for the public on the consistent baseline of ethical behaviour they have a right to expect.

We would be interested in understanding whether councils consider there should be flexibility to add to the prescribed code to reflect individual authorities' circumstances. They would not be able to amend the mandatory provisions.

Question 2

Do you think the government should prescribe a mandatory minimum code of conduct for local authorities in England?

- Yes
 - No
- If no, why not?

Question 3

If yes, do you agree there should be scope for local authorities to add to a mandatory minimum code of conduct to reflect specific local challenges?

- Yes – it is important that local authorities have flexibility to add to a prescribed code
- No – a prescribed code should be uniform across the country
- Unsure

Question 4

Do you think the government should set out a code of conduct requirement for members to cooperate with investigations into code breaches?

- Yes
- No
- Unsure

Standards Committees

Currently, there is no requirement for local authorities to constitute a formal standards committee. The only legal requirement is for local authorities to have in place “arrangements” to investigate and make decisions on allegations of misconduct.

The Government believes that all principal authorities should be required to convene a standards committee. Formal standards committees would support consistency in the handling of misconduct allegations, applying the same standards and procedures to all cases and providing a formal route to swiftly identify and address vexatious complainants. Furthermore, having a formal standards committee in place could support the development of expertise in handling allegations of misconduct, leading to more informed decision-making. Removing the scope for less formal and more ad hoc arrangements would also enhance transparency and demonstrate to the public that standards and conduct issues will always be dealt with in a structured and consistent way.

This section of the consultation seeks views on two specific proposals to enhance the fairness and objectivity of the standards committee process. Firstly, it considers whether standards committee membership would be required to include at least one Independent Person, as well as (where applicable) at least one co-opted member from a parish or town council. Secondly, it seeks views on whether standards committees should be chaired by the Independent Person.

Question 5

Does your local authority currently maintain a standards committee?

- Yes
- No

Any further comments

Question 6

Should all principal authorities be required to form a standards committee?

- Yes
- No

Any further comments

Question 7

In most principal authorities, code of conduct complaints are typically submitted in the first instance to the local authority Monitoring Officer to triage, before referring a case for full investigation. Should all alleged code of conduct breaches which are referred for investigation be heard by the relevant principal authority's standards committee?

- Yes, decisions should only be heard by standards committees
- No, local authorities should have discretion to allow decisions to be taken by full council
- Unsure

Question 8

Do you agree that the Independent Person and co-opted members should be given voting rights?

- Yes – this is important for ensuring objectivity
- No – only elected members of the council in question should have voting rights
- Unsure

Question 9

Should standards committees be chaired by the Independent Person?

- Yes
- No
- Unsure

Question 10

If you have further views on ensuring fairness and objectivity and reducing incidences of vexatious complaints, please use the free text box below.

Publishing Investigation Outcomes

To enhance transparency, local authorities should, subject to data protection obligations, be required to publish a summary of code of conduct allegations, and any investigations and decisions. This will be accompanied with strong mechanisms to protect victims' identity to ensure complainants are not dissuaded from coming forward for fear of being identified.

There may be a range of views on this, as publishing the outcome of an investigation that proves there is no case to answer could still be considered damaging to the reputation of the individuals concerned, or it could be considered as helpful in exposing instances of petty and vexatious complaints.

Question 11

Should local authorities be required to publish annually a list of allegations of code of conduct breaches, and any investigation outcomes?

- Yes - the public should have full access to all allegations and investigation outcomes
- No - only cases in which a member is found guilty of wrongdoing should be published
- Other views (add comments)

Requiring the Completion of Investigations if a Member Stands Down

In circumstances where a member stands down during a live code of conduct investigation, councils should be required to conclude that investigation and publish the findings. The Government is proposing this measure to ensure that, whilst the member in question will no longer be in office and therefore subject to any council sanction, for the purposes of accountability and transparency there will still be full record of any code of conduct breaches during their term of office.

Question 12

Should investigations into the conduct of members who stand down before a decision continue to their conclusion, and the findings be published?

- Yes
- No
- Unsure

Empowering Individuals Affected by Councillor Misconduct to Come Forward

The Government appreciates that it can often be difficult for those who experience misconduct on the part of elected members, such as bullying and harassment, to feel that it is safe and worthwhile to come forward and raise their concerns. If individuals believe there is a likelihood that their complaint will not be addressed or handled appropriately, the risk is that victims will

not feel empowered to come forward, meaning misconduct continues without action. We recognise that standing up to instances of misconduct takes an emotional toll, particularly in unacceptable situations where the complaints processes are protracted and do not result in meaningful action. We are committed to ensuring that those affected by misconduct are supported in the right way and feel empowered to come forward. This section seeks feedback from local authorities with experience of overseeing council complaints procedures, or sector bodies and individuals with views on how this might be carried out most effectively. We are also keen to hear from those who work, or have worked, in local government, and who have either witnessed, or been the victim of, member misconduct.

Question 13

If responding as a local authority, what is the average number of complaints against elected members that you receive over a 12-month period?

Number of complaints

Question 13a

For the above, where possible, please provide a breakdown for complaints made by officers, other elected members, the public, or any other source:

Complaints made by officers

Complaints made by other elected members

Complaints made by the public

Complaints made by any other source

Question 14

If you currently work, or have worked, within a local authority, have you ever been the victim of (or witnessed) an instance of misconduct by an elected member and felt that you could not come forward?

- Yes
- No

Please give reasons if you feel comfortable doing so.

Question 15

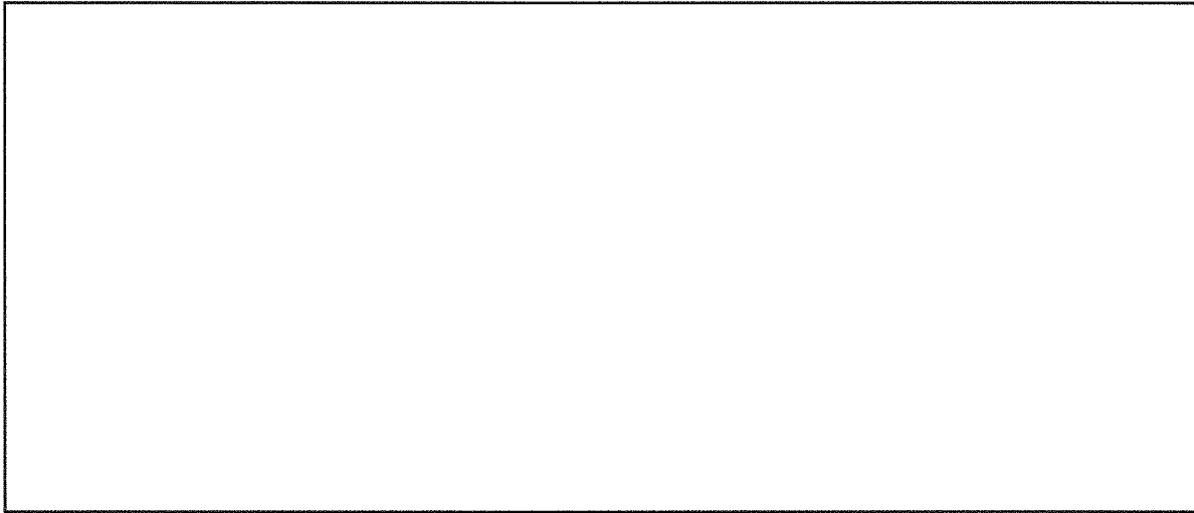
If you are an elected member, have you ever been subject to a code of conduct complaint?

- Yes
- No

If so, did you feel you received appropriate support to engage with the investigation?

Question 16

If you did come forward as a victim or witness, what support did you receive, and from whom? Is there additional support you would have liked to receive?

**Question 17**

In your view, what measures would help to ensure that people who are the victims of, or witness, serious councillor misconduct feel comfortable coming forward and raising a complaint?

**Introducing the Power of Suspension With Related Safeguards**

The Government believes that local authorities should have the power to suspend councillors for serious code of conduct breaches for a maximum of six months, with the option to withhold allowances and institute premises and facilities bans where deemed appropriate. This section of the consultation explores these proposed provisions in greater detail.

While the law disqualifies certain people from being, or standing for election as, a councillor (e.g. on the grounds of bankruptcy, or receipt of a custodial sentence of three months or more, or it subject to the notification requirements of the Sexual Offences Act 2003 - meaning on the sex offenders register) councillors cannot currently be suspended or disqualified for breaching their code of conduct.

Feedback from the local government sector in the years since the removal of the power to suspend councillors has indicated that the current lack of meaningful sanctions means local authorities have no effective way of dealing with more serious examples of member misconduct.

The most severe sanctions currently used, such as formally censuring members, removing them from committees or representative roles, and requiring them to undergo training, may prove ineffective in the cases of more serious and disruptive misconduct. This may particularly be the case when it comes to tackling repeat offenders.

The Government recognises that it is only a small minority of members who behave badly, but the misconduct of this small minority can have a disproportionately negative impact on the smooth running of councils. We also appreciate the frustration members of the public and councillors can feel both in the inability to deal decisively with cases of misconduct, and the fact that offending members can continue to draw allowances.

Question 18

Do you think local authorities should be given the power to suspend elected members for serious code of conduct breaches?

- Yes – authorities should be given the power to suspend members
- No - authorities should not be given the power to suspend members
- Unsure

Question 19

Do you think that it is appropriate for a standards committee to have the power to suspend members, or should this be the role of an independent body?

- Yes – the decision to suspend for serious code of conduct breaches should be for the standards committee
- No – a decision to suspend should be referred to an independent body
- Unsure

Add your comments

Question 20

Where it is deemed that a suspension is an appropriate response to a code of conduct breach, should local authorities be required to nominate an alternative point of contact for constituents during their absence?

- Yes – councils should be required to ensure that constituents have an alternative point of contact during a councillor’s suspension
- No – it should be for individual councils to determine their own arrangements for managing constituents’ representation during a period of councillor suspension
- Unsure

The Length of Suspension

The Committee on Standards in Public Life recommended in their 2019 Local Government Ethical Standards (CSPL) report that the maximum length of suspension, without allowances, should be six months and the Government agrees with this approach. The intent of this proposal would be that non-attendance at council meetings during a period of suspension would be disregarded for the purposes of section 85 of the Local Government Act 1972, which states that a councillor ceases to be a member of the local authority if they fail to attend council meetings for six consecutive months.

The Government believes that suspension for the full six months should be reserved for only the most serious breaches of the code of conduct, and considers that there should be no minimum length of suspension to facilitate the proportionate application of this strengthened sanction.

Question 21

If the government reintroduced the power of suspension, do you think there should be a maximum length of suspension?

- Yes – the government should set a maximum length of suspension of 6 months
- Yes – however the government should set a different maximum length (please specify)
- No – I do not think the government should set a maximum length of suspension
- Unsure

If you think the government should set a different disqualification period, what should this be, in months?

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Question 22

If yes, how frequently do you consider councils would be likely to make use of the maximum length of suspension?

- Infrequently – likely to be applied only to the most egregious code of conduct breaches
- Frequently – likely to be applied in most cases, with some exceptions for less serious breaches
- Almost always – likely to be the default length of suspension for code of conduct breaches
- Unsure

Withholding Allowances and Premises and Facilities Bans

Giving councils the discretion to withhold allowances from members who have been suspended for serious code of conduct breaches in cases where they feel it is appropriate to do so could act as a further deterrent against unethical behaviour. Holding councillors financially accountable during suspensions also reflects a commitment to ethical governance, the highest standards of public service, and value for money for local residents.

Granting local authorities the power in legislation to ban suspended councillors from local authority premises and from using council equipment and facilities could be beneficial in cases of behavioural or financial misconduct, ensuring that suspended councillors do not misuse resources or continue egregious behaviour. Additionally, it would demonstrate that allegations of serious misconduct are handled appropriately, preserving trust in public service and responsible stewardship of public assets.

These measures may not always be appropriate and should not be tied to the sanction of suspension by default. The government also recognises that there may be instances in which one or both of these sanctions is appropriate but suspension is not. It is therefore proposed that both the power to withhold allowances and premises and facilities bans represent standalone sanctions in their own right.

Question 23

Should local authorities have the power to withhold allowances from suspended councillors in cases where they deem it appropriate?

- Yes – councils should have the option to withhold allowances from suspended councillors
- No – suspended councillors should continue to receive allowances
- Unsure

Question 24

Do you think it should be put beyond doubt that local authorities have the power to ban suspended councillors from council premises and to withdraw the use of council facilities in cases where they deem it appropriate?

- Yes – premises and facilities bans are an important tool in tackling serious conduct issues
- No – suspended councillors should still be able to use council premises and facilities
- Unsure

Question 25

Do you agree that the power to withhold members allowances and to implement premises and facilities bans should also be standalone sanctions in their own right?

- Yes
- No
- Unsure

Interim Suspension

Some investigations into serious code of conduct breaches may be complex and take time to conclude, and there may be circumstances when the misconduct that has led to the allegation is subsequently referred to the police to investigate. In such cases, the Government proposes that there should be an additional power to impose interim suspensions whilst and until a serious or complex case under investigation is resolved.

A member subject to an interim suspension would not be permitted to participate in any council business or meetings, with an option to include a premises and facilities ban.

We consider that members should continue to receive allowances whilst on interim suspension and until an investigation proves beyond doubt that a serious code of conduct breach has occurred or a criminal investigation concludes. The decision to impose an interim suspension would not represent a pre-judgement of the validity of an allegation.

We suggest that:

Interim suspensions should initially be for up to a maximum of three months. After the expiry of an initial interim suspension period, the relevant council's standards committee should review the case to decide whether it is in the public interest to extend.

As appropriate, the period of time spent on interim suspension may be deducted from the period of suspension a standards committee imposes.

Question 26

Do you think the power to suspend councillors on an interim basis pending the outcome of an investigation would be an appropriate measure?

- Yes, powers to suspend on an interim basis would be necessary
- No, interim suspension would not be necessary

Any further comments

Question 27

Do you agree that local authorities should have the power to impose premises and facilities bans on councillors who are suspended on an interim basis?

- Yes – the option to institute premises and facilities bans whilst serious misconduct cases are investigated is important
- No – members whose investigations are ongoing should retain access to the council premises and facilities
- Unsure

Question 28

Do you think councils should be able to impose an interim suspension for any period of time they deem fit?

- Yes
- No

Any further comments

Question 29

Do you agree that an interim suspension should initially be up to a maximum of 3 months, then subject to review?

- Yes
- No

Any further comments

Question 30

If following a 3-month review of an interim suspension, a standards committee decided to extend, do you think there should be safeguards to ensure a period of interim extension is not allowed to run unchecked?

- Yes – there should be safeguards
- No – councils will know the details of individual cases and should be trusted to act responsibly

Question 30a

If you answered yes to the above question, what safeguards do you think might be needed to ensure that unlimited suspension is not misused?

Disqualification for Multiple Breaches and Gross Misconduct

When councillors repeatedly breach codes of conduct, it undermines the integrity of the council and erodes public confidence. To curb the risk of repeat offending and continued misconduct once councillors return from a suspension, the Government considers that it may be beneficial to introduce disqualification for a period of five years for those members for whom the sanction of suspension is invoked on more than one occasion within a five-year period.

This measure underlines the Government's view that the sanction of suspension should only be used in the most serious code of conduct breaches, because in effect a decision to suspend more than once in a five-year period would be a decision to disqualify an elected member. However, we consider this measure would enable councils to signal in the strongest terms that repeated instances of misconduct will not be tolerated and would act as a strong deterrent against the worst kind of behaviours becoming embedded.

Currently a person is disqualified if they have been convicted of any offence and have received a sentence of imprisonment (suspended or not) for a period of three months or more (without the option of a fine) in the five-year period before the relevant election. Disqualification also covers sexual offences, even if they do not result in a custodial or suspended sentence.

Question 31

Do you think Councillors should be disqualified if subject to suspension more than once?

- Yes – twice within a 5-year period should result in disqualification for 5 years
- Yes – but for a different length of time and/or within a different timeframe (please specify)
- No – the power to suspend members whenever they breach codes of conduct is sufficient

If you think councillors should be disqualified if subject to suspension more than once over a period different to 5 years, what should this be, in years?

If you think the government should set a different disqualification period, what should this be, in years?

Any other comments

Question 32

Is there a case for immediate disqualification for gross misconduct, for example, in instances of theft or physical violence impacting the safety of other members and/or officers, provided there has been an investigation of the incident and the member has had a chance to respond before a decision is made?

- Yes
- No
- Unsure

Any other comments

Appeals

The Government proposes that:

- A right of appeal be introduced for any member subject to a decision to suspend them.
- Members should only be able to appeal any given decision to suspend them once.
- An appeal should be invoked within five working days of the notification of suspension; and
- Following receipt of a request for appeal, arrangements should be made to conduct the appeal hearing within 28 working days.

The Government believes that were the sanction of suspension to be introduced (and potentially disqualification if a decision to suspend occurs a second time within a five-year period) it would be essential for such a punitive measure to be underpinned by a fair appeals process.

A right of appeal would allow members to challenge decisions that they believe are unjust or disproportionate and provides a safeguard to ensure that the sanction of suspension is applied fairly and consistently.

We consider that it would be appropriate to either create a national body, or to vest the appeals function in an existing appropriate national body, and views on the merits of that are sought at questions 38 and 39 below. Firstly, the following questions test opinion on the principle of providing a mechanism for appeal.

Question 33**Should members have the right to appeal a decision to suspend them?**

- Yes – it is right that any member issued with a sanction of suspension can appeal the decision
- No – a council's decision following consideration of an investigation should be final
- Unsure

Question 34**Should suspended members have to make their appeal within a set timeframe?**

- Yes – within 5 days of the decision is appropriate to ensure an efficient process
- Yes – but within a different length of time (please specify)
- No – there should be no time limit for appealing a decision

If you think the government should set a different appeals timeframe, what should this be, in days?

Question 35**Do you consider that a complaint should have a right of appeal when a decision is taken not to investigate their complaint?**

- Yes
- No
- Unsure

Question 36**Do you consider that a complaint should have a right of appeal when an allegation of misconduct is not upheld?**

- Yes
- No
- Unsure

Question 37

If you answered yes to either of the previous two questions, please use the free text box below to share views on what you think is the most suitable route of appeal for either or both situations.

Potential for a national appeals body

There is a need to consider whether appeals panels should be in-house within local authorities, or whether it is right that this responsibility sits with an independent national body. Whereas an in-house appeals process would potentially enable quicker resolutions by virtue of a smaller caseload, empowering a national body to oversee appeals from suspended members and complainants could reinforce transparency and impartiality and help to ensure consistency of decision-making throughout England, setting precedents for the types of cases that are heard.

Question 38

Do you think there is a need for an external national body to hear appeals?

- Yes – an external appeals body would help to uphold impartiality
- No – appeals cases should be heard by an internal panel

Any further comments

Question 39

If you think there is a need for an external national appeals body, do you think it should:

- Be limited to hearing elected member appeals
- Be limited to hearing complaint appeals
- Both of the above should be in scope

Please explain your answer

Public Sector Equality Duty**Question 40**

In your view, would the proposed reforms to the local government standards and conduct framework particularly benefit or disadvantage individuals with protected characteristics, for example those with disabilities or caring responsibilities?

Please choose an option below

- It would benefit individuals with protected characteristics
- It would disadvantage individuals with protected characteristics
- Neither

Please use the text box below to make any further comment on this question

10-22-24 PERS MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PERSONNEL COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 22nd OCTOBER 2024**

Councillor Mrs. J. Makinson-Sanders (Mrs. JMS) (in the chair).

Present Councillors: J. Drake (JD), J. Baskett (JB), G.E. Horton (GEH), D. Hobson (DH)

Councillors not present: Mrs. E. Ballard (EB) and H. Filer (HF)

The Town Clerk, Mrs. L.M. Phillips was also present.

H14. Apologies for Absence

Apologies for absence were received from Cllr. Mrs. EB.

H15. Declarations of Interest / Dispensations

There were no declarations of interests or dispensations.

H16. Minutes

It was proposed, seconded and **RESOLVED** that the notes of the Personnel Committee meeting held on 6th August 2024 be approved as the Minutes.

H17. Local Council Award Scheme – Foundation Award

The Committee noted that the Council had been registered for the above and was awaiting further instructions.

H18. Sexual and General Harassment Policy

Following the introduction of new legislation which places greater responsibilities and legal requirements on all employers, the Committee was presented with a new Sexual and General Harassment Policy, which had been created with the consultation of the Council's staff from a LALC template. It was proposed, seconded and **RESOLVED** to approve the policy for use with amendment to sections 19.4 and 19.5 to make them read as follows: 19.4) On conclusion of the investigation, which will normally be within 10 days of the meeting with you, a report of the findings will be submitted to the Personnel Committee who will hold the grievance meeting. 19.5) You will be invited to attend a meeting of a Grievance Panel which will consist of 3 members of the Personnel Committee, at a reasonable time and location, to discuss the matter once the committee hearing the grievance has had the opportunity to read the report. You have the right to be accompanied at such a meeting by a colleague or a union representative and you must take all reasonable steps to attend. Those involved in the investigation will be expected to act in confidence and any breach of confidence will be a disciplinary matter.

H19. Closed Session Item

At 10.52am it was proposed, seconded and **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 in order to discuss confidential and commercial information from a third party in relation to Personnel:

- a. Holidays – The Committee noted that 2nd quarter letters confirming entitlement, when holiday must be taken by and amount left had been issued.
- b. Sickness – The Committee received details of sickness levels in the year to date of its staff.
- c. Accidents – The Committee noted that there had been no accidents in the period.
- d. Staffing/Salary/Budget Review – The Committee received a report and salary review documentation.

After discussion it was proposed, seconded and **RESOLVED** that:

- i. when a pay agreement had been reached by the unions, this increase should be implemented as soon as possible from 1st April 2024.
- ii. that the Town Clerk consult with employees in the next few months to discuss taking back Hubbard's Hills and communicate that there might be a need to change their job descriptions; and commence the process required for that.
- iii. a raise be given to all existing employees' salaries by 1 scale point in April 2025 to reward them for taking on extra work.
- iv. the Clerk's salary be raised early from 1st December 2024.
- v. a remote working policy be drafted.

- vi. preparations for introducing another office post be commenced, based on the job description discussed and suggestions to be received by the Clerk from members of the Personnel Committee.
- vii. extra IT equipment and reception furniture be purchased, as required.
- viii. the training budgets be reviewed in 25/26.
- ix. consideration be given for another maintenance employee in the future.

At 11.53am it was proposed, seconded and **RESOLVED** to move into open session.

At 11.58am Cllr. GEH left the meeting.

H20. Next Meeting

It was noted that the date of the next scheduled Personnel Committee meeting was 4th February 2025 and that preference should be given to organising day time meetings on Wednesdays if any extraordinary meetings needed to be called.

The Meeting Closed at 12.05pm

Signed _____ (Chairman) Dated _____