

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 an extraordinary meeting of Louth Town Council and meetings of the following of its committees: Planning, Community Resources and Personnel, which will be held on Tuesday 30th June 2020 by Zoom Video Conference at 7pm. The business to be dealt with at the meeting is listed in the agenda below.

Please note that 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 contact the Town Clerk in advance of the meeting on the email above for joining instructions. Members of the public should note that they will not be allowed to speak during the formal meeting.

Mrs. L.M. Phillips

Town Clerk

Dated this 25th Day of June 2020

AGENDA

TOWN COUNCIL

(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. **Council Minutes**
To approve as a correct record the notes of the Council Meeting held on 19th May 2020. (Attached).
4. **Vital and Viable Louth**
Council to note that ELDC have been awarded funds from the Governments Re-opening the High Street Safely Fund and propose to devolve some of it to Town Councils, for use as outlined by the fund:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/888818/Reopening_High_Streets_Safely_Fund_-_Guidance_-_Final_v2.pdf Council to note that the Town Clerk is awaiting further information from ELDC but in view of the urgency of this matter, Council to resolve to give delegated authority to the Town Clerk, in conjunction with the Mayor and Deputy Mayor to bid for and use the funding, if required.
5. **Christmas Arrangements**
Committee to delegate authority to the Town Clerk to make arrangements along the same lines as in previous years, provided that costs are contained within budget and to accept the kind offer of a free real tree from Mr. Strawson.
6. **Next Meeting**
Council to note that the date of the next scheduled Council meeting is 14th July 2020.

PLANNING COMMITTEE

(Membership: All Cllrs.)

1. **Apologies for Absence**
To receive and note apologies where valid reasons for absence have been given to the Town Clerk at least one hour prior to the meeting.
2. **Declarations of Interest / Dispensations**
To receive declarations of interest in accordance with the Localism Act, 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation received by the proper officer under section 22 of the Localism Act.
3. **Minutes**
To approve as a correct record the notes of the Planning Committee meeting held on 2nd June 2020.
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 06-30-20).
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. **Proposed Work to Trees**
 - a. **Location:** El Dio, Stewton Lane. **Proposal:** G2 – Group of 12 Cupressus Macrocarpa, 4 Austrian Pine, 2 Copper Beech, 1 White Beam, 4 Sitka Spruce – Cupressus (T2 on plan) – fell. Pine (T3 on plan) – fell. **Reasons:** T2 – deteriorating structural condition and probability of being a contributory cause of subsidence. T3 – poor structural condition and if T2 is removed it will be exposed to increased wind loading.
 - b. **Location:** 1 Temple Terrace. **Proposal:** T1, T2, T3 – Sycamores – repollard to old stools – approx. 5m.
 - c. **Location:** 6 Westgate. **Proposal:** T1 – Yew – Lift lower canopy by approx. 1-2m, gradually shaping lower canopy onto the middle/upper canopy to appropriate growth points.
 - d. **Location:** 143 Eastgate. **Proposal:** T1, T2, T3, T4, T5, T6, T7 – Yew – reduce in height by 4m to approx. 5m. Reduce canopy width by up to 2m. T8, T9, T10, T11 – Holly and T12 – Goat Willow – Reduce in height from 9m to 5m and reduce canopy width to give 1.5m clearance from railings.
7. **Street Naming**
Council to consider a request made in accordance with Section 17 of the Public Health Act 1925 by Jim Fairburn Ltd., to name the road serving the development comprising of 1 no. new road and 10 no. new dwellings (Phase 2) on land adjacent playing field, Julian Bower, Louth: 1st choice Roman Way, 2nd choice Anglo Drive, 3rd choice Bowers Field.
8. **Next Meeting**
Committee to note that the date of the next scheduled Planning Committee meeting is 28th July 2020.

COMMUNITY RESOURCES COMMITTEE

(Membership: All Cllrs.)

1. **Election of Community Resources Committee Chairman**
The Mayor will initially take the chair for this item.
Committee to receive nominations and to elect the Chairman of the Community Resources Committee to hold office until the Annual Meeting of Louth Town Council in 2021.
2. **Election of Community Resources Committee Vice Chairman**
Committee to receive nominations and to elect Vice Chairman to hold office until the Annual Meeting of Louth Town Council in 2021.

3. **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.
4. **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.
5. **Minutes**
To approve as a correct record the notes of the Community Resources Committee meeting held on 25th February 2020.
6. **Brown's Panorama / Thomas Espin's Map of Louth**
Committee to resolve to grant permission to Dr. Gurnham to take images of the above for use in the third volume of his not for profit history of the town.
7. **Next Meeting**
Committee to note that the date of the next scheduled Community Resources Committee meeting is 6th October 2020.

PERSONNEL COMMITTEE
(Membership: Cllrs. JMS, SEL, EB, DEW, SC)

1. **Election of Personnel Committee Chairman**
The Mayor will initially take the chair for this item.
Committee to receive nominations and to elect the Chairman of the Community Resources Committee to hold office until the Annual Meeting of Louth Town Council in 2021.
2. **Election of Personnel Committee Vice Chairman**
Committee to receive nominations and to elect Vice Chairman to hold office until the Annual Meeting of Louth Town Council in 2021.
3. **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.
4. **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.
5. **Minutes**
To approve as a correct record the notes of the Personnel Committee meeting held on 11th February 2020.
6. **Next Meeting**
Committee to note that the date of the next scheduled Personnel Committee Meeting is 8th September 2020.

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05-19-20 ATC MINS

**MINUTES OF THE ANNUAL MEETING OF LOUTH TOWN COUNCIL
HELD ONLINE BY ZOOM VIDEO CONFERENCE
ON TUESDAY 19th MAY 2020**

Present The Mayor, Cllr. F.W.P. Treanor (FWPT) (in the chair).

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

Councillors not present: H. Filer (HF) and M. Bellwood (MB).

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

1. Election of Town Mayor (Chairman)

It was **RESOLVED** by vote of the Council that Cllr. DH be elected Mayor of Louth to hold office until the Annual Meeting of the Council in 2021, that Cllr. DH accepted the Office and would sign the Declaration of Acceptance of Office on the following morning in the presence of the Town Clerk.

2. Election of Deputy Mayor

It was **RESOLVED** that Cllr. Mrs JMS be elected Deputy Mayor to hold office until the Annual Meeting of the Council in 2021.

3. Apologies for Absence

Apologies for absence were received from Cllr. HF.

4. Declarations of Interest / Dispensations

Cllr. Mrs. JMS – Item 16, as a member of ELDC and item 11f as a member of the Hubbard's Hills Trust.

Cllr. GEH – Item 16, as a member of ELDC.

Cllr. AL – Item 16, as a member of ELDC and Item 11f as a member of the Hubbard's Hills Trust.

5. Council Minutes

It was **RESOLVED** to approve as a correct record, the notes of the Council Meetings held on the on 14th January 2020 with an amendment of Minute 302 to read that Cllr. Mrs. PFW declared an interest as a member of the LGPS (Local Government Pension Scheme).

6. Committee Minutes

It was **RESOLVED** to confirm receipt of the minutes and adopt the resolutions contained therein of the Community Resources – 22nd October 2019,

Personnel – 22nd October 2019 and 10th December 2019,

Governance and Finance – 26th November 2019.

7. Ratification of Actions Taken to Date During Covid-19 Lockdown

It was **RESOLVED** to formally ratify the actions taken to date during the Covid-19 Lockdown (report circulated with agenda).

8. Committees of the Council

It was **RESOLVED** that the Planning Committee, Governance and Finance Committee, Community Resources Committee and Personnel Committee should be re-established as Committees of Louth Town Council and that their terms of reference, delegated authority and membership (all members on all Committees except Personnel which has a membership of 5 (Cllrs. JMS, SEL, EB, DEW, SC)) should be confirmed.

9. Louth Town Council Governance

It was **RESOLVED** to confirm that Standing Orders, Financial Regulations, the Code of Conduct, Risk Management and Internal Controls, the Publication Scheme, the Asset Register, Insurance arrangements, the Council's Complaints Procedure, and other policies and procedures had been reviewed and adopted.

10. Town Clerk

It was **RESOLVED** to confirm delegated authority to the Town Clerk as contained within Standing Orders and Financial Regulations.

11. Representation on External Bodies and Arrangements for Reporting Back

It was **RESOLVED** to agree on the following representation at meetings and reporting back:

- a. Louth United Charities – Cllrs. Mrs. SEL, Mrs. JMS, DEW, Mrs. SC and AL.
- b. King Edward VI Almshouse School and Educational Charity of Louth – Cllrs. AL, Mrs. EB and Mrs. SC (re-affirmed with a new term of office).
- c. Louth Navigation Regeneration Partnership – Cllr. Mrs. PFW (LTC to ask LNRP if it could have a second representative in Cllr. JS).
- d. Carers Contact – (to be removed as not used since 2009).
- e. CCTV Partnership – Cllr. Mrs. EB, Cllr. AC and Town Clerk.

It was **RESOLVED** to defer item f. Hubbard's Hills Trust – Cllr. AL, JMS, DEW (1 other required) until the Town Clerk had received relevant documentation from the Trust.

N.B: Cllr. DJEH left the meeting at that point (8pm) as his internet connection was dropping out.

12. Council's Membership of Other Bodies

It was noted that the Council was a subscriber/member or associate of:

- a. Lincolnshire Association of Local Councils (LALC).
- b. National Association of Local Councils (NALC).
- c. LALC Annual Training Scheme.
- d. Historic Towns Forum (Free associate).
- e. The Federation of Burial and Cremation Authorities.
- f. The Information Commissioners Office.
- g. The Institute of Cemetery and Crematorium Management.

13. Meetings of the Council

It was **RESOLVED** to confirm the following:

- a. The Council purchase a subscription to remote meetings platform 'Zoom' through LALC at a cost of £7.99 per month (payable annually).
- b. The dates for future physical meetings of Louth Town Council and Committees be as per the schedule circulated with the agenda.
- c. That until advised otherwise, remote meetings be held as required (not necessarily adhering to the physical meetings schedule, but ensuring minimum 4 TC per year) and as per new legislation.
- d. That the Town Clerk issue a summons to meetings accordingly.

14. Nominated Key Holders

It was **RESOLVED** to confirm that the four Councillors FWPT, DJ, SC and DH continue to be key holders of The Sessions House, which role involves opening/closing up of Sessions House as required and being on call to deal with Chubb Fire and Security in the event of the building's alarm being activated overnight or at weekends.

15. Cheque Signatories

It was **RESOLVED** to nominate signatories, as follows:

- a. Lloyds Account – Mrs. EB, Mrs. SEL, Mrs. JMS, AL and DEW.
- b. NSI Account – SC, Mrs. EB, Mrs. SEL, DH and AL.

16. Boston Borough and East Lindsey Councils Alliance

It was **RESOLVED** that the Council would:

- a. Hold an informal meeting to discuss the questions they would like to ask Cllr. Leyland in relation to the proposed Alliance.
- b. Arrange a Zoom meeting with Cllr. Leyland and ask this list of questions.
- c. Once Cllr. Leyland had left the meeting, Councillors to then discuss and confirm the contents of a written letter to ELDC. Deadline for completion July 1st 2020.

The Meeting Closed at 8.15pm.

Signed _____ (Chairman)

Dated _____

06-02-20 PLAN MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE
HELD ONLINE BY ZOOM VIDEO CONFERENCE
ON TUESDAY 2ND JUNE 2020**

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

Councillors: Mrs. E. Ballard (EB), M. Bellwood (MB), L. Cooney (LMC), D. Ford (DF), D.J.E. Hall (DJEH), D. Hobson (DH), D. Jackman (DJ), A. Leonard (AL), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), J. Simmons (JS), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

Councillors not present: J Baskett (JB), A. Cox (AC), H. Filer (HF), J. Garrett (JG), G. Horton (GEH), K. Norman (KN),

The Town Clerk, Mrs. L.M. Phillips and the Town Clerk's Assistant, Mrs. M.C. Vincent were also present.

17. Election of the Planning Committee Chairman

It was **RESOLVED** that Cllr. SC be elected as Chairman. Cllr. SC took the Chair.

18. Election of the Planning Committee Vice Chairman

It was **RESOLVED** that Cllr. DJ should be elected as Vice Chairman.

19. Apologies for Absence

Apologies for absence were received from Councillors: HF, JG and GEH.

20. Declarations of Interest / Dispensations

The following declarations of interest were made:

- a. Cllr. Mrs. JMS – Any item related to ELDC, as a member of ELDC.
- b. Cllr. Mrs. EB – PA 1, applicant known to family member, PA 2, 5 and 7, as known to the applicant.
- c. Cllr. JS – PA 2 as known to applicant.
- d. Cllr. SC – PA 2 and 5 as known to applicants.
- e. Cllr. DF – PA 3 as property is near to own property.
- f. Cllr. AL – PA 1 as known to applicant and PA 11 as neighbour in Ugate.

NB: Cllr AL joined the meeting at this point 10.17am

21. Minutes

It was **RESOLVED** that the notes of the Planning Committee meeting held on 10th March 2020 be approved as the Minutes.

22. Working Group

It was **RESOLVED** to re-establish the Planning working group which reports directly to the Planning Committee and approve the use of the remit, as circulated with the agenda and that all Councillors be members.

23. Applications received by the Local Planning Authority

The Committee considered all planning applications received, including those listed on the schedule (PA/Schedule 06-02-20) and **RESOLVED** as follows:

- a. N/105/00504/20 - Objected to this application on the grounds of:
 - i. Adequate Parking and Servicing – the plans propose 8 parking spaces but the Council believe that there is only enough space for 5. The Council feels that any proposals should ensure that there is one parking space per flat. This application proposes 6 flats and in the Council's opinion does not, therefore, meet that criteria. The Council also do not feel that there is sufficient space for bin or rubbish storage and there have been concerns raised by residents about access through Royal Oak Court. There will also be no amenity space for residents to enjoy and there does not appear to be provision for fire escapes.

- ii. Effect on Listed Buildings – in a unique area, surrounded by listed properties and the Grade I listed St. James' Church the Council is of the opinion that these proposals are out of keeping, will not fit with the area and would have a detrimental impact on existing listed buildings. The Council feels that there is a dearth of luxury apartments in Louth and would welcome proposals to rectify this, perhaps 1 apartment per floor which would also be much more sympathetic to the building and area.
- iii. Access – concerns have been raised by residents over access through Royal Oak Court.

In summary, Louth Town Council object to this application in its present form but support in principle the sympathetic redevelopment of the building, preferably into luxury apartments.

- b. N/105/00512/20 - objected to this application on the grounds of design and appearance/effect on listed buildings and conservation areas. In a unique area, surrounded by listed properties and the Grade I listed St. James' Church the Council felt that, the already completed works, are not sympathetic with either the house in question or the surrounding area/street scene. The Council are of the opinion that the works are not historically accurate and believe that the entrance to this property would have been serviced by wrought iron gates originally. Therefore, the completed work has an adverse effect on the area, this also being part of the conservation area.
- c. All other applications were supported.

NB: Cllr. DJEH joined the meeting during the discussions regarding planning applications (Union Street) at 10:39am. Cllr. AL left the meeting at 10:54am during the planning application discussions (Mount Pleasant).

24. Planning Correspondence

The Committee noted the following planning correspondence:

a. ELDC Planning Decisions circulated by email between 10th March 2020 and 28th May 2020:

- i) Approved – N/105/02280/19 – Consent to Display an advertisement – HSBC, Cornmarket
- ii) Approved – N/105/00301/20 – Planning Permission – Playing Field, Julian Bower
- iii) Approved – N/105/00428/20 – Planning Permission – Land Adjacent to Canine Fun Barn, Bolingbroke Rd
- iv) Approved – N/105/02086/19 – Outline Planning Permission – Land Adjacent 38 Alexander Drive
- v) Approved – N/105/02350/19 – Planning Permission – 1 Wood Way
- vi) Approved – N/105/00169/20 – Planning Permission – 4A St. Marys Lane
- vii) Approved – N/105/00285/20 – Planning Permission – Louth Cemetery, London Road
- viii) Approved – N/105/00199/20 – Planning Permission – Land to the Rear of 42 St. Marys Lane
- ix) Approved – N/105/00152/20 – Planning Permission – Garage Block, Welbeck Way
- x) Approved – N/105/00141/20 – Outline Planning Permission – 54 St. Marys Lane
- xi) Approved – N/105/02257/19 – Application to Vary Condition – Former Playing Field, Julian Bower
- xii) Approved – N/105/00073/20 – Planning Permission – The Paddock, 23 Orchard Close
- xiii) Refused – N/105/02341/19 – Planning Permission – 4 Eve Street
- xiv) Approved – N/105/00347/20 – Planning Permission – St. Georges Lodge, High Holme Road
- xv) Approved – N/105/00400/20 – Listed Building Consent – Gatehouse, (Cemetery Lodge), Ugate
- xvi) Approved – N/105/00077/20 – Planning Permission – Land West Off Grimsby Road
- xvii) Approved – N/105/00238/20 – Planning Permission – 17 George Street
- xviii) Approved – N/105/02285/19 – Listed Building Consent – 47 Westgate
- xix) Approved – N/105/00429/20 – Planning Permission – Plot North of 87 Brackenborough Road
- xx) Approved – N/105/00392/20 – Planning Permission – Gatehouse, (Cemetery Lodge), Ugate
- xxi) Approved – N/105/00456/20 – Planning Permission – Aswell Lodge, 65 Crowtree Lane
- xxii) Approved – N/105/00435/20 – Planning Permission – Beaumont Hotel, 66 Victoria Road
- xxiii) Approved – N/105/00434/20 – Planning Permission – 2 Lock Keepers Way
- xxiv) Approved – N/105/00535/20 – Planning Permission – 57 Brackenborough Road

- b. LCC Temporary Traffic Restrictions circulated by email between 10th March 2020 and 28th May 2020**
- i) ORGANISATION RESPONSIBLE FOR RESTRICTION: TRIIO/Cadent Gas
 REASON FOR RESTRICTION: Gas Connection
 LOCATION & NATURE OF RESTRICTION: **Road Closure Order in place on: Westgate**
 (Between property numbers 29 & 54)
 PERIOD OF RESTRICTION: 4/5/2020 to 7/5/2020 (Restrictions to be implemented as & when required during this period, signage detailing accurate dates & times will be displayed on site in advance)
 - ii) ORGANISATION RESPONSIBLE FOR RESTRICTION: TRIIO/Cadent Gas
 REASON FOR RESTRICTION: New Connection
 LOCATION & NATURE OF RESTRICTION: **Road Closure Order in place on: Mayfield Crescent**
 (In vicinity of property numbers 2 to 6)
 PERIOD OF RESTRICTION: 1/6/2020 to 5/6/2020 (Restrictions to be implemented as & when required during this period, signage detailing accurate dates & times will be displayed on site in advance)
- c. Notification re. Enforcement Investigation**
- i) EC/105/00170/20 – Tennyson Fields Development, Chestnut Drive, Louth – Breach of condition 3 on Planning Permission – Investigation to be undertaken.
- d. Withdrawn Planning Applications**
- i) N/105/00286/20 – 9 South Terrace, LN11 9DF – Alterations to existing dwelling to provide replacement uPVC windows and doors.

25. Proposed Works to Trees

The following proposed tree work was noted.

- a. Location:** El Dio, Stewton Lane. Proposal: T71 – Austrian Pine – (Fell to ground level). Reasons: T71 foliage is in very poor vitality and condition

26. Next Meeting

The Committee noted that the date of the next scheduled Planning Committee meeting was 30th June 2020.

The Meeting Closed at 11am.

Signed _____ (Chairman)

Dated _____

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Our Ref	Authority	Application No	Type	Applicant	Proposal	Location / Ward	Conservation Area?	Previous LTC Comments	Planning Working Group Comments	Expiry Date for LTC Comments
1	ELDC	N/105/00881/20	Section 73	Mr. J. Fairburn	In relation to condition no. 2 (approved plans) previously imposed on planning permission N/105/01757/14 for erection of 5no. houses and detached double garages and 7no. houses with attached double garages (12no. dwellings in total), construction of an internal access road and construction of vehicular/pedestrian accesses.	PLAYING FIELD, JULIAN BOWER, LOUTH - St. Mary's Ward	No	March 2020 - Louth Town Council's Planning Working Group support this application with the condition that Julian Bower is not used for access under any circumstances and that this be enforced.	Support	1st July 2020
2	ELDC	N/105/00808/20	Planning Permission	Mrs H Towl	Rear extension and alterations to existing house to provide an enlarged kitchen and utility	59 BROADBANK, LOUTH, LN11 0EW - St James' Ward	Yes		Support	1st July 2020
3	ELDC	N/105/00917/20	Planning Permission	EG Group	Erection of a single storey restaurant with drive-thru facility, erection of a coffee shop with drive-thru facility, provision of 72no. car parking spaces, 2no. electric vehicle charging bays and associated cycle parking, landscaping, vehicular access and other associated works as an amendment to that previously approved under planning permission ref. no. N/105/01106/19.	DRIVE THROUGH UNIT, BOLINGBROKE ROAD, FAIRFIELD INDUSTRIAL ESTATE, LOUTH, LN11 0WA - North Holme Ward	No	Louth Town Council supported this application on 8th October 2019 but would urge that a substantial S106 agreement should be made to benefit local sports provision in the town and in particular to assist with the re-provision of footballing facilities lost at Park Avenue.	Support	9th July 2020
4	ELDC	N/105/00912/20	Planning Permission	John Darke Ltd	Change of use of land to provide the sale and display of motor vehicles which is an extension to the existing forecourt display area. Erection of a fence, gates and gate posts to a maximum height of 1323mm in existing hedge gap.	A16 GARAGE, GRIMSBY ROAD, LOUTH, LINCOLNSHIRE, LN11 0EA - North Holme Ward	No		Support but disappointed that work has already been completed.	3rd July 2020
5	ELDC	N/105/00571/20	Planning Permission	Mrs. J. Hiles & Mrs. R. Anyan,	Planning Permission - 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.	LAND OFF FANTHORPE LANE, LOUTH, LN11 0EB - North Holme Ward	No		Support	13th July 2020
6	ELDC	N/105/00958/20	Planning Permission	Mr. R. Carrick,	Rear extension to existing house to provide a ground floor bathroom, utility and an enlarged kitchen and family room on the site of an existing store which is to be demolished.	4 LEGBOURNE ROAD, LOUTH, LINCOLNSHIRE, LN11 8ER - St. Michael's Ward	No		Support	14th July 2020
7	ELDC	N/105/00692/20	Consent to Display	Blakemore Design and Shopfitting	Consent to Display - 1no. internally illuminated fascia sign and non-illuminated window vinyls/graphics. - armedment	15 MARKET PLACE, LOUTH, LINCOLNSHIRE, LN11 9PB - Priory Ward	Yes	On 6th May 2020 Louth Town Council had no objections.	Support	15th July 2020
8	ELDC	N/105/00998/20	Consent to Display	McDonald's Restaurants Ltd	Consent to Display - 3no. internally illuminated McDonald's letter 'M' signs, 2no. internally illuminated custom golden arches sign, 2no. internally illuminated 'collect' signs, 2no. internally illuminated 'pay' signs and 1no. internally illuminated LCD display screen.	LAND AT LINCOLN WAY, BOLINGBROKE ROAD, FAIRFIELD INDUSTRIAL ESTATE, LOUTH, LN11 0WA - North Holme Ward	No	Supported this application on 5th November 2019 with the condition that any lit signs be switched off at closing time and that double yellow lines should be installed to ensure that no road side parking takes place.	Support	14th July 2020

Our Ref	Authority	Application No	Type	Applicant	Proposal	Location / Ward	Conservation Area?	Previous LTC Comments	Planning Working Group Comments	Expiry Date for LTC Comments
9	ELDC	N/105/ 00999/20	Consent to Display	McDonald's Restaurants Ltd	Consent to Display - Installation of 1 no. freestanding internally illuminated totem sign and 1 no. internally illuminated shared totem sign.	LAND AT LINCOLN WAY, BOLINGBROKE ROAD, FAIRFIELD INDUSTRIAL ESTATE, LOUTH, LN11 0WA - North Holme Ward	No	Supported this application on 10th December 2019 with the condition that any lit signs be switched off at closing time and that double yellow lines should be installed to ensure that no road side parking takes place.	Support	14th July 2020
10	ELDC	N/105/ 01000/20	Consent to Display	McDonald's Restaurants Ltd	Consent to Display - 4no. non-illuminated free standing parking signs, 1no. double sided non-illuminated banner sign, 1no. internally illuminated play land logo, 3no. internally illuminated double digital menu boards, 1no. internally illuminated single digital menu boards and 18no. non-illuminated free standing 'dot' signs.	LAND AT LINCOLN WAY, BOLINGBROKE ROAD, FAIRFIELD INDUSTRIAL ESTATE, LOUTH, LN11 0WA - North Holme Ward	No		Support	14th July 2020
11	ELDC	N/092/ 01017/20	Outline Erection	KCS Developments Ltd	Outline erection of up to 141 no. dwellings (with means of access, landscaping and layout to be considered).	LAND SOUTH OF TENNYSON FIELDS, LN11 7AX, Fulstow Ward	No	New		16th July 2020

PLANNING COMMITTEE 30th JUNE 2020

PLANNING CORRESPONDENCE TO NOTE

ELDC Planning Decisions circulated by email between 28th May 2020 and 24th June 2020

Approved – N105/00682/20 – Planning Permission – 7 Victoria Road - LTC objected to this application

Approved – N105/00547/20 – Outline Permission – Land at 52 St Mary's Lane - LTC objected to this application

Approved – N105/00175/20 – Planning Permission – Plot 58, Bolingbroke Road – LTC objected to this application

Approved – N105/00701/20 – Planning Permission – 63 Charles Street – LTC Objected to this application

Approved – N/105/00704/20 – Planning Permission – 102 Newmarket

Approved – N/105/00707/20 – Planning Permission – Units 7 and 8, Meridian House, 41 Eastgate.

Road Closures circulated by email between 28th May 2020 and 24th June 2020

ORGANISATION RESPONSIBLE FOR RESTRICTION: Andrew Moseley Associates

REASON FOR RESTRICTION: Carriageway Resurfacing

LOCATION & NATURE OF RESTRICTION: **Road Closure Order in place on: St Bernards Avenue (Eastfield Road to Bradley Crescent)**

PERIOD OF RESTRICTION: 20/7/2020 to 24/7/2020 (Restrictions to be implemented as & when required during this period, signage detailing accurate dates & times will be displayed on site in advance)

Withdrawn Planning Applications circulated between 28th May 2020 and 24th June 2020

N/105/00611/19 – LAND WEST OFF GRIMSBY ROAD - Outline erection of 70no units for over 55s senior living. (4th June 2020).

Enforcement Notifications circulated between 28th May 2020 and 24th June 2020

Location: Park Avenue Football Ground, LN11 8BY, **Nature of Investigation:** Breach of condition 3 on planning permission ref. N/105/02435/16 concerning removal of the boundary hedge. **Details:** An enforcement officer will visit the location to establish if a breach of planning legislation has taken place.

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02-25-20 CR MINS

**MINUTES OF THE LOUTH TOWN COUNCIL COMMUNITY RESOURCES COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 25th FEBRUARY 2020**

Present Councillor A. Leonard (AL) (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), J. Garrett (JG), D.J.E. Hall (DJEH), D. Hobson (DH), G.E. Horton (GEH), D. Jackman (DJ), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), K. Norman (KN), J. Simmons (JS), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D. Wing (DEW).

Councillors not present: H. Filer (HF)

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. M. Vincent, two representatives from the ELDC Rough Sleeping Prevention Team and three members of the public were also present.

Public Forum

- Two representatives from the ELDC Rough Sleeping Prevention Team advised the Council on how to report rough sleepers to their unit to enable them to receive attention, or that 101 should be called in the case of the ill health of a rough sleeper. They also reported that out of 267 rough sleeper cases reported last year throughout the district of East Lindsey, 26 had been in Louth.

355. Apologies for Absence

Apologies for absence were received from Councillor H. Filer.

356. Declarations of Interest / Dispensations

Cllr. AL on agenda item 6 as a pecuniary interest.

Cllr. Mrs. EB on item 8b as known to the person's partner.

357. Chairman's Remarks

None.

358. Minutes

It was **RESOLVED** that the notes of the Community Resources Committee Meeting held on 28th January 2020 be approved as the Minutes.

359. Tidy Louth Working Group

Cllr. DF gave a verbal report on the group's progress and that they wished to look at creating a competition/award scheme for environmental work undertaken in Louth. Following concerns, including undertaking initiatives that were already in place via other community groups, it was **RESOLVED** that the group could progress looking into this award scheme initiative under the umbrella of Lovely Louth, and that members of the Lovely Louth Working Group could attend the Tidy Louth Working Group meeting regarding this project.

360. Brown's Panorama

Cllr. AL left the room for this item.

It was **RESOLVED** that Cllr. AL be given permission to use the images available of Brown's Panorama to print some large replicas of the Panorama to be displayed in the Mansion House, (where the Panorama had been displayed in the mid-19th century) along with a plaque acknowledging permission by Louth Town Council and giving a brief history of the Panorama. It was noted that the images would not be of a quality to give 1:1 replica.

361. Sessions House

It was **RESOLVED** that the Council authorise expenditure on legal advice to ensure that they fulfilled their original intention of registering the Sessions House as an asset specifically purchased for the people of Louth. This would ensure that in any future devolution 'deals' the property would not be subsumed into an asset register of a larger institution. Further that all the artwork, robes and charters that form the historical assets of the Town Council be included within this statement of intention. The Town Clerk to approach the original solicitors used to purchase the property to see if this intention had been written into the original purchase of the

building.

362. Closed Session Items

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) Old Mill House: It was **RESOLVED** to: i) Note the legal advice. ii) Pay the solicitors the unbilled fees. iii) Challenge the lease holder. iv) Give delegated authority to the Town Clerk to progress this matter.
- b) Community Apiary: It was **RESOLVED** in addition to the original decisions of the Council that i) The lease be initially 3 years with a further 5 years on satisfactory completion of the 3 years. ii) To allow Mr. Hamilton to develop/change the site to add facilities which encourage the specified use of the site e.g., hives, sheds, fences etc., on the proviso that Mr. Hamilton informs the Council of his plans and ensures that any other relevant permissions (such as planning permission) are in place. iii) That prior consent should be sought from the Council for all signage on the site. iv) That it should be written into the lease that the Council are not responsible for the land should damage occur to it, the lessee should be responsible for this and annually should produce relevant documentation to evidence their insurance to the Council. v) That the land should be returned to its original state upon cessation or termination. vi) That the Town Clerk be given delegated authority to progress the production of the lease and that it be duly signed by the Mayor and/or the Chairman of Community Resources.

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

The Meeting Closed at 8.27pm.

Signed _____ (Chairman) Dated _____

02-11-20 PERS MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PERSONNEL COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 11th FEBRUARY 2020**

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

Councillors: Mrs. E. Ballard (EB), S Crew (SC), Mrs. S.E. Locking (SEL) and D. Wing (DEW).

Councillors not present: None

The Town Clerk, Mrs. L.M. Phillips, Town Clerk's Assistant, Mrs. M. Vincent and Cllrs. AL and GEH were also present.

350. Apologies for Absence
None.

351. Declarations of Interest / Dispensations
None.

352. Minutes
It was **RESOLVED** that the notes of the Personnel Committee Meeting held on 10th December 2019 be approved as the Minutes.

353. Town Clerk's Remarks
The Town Clerk drew Councillors attention that the Mayor's Serjeant had been quite unwell and that he had approached her with regards the need to replace him at some point in the future. The Clerk also reported that she had booked herself onto a pensions course and would take the van to travel to the location.

354. Review of Council Documents
The Committee reviewed and **RESOLVED** to adopt the following Council documents:

- a. Drugs and Alcohol Policy and Procedure
- b. Lone Working Policy
- c. Use of Council Email/Internet Policy and Procedure
- d. Councillor/Employee Protocol
- e. Safeguarding Policy
- f. Health and Safety Policy

The following two policies were reviewed and adopted but Cllr. Mrs. JMS felt that further revisions might be in order and so it was agreed that she would look into the matter and bring back documentation for consideration.

- g. Sickness Absence Policy
- h. Recruitment and Selection Policy

The Meeting Closed at 9.02pm.

Signed _____ (Chairman)

Dated _____

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