

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 Robed meeting of Louth Town Council and its Planning Committee which will be held on Tuesday 15th September 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.

Just prior to the commencement of the meeting at 7pm there will be prayers or other religious observance, which will last for approximately 5 minutes. Anyone not wishing to participate may leave the room at this time.

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

LM Phillips
Mrs. L.M. Phillips

Town Clerk

Dated this 10th Day of September 2026

AGENDA

TOWN COUNCIL

(Chairman: Cllr. 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. Presentation from St. James' Church Representatives

Council to receive details about problems with the church roof, works required and consider whether it might assist financially.

4. Reports/Updates from District and County Councillors

5. Town Clerk's Remarks

6. Minutes

To approve as a correct record the notes of the Council Meeting held on 25th August 2026.

7. Committee Minutes

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

- a. Planning Committee – 28th July 2026
- b. Governance and Finance Committee – 9th June 2026

8. Mayor's Announcements**9. Financial Matters****a. Bank Balances**

Council to note bank balances as follows:

- i. Lloyds Treasurers Account (balance on statement 5 as at 31st August 2026) - £367,870.88
- ii. Lloyds Deposit Account (balance on statement 5 as at 31st August 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 August 2026. (Attached).

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

- a. Committee to note that the Council's External Auditor has completed its limited assurance review of Louth Town Council for the year ended 31st March 2026.
- b. Committee to receive the Notice of Conclusion of Audit and note that this has been posted on the Council's website and noticeboards to meet legislative deadlines.
- c. Committee to receive and note Section 3 – External Auditor Report and Certificate 2025/26 and note that the Council has received an unqualified audit, the external auditor having found no issues on which to make comment.

11. Internal Audit 2026/27

Council to approve continuation of joint internal auditing arrangement with Mablethorpe Town Council and Alford Town Council. Noting that Skegness has withdrawn. (See attached).

12. Local Government Pay Claim 2026/27

Council to note that agreement has now been reached on the above and resolve that this may be implemented, according to contracts, from 1st April 2026, in line with NALC recommendations.

13. Release of Effluent into the River Lud

Council to consider a proposal from Cllr. Mrs. J. Makinson-Sanders that it contact Anglian Water for an explanation of why sewage was released into the River Lud in town centre locations, on August 28 and September 4, for a total of over 5 hours. The council is particularly concerned that effluent entered the watercourse at Spout Yard where children have regularly played throughout the long hot, summer holidays.

14. Town Centre Heritage Grant Scheme

Council to receive an update on the above from the Mayor and resolve upon a member to represent it on the Grants Panel.

15. Events Working Group

Council to receive an update (attached) and consider approving the proposals therein.

16. Budget Setting

Councillors to note that they should submit written details to the Town Clerk of projects that they would like to see included in the budget for 2027/28, together with costings by 31st October.

17. Next Meeting

To note that the next scheduled meeting of the Town Council will take place on 6th October 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 25th August 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 09-15-26). (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. Next Meeting

To note that the next scheduled meeting of the Planning Committee will take place on 6th October 2026.

08-25-26 TC MINS

**MINUTES OF THE MEETING OF LOUTH TOWN COUNCIL
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 25th AUGUST 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), G. Cummings (GC), J. Drake (JD), D. Hobson (DH), G.E. Horton (GEH), Mrs. H. Hunt (Mrs. HH), C. Matthews (CM), P. Matthews (PM), P. Starsmore (PS), I. Steer (IS), N. Steer (NS).

Councillors not present: J.K. Baskett (JKB), H. Filer (HF), H. Steer (HS), T. Tapsfield (TT), D.E. Wing (DEW).

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. S. Chitauro-Adlard and Lincolnshire County Council (LCC) Councillor, T. Catton were also present.

Public Forum

- Cllr. JD informed the Council of a project he and a group of others were undertaking to establish a plan to take responsibility for the Mansion House and establish it as a multi-use space for the town.

T56. Apologies for Absence

Apologies for absence were received from Cllrs. JKB, HF, HS and TT.

T57. Declarations of Interest / Dispensations

There were no declarations of interest or dispensations made.

T58. Reports/Updates from District and County Councillors

- a. LCC Cllr. T. Catton informed Councillors that the TRO for Church Street was now in effect.
- b. In her capacity as an East Lindsey District Councillor (ELDC), Cllr. Mrs. JMS told the Council that Anglian Water had allowed sewage to infiltrate the River Lud at Bridge Street and Spout Yard on 20th August and said that she would keep track of the situation via Anglian Water's website. She then went on to disclose that the changes to wards under Local Government Reorganisation were to be agreed in November and to be approved January/February in time for elections. Cllr. Mrs. JMS believed that parish councillors will serve five years instead of the usual four and thought that council tax would gradually increase.

T59. Minutes

It was proposed, seconded and **RESOLVED** that the notes of the Town Council meeting held on 28th July 2026 be approved as the minutes.

T60. Committee Minutes

It was proposed, seconded and **RESOLVED** to confirm receipt of the minutes and adopt the resolutions contained therein of the Planning Committee meeting held on 30th June 2026.

T61. Financial Matters

a. Bank Balances

Council noted bank balances as follows:

- i. Lloyds Treasurers Account (balance on statement 4 as at 31st July 2026) - £301,114.45.
- ii. Lloyds Deposit Account (balance on statement 4 as at 31st July 2026) - £166,652.51.
- iii. NS and I Account (balance on last statement, numbered 15 as at 18th February 2026) - £144,560.77.

b. Orders for Payment

It was proposed, seconded and **RESOLVED** to approve the below list of payments made in July 2026:

Payment Ref	Supplier/Payee	Description	Payment Total	Date Paid
DDTEMKT3	Total Energies	Market Place electric box	£28.16	07/07/26
PC19	B&M	Bin liners	£1.98	07/07/26
OP731	InSpire Community Activities	Flowers and baskets	£1,000.00	07/07/26
OP732	Glendale Countryside Ltd	Cem, verge and HH grass cutting	£7,792.31	07/07/26

OP733	MG Ubique Ltd	HH tree works	£3,204.00	07/07/26
OP734	GRS Electrical Services Ltd	Light replacement	£94.80	07/07/26
OP735	AJ Embroidery	Cem workwear	£128.76	07/07/26
OP736	SCIS UK Ltd	Microsoft Office subscription	£444.96	07/07/26
OP737	D. Salkeld Ltd	Town centre watering	£400.00	07/07/26
OP738	John Darke Ltd	June fuel	£316.83	07/07/26
OP739	Wilkin Chapman LLP	Legal advice	£1,608.69	07/07/26
PC20	Morrisons	Stamps	£14.40	13/07/26
PC21	Halfords	Bulb	£3.49	14/07/26
PC22	Halifax	Petty cash withdrawal	£200.00	15/07/26
DDTEMKT4	Total Energies	Market Place electric box	£24.52	15/07/26
DDEONHH4	E.On Next	HH electric	£49.85	17/07/26
DDAWSH4	Anglian Water	SH water	£8.00	20/07/26
DDAWCEM4	Anglian Water	Cem water	£36.00	20/07/26
DDEONCEM4	E.On Next	Cem electric	£39.70	20/07/26
DDEDFSH4	EDF Energy	SH gas	£46.84	20/07/26
DDEONSH4	E.On Next	SH electric	£148.35	20/07/26
DDAWHH4	Anglian Water	HH water	£403.00	20/07/26
SC4	Lloyds	Service charge	£10.08	20/07/26
DDEDFCEM4	EDF Energy	Cem gas	£14.18	21/07/26
DDEONCH4	E.On Next	St. James electric	£81.49	21/07/26
OP740	MG Ubique Ltd	HH tree works	£1,926.00	21/07/26
OP741	PEAC (UK) Ltd	Photocopier rental	£371.89	21/07/26
OP742	Chris Fairburn MOT Ctr	Work to van	£354.83	21/07/26
OP743	Paul Riddel Skips	HH skip	£300.00	21/07/26
OP744	LALC	Training and LALC conference	£420.00	21/07/26
OP745	Sylvester Keal Ltd	HH toilet supplies	£372.54	21/07/26
OP746	Louth Building Supplies	Cem supplies	£109.96	21/07/26
OP747	Glendale Countryside Ltd	HH grass cutting	£1,759.50	21/07/26
OP748	ACB Machinery and Servicing	Work to cem equipment	£673.36	21/07/26
OP749	GBM Waste Management	Cem waste	£225.76	21/07/26
OP750-754	Staff payments	Staff payments	£8,780.96	21/07/26
OP755	HMRC	PAYE/NIC	£2,810.87	21/07/26
OP756	LCC Pension Fund	Pensions	£2,772.31	21/07/26
PC23	Post Office	Stamp	£1.45	27/07/26
DD1COMSH4	Onecom	SH 2x phone line and Wi-Fi	£95.33	31/07/26

T62. Events Working Group

On behalf of the Events Working Group, Cllr. Mrs. KP reported that the Group had arranged a screening of the Tour of Britain cycle race in the Cornmarket on 3rd September, with several market stalls, to coincide with the race passing through Louth. She asked Councillors to volunteer to help put up bunting and act as stewards.

T63. Next Meeting

It was noted that the date of the next scheduled Town Council meeting was 15th September 2026.

The Meeting Closed at 7.26pm.

Signed _____ (Chairman) Dated _____

LTC Payments

August 2026

Payment Ref	Supplier/Payee	Description	Payment Total	Date Paid
PC25	B&M	Bin liners	£1.98	03/08/26
PC26	Morrisons	Dish cloths	£0.79	03/08/26
PC27	TJ Jones	Stationery	£3.00	06/08/26
PC28	B&M	Stationery	£3.48	06/08/26
PC29	Morrisons	Stamps	£14.40	07/08/26
OP757	SCIS UK Ltd	Adobe subscription	£649.51	07/08/26
OP758	Smith of Derby Ltd	Work to St. James' clock	£216.00	07/08/26
OP759	Louth Building Supplies	Supply's for HH	£144.25	07/08/26
OP760	Warwood Interments Ltd	Gravedigging x2	£900.00	07/08/26
OP761	The Little Cleaning Co.	July cleaning	£356.16	07/08/26
OP762	D. Salkeld Ltd	Town centre watering July	£630.00	07/08/26
OP763	S.G. Rance	Gilding on Mayor's board	£20.00	07/08/26
OP764	GRS Signs Ltd	Garden of Remembrance plaque	£25.52	07/08/26
OP765	Paul Riddel Skips	HH skip July	£300.00	07/08/26
OP766	Glendale Countryside Ltd	July grass cutting	£5,634.30	07/08/26
OP767	Allinson Print Ltd	Stationery	£77.00	07/08/26
OP768	John Darke Ltd	July fuel	£69.73	07/08/26
OP769	LALC	Training	£30.00	07/08/26
OP770	Chris Fairburn MOT Centre	Work to van	£40.48	07/08/26
DDYUCH5	Yu Energy	St. James electric	£19.33	10/08/26
DDYUCEM5	Yu Energy	Cem electric	£35.66	10/08/26
DDYUSH5	Yu Energy	SH electric	£216.55	10/08/26
DDTEMKT5	Total Energies	Market Place electric box	£28.15	17/08/26
PC30	B&M	Bin liners	£1.98	18/08/26
SC5	Lloyds	Service charge	£8.50	18/08/26
DDAWSH5	Anglian Water	SH water	£8.00	20/08/26
DDAWCEM5	Anglian Water	Cem water	£36.00	20/08/26
DDAWHH5	Anglian Water	HH water	£403.00	20/08/26
DDEONHH5	E.On Next	HH electric	£57.93	21/08/26
DDEDFCEM5	EDF Energy	Cem gas	£14.65	24/08/26
DDEDFSH5	EDF Energy	SH gas	£46.84	24/08/26
OP771	The Little Cleaning Co.	August cleaning	£400.68	24/08/26
OP772	Paul Riddel Skips	HH skip August	£300.00	24/08/26
OP773	SCIS UK Ltd	July IT support	£48.00	24/08/26
OP774-778	Staff	Staff payments	£8,771.16	24/08/26
OP779	HMRC	PAYE/NIC	£2,820.67	24/08/26
OP780	LCC Pension Fund	Pensions	£2,772.31	24/08/26
DD1COMSH5	Onecom	SH 2x phone line and Wi-Fi	£95.33	28/08/26
PC31	Amazon	Flags and bunting	£74.30	28/08/26

Louth Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2026

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for Louth Town Council for the year ended 31 March 2026 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Louth Town Council on application to: (a) <u>MRS. L. PHILLIPS, TOWN CLERK + RFO</u> <u>LOUTH TOWN COUNCIL, THE SESSIONS</u> <u>HOUSE, EASTGATE, LOUTH, LN11 9AJ</u> (b) <u>MONDAY TO FRIDAY 10AM TO 1PM</u>	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR (b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any local government elector of the area on payment of <u>£1.00</u> (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) <u>MRS. L. PHILLIPS</u> <u>TOWN CLERK + RFO</u>	(d) Insert the name and position of person placing the notice
Date of announcement: (e) <u>10/9/26.</u>	(e) Insert the date of placing of the notice

Section 3 – External Auditor's Report and Certificate 2025/26

In respect of **Louth Town Council - LI0231**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

04/09/2026

SCOPE OF INTERNAL AUDIT

Annually the Council is required to be internally audited to ensure that it is operating properly. The audit is undertaken in accordance with the Smaller Authorities Proper Practices Panel (SAPPP) Practitioners' Guide, which is updated annually. The Practitioner's Guide states that the Council must appoint an independent and competent person to undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes considering internal auditing guidance for smaller authorities. The internal auditor must be able to demonstrate independence from the authority's financial decision making. The Clerk, RFO or members (or close associates such as family members of those individuals) are not considered independent from the authority's financial decision making. There is no requirement for a person providing the internal audit role to be professionally qualified, however essential competencies to be sought from any internal audit service should include: • understanding basic book-keeping and accounting processes; where an authority exceeds the £200,000 threshold, this understanding must include accrual accounting and balance sheets; • understanding the role of internal audit in reviewing systems rather than undertaking detailed checks that are more appropriately the responsibility of management; • awareness of relevant principles and practice of financial and other risk management; • understanding proper practices in relation to governance and accounting requirements within the legal framework and powers of smaller authorities, as set out in Sections 1 and 3 of this guide (knowledge of which is a prerequisite); • awareness of the most recent model Standing Orders and model Financial Regulations as published by NALC and how they are adopted by authorities; • awareness of the relevance of VAT and PAYE/NIC rules as applied to the authority. To satisfy this requirement the Council is part of a joint arrangement in which the Town Clerk's from Mablethorpe, Alford and Louth each undertake the internal audit of one of the other Town Council's. The internal audit aims to identify any areas for improvement and will allow the internal auditor to tick the relevant boxes on and sign off the Annual Internal Auditor Report section of the Annual Governance and Accountability Return (AGAR). The AGAR and supporting documents are also submitted annually to an independently appointed External Auditor for review.

Amongst other things, as specified in the Practitioners' Guide the internal audit checks the following:

AGAR certificate reference	Internal Audit action for expected controls
A. Appropriate accounting records have been properly kept throughout the year. AND I. Periodic bank account reconciliations were properly carried out during the year.	• Ensure the correct roll forward of the prior year cashbook balances to the new financial year. • Check a sample of financial transactions in cashbooks to bank statements, etc: the sample size dependent on the size of the authority and nature of accounting records maintained. • Ensure that bank reconciliations are prepared routinely, are subject to independent scrutiny and sign-off by members. • Verify the accuracy of the year-end bank reconciliation detail and ensure accurate disclosure of the combined cash and bank balances in the AGAR, section 2, line 8. • Where the authority has bank balances in excess of £100,000 it has an appropriate investment strategy.
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT appropriately accounted for.	• Review the procedures in place for acquisition of formal tenders and quotes, ensuring they are in line with the <u>SOs and FRs</u> which should be based on the latest version. • Ensure that consistent values are in place for the acquisition of formal tenders between SOs and FRs (frequently different limits are recorded in the two documents). • Review the procedures for receipt of invoices, agreement of invoice detail and confirmation of goods/ services delivery and approval for payment; ideally, a suitably designed certification stamp should be in place providing for evidencing of these checks and payment authorisation.

	• Check that there is effective segregation between the writing of cheques or the setting up of online payments, and physical release of payments. • Check that VAT reclaims are prepared and submitted in a timely manner in line with the underlying records and in accordance with current HMRC requirements. • Where debit / credit cards are in use, establish the total monthly and individual transaction limits and ensure appropriate controls over physical security and usage of the cards are in place.
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	• Ensure that authorities have prepared and formally adopted, at least once annually, an appropriate and comprehensive register of assessed risks, both regular and ad hoc. • Ensure that appropriate levels of insurance cover are in place for land, buildings, public, employers' and hirers' (where applicable) liability, fidelity/ employees (including members) liability, business interruption and cyber security. • Ensure that appropriate arrangements are in place for monitoring play areas, open spaces and sports pitches; such reviews should be undertaken by appropriately qualified external inspectors or, if by officers or members, that they have received the appropriate training and accreditation. • Review the effectiveness of internal control carried out by the authority.
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	• Ensure that the full Authority, not a committee, has considered, approved and adopted the annual precept for the coming year in accordance with the required parent Authority timetable • Ensure that current year budget reports are prepared and submitted to the Authority/ Committees periodically during the year with appropriate commentary on any significant variances. • Review the budget performance either during the year or at the financial year-end seeking explanations for any significant or unanticipated variances. • Ensure that the Authority has considered the establishment of specific earmarked reserves and, ideally, reviews them annually as part of the budget assessment process. • Ensure that the precept received in the accounts matches the prior year submission form to the relevant authority and the <u>public record of precepted amounts</u>.

E. Expected income was fully received based on correct prices, properly recorded and promptly banked; and VAT appropriately accounted for.	• Review "Aged debtor" listings to ensure appropriate follow up action is in place. • Allotments: ensure that appropriate signed tenancy agreements exist, that an appropriate register of tenants is maintained, identifying that debtors are monitored. • Burials: ensure that a formal burial register is maintained, that it is up-to-date and that a sample of interments and memorials are appropriately evidenced, that fees have been charged at the correct approved rate and been recovered within a reasonable time: <u>(Authorities should also acquire and retain copies of Burial / Cremation certificates)</u> • Hall hire: ensure that an effective diary system for bookings is in place identifying the hirer, hire times and ideally cross-referenced to invoices raised. • Leases: ensure that leases are reviewed in a timely manner in accordance with the terms of the lease and rents similarly reviewed appropriately at the due time. • Other variable income streams: ensure that appropriate control procedures and documentation are in existence to provide a clear audit trail through to invoicing and recovery of all such income. • Where amounts are receivable on set dates during the year, ensure that an appropriate control record is maintained duly identifying the date(s) on which income is due and actually received / banked.
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.	• A number of authorities are now running down and closing their petty cash accounts and using debit / credit cards for ad hoc purchases. Consequently, where no payments are made in physical cash, a "Not covered" response is required in this area. • Review the systems in place for controlling any petty cash and also cash floats (used for bar, catering, etc). • Check a sample of transactions during the financial year to ensure appropriate supporting documentation is held. • Review the existence of evidenced periodic independent verification of the petty cash and any other cash floats held. • Ensure that VAT is identified wherever incurred and appropriate. • Physically check the petty cash and other cash floats held. • Where bar or catering facilities are in place, ensure that appropriate cashing-up procedures are in place reconciling the physical cash takings to the till "Z" total readings.

G. Salaries to employees and allowances to members were paid in accordance with the authority's approvals, and PAYE and NI requirements were properly applied.	• Ensure that, for <u>all staff</u>, a formal employment contract is in place together with a confirmatory letter setting out any changes to the contract. • Ensure that appropriate procedures are in place for the payment of members allowances and deduction of any tax liability. • Ensure that, for a sample of staff salaries, gross pay due is calculated in accordance with the approved spinal point on the <u>NJC</u> scale or hourly rate, if off-scale, and also with the contracted hours. • Ensure that appropriate tax codes are being applied to each employee. • Where <u>free</u> or <u>paid for</u> software is used, ensure that it is up to date. • For the test sample of employees, ensure that tax is calculated appropriately. • Check the correct treatment of Pension contributions. • For NI, ensure that the correct deduction and employer's contributions are applied: NB. the <u>employers allowance</u> is not available to councils but may be used by other authorities • Ensure that the correct employers' pension percentage contribution is being applied. • Ensure that for the test sample, the correct net pay is paid to the employee with tax, NI and pension contributions correctly paid to the respective agencies.
H. Asset and investment registers were complete and accurate and properly maintained. This section/assurance should be extended to include loans to or by the authority.	• Tangible Fixed Assets: • Ensure that the Authority is maintaining a formal asset register and updating it routinely to record new assets at historic cost price, net of VAT and removing any disposed off/ no longer serviceable assets. • Physically verifying the existence and condition of high value, high risk assets may be appropriate. • Ideally, the register should identify for each asset the purchase cost and, if practicable, the replacement/ insured cost, the latter being updated annually and used to assist in forward planning for asset replacement. • Additions and disposals records should allow tracking from the prior year to the current. • Ensure that the asset value to be reported in the AGAR at section 2, line 9 equates to the prior year reported value, adjusted for the nominal value of any new acquisitions and / or disposals. • Compare the asset register with the insurance schedule to ensure that all assets as recorded are appropriately insured or "self-insured" by the Authority. • Fixed asset investments: • Ensure that all long-term investments (i.e., those for more than 12 month terms) are covered by the "Investment Strategy" and reported as Assets in the AGAR at section 2, line 9. • Borrowing and Lending: • Ensure that the authority has sought and obtained appropriate UK Debt Management Office approval for all loans acquired.

	• Ensured that the authority has accounted for the loan appropriately (i.e., recorded the full value of the loan, any arrangement fee should be regarded as an admin expense) in the year of receipt. • Ensure that the combined principal loan repayment and interest for the year is correctly recorded in the AGAR at section 2 line 5. • Ensure that the outstanding loan liability as at 31st March each year is correctly recorded in the AGAR at section 2, line 10 (value should be verified from the lender and verification provided to the IA by the clerk/RFO). • Where the Authority has issued loans to local bodies, they should ideally seek signed indemnities from the recipient body, or their members, agreeing to underwrite the loan debt.
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cashbook, supported by an adequate audit trail from underlying records and, where appropriate, debtors and creditors were properly recorded.	Whilst IAs are not required to verify the accuracy of detail to be disclosed in the AGAR, this assertion, together with the expectation of most Authorities, effectively requires IAs to ensure that the financial detail reported at <u>section 2 of the AGAR</u> reflects the detail in the accounting records maintained for the financial year. Consequently, IAs should: • Ensure that, where annual turnover exceeds <u>£200,000</u>, appropriate records are maintained throughout the year on an Income and Expenditure basis to facilitate budget reporting in that vein. • Ensure that appropriate accounting arrangements are in place to account for debtors and creditors during the year and at the financial year-end.
K. If the authority certified itself as exempt from a limited assurance review in the prior year, it met the exemption criteria and correctly declared itself exempt.	IAs should ensure that, <u>all relevant criteria are met</u> (receipts and payments each totalled less than £25,000) • the correct exemption certificate was prepared and minuted in accordance with the statutory submission deadline; • that it has been published, together with all required information on the Authority's website and noticeboard.
L. The authority publishes information on a free to access website / web page, up to date at the time of the internal audit in accordance with the relevant legislation.	IAs should review the Authority's website ensuring that all required documentation is published in accordance with the relevant legislation, including publishing the <u>ICO publication scheme</u> on its website.
M. The authority, during the previous year, correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations.	IAs should acquire / examine a copy of the required "Public Notice" ensuring that it clearly identifies the statutory <u>30 working day period when the Authority's records are available for public inspection</u>. IAs may also check whether authorities have minuted the relevant dates at the same time as approving the AGAR.
N. The authority complied with the publication requirements for the prior year AGAR.	IAs should ensure that the statutory disclosure / publication requirements in relation to the prior year's AGAR have been met as detailed on the front page of the current year's AGAR.

O. The authority complied with laws, regulations & proper practices relating to digital and data compliance.	• Ensure local authority has, as a minimum, a single generic email address on an authority owned domain. • Check that website accessibility has been tested, at least annually, and that the accessibility statement has been updated as required. • Check when the authority last completed a data audit. • Ensure the authority has prepared and formally adopted a data protection policy that is reviewed at least once annually. • Ensure the authority has an up to date IT policy in place.
P. Trust funds (including charitable) - the Council met its responsibilities as a trustee.	• Confirm that all charities of which the council is a Trustee are up to date with CC filing requirements. • that the council is the sole trustee on the <u>Charity Commission register</u>. • that the council is acting in accordance with the <u>Trust deed</u>. • that the Charity meetings and accounts are recorded separately from those of the council. • review the level and activity of the charity and where a risk based approach suggests such, review the <u>Independent Examiners</u> report.

The full list of checks undertaken in 2025/26 can be viewed by typing the following link into your web browser:
<https://www.louthtowncouncil.gov.uk/wp-content/uploads/Internal-Audit-Checklist-LOUTH-TC-Final-2025-2026-pdf.pdf>

Events Working Group Update

15th September 2026

Members: Cllrs. Parsons, Starsmore, Filer, Moore and Basket

The Events Working Group (EWG) presented to full Council the plans for running an event as part of the Lloyds Tour of Britain Cycle Race. The event, held on 3rd September, proved to be successful, with many visitors using the facilities in the Cornmarket.

The EWG have reflected on lessons learnt and are in the process of developing resources that will help with future event planning.

The EWG met recently and discussed forthcoming events e.g., Civic Service to be held on 27th September and Remembrance Parade 8th November. Both are run by Louth Town Council with it taking a lead and therefore it is important that Councillors are aware of the risks and the outline management of the event.

In addition to the two immediate Civic events, the EWG wish to propose the following in 2026:

- 1) Throughout October to participate in Turn Louth Pink by creating a pink display on the front of Sessions House. There is a potential cost to this of approx. £100 which funds could be taken from the Events EMR.
- 2) Christmas Events
 - a. Street decoration including lights, lamp post decoration and Christmas tree to be organised as in previous years using the Christmas Lights budget.
 - b. November 27th – to hold a Christmas Tree Light Switch On event. This event will include a tree dedication, carols and music around the tree in the Market place, with shops asked to remain open. Costs would be incurred and funds could be taken from the Events EMR.
 - c. Festive Window competition amongst the town centre businesses, this has in recent years been well received and the EWG wish for this to continue with participants encouraged to have their windows ready for the Tree Lights Switch On and for judging to be in the following week. Costs for this are expected to total £100 and are taken from the Lovely Louth budget.
 - d. St. James' Church Christmas Tree Festival – to have a Town Council entry which as in previous years would be decorated at the discretion of the Mayor. Costs could be incurred for this up to £150. Funds to be taken from the Christmas Lights budget.

Events 2027

The event working group are meeting again in October and are proposing to continue to organise a series of events, including the Easter Parade, as previously agreed by Council, and have started to capture ideas for 2027 which will be presented to full council at a future point.

Proposals

Council to approve that:

1. Council participate in Turn Louth Pink, authorising expenditure up to £100 to be taken from the Events EMR.
2. Cross street decoration, lamp post decoration and Christmas Tree be organised as in previous years under delegated authority to the Town Clerk.
3. Council delegate authority for the EWG to proceed to organise a late night / Christmas Tree Lights event. Delegated authority being given to the Town Clerk to incur expenditure from the Events EMR.
4. Council again run a Festive Window Competition for town centre businesses. Delegated authority being given to the Town Clerk to incur expenditure in the region of £100 from the Lovely Louth budget.
5. Council participate in the St. James' Church Christmas Tree Festival. The Mayor to oversee the Council's entry. Delegated authority being given to the Town Clerk to incur expenditure, up to £150 from the Christmas Lights budget.
6. Cllrs. Ball and Cummings, who have been in attendance at meetings and supported the recent cycle event be co-opted onto the EWG.

08-25-26 PLAN MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 25th AUGUST 2026**

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

Councillors present: J. Bakewell (JB), T. Ball (TB), Mrs. E. Ballard (Mrs. EB), G. Cummings (GC), J. Drake (JD), D. Hobson (DH), G.E. Horton (GEH), Mrs. H. Hunt (Mrs. HH), C. Matthews (CM), P. Matthews (PM), Mrs. K. Parsons (Mrs. KP), I. Steer (IS), N. Steer (NS).

Councillors not present: J.K. Baskett (JKB), H. Filer (HF), H. Steer (HS), T. Tapsfield (TT), D.E. Wing (DEW).

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

P31. Apologies for Absence

Apologies for absence were received from Cllrs. JKB, HF, HS and TT.

P32. Declarations of Interest / Dispensations

The following declarations of interest were made:

- a. Cllr. DH – Items 4, 5 and 6 as a member of East Lindsey District Council (ELDC).
- b. Cllr. GEH – Items 4, 5, and 6 as a member of ELDC.
- c. Cllr. Mrs. JMS – Items 4, 5, and 6 as a member of ELDC.

P33. Minutes

It was proposed, seconded and **RESOLVED** that the notes of the Planning Committee Meeting held on 28th July 2026 be approved as the minutes.

P34. Applications received by the Local Planning Authority

The Committee considered all planning applications received, including those listed in the schedule (PA/Schedule 08-25-26) and it was proposed, seconded and **RESOLVED** to support all applications, with the following additional comments on three applications:

- a. 01097/26/LBA – support but Louth Town Council felt it would have been appropriate to go through the proper planning process prior to installation as it is a Grade II listed property.
- b. 01098/26/ADV – support but Louth Town Council felt it would have been appropriate to go through the proper planning process prior to installation as it is a Grade II listed property.
- c. 01267/26/FUL – support but Louth Town Council were concerned that more developments in an area that already has issues with flooding would move flood water to other areas, exacerbating problems for other houses and residents.

P35. Planning Correspondence

The Committee noted the following planning correspondence:

a. **ELDC Planning Decisions**

i. **ELDC**

b. **Temporary Traffic Restrictions**

i. **Organisation Responsible for Restriction: Organisation Responsible for Restriction:**
Anglian Water.

Reason for Restriction: Emergency – leaking main.

Nature and Location of Restriction: Emergency Road Closure Order – Edward Street (between Crowtree Lane and a point 50m south).

Period of Restriction: 27/07/26 – 31/07/26 (restrictions to be implemented for 5 days as and when required during this period. Signage will be displayed in advance).

ii. **Organisation Responsible for Restriction:** Anglian Water.

Reason for Restriction: Emergency – repair leak.

Nature and Location of Restriction: Emergency Road Closure Order – Westgate (between Breakneck Lane and a point 50m northeast).

Period of Restriction: 30/07/26 – 05/08/26 (restrictions to be implemented for 7 days as and when required during this period. Signage will be displayed on site in advance).

- iii. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: Work on water main.
Nature and Location of Restriction: Road Closure Order – Cinder Lane (between B1200 Newmarket and a point 160m northwest).
Period of Restriction: 22/09/26 – 23/09/26, 21:00 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).
 - iv. **Organisation Responsible for Restriction:** Lincolnshire County Council.
Reason for Restriction: Event – RAE001072 – Tour of Britain
Nature and Location of Restriction: Suspension of all permanent speed limit orders in connection with the cycling event as follows (whilst the road is closed under the supervision of the National Escort Group (police), and/or where fixed road closures are in place within the race bubble, the prescribed speed limit shall be temporarily suspended and replaced by the National Speed Limit for officially accredited event vehicles operating within the controlled race bubble only. The speed limit shall continue to apply to all over vehicles): A157/B1200 roundabout between Legbourne Road and Mamby Road; B1200 Newmarket; B1200 Kenwick Road; B1200 between B1520 Upgate, Louth and Three Bridge Lane, Saltfleetby; Grimsby Road/North Holme Road between A16 roundabout and B1520 Grimsby Road; A16 between Grimsby Road roundabout and Church Lane, Utterby; B1520 Grimsby Road/Upgate between North Holme Road and B1200 Newmarket; B1520 Grimsby Road/Bridge Street/Upgate.
Period of Restriction: 01/09/26 – 03/09/26 (restrictions to be implemented for various days and/or nights 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: Event – RAE001072 – Tour of Britain.
Nature and Location of Restriction: Road Closure Order – A157/B1200 roundabout between Legbourne Road and Mamby Road; B1200 between B1520 Upgate, Louth, and Three Bridge Lane, Saltfleetby; Grimsby Road/North Holme Road/North Holme Road between A16 roundabout and B1520 Grimsby Road; A16 between Grimsby Road roundabout and Church Lane, Utterby; B1520 Grimsby Road/Upgate between North Holme Road and B1200 Newmarket. No Waiting and No Loading at Any Time Order – B1200 Newmarket; B1200 Kenwick Road; B1520 Grimsby Road/Bridge Street/Upgate. Clearway (no stopping) Order – B1200 Newmarket; B1200 Kenwick Road; B1520 Grimsby Road/Bridge Street/Upgate (where any vehicle is left on any length of road specified, any authorised person may remove the vehicle or arrange for its removal to a safe parking place or a vehicle storage compound in accordance with regulations).
Period of Restriction: 01/09/26 – 03/09/26 (restrictions to be implemented for various days and/or nights as and when required during this period. Signage will be displayed on site in advance).
 - vi. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: Emergency – repair leak.
Nature and Location of Restriction: Emergency Road Closure Order – Broadbank (between property numbers 22 and 28).
Period of Restriction: 17/08/26 – 21/08/26 (restrictions to be implemented for 5 days as and when required during this period. Signage will be displayed on site in advance).
- c. **Enforcement**
- i. **Location:** The Royal British Legion, Northgate, LN11 0LY. **Nature of Investigation:** Untidy land and building within the conservation area. The matter is due to be fully investigated by an enforcement officer who will aim to visit the location within 18 working days to establish whether a breach of planning control has taken place.

P36. Proposed Work to Trees

It was proposed, seconded and **RESOLVED** to support the following works to trees, with comment requesting to replace/replant trees where possible:

- a. **Proposals:** T1 – Pine – Felling to the ground. T2 – Pine – Tree to be topped off if possible. T3 – Pine – Tree to be topped off if possible. **Location:** 70 Church Street. **Reasons:** T1 – Pine – Tree is diseased and dead. Dead for 4 years approximately. Possible danger of falling.
- b. **Proposals:** T1 – Sycamore – Remove to ground level. T2 – Sycamore – Pollard leaving a height of 5m. **Location:** Greenside, 58 Horncastle Road. **Reasons:** T1 – Sycamore – Tree has extensive root decay and is in advanced decline. A significant lean is present, indicating compromised structural stability and

increased risk of failure. T2 – Sycamore – Tree is in advanced decline. Pollard to reduce structural loading and encourage regenerative growth, with the aim of retaining the tree for a limited period. Regular re-inspection to monitor its condition and ongoing stability for retention.

P37. Proposed Waiting Restrictions – Riverhead Road, Louth

After discussion, it was proposed, seconded and **RESOVLED** to submit comments in support of the proposed waiting restrictions.

P38. Next Meeting

It was noted that the next scheduled Planning Committee meeting would take place on 15th September 2026.

The Meeting closed at 8.05pm.

Signed _____ (Chairman)

Dated _____

Our Ref	Author-ity	Application No	Type	Applicant	Proposal	Location / Ward	Conservation Area?	Previous LTC Comments	Planning Working Group Comments	Expiry Date for LTC Comments
1	ELDC	01220/26/RVC	Section 73 Application	North Hold Limited	Section 73 application to vary condition no.2 (approved plans) previously imposed on planning permission ref. no. N/105/00051/25 for the erection of 14no dwellings with associated garages.	Land West of Keddington House, Keddington Road, Louth - North Holme Ward	No	New	See attached notes.	16/09/2026
2	ELDC	01273/26/FUL	Planning Permission	Mr. J. Tomlinson	Extensions and alterations to the existing dwelling to provide additional living accommodation including the installation of a dormer window.	5 Lee Street, Louth, LN11 9HJ - Priory Ward	Yes	New	See attached notes.	16/09/2026
3	ELDC	01277/26/FUL	Planning Permission	Mr. T. Lawrence	Erection of a dwelling with detached single garage.	Land adjacent 52A Stewton Lane, Louth - St. Michael's Ward	No	New	See attached notes.	17/09/2026
4	ELDC	1280/26/FUL	Planning Permission	Mr. G. Tyrie	Siting of a furnace flame tank and furnace flame pump with loading arms.	Watson Petroleum Limited, Nottingham Road, Fairfield Industrial Estate, LN11 0WB - North Holme Ward	No	New	See attached notes.	11/09/2026
5	ELDC	1290/26/OUT	Outline Erection	Cyden Homes Limited	Hybrid planning application for outline erection of up to 213no. dwellings and up to 27no. supported housing/later-living units with means of access to be considered and planning permission for the demolition of existing buildings and structures.	Land Rear of Agarth Farm and Southfield Farm, Legbourne Road, Louth - St. Michael's Ward	No	New	See attached notes.	17/09/2026

**NOTES OF THE LOUTH TOWN COUNCIL PLANNING WORKING GROUP MEETING (PWG)
HELD BY TEAMS AT 7PM ON TUESDAY 8TH SEPTEMBER 2026**

Councillors Present: Paul Starsmore (Chair), Jim Drake, Terry Ball, Eileen Ballard, Imogen Steer, George Horton, Jeremy Baskett, Hannah Hunt

Apologies Received: Cllrs. Gordon Cummings, David Moore, Jak Bakewell

1. 01220/26/RVC - Land West of Keddington Road.

Section 73 Application - To vary Condition 2 (Approved Plans)

The previous Application (N/105/00051/25) was also a Section 73 Application. LTC resolved to object on this occasion, as the properties were increasing in size, and concern was raised about affordability, and the size of the buildings proposed.

This application seeks to return four of those buildings back to being bungalows in nature, from two storey house builds.

The Conservation Officer (Imogen Colenutt) had no objections to the proposal.

There was a single objection complaint from a Davey Close resident that the proposals would be overlooking and light blocking, but the PWG resolved that bungalows would really be better than the original house proposal.

PWG were in support of the application

Result: Support (Unanimous)

2. 01273/26/FUL - 5, Lee Street

An extension and alterations to the property, mostly focused on conversion of the loft space to a dormer style roof, and the associated additional living space.

Imogen Colenutt (Conservation officer) noted that the visibility of the proposal from Kidgate and Lee Street could potentially impact the conservation area, with the building being of importance to the street scene, and the size proposed being obviously visible. She suggested a re-submission with something a little smaller in scale as to be less obvious, given it was to the rear of the property. She also noted that insufficient detail was submitted with regards to the window treatment / materials.

PWG objected to the proposal in its current form, agreeing that the dormer was of too large a size, and its associated impact to the conservation area.

Result: Object (unanimous)

3. 01277/26/FUL - Land Adjacent to 52A Stewton Lane

This application is a re-submission of Application 01251/26/FUL - Which LTC considered a few weeks ago. At the time LTC were concerned about the localised flooding in the area, and the impact further run off would impact the area, but ultimately decided to Support the application, given other grounds for objection were minimal.

The concern for localised flooding in the area is a concern, and the relevant agencies should be constantly reminded of the importance of finding a resolution as further development occurs along Stewton Lane.

The Environment Agency on application 01251/26/FUL were concerned the building proposed did not have sufficient flood mitigation design, and this is possibly why this re-submission has been presented. The original application is still pending a decision.

Again, we had a similar conversation. The flood risk in the area is of concern, some properties in the area remaining vacant due to this issue, but ultimately again resolved to support, given very few other grounds to object.

Cllr E Ballard Objected on the flood risk to the local area. Cllr G Horton abstained as he is associated with the applicants.

Result: Support

4. 1280/26/FUL - Watson Petroleum Ltd., Nottingham Road, Fairfield Industrial Estate

The siting of a Furnace Flame Tank, pump and loading arms. The tank is a heating oil storage system (had to look that up), and Watson Fuels primary function is the storage and distribution of fuels and oils locally.

The Health & Safety executive offered no response, as it was outside the area for their consultation, being located on the Industrial Estate, away from residential areas.

Ecology also offered no concerns (Grace Hill)

Given the nature of the business, the numerous storage tanks already sited, the PWG resolved to support to the greater understanding of the comments from the agencies offering their support.

Result: Support (unanimous)

5. 1290/26/OUT - Land rear of Agarth Farm/Southfield Farm, Legbourne Road.

A proposal of 213 dwellings, 27 supported housing. Located adjacent to Louth Garden Centre, and progressing to the Old railway line/ Stewton Lane. It is in a Flood Zone 2, but the environment agency at this point made no comment to object or support.

There would be alteration to the access from where the current farm access is, and the removal of a mature tree specimen required for this particular proposal.

Cllr Ballard noted that this was in the old Louth Plan earmarked for potential development, so in terms of Louth growth, was an acceptable addition to the area, but much discussion was again centred on the Section 106 payments for Education/ Health and other local infrastructure to support the continuing growth of the town.

The PWG resolved to defer a decision on this particular application, feeling the whole council should really consider this application collectively, and the potential impact to the town.

Result: Defer to LTC Full Council

2

Notes by Cllr. P. Starsmore

PLANNING COMMITTEE 15th SEPTEMBER 2026
PLANNING CORRESPONDENCE TO NOTE

1. ELDC Planning Decisions

- a. ELDC approved – 01066/26/ADV – Consent to Display – Trotters Traders, North Holme Road – LTC supported 28/07/26.
- b. ELDC approved – 00927/26/LBA – Listed Building Consent – 34 Westgate, LN11 9YH – LTC supported 28/07/26.
- c. ELDC approved – 03860/25/FUL – Planning Permission – The Pavilion, London Road, LN11 9QP – LTC supported 03/03/26.
- d. ELDC approved – 01088/26/FUL – Planning Permission – Louth Garden Centre, LN11 8LQ – LTC supported 28/07/26.
- e. ELDC approved – 01098/26/ADV – Consent to Display – 114 Eastgate, LN11 9AA – LTC supported 25/08/26.
- f. ELDC approved – 01097/26/LBA – Listed Building Consent – 114 Eastgate, LN11 9AA – LTC supported 25/08/26.

2. Temporary Traffic Restrictions

- a. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: Water main repairs.
Nature and Location of Restriction: Road Closure Order – Eastgate (between Market Place and a point 50m west).
Period of Restriction: 07/10/26 – 08/10/26, 19:00 to 06:00 (restrictions to be implemented for 2 days as and when required during this period. Signage will be displayed in advance).
- b. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: Work on water main.
Nature and Location of Restriction: Road Closure Order – Northgate (between Cannon Street and Vickers Lane).
Period of Restriction: 06/10/26 – 07/10/26, 20:00 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. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: Emergency – burst main repair.
Nature and Location of Restriction: Emergency Road Closure Order – Stewton Lane (between 100m and 150m east of Hawker Drive).
Period of Restriction: 27/08/26 – 04/09/26 (restrictions to be implemented for 8 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: Carriageway reconstruction.
Nature and Location of Restriction: Road Closure Order – Bowers Avenue. No Waiting and No Loading at Any Time Order – Bowers Avenue.
Period of Restriction: 14/10/26 – 22/10/26, 07:00 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).
- e. **Organisation Responsible for Restriction:** Anglian Water.
Reason for Restriction: Emergency – repair leak.
Nature and Location of Restriction: Emergency Road Closure Order – George Street (between property numbers 16 and 22).
Period of Restriction: 02/09/26 – 04/09/26 (restrictions to be implemented for 3 days as and when required during this period. Signage will be displayed on site in advance).
- f. **Organisation Responsible for Restriction:** GTM.
Reason for Restriction: S278 carriageway and footway construction.
Nature and Location of Restriction: Road Closure Order – St. Bernard's Avenue (between property number 88 and Monks Dyke Road).

Period of Restriction: 19/10/26 – 01/11/26 (restrictions to be implemented for 14 days as and when required during this period. Signage will be displayed on site in advance).

g. Organisation Responsible for Restriction: Anglian Water.

Reason for Restriction: Emergency – repair leak.

Nature and Location of Restriction: Emergency Road Closure Order – Halfpenny Lane (between property 100m and 150m west of A16).

Period of Restriction: 05/09/26 – 11/09/26 (restrictions to be implemented for 7 days as and when required during this period. Signage will be displayed on site in advance).

3. Tree Preservation Order – 137 Eastgate, Louth (105.36)

- a.** It has been decided to enforce the above Tree Preservation Order permanently without modification as the trees affected by the Order have been deemed as under threat of removal or harmful works and is of significant amenity value.

4. Enforcement

- a. Location:** New Orleans Jazz Club, 51 Queen Street, LN11 9BJ. **Nature of Investigation:** Untidy building within a Conservation Area. A recent site inspection has confirmed that the aforementioned breach of planning control has now been resolved, therefore no further action is to be taken.