

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 and its Planning Committee which will be held on Tuesday 28th July 2026 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. If possible, please provide written representation rather than attending in person.

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 23rd Day of July 2026

AGENDA

TOWN COUNCIL

(Chairman: Cllr. Mrs. K. Parsons, Vice Chairman: Cllr. P. Starsmore, Membership: All Cllrs.)

1. Apologies for Absence

To receive 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. Reports/Updates from District and County Councillors

4. Minutes

To approve as a correct record the notes of the Council Meetings held on 9th June 2026 and 30th June 2026.

5. Committee Minutes

To confirm receipt of the minutes and adopt resolutions contained therein of the Planning Committee meeting held on 9th June 2026.

6. Equality and Diversity Policy

Council to review the above and approve for continued use, noting that there are no suggested amendments.

7. LALC AGM

Council to receive a report on the above. (Attached).

8. LALC Summer Conference

Following attendance by Cllr. Mrs. JP, Council to receive a report on the above. (Attached).

9. Morrisons

Council to receive notes of the walkaround held with Morrisons on 14th July 2026. (Attached).

10. Town Centre Retail Working Group

Council to receive an update from the above (attached) and resolve upon proposals included therein.

11. Council Tablets

Following discussion on 30th June when Council resolved to accept, in principle, a quote for the supply of tablets, dependent upon the answer to 3 questions, Councillors to receive the responses and indicate if they would like a keyboard with their tablet.

12. Financial Matters:**a. Bank Balances**

Council to note bank balances as follows:

- i. Lloyds Treasurers Account (balance on statement 3 at 30th June 2026) – £332,380.10
- ii. Lloyds Deposit Account (balance on statement 3 as at 30th June 2026) – £166,652.51
- iii. NS and I Account (balance on last statement, numbered 15 as at 18th February 2026) – £114,560.77.

b. Orders for Payment

Council to approve the attached list of payments made in June 2026. (Attached).

13. Rural Market Town Group

Council to nominate a Councillor to act as its Young People's Representative on the above.

14. Co-option

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

15. Next Meeting

To note that the next scheduled meeting of the Town Council will take place on 25th August 2026.

PLANNING COMMITTEE**(Chairman: Cllr. P. Starsmore, Vice Chairman: Cllr. D. Moore, Membership: All Cllrs.)****1. Apologies for Absence**

To receive 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 30th June 2026. (Attached).

4. Applications received by the Local Planning Authority

To consider and make observations/ratify comments already submitted by the Planning Working Group to meet deadlines, on all planning applications received including those listed in the schedule (PA/Schedule 07-28-26). (Attached).

5. Planning Correspondence

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

6. Proposed Work to Trees

Committee to consider commenting on the following proposed works to trees:

- a. Proposals:** T1 - Silver Birch - Crown raise to gain a height of at least 3m. T2 - Silver Birch - Crown raise to gain a height of at least 3m. T3 - Silver Birch - Crown raise to gain a height of at least 3m. T4 - Silver Birch - Crown raise to gain a height of at least 3m. T5 - Hazel - Crown raise over parking bays to gain a height of 2m and 1m from the top of fence. T6 - Silver Birch - Target prune old stub cuts. T7 - Silver Birch - Crown raise to a height of 3m. Remove branches from beneath lamp. T8 - Silver Birch - Crown raise to gain a height of 3m. T9 - Silver Birch - Crown raise to gain a height of 3m. **Location:** 86 Church Street, LN11 9DD. **Reasons:** T1 - Silver Birch - To gain a height clearance of at least 3m. Chip

and remove. T2 - Silver Birch - To gain a height clearance of at least 3m. Chip and remove. T3 - Silver Birch - To gain a height clearance of at least 3m. Chip and remove. T4 - Silver Birch - To gain a height clearance of at least 3m. Remove deadwood. Chip and remove. T5 - Hazel - To gain a height clearance of 2m and 1m from top of fence. Chip and remove. T7 - Silver Birch - To gain a height clearance of at least 3m. Remove branches beneath lamp. Chip and remove. T8 - Silver Birch - To gain a height clearance of at least 3m. Chip.

- b. Proposals:** T1 – Holly – Remove to ground level. T2 – Silver Birch – Remove to ground level. T3 – Yew – Reduce height from 13m to 10m. Reduce canopy radius from 6m to 3m from the main stem back to viable secondary growth points and following natural flowing lines. T4 – Beech – Reduce lateral spread only over neighbours drive from 9m to 6m cutting back to viable secondary growth points.
Location: 5 St. Mary's Lane, LN11 0DU. **Reasons:** T1 – Holly – Tree is in decline and affecting the old boundary wall. T2 – Silver Birch – Tree is dead standing. T3 – Yew – Tree is overpowering that part of the garden and is encroaching the land and driveway. T4 – Beech – Tree has lean over neighbours driveway, this will reduce the weight and stop debris dropping on their drive.
- c. Proposals:** T1 – Yew – Reduce to approx. 10 feet – Prune back to clear. G1 – Laurels, Ivy, Cypress – Reduce to previous heights, prune back. **Location:** 35A St. Mary's Lane, LN11 0DU. **Reasons:** T1 – Yew – Prune back to clear phone lines/around street lighting and also low over pathway. G1 – Laurels, Ivy, Cypress – Prune back so not over driveways.

7. Conservation Area Appraisal

Councillors to receive a report (attached) on the meeting and walkaround held recently regarding the above with Irving Patrick Consulting.

8. Next Meeting

To note that the next scheduled meeting of the Planning Committee will take place on 25th August 2026.

PERSONNEL COMMITTEE

(Membership: Cllrs. Mrs. JMS, Mrs. EB, GEH, JB, JD, PS, DM)

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 Meetings held on Tuesday 12th May 2026 and Thursday 28th May 2026

4. Mayor's Serjeant

Committee to discuss arrangements to fill the above vacant position.

5. 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:

- Holiday – Committee to receive an update from the Town Clerk.
- Sickness – Committee to receive an update from the Town Clerk.
- Accidents – Committee to receive an update from the Town Clerk.

6. Next Meeting

To note that the next meeting of the Personnel Committee is scheduled to take place on 27th October 2026.

06-09-26 TC MINS

**MINUTES OF THE EXTRAORDINARY MEETING OF LOUTH TOWN COUNCIL
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 9th JUNE 2026**

The Mayor, Cllr. Mrs. K. Parsons (Mrs. KP) (in the chair).

Councillors present: T. Ball (TB), Mrs. E. Ballard (Mrs. EB), J. Baskett (JB), J. Drake (JD), H. Filer (HF), D. Hobson (DH), G.E. Horton (GEH), Mrs. H. Hunt (Mrs. HH), Mrs. J. Makinson-Sanders (Mrs. JMS), D. Moore (DM), P. Starsmore (PS), H. Steer (HS), T. Tapsfield (TT).

Councillors not present: D.E. Wing (DEW).

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

T19. Apologies for Absence

Apologies for absence were received from Cllr. DEW

T20. Declarations of Interest / Dispensations

There were no declarations of interest made.

T21. Minutes

It was proposed, seconded and **RESOLVED** that the notes of the Council Meeting held 26th May 2026 be approved as the minutes.

T22. Annual Governance and Accountability Return (AGAR) 2025/26

On a recommendation from the Council's Financial Overview Working Group, it was proposed, seconded and **RESOLVED** as follows:

- a. To receive and note the contents of a report from the Town Clerk.
- b. To receive the report of the internal auditor and note that no matters of concern were highlighted.
- c. To approve the completion of the Annual Governance Statement (Section 1 of the AGAR) for the financial year 2025/26, placing ticks in all yes boxes except number 9 where n/a should be ticked and approve signing by the Chairman and Town Clerk.
- d. To receive the Statutory Balance Sheet for the year ended 31st March 2026 and authorise signing by the Chairman and Responsible Financial Officer.
- e. To note the Income and Expenditure Account for the year ended 31st March 2026, previously received and approved by the Governance and Finance Committee on 12th May 2026.
- f. To note the Asset Register for the year ended 31st March 2026, previously received by Council on 24th March 2026.
- g. To approve the bank reconciliation required for submission with the AGAR for the year ended 31st March 2026, bank balances at 31st March 2026 previously noted by the Governance and Finance Committee on 12th May 2026.
- h. To approve the Accounting Statements (Section 2 of the AGAR) for the financial year 2025/26 and authorise signing by the Chairman.
- i. To note that the period for the exercise of public rights must include the first 10 working days of July, must be at least 30 consecutive working days long, must commence as soon as reasonably possible after approval of the AGAR, and with this in mind, it was proposed, seconded and **RESOLVED** that the period for the exercise of public rights be set from Thursday 11th June to Wednesday 22nd July 2026.

T23. LALC AGM

Council noted that the above would take place by Zoom on Thursday 9th July from 6.30pm, commencing with guest speaker Cllr. Sean Matthews, leader of LCC, addressing delegates. It was proposed, seconded and **RESOLVED** that Cllr. Mrs. KP would attend as a representative of LTC.

T24. LALC Summer Conference

Council noted that LALC's Summer Conference would take place on Tuesday 14th July at the Epic Centre, Lincolnshire Showground from 9.30am to 4pm. After discussion, it was proposed, seconded and **RESOLVED** that Cllrs. TB, GEH, DM, PS and HS would attend on behalf of LTC.

T25. Next Meeting

It was noted that the date of the next scheduled Town Council meeting was 30th June 2026.

The Meeting Closed at 9.11pm.

Signed _____ (Chairman)

Dated _____

06-30-26 TC MINS

**MINUTES OF THE MEETING OF LOUTH TOWN COUNCIL
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 30th JUNE 2026**

The Mayor, Cllr. Mrs. K. Parsons (Mrs. KP) (in the chair).

Councillors present: J. Bakewell (JB), T. Ball (TB), Mrs. E. Ballard (Mrs. EB), J.K. Baskett (JKB), G. Cummings (GC), J. Drake (JD), H. Filer (HF), G.E. Horton (GEH), Mrs. H. Hunt (Mrs. HH), Mrs. J. Makinson-Sanders (Mrs. JMS), P. Matthews (PM), D. Moore (DM), P. Starsmore (PS), H. Steer (HS), I. Steer (IS), N. Steer (NS), T. Tapsfield (TT).

Councillors not present: D. Hobson (DH), D.E. Wing (DEW).

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. S. Chitauro-Adlard, Lincolnshire County Council (LCC) Councillors, T. Catton and N. Hastings, East Lindsey District Councillors (ELDC), R. Jackson and D. Hall, and five members of the public were also present.

Public Forum:

- A lady addressed the Council about a planning application which was due to be discussed at the upcoming Planning Committee meeting.

T26. Apologies for Absence

Apologies for absence were received from Cllr. DH.

T27. Declarations of Interest / Dispensations

The following declarations of interest were made:

- a. Cllr. TB – Item 14 as an acquaintance of two of the candidates for co-option.
- b. Cllr. JKB – Item 4 due to his wife working for the Dementia Group.
- c. Cllr. GEH – Any items relating to ELDC as a member of ELDC.
- d. Cllr. Mrs. JMS – Any items relating to ELDC as a member of ELDC.
- e. Cllr. HS – Item 14 as a relation of two of the candidates for co-option.
- f. Cllr. TT – Item 9 due to employment at another local supermarket.

T28. Town Clerk's Remarks

The Town Clerk informed the Council that:

- LCC had kindly installed a temporary fix to the hole in the ramp near the toilets at Hubbard's Hills.
- Reports had been received of rodents in the car park at The Sessions House. The Town Clerk assured the Council that the situation was being monitored, and pest control would be contacted if necessary.
- Arrangements regarding the Park Avenue Play Park were progressing and the area that the Council would take ownership of had been agreed. The Council's solicitors estimated that their fees would be between £2,000 and £3,500 plus VAT, which included: a review of the property file; raising of enquiries and consideration of replies; the consideration and negotiation of contract; the preparation and negotiation of the transfer and lease; liaising with third parties; reporting to the Town Clerk throughout the process; attending the completion and; post completion formalities. Searches were to be undertaken and in the process of being agreed, for which a separate payment would be made.
- Following the previous meeting, the Town Clerk had emailed the firm undertaking an appraisal of the Conservation Area and it had been confirmed that a walkaround/meeting would be held, with dates and times to be decided.
- Communications around Old Mill House were ongoing.
- May's list of payments, along with the Council's bank balances at 31st May 2026, had not been included with the meeting's agenda and were tabled as follows:

Payment Ref	Supplier/Payee	Description	Payment Total	Date Paid
DC18	Aford Awards Ltd	Arms of Town x2	92.00	12/05/26
PC8	Trotters Traders	Cem supplies	29.99	15/05/26
SC2	Lloyds	Service charge	8.50	19/05/26
PC9	Morrisons	Card for PFW	2.00	20/05/26
DDAWSH2	Anglian Water Business	SH water	8.00	20/05/26
DDAWCEM2	Anglian Water Business	Cem water	36.00	20/05/26
DDEONCH2	E.On Next	St. James' Electric	115.20	20/05/26
DDEONCEM2	E.On Next	Cem electric	160.38	20/05/26
DDEDFSH2	EDF Energy	SH gas	171.22	20/05/26
DDEONSH2	E.On Next	SH electric	377.46	20/05/26
DDAWHH2	Anglian Water Business	HH water	403.00	20/05/26
DDEONHH2	E.On Next	HH electric	51.98	21/05/26
OP704	ACB Machinery & Servicing	Mower repairs	715.10	22/05/26
OP705	Glendale Countryside Ltd	HH & Cem grass cutting	3,149.10	22/05/26
OP706	MG Ubique Ltd	HH tree	1,800.00	22/05/26
OP707	Rodden & Cooper Ltd	SH repair work	5,772.98	22/05/26
OP708	Paul Riddel Skips	HH skip	300.00	22/05/26
OP709	GBM Waste Management	Cem skip & bin bags	290.56	22/05/26
OP710	Warwood Interments Ltd	Gravedigging	450.00	22/05/26
OP711	Rialtas Business Solutions Ltd	Financial y/e closedown	1,176.00	22/05/26
OP712	Louth Building Supplies	Cem supplies	28.34	22/05/26
OP713	John Darke Ltd	Fuel	144.97	22/05/26
OP714	LALC	Training	318.00	22/05/26
OP715	GRS Electrical Services Ltd	PAT testing	197.88	22/05/26
OP716	Wilkin Chapman LLP	Legal fees	1,334.40	22/05/26
OP717	PEAC (UK) Ltd	Photocopier May-Aug	328.51	22/05/26
OP718	Allinson Print Ltd	Stationery	62.35	22/05/26
OP719	SCIS UK Limited	IT assistance	96.00	22/05/26
OP720	IT@Spectrum Limited	Printing fees	64.50	22/05/26
OP721	D. Hobson	Civic expenses & travel	265.34	22/05/26
OP722-725	Staff payments	Staff payments	7,146.25	22/05/26
OP726	HMRC	PAYE/NIC	2,336.12	22/05/26
OP727	LCC Pension Fund	Pensions	2,274.77	22/05/26
PC10	All Occasions	Flowers for MS	40.00	26/05/26
DDTEMKT2	Total Energies	Market Place electric	30.22	29/05/26
DD1COMSH2	Onecom	SH 2 x phone line & wifi	86.44	29/05/26

Bank Balances

Council to note bank balances as follows:

- i. Lloyds Treasurers Account (balance on statement 2 at 29th May 2026) – £351,808.12
- ii. Lloyds Deposit Account (balance on statement 2 as at 29th May 2026) – £166,652.51
- iii. NS and I Account (balance on last statement, numbered 15 as at 18th February 2026) – £114,560.77.

T29. Reports/Updates from District and County Councillors

- a. ELDC Cllr. R. Jackson reported that ELDC was scrutinising destination management. She asked Councillors to encourage any young community groups they were aware of to apply for ELDC's Councillor Grants. She also advised that the Memory Support Service was due to receive cuts and that ELDC would investigate the impact.
- b. ELDC Cllr. D. Hall informed the Council that the planning application for the proposed housing development at Fanthorpe Lane was scheduled for consideration on Thursday. Cllr. Mrs. KP confirmed that two LTC Cllrs. were due to speak at the meeting. ELDC Cllr. Hall also advised that there was an upcoming ELDC scrutiny regarding building renewables.
- c. Speaking in her capacity as an ELDC Councillor, Cllr. Mrs. JMS reported that LCC were introducing a booking system for Louth Household Waste Recycling Centre without consultation. She expressed concern that the new system might not be easily accessible for elderly residents and could lead to an increase in fly-tipping. She then went on to advise that the Partnership had achieved its goal of saving £46m in five years, rather ten years as originally projected. She reported that the beacon at the zebra

crossing on Ugate was still awaiting refurbishment and queried the continued closure of Lincoln Road outside Thorpe Hall as its initial four-day closure had lapsed despite there being no apparent works taking place. Cllr. Mrs. JMS went on to inform the Council that work to Enginegate Walk had been undertaken by LCC and questioned whether LCC were taking ownership of the area. She noted that Vital and Viable consultation in Louth had received excellent feedback from councillors. She stated that, despite a 2% increase in market productivity, traders were unhappy and advised that ELDC's scrutiny on car parking had concluded. Finally, she informed Council that the local dementia group was struggling to afford the room hire costs at the Trinity Centre, she thought ELDC would pick up the bill.

- d. LCC Cllr. T. Catton reassured Cllr. Mrs. JMS that the beacon on Ugate crossing was due to be reinstalled imminently.
- e. LCC Cllr. N. Hastings shared that, after receiving complaints, the drains at Aswell Street were scheduled to be cleared in the upcoming week. He also advised that he had spoken to Cllr. Mrs. JMS regarding faulty streetlights, and confirmed that they were due to be repaired, along with work to the wooden stanchions on Riverhead Bridge. In addition, Cllr. N. Hastings informed the Council that Louth Academy were still awaiting the installation of two bus stops outside the Louth Hospital but hoped that they would be installed in the autumn after the necessary assessment works had been completed. Cllr. Mrs. EB brought Cllr. N. Hastings' attention to the potholes on Crowtree Lane, Cllr. N. Hastings assured that he was aware of the issues.

T30. Minutes

The Town Clerk notified the Council that there was a mistake on the agenda, the notes of 26th May 2026 having already been approved.

T31. Committee Minutes

It was proposed, seconded and **RESOLVED** to confirm receipt of the minutes and adopt the resolutions contained therein of the following Committee Meetings:

- a. Planning Committee – 14th April 2026
- b. Planning Committee – 12th May 2026
- c. Governance and Finance Committee – 12th May 2026
- d. Personnel Committee – 14th April 2026

T32. Annual Town Meeting Minutes 2025/26

The Council received the notes of the Annual Town Meeting held on 28th April 2026. Council discussed empty properties in the town centre and whether there was anything it could do about them. It was mooted that this was perhaps something that the Town Centre Retail Working Group could look into, perhaps a register of ownership was required and/or pressure needed to be applied to brands/a list of empty premises compiled. It was agreed to include the Annual Town Meeting, its focus and future on a future agenda.

T33. Working Groups

Councillors received a schedule containing the terms of reference for Working Groups, it was then proposed, seconded and **RESOLVED** to re-establish the Working Groups as per the schedule with the following membership/amendments:

- a. **Town Centre Retail Working Group**
 - i. Members in 2026/27: Cllrs. DM, HF, KP, TT, PS and HS with Mrs. JMS to act as a liaison between LTC and ELDC when necessary or if required.
- b. **Events**
 - i. Members in 2026/27: Cllrs. Mrs. KP, PS, HF, DM and JKB.
- c. **Past Mayors**
 - i. Members in 2026/27: Cllrs. Mrs. KP, Mrs. EB, JKB, DH, GEH, Mrs. JMS and DEW.
- d. **Rural Town Market Group**
 - i. Representatives in 2026/27: The Town Clerk and Older People's Representative Mrs. EB. Young people's representative to be deferred.
- e. **Floral Enhancement/Lovely Louth**
 - i. Members in 2026/27: Cllrs. Mrs. KP, PS and JKB, with JD and Mrs. EB to volunteer as and when required.
- f. **Speed Awareness**
 - i. Members in 2026/27: Cllrs. Mrs. KP, TB, PS and DM. Cllr. TB to undertake some research and group to bring recommendation back to Council.
- g. **Asset Review Group**

- i. Members in 2026/27: Cllrs. Mrs. KP, Mrs. EB, GEH, PS, DM, Mrs. HH and Mrs. JMS.
- h. **Hubbard's Hills**
 - i. Members in 2026/27: Cllrs. Mrs. EB, JD, TT and PS with Cllr. Mrs. KP kept in the look as the Mayor.
- i. **Louth Town Plan**
 - i. Members in 2026/27: Cllrs. Mrs. KP, JKB, PS, HF, Mrs. JMS and TB.
- j. **Park Avenue Play Park**
 - i. Members in 2026/27: Cllrs. TB, JKB, HF, DM, Mrs. JMS, Mrs. KP and PS.

Further, it was proposed, seconded and **RESOLVED** that Working Groups were to report back to the Town Council at least twice annually.

T34. Correspondence Received

Council received correspondence from a resident neighbouring the property of 160 Eastgate, highlighting issues they were facing. Their concerns included the overgrown and deteriorating state of 160 Eastgate, which was causing water ingress in their hallway. They also highlighted the issue of parking at the front of the store, which had no clear markings for the two designated disabled bays and had subsequently led to too many motorists parking in the area, causing a dangerous environment for pedestrians and others on the road. The resident also detailed persistent issues with the noise from the fans used at the store, causing constant disturbance through the day and night. Furthermore, she was also concerned that the empty buildings at the rear of the store, were creating a hive for antisocial behaviour. Acknowledgement of the issues had previously been received during a meeting with the Town Council and the owners and the Town Council have been assured that the problems would be addressed as part of a redevelopment of the store which no longer seemed to be progressing. Cllr. TT had been in contact with the lady, who confirmed that ELDC Enforcement were aware of the issues and were investigating the noise complaints. It was proposed, seconded and **RESOLVED**, to write a strongly worded letter to Morrisons' local store and head office regarding the appearance of 160 Eastgate and parking, with ELDC and LCC to be copied in. It was mooted that the Speed Awareness Working Group could review parking issues.

T35. Lincolnshire Minerals and Waste Local Plan

Further to circulation of details of the above to Council via email, it was proposed, seconded and **RESOLVED** to make no comment on the plans.

T36. Easter Parade

Council received an update from Cllr. HF regarding her proposals for an Easter event to be held on Monday 29th March 2027, which aimed to create a family-friendly, community event encouraging participation from all ages, which would support businesses throughout the town. Council noted that the event may require road closures, traffic management measures, sound system provision, first aid support, volunteer stewards, and sponsorship opportunities. It was proposed, seconded and **RESOLVED** that the Council 1) agreed in principle to hold the Easter Parade and Bonnet Competition - granting delegated authority to the Events Working Group to progress planning and delivery of the event, 2) gave delegated authority to the Town Clerk to incur expenditure from the EMR Events budget head in liaison with the Events Working Group and 3) Councillors agreed to assist, support and promote the event and planning however possible.

T37. Town Centre Retail Working Group

Council received notes from the Town Centre Retail Working Group following its recent meeting to discuss town centre development. Topics included the water network, progress on the Louth Town Plan, a potential market stall to promote Louth Town Council and tourism, ELDC Shop Front grants, improving the appearance of vacant shopfronts, the use of unused space in the town centre for outdoor seating, car parking charges, and the production of a tourist booklet. It was proposed, seconded, and **RESOLVED** to approve a trial market stall to promote the Council and engage with residents.

T38. Closed Session

At 8.34pm upon a proposal from Cllr. HF, seconded by Cllr. Mrs. HH, it was **RESOLVED** 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, the information being of a commercial and confidential nature in regard to:

- a. Sessions House key holding – following consideration of a report and quotations, it was proposed, seconded and **RESOLVED** to appoint Static Security Services as the Council's key holders/emergency response provider.
- b. Council tablets – upon receipt of a report and reviewing quotes, it was proposed, seconded and

RESOLVED to agree in principle to accept SCIS's quote provided that the price included the installation and configuration of antivirus software, SCIS held the Cyber Essentials accreditation and that keyboards could be provided.

At 8.56pm it was proposed, seconded and **RESOLVED** to move out of closed session.

T39. Co-option

Applications for co-option were considered and Councillors received presentations from the five applicants and asked questions which they felt were pertinent to the candidate's potential role on the Council. It was proposed, seconded and **RESOLVED** that the five applicants should be co-opted onto Louth Town Council as follows:

- a. Mr. J. Bakewell (JB) – Priory Ward.
- b. Mr. N. Steer (NS) – Priory Ward.
- c. Miss I. Steer (IS) – St. Margaret's Ward.
- d. Mr. P. Matthews (PM) – Trinity Ward.
- e. Mr. G. Cummings (GC) – St. Mary's Ward

The five each signed a Declaration of Acceptance of Office and joined the Council meeting.

T40. Next Meeting

It was noted that the date of the next scheduled Town Council meeting was 28th July 2026.

The Meeting Closed at 9.55pm.

Signed _____ (Chairman)

Dated _____

Louth Town Council

EQUALITY AND DIVERSITY POLICY

Our commitment

Louth Town Council is committed to providing equal opportunities in employment and to avoiding unlawful discrimination.

This policy is intended to assist the council to put this commitment into practice. Compliance with this policy should also ensure that employees do not commit unlawful acts of discrimination.

Striving to ensure that the work environment is free of harassment and bullying and that everyone is treated with dignity and respect is an important aspect of ensuring equal opportunities in employment.

The law

It is unlawful to discriminate directly or indirectly in recruitment or employment because of age, disability, sex, gender reassignment, pregnancy, maternity, race (which includes colour, nationality, caste and ethnic or national origins), sexual orientation, religion or belief, or because someone is married or in a civil partnership. These are known as "protected characteristics".

Discrimination after employment may also be unlawful, e.g. refusing to give a reference for a reason related to one of the protected characteristics.

Louth Town Council will not discriminate against or harass a member of the public in the provision of services or goods. It is unlawful to fail to make reasonable adjustments to overcome barriers to using services caused by disability. The duty to make reasonable adjustments includes the removal, adaptation or alteration of physical features, if the physical features make it impossible or unreasonably difficult for disabled people to make use of services. In addition, service providers have an obligation to think ahead and address any barriers that may impede disabled people from accessing a service.

Types of unlawful discrimination

Direct discrimination is where a person is treated less favourably than another because of a protected characteristic.

In limited circumstances, employers can directly discriminate against an individual for a reason related to any of the protected characteristics where there is an occupational requirement. The occupational requirement must be crucial to the post and a proportionate means of achieving a legitimate aim.

Indirect discrimination is where a provision, criterion or practice is applied that is discriminatory in relation to individuals who have a relevant protected characteristic such that it would be to the detriment of people who share that protected characteristic compared with people who do not, and it cannot be shown to be a proportionate means of achieving a legitimate aim.

Harassment is where there is unwanted conduct, related to one of the protected characteristics (other than marriage and civil partnership, and pregnancy and maternity) that has the purpose or effect of violating a person's dignity; or creating an intimidating, hostile, degrading, humiliating or offensive environment. It does not matter whether or not this effect was intended by the person responsible for the conduct.

Associative discrimination is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic.

Perceptive discrimination is where an individual is directly discriminated against or harassed based on a perception that they have a particular protected characteristic when they don't, in fact, have that protected characteristic.

Third-party harassment occurs where an employee is harassed and the harassment is related to a protected characteristic, by third parties.

Victimisation occurs where an employee is subjected to a detriment, such as being denied a training opportunity or a promotion because they made or supported a complaint or raised a grievance under the Equality Act 2010, or because they are suspected of doing so. However, an employee is not protected from victimisation if they acted maliciously or made or supported an untrue complaint.

Failure to make reasonable adjustments is where a physical feature or a provision, criterion or practice puts a disabled person at a substantial disadvantage compared with someone who does not have that protected characteristic and the employer has failed to make reasonable adjustments to enable the disabled person to overcome the disadvantage.

Equal opportunities in employment

The council will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline and selection for redundancy.

Recruitment

Person and job specifications will be limited to those requirements that are necessary for the effective performance of the job. Candidates for employment or promotion will be assessed objectively against the requirements for the job, taking account of any reasonable adjustments that may be required for candidates with a disability. Disability and personal or home commitments will not form the basis of employment decisions except where necessary.

Working practices

The council will consider any possible indirectly discriminatory effect of its standard working practices, including the number of hours to be worked, the times at which these are to be worked and the place at which work is to be done, when considering requests for variations to these standard working practices and will refuse such requests only if the council considers it has good reasons, unrelated to any protected characteristic, for doing so. The council will comply with its obligations in relation to statutory requests for contract variations. The council will also make reasonable adjustments to its standard working practices to overcome barriers caused by disability.

Equal opportunities monitoring

The council will monitor the ethnic, sex/gender and age composition of the existing workforce and of applicants for jobs (including promotion), and the number of people with disabilities within these groups and will consider and take any appropriate action to address any problems that may be identified as a result of the monitoring process.

The council treats personal data collected for reviewing equality and diversity in accordance with the data protection policy. Information about how data is used and the basis for processing is provided in the council's privacy notices.

Dignity at work

The council has a separate dignity at work policy and sexual and general harassment policy concerning issues of bullying and harassment on any ground, and how complaints of this type will be dealt with.

People not employed by the council

Louth Town Council will not discriminate unlawfully against those using or seeking to use the services provided by the council.

You should report any bullying or harassment by suppliers, visitors or others to the council who will take appropriate action.

Training and prevention

The council will raise awareness of equal opportunities to those likely to be involved in recruitment or other decision making where equal opportunities issues are likely to arise and with all staff engaged to work at the council to help them understand their rights and responsibilities under the dignity at work policy and what they can do to help create a working environment free of bullying and harassment. It will take active steps to try to prevent third-party harassment of staff. If any third-party harassment of staff occurs, it will take steps to remedy any complaints and to prevent it happening again. Action may include warning the harasser about their behaviour, banning them from our premises, reporting any criminal acts to the police, and sharing information with other branches of the business.

Responsibilities

All employees and councillors are required to assist the council to meet its commitment to provide equal opportunities in employment and avoid unlawful discrimination.

Grievances

If you consider that you may have been unlawfully discriminated against, you should use the council's grievance procedure to make a complaint. If your complaint involves bullying or harassment, the grievance procedure is modified as set out in the dignity at work policy or sexual and general harassment policy.

Louth Town Council will take any complaint seriously and will seek to resolve any grievance that it upholds. You will not be penalised for raising a grievance, even if your grievance is not upheld, unless your complaint is both untrue and made in bad faith.

Monitoring and review

This policy will be monitored periodically by the council to judge its effectiveness and will be updated in accordance with changes in the law.

Information provided by job applicants and employees for monitoring purposes will be used only for these purposes and will be dealt with in accordance with relevant data protection legislation.

This is a non-contractual procedure which will be reviewed from time to time.

Lincolnshire Association Local Councils AGM
Wednesday 9th July 2026
Via Zoom
By Cllr. Mrs. K. Parsons

President Gary Ellis opened proceedings.

35 participants

Cllr. Matthews, Leader of Lincolnshire County Councillor was the keynote speaker.

Cllr. Matthews spoke of the imminent announcement of the local Gov't reorganisation, stating that he anticipates an answer w/c 13/7/26, but has no indication of the chosen model. He spoke of his concerns over the reduction in democracy as the volume of councillors reduces and there is a loss of front line contact. He also spoke of the need to take time to ensure the outcome is right. There will be elections in 2027.

He is proposing roadshows, by which local councils can say what they want to take over, and he mentioned Markets as an example of something that could be delegated. He asked that local councils are ready for those discussions with lists of what they want.

Cllr. Matthews opened up for questions which covered subjects such as fix my street, recording of empty homes, drains and flooding.

I asked if LCC are in conversation with Anglian Water about Louth's drains which are amongst the oldest in the county and we are continuously having issues. He said he would ask the two LCC Councillors to look into this issue.

The AGM followed and was a functional process. Gary Ellis resigned as President, a vote of thanks and presentation was made and Tony Howard appointed as incoming President.

An amendment was made to the constitution with a proposal to remove the role of Treasurer and appoint a financial committee. The proposal was carried.

LALC Summer Conference

14th July 2026

By Cllr. P. Starsmore

Councillors P. Starsmore, D. Moore, T. Ball, G. Horton and H. Steer attended the conference which is primarily aimed at Councillor development and gaining knowledge.

Various talking tables were available to attend to gain information, a maximum of 5 could be fitted in throughout the day. Talking table subjects were as follows:

District Council Election Teams
 District Council Monitoring Officers
 Unity trust – Re. Online banking
 Worknest – Re. risk assessment
 Worknest – Re. HR
 Aubergine – Re. Web and domain compliance
 SAAA – Re. The introduction of the digital AGAR in 2027
 Lincolnshire Local Access Forum – Re. footpaths
 Lincolnshire Armed Forces Friendly Councils
 Biodiversity
 CCLA – Re. making money work for you
 Cloudy IT – Re. Decoding modern technology
 Lincolnshire Emergency Planning and Business Continuity – Re. from plan to practice
 LCC Flood Resilience Programme – Re. Ground Water Telemetry devices installed in County
 LCC – Re. Highways
 LCC – Re. Active Travel
 Anglian Water – Re. bringing support to the heart of the community

Trade stands offering information on the above and other subjects were also present e.g.,

Eibe Play Ltd
 Lincolnshire and Rescue
 Online Playgrounds
 Hinckley and Rugby Building Society
 Kompan
 Lincolnshire Youth Association
 NHS Hearing and Sight
 Magna Radio
 NB Materials collected from these were given to the Clerk

It was an enjoyable and informative day and I would recommend future attendance by Councillors who could not attend this year.

For information, the elections team did indicate that a review of Louth Ward and Parish boundaries would be instigated in 2027.

Cllr. Mrs. EB notes from walkaround of Morrisons and 160 Eastgate 14/07/26

Attendees:

- Marc Green (Morrisons Head of Property Estates)
- Keith Heptinstall (Morrisons Store Operations Manager)
- Richard Jones (Morrisons Senior Property Manager (Maintenance))
- Amy Duffy (Savills)
- Mary Abbott (Louth Civic Trust)
- Jerry Gale (Louth Town Action Group)
- Angela Lord (162 Eastgate)
- Residents from 168, 166, 174, 176 and 170 Eastgate

Notes:

- Squatters, drug users and vandals around 160 and Orme Lane are having significant impact on neighbours.
- Savills are to manage 160 and its garden, along with the vacant buildings. Savills will be clearing 160's garden soon and have arranged for two surveyors to assess the house. There are currently no plans to sell the house.
- The vacant buildings are to be made secure until they have the funds to demolish them, despite the neighbours urging for their demolition sooner rather than later, in part due to health and safety issues caused by children climbing the roofs.
- Parking at the front of the store was discussed, as was the incident where an elderly member of the public was knocked down by a car reversing onto the road. New lines are to be painted and more signage to be installed. Morrisons are also looking at the CCTV to determine what area the current camera covers.
- EB suggested that the action list between Mrs. Lord and Marc Green is updated when works are completed, or if any changes are implemented, in order to allay fears from residents that Morrisons might abandon the project.

Town Centre Retail Working Group Update

There have been discussions with ELDC about potential funding streams with regard to Town Centre, focusing on Pride of Place and Shop Front Grants. The application process will open in Autumn this year. The group will bring proposals to the Council for taking some of these applications forward as more information becomes available.

As a side note, in our discussions, we have confirmed that Park Avenue Play Park will receive its funding once LTC legal process is complete on the land acquisition, and there is no threat to their grant while this process takes place.

Tour of Britian (British Cycling Event)

The Town Centre Retail Working Group has also been involved in discussions with regard to The Tour of Britain cycle race passing through Louth on 3rd September 2026.

This will be an excellent opportunity to promote Louth and potentially be a good opportunity for our local businesses.

ELDC are actively inviting public participation from individuals and local businesses. LTC has a role to play in the event too by engaging with the local community. It is also proposed that LTC host an event on the day in the Cornmarket/Market Place and that LTC encourage decoration and engagement through the town.

An LTC event is something that the Events Group will need to take on (there is some cross over of membership with the Town Centre Retail Group).

Cllr. Hastings has confirmed that he will have £300 that could be given to the Council.

It should also be noted that Councillors who wish to help with these groups are welcome to attend meetings and formal co-option can be looked at thereafter. If you are interested please speak to a current member.

Proposals:

- 1) In view of the short timescales approve delegated authority to the Town Clerk to incur expenditure from the Tourism budget in liaison with the Town Centre Retail Working Group and Events Working Group members.
- 2) Apply for the £300 funding from Cllr. Hastings to assist with preparation for the Tour of Britain event.

LTC Payments

June 2026

Payment Ref	Supplier/Payee	Description	Payment Total	Date Paid
DDEDFCEM2	EDF Energy	Cem gas	£13.75	04/06/26
PC11	Post Office	Stamps	£14.40	05/06/26
PC12	Trotters Traders	Dust sheets	£3.98	11/06/26
PC13	Post Office	Stamps	£14.40	11/06/26
PC14	Boyes	Office supplies	£5.34	11/06/26
DDEONHH3	E.On Next	HH Electric	£53.48	16/06/26
OP728	Foxhall Construction Ltd	Bunting, brackets & manhole	£1,193.40	16/06/26
OP729	GBM Waste Management	Cem waste	£225.76	16/06/26
OP730	Paul Riddel Skips	HH skip May & June	£600.00	16/06/26
OP731	Louth Building Supplies	HH supplies	£138.01	16/06/26
OP732	The Little Cleaning Co.	May cleaning	£356.16	16/06/26
OP733	SCIS UK Ltd	Anti-virus subscription 2026/27	£198.00	16/06/26
OP734	John Darke Ltd	May fuel	£109.26	16/06/26
OP735	Allinson Print Ltd	Paper	£48.00	16/06/26
OP736	Smith of Derby Ltd	Work to St. James' Clock	£2,476.80	16/06/26
OP737	JD & KE Parsons	Mayor Making food/supplies	£130.49	16/06/26
OP738	Sylvester Keal Ltd	HH toilet and cleaning supplies	£289.44	16/06/26
OP739	MG Ubique Ltd	HH tree removal	£432.00	16/06/26
OP740	B.A. Bush & Son Ltd	Work to van	£118.01	16/06/26
OP741	ACB Machinery Ltd	Work to machinery	£1,407.18	16/06/26
DDEONCEM3	E.On Next	Cem electric	£65.31	17/06/26
DDEONCH3	E.On Next	St. James' Clock/Floodlight electric	£116.06	17/06/26
DDEONSH3	E.On Next	SH electric	£260.39	17/06/26
SC3	Lloyds	Service charge	£8.50	19/06/26
DDAWSH3	Anglian Water	SH water	£8.00	22/06/26
DDAWCEM3	Anglian Water	Cem water	£36.00	22/06/26
DDEDFSH3	EDF Energy	SH gas	£46.84	22/06/26
DDAWHH3	Anglian Water	HH water	£403.00	22/06/26
PC15	Halfords	Cem supplies	£15.99	22/06/26
PC16	Boyes	Batteries	£8.70	23/06/26
DDEDFCEM3	EDF Energy	Cem gas	£14.68	23/06/26
OP742	B.A. Bush & Son Ltd	Parts for mower	£14.76	25/06/26
OP743	The Little Cleaning Co.	June cleaning	£445.20	25/06/26
OP724-728	Staff payments	Staff payments	£8,155.30	25/06/26
OP729	HMRC	PAYE/NIC	£2,429.83	25/06/26
OP730	LCC Pension Fund	Pensions	£2,541.84	25/06/26
PC17	Specsavers	Eye test	£25.00	26/06/26
PC18	Morrisons	Office supplies	£2.50	30/06/26
DD1COMSH3	Onecom	SH 2x phone line & wifi	£85.79	30/06/26

06-30-26 PLAN MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 30th JUNE 2026**

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

Councillors present: J. Bakewell (JB), T. Ball (TB), Mrs. E. Ballard (Mrs. EB), J.K. Baskett (JKB), G. Cummings (GC), J. Drake (JD), H. Filer (HF), G.E. Horton (GEH), Mrs. H. Hunt (Mrs. HH), Mrs. J. Makinson-Sanders (Mrs. JMS), P. Matthews (PM), D. Moore (DM), Mrs. K. Parsons (Mrs. KP), H. Steer (HS), I. Steer (IS), N. Steer (NS).

Councillors not present: D. Hobson (DH), T. Tapsfield (TT), D.E. Wing (DEW).

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. S. Chitauro-Adlard and two members of the public were also present.

P14. Apologies for Absence

Apologies for absence were received from Cllrs. DH and TT.

P15. Declarations of Interest / Dispensations

The following declarations of interest were made:

- a. Cllr. GEH – Items 4, 5, 6 and 7 as a member of East Lindsey District Council (ELDC).
- b. Cllr. Mrs. JMS – Items 4, 5, 6 and 7 as a member of ELDC.
- c. Cllr. PS – Planning Application 3 as an acquaintance of the applicant.

P16. Minutes

It was proposed, seconded and **RESOLVED** that the notes of the Planning Committee Meeting held on 9th June 2026 be approved as the minutes.

P17. Applications received by the Local Planning Authority

The Committee considered all planning applications received, including those listed in the schedule (PA/Schedule 06-30-26) and it was proposed, seconded and **RESOLVED** as follows:

- a. 00766/26/FUL – to object on the grounds that concerns have been raised by Environmental Health, the work has been carried out without permission being sought, the location has a small court yard at the rear and very little ventilation and the Council is aware through District Councillors that the works are having a detrimental impact on other local people.
- b. To support all other applications.

NB: The Vice Chairman, Cllr. DM took the chair for the duration of discussions on Planning Application 3. Cllr. PS did not vote on Planning Application 3.

P18. Planning Correspondence

The Committee noted the following planning correspondence:

a. **ELDC Planning Decisions**

- i. ELDC approved – 00194/26/FUL – Planning Permission – 17 Cornmarket, LN11 9QA – LTC supported 24/03/26.
- ii. ELDC approved – 00588/26/RVC – Section 73 Application – The Old Wool Mart, LN11 9EZ – LTC supported 12/05/26.
- iii. ELDC approved – 00589/26/RVC – Section 19 Application – The Old Wool Mart, LN11 9EZ – LTC supported 12/05/26.
- iv. ELDC approved – 00251/26/RVC – Section 73 Application – 31 Horncastle Road, LN11 9LH – LTC supported 14/04/26.
- v. ELDC approved – 00568/26/FUL – Planning Permission – 101 Ugate, LN11 9HF – LTC supported 12/05/26.
- vi. ELDC approved – 00513/26/FUL – Planning Permission – 125 Crowtree Lane, LN11 0QW – LTC objected 12/05/26.

- vii. ELDC approved – 00496/26/LBA – Listed Building Consent – Former Assembly Hall, LN11 9YE – LTC supported 12/05/26.

b. Temporary Traffic Restrictions

- i. **Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Streetlight replacement.
Nature and Location of Restriction: Road Closure Order – St. Michael's Road (between Ashley Road and property number 30). St. Michael's Road (between property numbers 4 and 14).
Period of Restriction: 14/07/2026, 09:15 to 15:00 (restrictions to be implemented for 1 day as and when required during this period. Signage will be displayed in advance).
- ii. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: New water connection.
Nature and Location of Restriction: Road Closure Order – Chequergate (between Ugate and a point 40m east).
Period of Restriction: 20/07/26 – 22/07/26 (restrictions to be implemented for 3 days as and when required during this period. Signage will be displayed in advance).
- iii. **Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Illuminated sign installation.
Nature and Location of Restriction: No Waiting and No Loading at Any Time Order – Wellington Street (between James Street and Taveners Court).
Period of Restriction: 20/07/26 – 20/07/26, 09:00 to 14:00 (restrictions to be implemented for 1 day as and when required during this period. Signage will be displayed on site in advance).
- iv. **Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Carriageway preservation highways maintenance.
Nature and Location of Restriction: Road Closure Order – St. Bernard's Avenue (between property numbers 16 and 172). No Waiting and No Loading at Any Time Order – St. Bernard's Avenue (between property numbers 16 and 172).
Period of Restriction: 27/07/26 – 30/09/26, 07:00 to 17:00 (restrictions to be implemented for 1 day 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: Drainage.
Nature and Location of Restriction: Road Closure Order – Eastgate (between Priory Road and property number 155).
Period of Restriction: 27/07/26 – 28/07/26, 08:00 to 18:00 (restrictions to be implemented for 2 days as and when required during this period. Signage will be displayed on site in advance).
- vi. **Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Emergency – replacing broken footway blocks.
Nature and Location of Restriction: Emergency Link Footway Closure Order – link footway between Broadbank and Spaw Lane/Spout Yard (aka Enginegate Walk).
Period of Restriction: 22/06/26 – 26/06/26 (restrictions to be implemented for 5 days as and when required during this period. Signage will be displayed on site in advance).
- vii. **Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Emergency – repairs to failing retaining wall.
Nature and Location of Restriction: Emergency Road Closure Order – Kidgate (between Aswell Street and Lee Street).
Period of Restriction: 29/06/26 – 10/07/26, 09:15 to 15:00 (restrictions to be implemented for 10 days as and when required during this period. Signage will be displayed on site in advance).
- viii. **Organisation Responsible for Restriction:** OCU Group.
Reason for Restriction: Emergency – high voltage cable fault.
Nature and Location of Restriction: Emergency Road Closure Order – B1200 Lincoln Road (between A16 roundabout and a point 40m east).
Period of Restriction: 23/06/26 – 26/06/26 (restrictions to be implemented for 4 days as and when required during this period. Signage will be displayed on site in advance).
- ix. **Organisation Responsible for Restriction:** Lincolnshire County Council.

Reason for Restriction: Drainage maintenance/repairs.

Nature and Location of Restriction: Road Closure Order – B1200 Westgate (between Love Lane and Breakneck Lane).

Period of Restriction: 03/08/26 – 05/08/26, 08:00 to 18:00 (restrictions to be implemented for 3 days as and when required during this period. Signage will be displayed on site in advance).

- x. **Organisation Responsible for Restriction:** Anglian Water.

Reason for Restriction: Water mains repairs.

Nature and Location of Restriction: Road Closure Order – Monks Dyke Road (between Church Street and a point 40m east).

Period of Restriction: 06/08/26 – 07/08/26, 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).

c. **Enforcement**

- i. **Location:** 31 Horncastle Road, Louth, LN11 9LH. **Nature of Investigation:** Breach of condition 2 on application reference 03658/25/RVC concerning materials not been discharged and works begun. Determination of application 00251/26/RVC has confirmed that the breach of planning control has now been resolved. As such, no further action is to be taken by ELDC Planning Department.

P19. Proposed Work to Trees

It was proposed, seconded and **RESOLVED** to support the following proposed works to trees:

- a. **Proposals:** G6 – 2 Silver Birch – Deodar Cedar and 1 Atlas Cedar. Atlas Cedar – crown lift to between 4 and 5m. Reduce all branch lengths by 2-3m to restore shape. **Location:** 48 St. Mary's Park, LN11 0EF. **Reasons:** G6 – Atlas Cedar – many branches are interfering with street lighting; pavement access and some branches are very close to our own house windows and of those of our neighbours at no. 46 St. Mary's Park. All works recommended by Wolds Tree Works.

P20. Appeal under Section 78

The Committee noted that an appeal to the Secretary of State had been made against ELDC's decision to refuse planning permission reference 00119/26/RVC for the Section 73 application to remove condition 4 (holiday occupancy) previously imposed on planning permission ref. N/105/01511/24 for the change of use of existing land to use as a dog training/exercise area and change of use of stables to form 1 holiday let., relating to The Stables, 177 Horncastle Road, LN11 9QT. The Council's previous comments in objection to the application had been forwarded to the Planning Inspectorate for decision. After discussion, it was proposed, seconded and **RESOLVED** to uphold the Council's previous comments.

P21. Green Spaces

Cllr. JD raised his concerns over the lack of accommodation of green spaces in new housing developments, believing that the Council needed to encourage developers to provide and maintain more accessible green spaces on new estates. It was agreed to address the issue further at a later date.

P22. Next Meeting

It was noted that the next scheduled Planning Committee meeting would take place on 28th July 2026.

The Meeting closed at 10.20pm.

Signed _____ (Chairman)

Dated _____

Our Ref	Author-ity	Application No	Type	Applicant	Proposal	Location / Ward	Conserva-tion Area?	Previous LTC Comments	Planning Working Group Comments	Expiry Date for LTC Comments
1	ELDC	00723/26/RVC	Section 73 Application	Mr. K. Snape	Section 73 application to vary condition 1 (approved plans) previously approved under planning permission ref. no. 02463/25/RVC for the erection of 90 dwellings.	Westfield Park Development, Grimsby Road, Louth - North Holme Ward	No	New	Support.	29/07/2026
2	ELDC	00871/26/FUL	Planning Permission	British Garden Centres	Erection of a facilities building, indoor and outdoor racquet sport courts, parking and other associated works. Existing arbour feature to be demolished.	Louth Garden Centre, Legbourne Road, Louth, LN11 8LQ - St. Michael's Ward	No	New	Support.	30/07/2026
3	ELDC	00927/26/LBA	Listed Building Consent	Mr. and Mrs. Harrison	External alterations to existing dwelling to remove rear door and steps and replace with french doors and new steps. Existing side door to be bricked up and steps removed.	34 Westgate, Louth, LN11 9YH - St. James' Ward	Yes	New	Support.	03/08/2026
4	ELDC	00946/26/FUL	Planning Permission	D. Clark	Alterations to existing dwelling to provide 2no. replacement windows.	54B Aswell Street, Louth, LN11 9HP - Priory Ward	Yes	New	Support.	29/07/2026
5	ELDC	00993/26/ADV	Consent to Display	Michelle Dart (Lincolnshire Co-Operative Limited)	1no. internally illuminated freestanding floor mounted totem sign.	Lincolnshire Co-operative, Newbridge Hill, Louth, LN11 0JT - St. James' Ward	No	New	Support.	29/07/2026
6	ELDC	01018/26/FUL	Planning Permission	Mr. M. Casswell	Erection of 9no. dwellings with associated access, landscaping, drainage and infrastructure works on site of existing dwelling which is to be demolished (demolition commenced).	31 Horncastle Road, Louth, LN11 9LH - St. Mary's Ward	No	New	Defer to Committee.	30/07/2026
7	ELDC	01066/26/ADV	Consent to Display	Mr. R. Wadham	1no. non illuminated double sided free standing sign.	Unit A to B, North Holme Road, Louth, LN11 0HQ - North Holme Ward	No	New	Support.	31/07/2026
8	ELDC	01088/26/FUL	Planning Permission	British Garden Centres	Installation of 4no. canopies over existing external retail area.	Louth Garden Centre, Legbourne Road, Louth, LN11 8LQ - St. Michael's Ward	No	New	Not seen by PWG.	12/08/2026

PLANNING COMMITTEE 28th JULY 2026
PLANNING CORRESPONDENCE TO NOTE

1. ELDC Planning Decisions

- a. ELDC approved – 00709/26/FUL – Planning Permission – 35 Broadley Crescent, LN11 8AN – LTC supported 09/06/26.
- b. ELDC approved – 00715/26/FUL – Planning Permission – 5 Seymore Avenue, LN11 9EW – LTC supported 09/06/26.
- c. ELDC approved – 00619/26/FUL – Planning Permission – The Paddock, 23 Orchard Close, LN11 0BS – LTC supported 30/06/26.
- d. ELDC approved – 00717/26/FUL – Planning Permission – 113 – 115 Eastgate, LN11 9QE – LTC supported 09/06/26.
- e. ELDC approved – 00771/26/FUL – Planning Permission – 48 Westgate, LN11 9YD – LTC objected 09/06/26.
- f. ELDC refused – 00240/26/FUL – Planning Permission – 15 Commercial Road, LN11 7AA – LTC made no comment 14/04/26.

2. Temporary Traffic Restrictions

- a. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: Water mains repairs.
Nature and Location of Restriction: Road Closure Order – Grosvenor Crescent (between property numbers 2 and 6).
Period of Restriction: 10/08/26 – 12/08/26 (restrictions to be implemented for 3 days as and when required during this period. Signage will be displayed in advance).
- b. **Organisation Responsible for Restriction:** Cadent Gas.
Reason for Restriction: Gas mains replacement.
Nature and Location of Restriction: Road Closure Order – Aswell Street (between Kidgate and Newmarket); South Street (between George Street and Uppgate). No Waiting and No Loading at Any Time Order – Aswell Street.
Period of Restriction: 10/08/26 – 28/09/26 (restrictions to be implemented for 49 days as and when required during this period. Signage will be displayed on site in advance).
- c. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: Emergency – burst main.
Nature and Location of Restriction: Emergency Road Closure Order – Riverhead Road (between Eastfield Road and a point 50m north).
Period of Restriction: 30/06/26 – 06/07/26 (restrictions to be implemented for 7 days as and when required during this period. Signage will be displayed on site in advance).
- d. **Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Drainage.
Nature and Location of Restriction: Public Right of Way Closure Order – Louth PROW 1169/1 (between Stewton Lane and a point 50m south).
Period of Restriction: 17/08/26 – 27/09/26 (restrictions to be implemented for 28 days as and when required during this period. Signage will be displayed on site in advance).
- e. **Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Drainage.
Nature and Location of Restriction: Road Closure Order – Stewton Lane (between 350m and 450m east of Hawker Drive).
Period of Restriction: 17/08/26 – 27/09/26 (restrictions to be implemented for 28 days as and when required during this period. Signage will be displayed on site in advance).

- f. Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Gully emptying on assets.
Nature and Location of Restriction: No Waiting and No Loading at Any Time Order – Eastfield Road (between property number 217 and St. Bernard’s Avenue), Keddington Crescent, Wellington Street, Little Lane, Mount Pleasant Avenue and Schoolhouse Lane.
Period of Restriction: 17/08/26 – 17/08/26, 06:00 to 22:00 (restrictions to be implemented for 1 day as and when required during this period. Signage will be displayed on site in advance).
 - g. Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Emergency – repair to failing retaining wall.
Nature and Location of Restriction: Emergency Road Closure Order – Kidgate (between Aswell Street and Lee Street).
Period of Restriction: 29/06/26 – 09/08/26, 09:15 to 15:00 (end date amendment) (restrictions to be implemented for 10 days as and when required during this period. Signage will be displayed on site in advance).
 - h. Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Carriageway and drainage improvements.
Nature and Location of Restriction: Road Closure Order – Eastfield Road (between Park Row and Ticklepenny Lock Road).
Period of Restriction: 01/09/26 – 04/09/26 (restrictions to be implemented for 4 days as and when required during this period. Signage will be displayed on site in advance).
 - i. Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: New water connection.
Nature and Location of Restriction: Road Closure Order – Chequergate (between Upgate and a point 40m east).
Period of Restriction: 20/07/26 – 23/07/26 (end date amendment) (restrictions to be implemented for 4 days as and when required during this period. Signage will be displayed on site in advance).
- 3. Withdrawn**
 - a. Planning Reference:** 00772/26/LBA. **Location:** 48 Westgate, LN11 9YD. **Proposal:** Erection of a timber fence on a bridge (works completed). This application was withdrawn 06/07/26. Louth Town Council objected to this planning application 09/06/26.
 - 4. Enforcement**
 - a. Location:** Morrisons Supermarket, 156-158 Eastgate, Louth, LN11 9AB. **Nature of Investigation:** Unauthorised installation of cooling/ventilation equipment to the rear of the store. The matter has now been fully investigated and deemed that no breach of planning control has taken place. Planning permission was previously granted for the roof-mounted plant and fan units. The elevated noise levels are a result of a faulty component, which will be fixed once replacement parts are delivered.

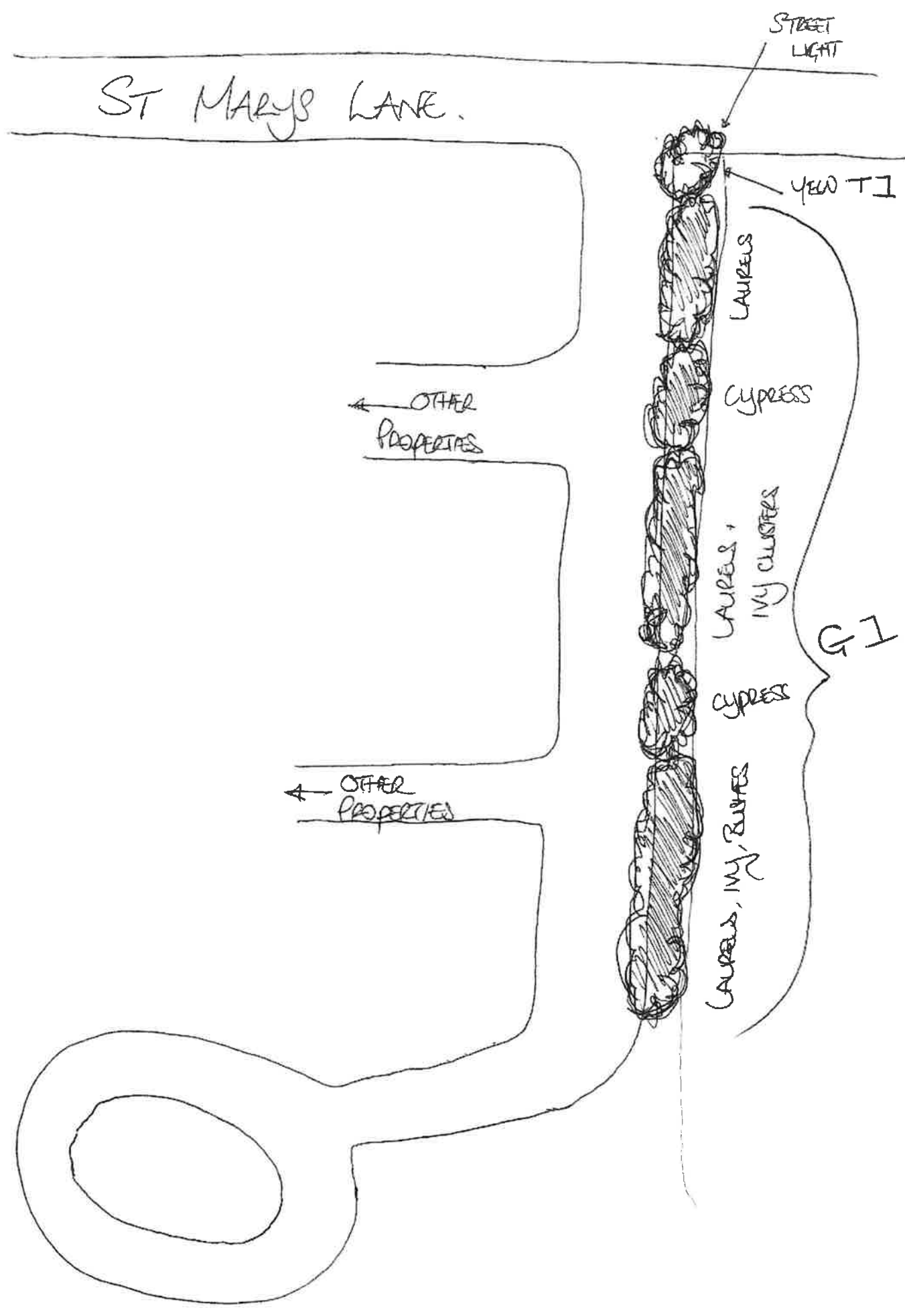


S St. Mary's Lane



35A ST. MARY'S LANE

35A



Conservation Area Appraisal

Report Re. Conservation Area Walkabout with Irving Patrick Consulting (IPC)

By Cllr. P. Starmore

IPC have been charged by ELDC to assess the conservation areas of 14 towns in the local Area.

On 9th July, Dale Trimble and Anne Irving from IPC met with Councillors Parsons, Makinson-Sanders, Drake, I. Steer, Starsmore and Tapsfield to primarily discuss concerns and thoughts about Louth Conservation area and then undertook a small walk around to highlight any areas of concern or interest that needed attention. Their remit is to come back to assess independently and produce a report for ELDC. It is also hoped that LTC will receive a copy of the draft report.

When further is heard Councillors will be asked to debate, if there are any points for discussion.

05-12-26 PERS MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PERSONNEL COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 12th MAY 2026**

Chairman, Cllr. Mrs. J. Makinson-Sanders (Mrs. JMS) (in the chair).

Councillors present: Mrs. E. Ballard (Mrs. EB), J. Baskett (JB), J. Drake (JD), G.E. Horton (GEH), Mrs. K. Parsons (Mrs. KP), P. Starsmore (PS).

Councillors not present: None.

Two members of the public, the Town Clerk, Mrs. L.M. Phillips and the Town Clerk's Assistant, Mrs. S. Chitauro-Adlard were also present.

H35. Apologies for Absence

There were no apologies for absence received.

H36. Declarations of Interest / Dispensations

There were no declarations of interest or requests for dispensations made.

H37. Minutes

It was proposed, seconded and **RESOLVED** that the notes of the Personnel Committee meeting held on 14th April 2026 be approved as the minutes.

H38. Closed Session Item

At 8.33pm upon a proposal by Cllr. Mrs. KP, seconded by Cllr. JD, it was **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 in order to discuss confidential information relating to a third parties in relation to **Personnel**:

- a. Vacancy for Maintenance Assistant/Gravedigger. After discussion, it was proposed, seconded and **RESOLVED** to invite four candidates for interview on Thursday 28th May, with members of the Personnel Committee to make up the interview panel and a Personnel Committee meeting to be called thereafter to resolve upon appointment.

At 8.59pm it was proposed, seconded and **RESOLVED** to move back into open session.

H39. Next Meeting

It was noted that the next Personnel Committee meeting would be take place Thursday 28th May 2026.

The Meeting Closed at 8.59pm.

Signed _____ (Chairman)

Dated _____

05-28-26 PERS MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PERSONNEL COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON THURSDAY 28th MAY 2026**

Chairman, Cllr. G.E. Horton (GEH) (in the chair).

Councillors present: Mrs. E. Ballard (Mrs. EB), J. Drake (JD), Mrs. J. Makinson-Sanders, Cllr. D. Moore,

Councillors not present: Cllrs. JB and PS

H40. Election of Chairman

In the absence of Cllr. Mrs. J. Makinson-Sanders it was proposed, seconded and **RESOLVED** that Cllr. GEH take the chair for the meeting.

H41. Apologies for Absence

Apologies for absence were received from Cllrs. JB and PS.

H42. Declarations of Interest / Dispensations

There were no declarations of interest or requests for dispensations made.

NB Cllr. Mrs. J. Makinson-Sanders arrived at 1.02pm.

H43. Closed Session Item

At 1.03pm upon a proposal by Cllr. Mrs. EB, seconded by Cllr. JD, it was **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 in order to discuss confidential information relating to third parties in relation to Personnel:

- a. Vacancy for Maintenance Assistant/Gravedigger.

Following interviews for the above position the Committee received recommendations from the interview panel and after discussion, it was proposed, seconded and **RESOLVED** to appoint Paul Heenan.

At 1.12pm it was proposed, seconded and **RESOLVED** to move back into open session.

H44. Next Meeting

It was noted that the next Personnel Committee meeting would be take place on Tuesday 28th July 2026.

The Meeting Closed at 1.13pm.

Signed _____ (Chairman)

Dated _____