

Louth Town Council

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

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To the Members of Louth Town Council:

You are hereby summoned to attend a meeting of Louth Town Council's Planning Committee and Personnel Committee, which will be held on Tuesday 10th September 2019 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.

Please note, 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.

LM Phillips

Mrs. L.M. Phillips

Town Clerk

Dated this 4th Day of September 2019

AGENDA

PLANNING COMMITTEE

(Chairman: Councillor Mrs. S. Crew, All Members)

1. **Apologies for Absence**
To note apologies where valid reasons for absence have been given to the Town Clerk at least one hour prior to the meeting.
2. **Chairman's Remarks**
3. **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.
4. **Minutes**
To approve as a correct record the notes of the Planning Committee meeting held on 13th August 2019.
5. **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 09-10-19).
6. **Planning Correspondence**
Committee to note planning decisions, enforcement complaints, appeal decisions, temporary road closures etc., as advised by the District and County Council.
7. **Next Meeting**
Committee to note that the date of the next scheduled Planning Committee meeting is 10th September 2019.

PERSONNEL

(Chairman: Councillor Mrs. J. Makinson-Sanders)

1. Apologies for Absence

To note apologies where valid reasons for absence have been given to the Town Clerk at least one hour prior to the meeting.

2. Declarations of Interest / Dispensations

To receive declarations of interest in accordance with the Localism Act, 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation received by the proper officer under section 22 of the Localism Act.

3. Minutes

To approve as a correct record the notes of the Personnel Committee meeting held on 21st May 2019.

Members of the public should note that the following items may require that the Committee move into closed session and should a resolution to this effect be passed members of the public and press will be required to leave the meeting.

4. Office Contact

Committee to discuss current position and consider future arrangements.

5. Appraisals

Committee to resolve upon arrangements for 2019/20.

6. Closed Session Item

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 item, information being of a confidential and sensitive nature in relation to personnel matters:

- a. **Staffing** – Committee to discuss current arrangements and future requirements.

7. Next Meeting

Committee to note that the date of the next scheduled Personnel Committee meeting is 10th December 2019.

08-13-19 PLAN MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 13th AUGUST 2019**

Present Councillor Sue Crew (SC) (in the chair).

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

Councillors not present: H. Filer (HF), G.E. Horton (GEH) and D. Jackman (DJ).

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

139. Apologies for Absence
Apologies for absence were received from Councillors HF, GEH and DJ.

140. Chairman's Remarks
None.

141. Declarations of Interest / Dispensations

The following declarations of interest were made:

- a. Cllr. DF – Planning application 14 as living near to the said property.
- b. Cllr. DJEH – All planning applications as a member of ELDC
- c. Cllr. Mrs. JMS – Agenda items 5, 6 and 7 as a member of ELDC and planning application 11 as a neighbour
- d. Cllr. AL – Planning application 2 as a neighbour and planning applications 5 and 6 as a fellow caterer.

142. Minutes

It was **RESOLVED** that the notes of the Planning Committee meeting held on 16th July 2019 be approved as the Minutes with the alteration (already made on the copy to be signed) that Cllr. DEW was present.

143. Applications received by the Local Planning Authority

The Committee considered all planning applications received, including those listed on the scheduled (PA/Schedule 08-13-19) and **RESOLVED** as follows:

- a. N/105/01246/19 – To continue to object as previously and would also question the ownership of the access.
- b. N/105/01244/19 – To object on the grounds that the replacement door is out of keeping and the use of uPVC is not acceptable in the conservation area.
- c. N/105/00621/19 – To continue to object on previous grounds.
- d. All other applications were supported.

144. Planning Correspondence

The Committee noted the following planning correspondence that had been received:

a. Planning Decisions:

- i) Refused - N/105/00941/19 - Planning Permission - The Paddocks, 114 Horncastle Road, LN11 9QT – LTC Supported.
- ii) Approved - N/105/00828/19 - Planning Permission - 127 Eastgate, LN11 9QE – LTC Supported.
- iii) Approved - N/105/01056/19 - Planning Permission - 7 Horncastle Road, LN11 9LB – LTC Supported.

b. LCC Temporary Traffic Restrictions:

- i) REASON FOR CLOSURE: Essential maintenance works
LOCATION: Swallow Drive
PERIOD OF CLOSURE: 16/09/2019 to 26/09/2019 (Closures to be implemented as & when required during this period, signage detailing accurate dates & times will be displayed on site in advance).

- ii) **REASON FOR CLOSURE:** Essential maintenance works by Utilities and Fibre Network Ltd
LOCATION: Wellington Street (Between Ramsgate Road and Woodlands/Taverners Court)
PERIOD OF CLOSURE: 08.00 Hrs to 17.00 Hrs 17/09/2019 (Closures to be implemented as & when required during this period, signage detailing accurate dates & times will be displayed on site in advance)

c. Enforcement Correspondence

- i) 12 Market Place, LN11 9PB – Confirmation that the Listed Building Enforcement Notice has been complied with.
- ii) N/105/02071 – Land adjacent 82 Eastfield Road – Confirmation that bird and bat boxes have been installed, as per condition set on Planning Permission.

d. Withdrawn Planning Applications

- i) N/105/01069/19 – 69 Brackenborough Road, LN11 0AD – Application to remove condition nos. 1 and 2 (occupancy condition) and No. 2 (occupancy condition) as imposed on N/105/870/06 - Withdrawn 1st August 2019.

145. Proposed Works to Trees in the Conservation Area

- a. It was **RESOLVED** to object to the proposal at 63 Broadbank re. T2 – Sycamore, T3 – Holly, G1 – Leylandii – Dismantle/fell to ground level and remove. **Reasons:** The Council would prefer to see the trees lopped or topped as opposed to the destruction of more trees in the town.
- b. It was **RESOLVED** to support the proposal at 100 Kidgate re. T1 – Lime – Fell. T2 – Fir – Remove branches on western boundary.

146. Next Meeting

The Committee noted that the date of the next scheduled Planning Committee meeting was 10th September 2019.

The Meeting Closed at 9.35pm.

Signed _____ (Chairman)

Dated _____

Our Ref	Authority	Applic ation No	Type	Applicant	Proposal	Location / Ward	Conservation Area?	Previous LTC Comments	WG Recommendations	Expiry Date for LTC Comments
1	ELDC	N/105/ 01244/19	Planning Permission	Mr. W. Shepherd	Extension to existing dwelling to provide a dining area and a glazed canopy. Alterations to include a replacement door on the front elevation. Amendment: Change in materials to extension and no longer replacing window on the front elevation.	32A Westgate, LN11 9YH - St. Mary's Ward	yes	Louth Town Council objected to this application on 13th August 2019 on the grounds that the replacement door is out of keeping and the use of uPVC is not acceptable in the conservation area.	Object, non-traditional materials in the Conservation Area.	11/09/19
2	ELDC	N/105/ 01254/19	Planning Permission	Mr. C. Nickerson	Change of use, conversion of and alterations to the existing former school hall (which is a listed building) to provide a dwelling and erection of a boundary wall to a maximum height of 2 metres. Amendment: Details of boundary wall included.	43 Westgate, LN11 9YE - St. Mary's Ward	yes	Louth Town Council supported this application on 13th August 2019.	Support	11/09/19
3	ELDC	N/105/ 01256/19	Listed Building Consent	Mr. C. Nickerson	Alterations to the existing former school hall to provide a dwelling including stud walls, moveable storage dividers and an upper level viewing platform and erection of a boundary wall to a maximum height of 2 metres. Amendment: Details of boundary wall included.	43 Westgate, LN11 9YE - St. Mary's Ward	yes	Louth Town Council supported this application on 13th August 2019.	Support	11/09/19
4	ELDC	N/105/ 01387/19	Planning Permission	Wilson & Co Kia Ltd	Extensions and alterations to existing garage workshop to provide a car showroom, valeting area and office on the site of existing buildings which are to be demolished and to erect 3no. 5 metre high lanterns.	Carzone, North Holme Road, LN11 0HQ - North Holme Ward	No		Support	11/09/19
5	ELDC	N/105/ 01398/19	Planning Permission	Mr. & Mrs. P. Swift	Alterations to the existing dwelling to provide replacement windows.	51 Aswell Street, LN11 9HW - Priory Ward	yes		Support	11/09/19
6	ELDC	N/105/ 01413/19	Planning Permission	Bowen Architects Ltd	Alterations to the existing dwelling to provide replacement windows.	63 Kidgate, LN11 9BT - Priory Ward	yes		Object, non-traditional materials in the Conservation Area.	11/09/19
7	ELDC	N/105/ 01453/19	Planning Permission	Mr. D. Pawson	Extension and alterations to existing dwelling to provide an enlarged kitchen and snug with an additional bedroom on the first floor.	13 Cedar Close, LN11 0EH - St James Ward	No		Support	11/09/19

Our Ref	Authority	Applic ation No	Type	Applicant	Proposal	Location / Ward	Conservation Area?	Previous LTC Comments	WG Recommendations	Expiry Date for LTC Comments
8	ELDC	N/105/ 01504/19	Planning Permission	Mr. L. Penn	Extensions and alterations to existing bungalow to provide an enlarged kitchen/diner, bedroom and porch/utility and to provide 2no. additional bedrooms, w.c., erection of a detached single garage and relocation of existing summer house on the site of an existing attached garage which is to be removed.	21 Stewton Lane, LN11 8SB, St. Michael's Ward	No		Support	12/09/19
9	ELDC	N/105/ 01502/19	Planning Permission	Mr. T. Carter	Change of use and conversion of the existing chiropractic clinic to form offices (works completed).	133 Eastgate, LN11 9QE, St. James' Ward	Yes	New	Support	23/09/19

05-21-19 PERS MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PERSONNEL COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 21ST MAY 2019**

Present The Mayor, Councillor (FWPT) (in the chair).

Councillors: Mrs. E. Ballard (EB), Mrs. J. Makinson-Sanders (JMS), Mrs. S.E. Locking (SEL), Mrs. S Crew (SC) and D. Wing (DEW).

Councillors not present: None.

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. M. Vincent and 1 member of the public were also present.

48. Election of Personnel Committee Chairman

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

49. Election of Personnel Vice Chairman

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

50. Apologies for Absence

None.

51. Declarations of Interest / Dispensations

None.

52. Minutes

It was **RESOLVED** that the notes of the Personnel Committee Meeting held on 5th February 2019 be approved as the Minutes.

53. Training

It was **RESOLVED** to approve the booking of four courses that staff members wished to go to and to also give the Town Clerk delegated authority to book any further training courses that were to become available where appropriate.

54. Next Meeting

The Committee noted that the date of the next scheduled Personnel Committee meeting was 10th September 2019.

The Meeting Closed at 8.36pm.

Signed _____ (Chairman)

Dated _____

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