

**MINUTES OF THE MEETING OF LOUTH TOWN COUNCIL  
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH  
ON TUESDAY 19<sup>th</sup> MARCH 2019**

**Present** The Mayor, Councillor G.E. Horton, (GEH) (in the chair).

**Councillors:** Mrs. E. Ballard (EB), Mrs. D. Blakey (DB), Mrs. S. Crew (SC), D. Ford (DF) , J. Garrett (JG), C. Green (CG), D.J.E. Hall (DJEH), D. Hobson (DH), Mrs. L. Harrison-Wiseman (LHW), R. Jackson (RJ), A. Leonard (AL), M. Locking (ML), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), Mrs. M. Ottaway (MO), L.M. Stephenson (LMS), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

**Councillors not present:** D. Turner (DT), L.M. Stephenson (LMS) (late arriving)

The Town Clerk, Mrs. L.M. Phillips, the Mayor's Serjeant, Mr. G. Darnell, the Town Clerk's Assistant, Mrs. M.C. Vincent, the Mayor's Chaplain, Rev. N. Brown and 3 members of the public were also present.

**376. Apologies for Absence**

Apologies for absence were received from Cllr. DT.

**377. Declarations of Interest / Dispensations**

Councillors declared the following interests:

CG - item 10 as a member of ELDC

ML and Mrs. SEL – item 9 as members of LNALS

Mrs. PFW – items relating to ELDC

DF – item 9 – as a service user

RJ – item 10 – as a member of ELDC

Mrs. JMS – item 10 – as a member of ELDC

AL — item 9 – as leases The Mansion House from LNALS

FWPT – item 10 as a member of ELDC

**378. Council Minutes**

Council Minutes were received and it was **RESOLVED** by vote of the Council to approve them as follows:

- a. Town Council Meeting held on 12th February.
- b. Town Council Meeting held on 19th February.

**379. Committee Minutes**

Committee Minutes were received and it was **RESOLVED** by vote of the Council to adopt them as follows:

- a. Governance and Finance – 4<sup>th</sup> December 2018
- b. Planning – 5<sup>th</sup> February 2019

**380. Town Clerk's Report**

- a. The Clerk drew the Council's attention to a tabled report.

The Clerk notified the Council that:

- b. Historic England had written to the Council advising them that an application had been received for the Cemetery Lodge to be listed.
- c. A Freedom of Information request had been received, and the Clerk, using delegated powers as per Standing Orders and after taking advice from the Council's solicitors, had declined the request being of the opinion that the information requested would fall within the scope of the exemption to disclosure under section 43(2) of the Act. Under section 43(2), information is treated as "exempt information" if its disclosure would, or would be likely to, prejudice the commercial interests of any person, including LTC. In this instance it was considered that it would, indeed, prejudice LTC's commercial interests if it was disclosed.
- d. That an official complaint had been lodged regarding the Council and the FoI decision above. This would be brought to a future meeting for discussion.
- e. That ELDC had notified the Council that there would be a Community Tax increase premium on the Lodge. Cllr. JMS suggested that the lodge might fall under an exemption. It was agreed that the Clerk

should look into the Council's options with ELDC and these should be discussed at a future meeting.

**381. Julian Bower Field**

- a. The Council noted that as in previous years a request had been received to let the Julian Bower field for hay cutting.
- b. The Council received a presentation from Mr. W. Hamilton on the Louth Apiary Project. Mr. Hamilton outlined his proposal to the Council, a request to rent approximately half an acre of land to keep bees on as a social project for Louth that would be carried out in association with Lincoln University and Lincolnshire and Louth Bee Keepers Association. Councillors concerns regarding the effect on the nearby allotments, residential areas and any planning permission required (if permanent hives) were addressed by Mr. Hamilton. During this item Cllr. LMS entered the meeting.
- c. It was **RESOLVED** that in principal the Council was in favour of the request by Mr. W. Hamilton to site an apiary on the Julian Bower field but that there were still a number of things he had to put in place, and that the Clerk should look into these with a view to actioning the request, contact the person who usually cuts the field for hay to see if he were amenable to the idea of sharing the land and bring back to Council if he were not.
- d. It was **RESOLVED** to approve a request from a neighbour to cut the hedge on the Julian Bower roadside border which they would fund and undertake themselves/pay a contractor to cut especially as it was almost touching overhead cables.

**382. Sewage Infrastructure**

Following a lengthy discussion about the condition of drainage currently and those that may arise in the future, the following proposals were **RESOLVED**:

- a. That the Clerk would write to Anglian Water with the following requests: To ask them to explain what they are doing currently regarding the issues of recent sewage overflows into local gardens. That the Council be sent a map of Louth indicating the sewage and drainage system. That Anglian Water should make comments on planning applications for new housing developments in Louth. A copy of these letters should also be sent to the Director of Planning at ELDC.
- b. That the Clerk compile a press release regarding the use of wet wipes blocking drains in the town.

**383. Amenity Grass Cutting**

It was **RESOLVED** that the Town Clerk should sign the amended amenity grass cutting agreement provided by LCC.

**384. Louth Museum**

Following a discussion it was **RESOLVED** that the Council would support the Museum's request to use images of/from Brown's Panorama on a bookmark, to raise funds for the Museum, but would request that the rider 'By permission of Louth Town Council' also be added.

**385. CCTV**

It was **RESOLVED** to accept the offer of a 25% reduction on Louth Town Council's contribution to CCTV repair and maintenance by ELDC due to the delays with the CCTV refurbishment.

**386. Committee Structure**

It was **RESOLVED** not to change the Committee Structure currently in place at Louth Town Council.

**387. Governance Document**

On the recommendation of FOG it was **RESOLVED** that after review the following should be adopted:

- a. Standing Orders – no amendments.
- b. Financial Regulations - change lower threshold at 11.1 h) to £500. Amend value at 14.2 to £500 or at Town Clerk's discretion.
- c. Code of Conduct – No amendments.

**388. Asset Register**

The Council reviewed the revised asset register with amendments to show acquisitions / disposals in 2018/19 (tabled) and **RESOLVED** to accept it.

**389. Risk Management and Internal Controls**

On the recommendation of FOG, the Council **RESOLVED** to approve the Risk Management and Internal Control Schedule tabled.

**390. Closed Session Item**

It was **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the information to be discussed being of a confidential commercial third party and sensitive nature in relation to the

- a. **Quotations for Insurance** - it was **RESOLVED** to accept the quotation from AXA which included key personnel cover on a long term contract (3 years).

It was **RESOLVED** to move out of closed session.

**391. Next Meeting**

Cllr. GEH thanked Councillors for their attendance and the Council noted that the next scheduled meeting of Louth Town Council would take place on 16th April 2019.

The Meeting Closed at 8.43pm.

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

Dated \_\_\_\_\_