

Louth Town Council

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

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To the Members of the Town Council of Louth:

You are hereby summoned to attend a meeting of Louth Town Council which will be held on Tuesday 2nd March 2021 by Zoom Video Conference at 7pm. The business to be dealt with at the meeting is listed in the agenda below.

Please note that from 6.50pm a maximum of ten minutes will be set aside for those present to receive reports from elected members of Lincolnshire County Council and East Lindsey District Council.

The meeting will begin at 7pm unless there is a need to hold a public forum. Any public, wishing to speak on an agenda item or 'sit in' on the meeting(s) should advise the Town Clerk, using the above email address, in advance and may 'join' the meeting using the following details:

To join by computer:

<https://us02web.zoom.us/j/82411856953?pwd=SWpUM1hGQ0NqbkZtK2RKZWZCeThoUT09>

Meeting ID: 824 1185 6953

Passcode: 387154

To join by telephone: +44 203 901 7895, +44 131 460 1196, +44 203 051 2874, +44 203 481 5237, +44 203 481 5240. Meeting ID: 824 1185 6953 Passcode: 387154

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

A handwritten signature in blue ink that reads 'L.M. Phillips'.

Mrs. L.M. Phillips

Town Clerk

Dated this 25th February 2021

AGENDA

TOWN COUNCIL

(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. Declaration 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. Council Minutes**
To approve as a correct record the notes of the Council Meeting held on 19th January 2021.

4. Committee Minutes

To confirm receipt of the minutes and adopt resolutions contained therein of the following Committee Meetings:

- a. Community Resources - 01/12/2020
- b. Government & Finance - 25/02/2020, 17/11/2020, 15/12/2020
- c. Personnel - 11/02/2020, 01/12/2020
- d. Planning - 10/03/2020, 15/12/2020, 19/01/2021

5. Mayor's Report

6. Speed Awareness Working Group

To resolve upon the formation, membership and remit of a formal Speed Awareness Working Group for Louth Town Council.

7. Tidy Louth Working Group

Council to receive a report from the above and consider the following:

- a. The Tidy Louth Working Group proposes that the Town Clerk writes to ELDC with a list of proposed sites for new waste bins, with proposed costings and possible timescales to be submitted by ELDC.
- b. Tidy Louth Working Group to be given permission by LTC to pursue a Freedom of Information request seeking clarification from ELDC on the resources allocated to Louth for litter picking and the coastal towns.

8. Payment for Trinity Allotments 2021/22

Council to resolve to send payment of £762.84 in respect of the annual rent of the Trinity Allotments calculation based on the 2020 payment plus 1.5% RPI for 2020.

9. Annual Maintenance Contribution for Louth Flood Storage Reservoirs for the 12 Months to 31st May 2020

Council to note that as per its agreement with the Environment Agency the above is now due in the sum of £12,394.26. Council to authorise payment.

10. Hubbard's Hills

Council to receive and consider a formal request from the Hubbard's Hills Trust for funding for 2021/22 in the sum of £45,000 together with a report to support this. Mr. A. Leonard, Chairman of the Hubbard's Hills Trust, to be invited to speak and take questions.

11. Insurance

Council to note that it will shortly be entering into year 3 of a 3 year agreement and approve payment of 2021/22 premium in the sum of £5,326.10.

12. Closed Session Items

Council 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 item, information being of a confidential, commercial and third party nature in relation to:

- a. **Hubbard's Hills** – Council to consider quotes for legal advice.

13. Next Meeting

Council to note that the date of the next scheduled Town Council meeting is 30th March 2021.

**MINUTES OF THE LOUTH TOWN COUNCIL MEETING
HELD ONLINE USING THE ZOOM CONFERENCING PLATFORM
ON TUESDAY 19TH JANUARY 2021**

Present The Mayor, Cllr. D. Hobson (DH) (in the chair).

Councillors: Mrs. E. Ballard (EB), J. Baskett (JB), M. Bellwood (MB), L. Cooney (LMC), A. Cox (AC), S. Crew (SC), D. Ford (DF), H. Filer (HF), J. Garrett (JG), D.J.E. Hall (DJEH), G.E. Horton (GEH), D. Jackman (DJ), A. Leonard (AL), Mrs. S.E. Locking (SEL), K. Norman (KN), Mrs. J. Makinson-Sanders (JMS), J. Simmons (JS), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D. Wing (DEW).

Councillors not present: None

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. M.C. Vincent, two members of the public and one member of the press were also present.

Public Forum

- A member of the public thanked the Town Council for their support regarding an earlier planning application at Hallam's Close, Julian Bower, but asked them, now that the planning application had been updated with further information, that they continue with their support in objecting to the application. They went on to mention recent issues at the apiary and reported that although the residents were not against the llamas and apiary per se, that the infrastructure at Julian Bower could not support these ventures.
- Another member of the public gave an update on the llamas regarding problems with fencing and the access stile.

220. Apologies for Absence
None.

221. Declarations of Interest / Dispensations

Cllr. Mrs. JMS - items 6,9 and 11 as member of ELDC and item 10 as member of the Hubbard's Hills Trust.
Cllr. DF – Item 7 as volunteer at Louth Museum.
Cllr. LMC – item 6 as employee of mini coach business.
Cllr. AL - items 6,9 and 11 as member of ELDC, item 10 as member of the Hubbard's Hills Trust and item 7 as involved with the Museum.
Cllr. DEW – item 10 as member of the Hubbard's Hills Trust.
Cllr. DJEH - items 6,9 and 11 as member of ELDC.
Cllr. Mrs. SEL – item 7 as a member of the Louth and District Antiquarian and Naturalists Society.

The Town Clerk told the Council that she had received requests for the following Dispensations:

Cllr. AL – To speak and vote on matters relating to Hubbard's Hills until the end of his term in office.

Cllr. DEW – To speak on matters relating to Hubbard's Hills until the end of his term in office.

It was noted that Cllr. Mrs. JMS already had a Dispensation to speak on Hubbard's Hills until the end of her term in office.

Following a vote it was **RESOLVED** that Cllrs. AL and DEW be given Dispensation to speak only on matters relating to Hubbard's Hills in this meeting (Closed Session item). That Dispensations would have to be applied for to speak at each further meeting.

222. Council Minutes

It was **RESOLVED** to approve as a correct record, the notes of the Council Meetings held on the: 1st December 2020.

223. Committee Minutes

It was **RESOLVED** to confirm receipt of the minutes and adopt the resolutions contained therein of the following meetings: Planning Committee 17th November 2020, Governance and Finance Committee 3rd November 2020, Community Resource Committee 6th October 2020, Personnel 8th September 2020.

224. Louth United Charities

It was **RESOLVED** to elect the following representatives to stand as Trustees on Louth United Charities as Mrs. Ottaway and Cllr. Wing's terms of office had come to an end: Cllr. DEW (who wished to stand again) and Cllr. JS.

225. Consultation on CCTV in Licensed Vehicles

It was **RESOLVED** to make a corporate response to the above consultation by ELDC (www.e-lindsey.gov.uk/consultation) with the following responses: Cllrs. GEH and AL did not take part as a members of Licencing at ELDC and DJEH did not take part as had attended the licence meeting at ELDC. Q.1 Yes, Q2 No, Q3 Yes, Q4 Yes, Q5 A but clearly signed has CCTV, Q6 Yes, Q7 a. Signage outside taxi to indicate has CCTV, b. Duration of how long CCTV is held, c. Footage to be kept in a secure place/manner.

NB: Cllr. AC left the meeting during this item at 7:55pm, back at 7:59pm.

226. Louth Museum Digital Working Group

It was **RESOLVED** that Mrs. M. Vincent assist and represent Louth Town Council on the group that Louth Museum are forming which are to apply for a grant for Digital Innovation and Engagement.

227. Public Works Loan Board

It was **RESOLVED** to authorise the payment of the final instalment of the Council's Public Works Loan which falls due on 31st January 2021 in the amount of £10,256.70. (£10,069.41 Principal and £187.29 Interest).

228. Graffiti

Following a spate of "Covid Lies" graffiti, it was **RESOLVED** that the Council would:

- a. Write to the Louth Police to enquire if there was anything that could be done.
- b. Write to ELDC to ask them if they could clean the graffiti if not on ELDC property/land.
- c. Obtain quotes to clean the graffiti. Councillors to send in locations of current graffiti.

229. Closed Session

It was **RESOLVED** to go into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following item, information being of a confidential, commercial, third party and sensitive nature in relation to:

a. Hubbard's Hills – It was RESOLVED to:

- i) Stick to the current agreement for the next year.
- ii) Request a written Hubbard's Hills Trust report be provided by 30th April 2021, as per the agreement
- iii) Allocate £35k in the budget for payment to the Trust in 2021/22 but also agree that extra funds could be taken from Earmarked Reserves, if required.
- iv) Organise for an independent review of the agreement currently in place between Louth Town Council and the Hubbard's Hills Trust with a view to clarifying content, meaning, rights, obligations and confirm the process that each party should follow etc.

After this item it was also **RESOLVED** to suspend Standing Orders due to the meeting approaching the 3 hour limit.

- b. **Julian Bower, Apiary – It was RESOLVED** to accept the termination of the lease with The Lincolnshire Historic Crafts Network CIC and give the Town Clerk delegated authority to instruct the Council's solicitor to action termination and also endeavour to recover costs.

NB: During this item Cllr. KN left at 9:56pm, Cllr. DEW left at 10:05pm, Cllr. DF left at 10:20pm and Cllr. FWPT left at 10:23pm.

- c. **CCTV** – It was **RESOLVED** that it should be suggested to ELDC that the two Horncastle representatives on the CCTV Group visit the Boston CCTV office to ascertain the quality of the recordings and report back to their council.

It was **RESOLVED** to come out of Closed Session.

NB: Cllr. DJ left at 10:35

230. Precept

It was **RESOLVED** to approve a precept request for 2021/22 of £275,668 a decrease on 2020/21 of 12.69% (based on 2020/21 tax base figures) and a 14.56% decrease based on 21/22 tax base figures equating to an annual charge of £52.39. That delegated authority be given to the Town Clerk to complete the necessary form and submit to ELDC.

NB: This was a recorded vote as follows:

Support: Cllrs. EB, JB, MB, AC, LMC, SC, HF, JG, DJEH, DH, GEH, AL, SEL, JMS, JS, PFW.

Object: None.

231. Next Meeting

The Council noted that the date of the next scheduled Council Meeting was 2nd March 2021.

The Meeting Closed at 10:42pm.

Signed _____ (Chairman) Dated _____

Hubbards Hills Overview

The Hubbards Hills Trust was created twelve years ago to facilitate the day-to-day operation of looking after the Hills with the benefits of being a charitable Trust.

The Trustees, only four of whom were town councillors in line with Charity Commission requirements, embarked on this challenge with trepidation as they were aware from advice from the Joint Advisory Committee, who previously ran the beauty spot, that the ongoing costs of running such a site can be unpredictable.

Initially the Trust received monies from ELDC to act as a buffer zone. This enabled the Trust to build up reserves as each day really feels like is a venture into the unknown. It would be easy to go on a spending spree and complete many outstanding jobs, but in line with our governing document we are required to set aside adequate reserves to enable the Trust to plan for the future.

To illustrate the sort of challenges frequently faced by the Trust, only a few years ago we spent thousands on essential revetment work to shore up the disintegrating riverbanks, using faggot bundles and oak stakes. This work was carried out under expert guidance of the Lincolnshire Wolds' Countryside Service Chalk Streams Officer. The banks were backfilled and topped with grass seed. Sadly, within six months of this being done much of it was ruined. A combination of the strong river current, dogs and vandals meant thousands of pounds' worth of work has to be redone. Once more we are pricing work which needs to be done before the "busy" season starts. Unfortunately, we expect the quotes to be in the region of £20,000. It is not something we can put off much longer as the deterioration of the river banks is accelerating week on week. The product again is within the guidelines laid down by the officer, but this time it is guaranteed to last. This only proves the unexpected financial liabilities of the site.

Whilst we have not always spent our full annual allowance from the Town Council, we have taken a view that we should not just blow the budget each year. Most of the work there is project based such as the river banks, but as such it normally attracts a big-ticket price. This accumulation of funds prior to project work is something we have mentioned to the council previously.

We have recently purchased equipment that we expect will help with the overall cost of larger projects in the future and cut down on potential hire costs.

During the last four years of receiving the extra £10,000 from Louth Town Council we have across the board spent in excess of the council allowance for that period, so technically we have spent well in excess of the £45,000 annual allowance from the council.

We have sought professional advice and the initial £35,000 from the Town Council in 2009 would now require an investment of £49,000 per year to have the equivalent

buying power in today's money. (The formula is available if required.) Prior to the last three years the allowance from the council had remained the same for nine years.

Going forward, the terms of our contract clearly states that Louth Town Council must meet all of the expenditure associated with the running costs of the Hills. As a Trust we would never place the council in such a position to force it to declare bankruptcy, as it was implied might happen at the last council meeting. We would have hoped that given our 12 years of dedication to the 35-acre site an element of trust has been accrued.

We have proved our prudent management of our budget and the payment you award us each year. Our annual accounts are readily available online and information, whenever requested by the council, has been made available in written or verbal form. This goes well beyond our contractual obligations as you have had unfettered access to me as Chairman of the Trust and information on demand, providing total transparency.

There is no doubt that as health and well-being becomes ever more important to the community, the increased usage from Louth and beyond will put increased stress on the facilities we oversee. As we move forward the site budget will need to increase in years to come. Certainly, from April 2021-April 2022 we have no doubt this will be another year of record expenditure topping the £45,000 mark again. Whilst we have continued to draw from our reserves this is not a position we can sustain on an indefinite basis.

For these reasons we ask that you reinstate our missing payment of £10,000 to ensure the long-term sustainability of this very popular community facility, open 24/7 for 365 days a year, and to meet your contractual obligations.

Andrew Leonard
Chairman Hubbards Hills Trust.

24.2.21

Hubbard's Hills Trust

Aims and objectives

The objects of the charity are set out in the charity's trust deed and are summarised as follows:

"To preserve, enhance and conserve the physical and natural environment and its natural beauty for the public benefit in and around the parkland known as Hubbard's Hills, Lincolnshire, an Area of Outstanding Natural Beauty and to promote and encourage facilities in the interest of social welfare for recreation, sport and leisure time occupation with the object of improving the conditions of life for those living and working, visiting or residing in the Hubbard's Hills area."

Our aims are geared to further the vision of the founding Trustees in 1907 and to ensure the long term viability and vitality of the parkland, so that the outdoor facilities will be available for the public to enjoy all year round, free of charge for the next century.

Our key objectives for the two years to 31 March 2021 were:

- to maintain Hubbard's Hills to a high standard
- to ensure it's a safe and welcoming environment for all, whatever their age, ability, race or creed
- to continue, in the spirit of the gift to the town, not to charge for the use of the facilities
- to improve the fabric of the Hills - to increase the tree stock and plan the phased removal of dangerous specimens (92 trees)
- to work positively with partners
- to improve the biodiversity of the chalk stream and support its educational importance
- to encourage more people to enjoy the facilities all year round
- to address increasing vandalism
- to continue to work to restore the Hills

Income, expenditure and capital expenditure

	Period 1 April 2020 to 10 January 2021	Year ended 31 March 2020	Year ended 31 March 2019	Year ended 31 March 2018
<u>Income (excluding one off donations)</u>				
Grants	45,000	45,000	45,000	45,000
Interest received	38	401	406	426
<u>Expenditure</u>				
Grass cutting	(3,725)	(3,607)	(1,785)	(3,352)
Litter collection	(5,157)	(7,475)	(6,325)	(6,900)
Skip hire	(2,100)	(1,836)	(2,388)	(2,112)
Maintenance work	(4,338)	(13,355)	(4,857)	(9,184)
Repairs	(261)	(26,634)	(1,626)	(1,663)
Toilet costs	(1,502)	(2,253)	(2,122)	(3,025)
Trees	(13,616)	(7,768)	(2,723)	-
Chalkstream restoration work	-	-	-	(6,894)
Handrail	-	-	-	(7,800)
Computer costs and telephone	(450)	(892)	(853)	(418)
Printing and stationery	(66)	(161)	(67)	-
Storage costs	(1,000)	-	-	-
Sundry	(556)	(90)	(130)	-
Insurance	(1,575)	(1,329)	(1,732)	(1,657)
Accountants' fees	(2,065)	(1,813)	(1,800)	(1,813)
Surplus/(deficit)	8,627	(21,812)	18,998	608
<u>Expenditure on capital assets not included in the above figures</u>				
Mower		(2,160)		
Tractor		(16,200)		
Hydraulic log lifter	(6,468)			
16ft trailer	(2,700)			
(Over)/under spend	(541)	(40,172)	18,998	608

The total overspend for the period 1 April 2017 to 10 January 2021 was

£21,107