

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's Planning Committee and Community Resources Committee which will be held on Tuesday 29th October 2024 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. Written representation can also be considered 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 24th Day of October 2024

AGENDA

PLANNING COMMITTEE

(Chairman: Cllr. P. Starsmore, Membership: All Cllrs.)

1. **Apologies for Absence**

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

2. **Declarations of Interest / Dispensations**

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

3. **Minutes**

To approve as a correct record the notes of the Planning Committee Meeting held on 8th October 2024. (Attached).

4. **Applications received by the Local Planning Authority**

To consider and make observations on all planning applications received including those listed in the schedule (PA/Schedule 10-29-24). (Attached).

5. **Planning Correspondence**

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

6. **Proposed Work to Trees**

Committee to consider the following proposed works to trees in the Conservation Area:

- a) **Location:** 14 Old Mill Park, **Proposals:** T1 - Small-leaved Lime - Crown reduce to a height of 14m and a spread of 12m approx. T2 - Silver Birch - Reduce in height from 16m to 9m. **Reasons:** None given.

7. **PL/0089/24 – Planning Application for the installation of 4 no. external condenser units at Keily House, Louth**

Committee to receive a request from LCC to reconsider its objection and resolve as necessary. (See attached).

8. **Gospelgate, Louth – Proposed 'No Waiting At Any Time' and Revocation of 'No Waiting 8am to 6pm'**

Committee to consider supporting the above proposals. (Details attached).

9. **B1200 Newmarket – Proposed Limited Waiting Bay**
Committee to consider supporting the above proposals. (Details attached).
10. **Neighbourhood Plan**
Committee to receive details about what a neighbourhood plan is, note that the Ministry of Housing, Communities and Local Government (MHCLG) are offering grants and technical support packages and approve that an application for such can be submitted by Louth Town Council.
11. **Next Meeting**
Committee to note that the date of the next scheduled Planning Committee meeting is 19th November 2024.

COMMUNITY RESOURCES COMMITTEE
(Chairman: Cllr. D. Hobson, Membership: All Cllrs.)

1. **Apologies for Absence**
To receive and note apologies where valid reasons for absence have been given to the Town Clerk at least one hour prior to the meeting.
2. **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 Community Resources Committee meeting held on 17th September 2024. (Attached).
4. **Our Hall Louth Ltd**
Committee to ratify the actions of the Town Clerk and Chairman who approached Wilkin Chapman, as requested by the CR Committee on 17th September 2024, to act on behalf of the Council but who were unable to accept the Council’s instructions due to a conflict of interest. Therefore, using delegated powers advice was sought from another solicitor, outside of Louth, with experience of working with Councils.
5. **Emergency Planning**
Committee to note that the Lincolnshire Emergency Planning and Business Continuity Service have been in touch to confirm that data collated by Lincolnshire County Council Lead Local Flood Authority and Lincolnshire Fire and Rescue has shown an increase in Section 19 flood investigations and near-misses in the parish over the last 12 months and as a result Louth has been identified as being one of the Parishes most at risk from river and surface water flooding. Therefore, it advises that the Town Council prepare an Emergency Plan. There is a template for use and the Deputy Mayor and Town Clerk are attending a briefing session on Monday 26th October. Committee to receive an update from the briefing and resolve:
- a) that a plan should be drafted; and
 - b) upon core members for a Community Emergency Response Team (leader and deputy leader) should the plan be activated and agree on other members who will assist.
6. **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 the following:
- a) Old Mill House
 - b) London Road Astro Turf
7. **Next Meeting**
Committee to note that the date of the next scheduled Community Resources Committee meeting is 4th February 2025.

10-08-24 PLAN MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 8th OCTOBER 2024**

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

Present Councillors: Mrs. E. Ballard (Mrs. EB), J. Baskett (JB), L.M. Cooney (LMC), J. Drake (JD), H. Filer (HF), G.E. Horton (GEH), D. Hobson (DH), Mrs. J. Makinson-Sanders (Mrs. JMS), D. Moore (DM), Mrs. K. Parsons (Mrs. KP), J. Simmons (JS), Mrs. P.F. Watson (Mrs. PFW).

Councillors not present: Mrs. EB, M. Barnes (MB), D.E. Wing (DEW).

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

P63. Apologies for Absence

Apologies for absence were received from Cllrs. Mrs. EB, who would be late to the meeting, and Cllr. DEW.

P64. 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.

P65. Minutes

It was proposed, seconded and **RESOLVED** that the notes of the Planning Committee Meeting held on 17th September 2024 be approved as the minutes.

P66. Applications received by the Local Planning Authority

The Committee considered all planning applications received, including those listed in the schedule (PA/Schedule 10-08-24) and it was proposed, seconded and **RESOLVED** as follows:

- a. N/105/01421/24 – To make comment outlining their concerns regarding 1) the effect that these proposals will have on the Conservation Area 2) the lack of detail therein 3) the purpose of the proposed annex.
- b. To support all other applications.

P67. Planning Correspondence

The Committee noted the following planning correspondence:

a. ELDC Planning Decisions

- i. ELDC Approved – N/105/01104/24 – Planning Permission – The Old Wool Mart, LN11 9EZ – LTC Supported 06/08/24.
- ii. ELDC Approved – N/105/01105/24 – Listed Building Consent – The Old Wool Mart, LN11 9EZ – LTC Supported 06/08/24.
- iii. ELDC Approved – N/105/01152/24 – Planning Permission – 37 Upgate, LN11 9HD – LTC Supported 27/08/24.
- iv. ELDC Approved – N/019/02336/23 – Section 73 Application – The Brackenborough Hotel, LN11 0SZ – LTC Objected 12/12/23.
- v. ELDC Approved – N/105/ 00207/24 – 68-72 Eastgate, LN119PG – LTC Approved 20/02/24.

b. Temporary Traffic Restrictions

- i. ORGANISATION RESPONSIBLE FOR RESTRICTION: Highway Safety Management Ltd.
REASON FOR RESTRICTION: Drainage (Anglian Water).
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – Northgate (Between Cannon Street and Nicholl Hill).
PERIOD OF RESTRICTION: 14/10/24 – 15/10/24, 20:00 to 05:00 (Restrictions to be implemented for 1 day as and when required during this period. Signage will be displayed on site in advance).
- ii. ORGANISATION RESPONSIBLE FOR RESTRICTION: Anglian Water

REASON FOR RESTRICTION: Emergency – repair leak.

NATURE AND LOCATION OF RESTRICTION: Chequergate (Between Uppgate and Nicholl Hill).

PERIOD OF RESTRICTION: 25/09/24 – 01/10/24 (Restrictions to be implemented for 7 days as and when required during this period. Signage will be displayed on site in advance).

P68. Proposed Work to Trees

The Committee considered the following proposed works to trees, and it was proposed, seconded and **RESOLVED** to support the following:

- a. **Location:** 5 Temple Terrace. **Proposals:** T1 – Apple – Remove. **Reasons:** Leaning at 45 degree angle.
- b. **Location:** 24 Horncastle Road. **Proposals:** T21 – Cherry – (Lime in application) crown lift to a final height of 6m from pavement and remove dead wood. **Reasons:** Clearance.
- c. **Location:** 4 Old Chapel Mews. **Proposals:** T1 – Pear – Remove. **Reasons:** Too large for location, blocking light, shedding branches in high winds.

P69. Proposed Zebra Crossing and Relocation of Bus Stop

The Committee received proposals for a new zebra crossing and relocation of bus stop at St. Bernard's Avenue. After discussion it was proposed, seconded and **RESOLVED** to object to the proposals based on Councillors' extensive local knowledge of the area. Cllrs. felt that the proposed location of the crossing and bus stop were not suitable. In the first instance, the Committee did not agree with the proposed location for the new bus stop as it would severely affect the amenity of the disabled resident whose house it would be directly in front of. The Committee also foresaw great problems with the crossing due to its proximity to the roundabout. They felt that this would cause traffic jams as cars would potentially back up across or around the roundabout when stopped to allow pedestrians to cross. Its proximity to the roundabout, could also endanger crossing pedestrians if drivers coming around the corner, not expecting a crossing so close, did not stop in time. Further, the Committee felt that the area of both the suggested new crossing location and at the location of the existing crossing at the junction of St. Bernard's Avenue and Eastgate was not well lit enough at nighttime. They felt it was very difficult for drivers to adequately see if pedestrians (especially those in dark clothing) were waiting to cross or already in the road and requested Lincolnshire County Council to address the issue. The Committee also requested that alternatives be considered. Cllrs. were aware of the recent prosecution of someone for driving at 70mph on St. Bernard's Avenue, the Committee felt that a Pelican Crossing would be preferred to a Zebra Crossing as they believed that traffic lights would warn traffic of pedestrians in the road and encourage them to slow/stop and allow pedestrians the safety of staying on the path until the lights indicated it was safe to cross. Additionally, the Committee felt that moving the crossing further down the road so that it would be much closer to the footpath/alleyway that led directly from the school's side gate to the Avenue near the garages would be beneficial and would not necessitate any movement of the current bus shelter. Other alternatives would be to install a pedestrian refuge in the middle of the road or to implement traffic calming measures along the whole length of the road, such as sleeping policemen or chicanes.

P70. Next Meeting

It was noted that the next scheduled Planning Committee meeting would take place on 29th October 2024.

The Meeting Closed at 8.02pm.

Signed _____ (Chairman) Dated _____

Our Ref	Author-ity	Application No	Type	Applicant	Proposal	Location / Ward	Conserv-ation Area?	Previous LTC Comments	Planning Working Group	Expiry Date for LTC Comments
1	ELDC	N/105 01460/24	Consent to Display	Kia UK Limited	1no. internally illuminated double sided totem sign, 2no. internally illuminated fascia signs and 1no. non-illuminated mounted sign.	Drayton Motors Kia, North Holm Road, Louth, LN11 0HQ - North Holme Ward	No	New	Support with the condition that the lighting should turn off at 9pm or 10pm to reduce time time light pollution.	30/10/2024
2	ELDC	N/105 01462/24	Planning Permission	Mr. A. Scaman	Extension to existing dwelling to provide additional living accommodation.	4 Hunter Place, Louth, LN11 9LG - St. Mary's Ward	No	New	Support.	30/10/2024
3	ELDC	N/105 01509/24	Planning Permission	Mr. and Mrs. G. Sykes	Erection of 1no. dwelling with attached garage on the site of an existing dwelling which is to be demolished.	63 Crowtree Lane, Louth, LN11 0QW - St. Mary's Ward	Yes	New	Support.	31/10/2024
4	ELDC	N/105 01511/24	Planning Permission	Mr. M. Ramsden	Change of use of existing land to use as exercise area and change of use of stables to form 1no. holiday let.	Land adjacent to Raithby Water Treatment Works, Homcastle Road, Louth - St. Mary's Ward	No	While this application is new, there has been a previous submission no. N/105/02350/23 which Louth Town Council considered on 12th December 2023 for change of use, conversion of and alterations to existing stable into 1 no. dwelling. LTC objected on the grounds that the site lies within an area of open countryside and should not be considered to be within or immediately adjacent to the developed footprint of Louth. Development here would urbanise the existing rural character of the site which currently contributes positively to the character and appearance of the area and the Area of Outstanding Natural Beauty. The site is located in the transitional space between rural countryside and the town of Louth where intervening green space between built form is a key characteristic. The proposal would undermine the role the site plays as the setting for the entrance into the town and would cause harm to the character of the area in conflict with the requirements of Policy SP10 and SP23 of the East Lindsey Local Plan and paragraphs 130 c) and 176 of the National Planning Policy Framework. Consequently, the site should not be considered an appropriate location for new housing development as defined by SP3 of the East Lindsey Local Plan. The proposal would therefore be contrary to requirements and objectives of SP3 and would not constitute sustainable development.	Given that that application N/105/02350/23 has just been refused on appeal, object on the same grounds.	31/10/2024
5	ELDC	N/105 01516/24	Planning Permission	Mr. M. Atack	Change of use of an existing store/showroom to provide a fitness suite and sports massage cabin.	125 Eastgate, Louth, LN11 9QE - Priory Ward	Yes	New	Support.	04/11/2024
6	ELDC	N/105 01545/24	Planning Permission	Forester Boyd	Rear extension and alterations to existing offices.	139 Eastgate, Louthm LN11 9QQ - St. James' Ward	Yes	New	Object on the grounds of adequate parking and servicing. The proposed extension will necessitate the loss of half of the existing car park. It would not be acceptable to cause a loss of amenity to existing residents by burdening the area, predominantly consisting of narrow streets and terraced houses, where on street parking is already an issue, any further.	05/11/2024

Our Ref	Authority	Application No	Type	Applicant	Proposal	Location / Ward	Conservation Area?	Previous LTC Comments	Planning Working Group	Expiry Date for LTC Comments
7	ELDC	N/105/00940/24	Planning Permission	Mr. K. Riley	Alterations to existing first floor flat to provide replacement windows. AMENDMENT - intention to replace only the sash elements, weights and pulleys and not the frames, which are to remain in situ. The existing single glazed units will be replaced with double glazed sealed units. The windows will now remain as painted timber.	24 Queen Street, Louth, LN11 9AU - Priory Ward	Yes	Louth Town Council objected to this application on 27th August 2024 on the grounds that the proposed materials are inappropriate in the Conservation Area.	Not seen by PWG.	04/11/2024
8	ELDC	N/105/01559/24	Section 73 Application	Mr. S. Clark	Section 73 Application to vary conditions no.1 (approved plans), no.3 (materials), no.5 (soil water drainage), no.7 (surface water), no.9 (landscaping), and no.11 (boundary treatments) previously imposed on planning permission ref. no. N/105/02401/22 for the erection of a dwelling.	21 St. Mary's Lane, Louth, LN11 0DU - St. James' Ward	Yes	N/105/02401/22 - Louth Town Council objected to this application on 10th January 2023 on the grounds of garden grabbing, access and highway safety and the amount of traffic that will be generated from the development, all exiting the development onto St. Mary's Lane. All an unacceptable impact in terms highway safety and the capacity of the existing highway network.	Not seen by PWG.	11/11/2024
9	ELDC	N/105/01576/24	Planning Permission	Mr. J. Fairburn	Erection of 3no. dwellings.	Phase 3 Land Adjacent Playing Field, Julian Bower, Louth - St. Mary's Ward	No	New	Not seen by PWG.	12/11/2024

PLANNING COMMITTEE 29th OCTOBER 2024
PLANNING CORRESPONDENCE TO NOTE

1. ELDC Planning Decisions

- a. ELDC Approved – N/105/01180/24 – Unit 1, Tekori Court, Fairfield Industrial Estate, LN11 0WA – LTC Supported 27/08/24.
- b. ELDC Approved – N/105/01220/24 – 198 Eastgate, LN11 9AG – LTC Supported 27/08/24.
- c. ELDC Approved – N/105/01219/24 – 11 Sandringham Drive, LN11 0JE – LTC Supported 27/08/24.
- d. ELDC Approved – N/105/01095/24 – 62 Aswell Street, LN11 9HP – LTC Objected 06/08/24.
- e. ELDC Approved – N/105/01267/24 – 8 Vanessa Road, LN11 9LF – LTC Supported 17/09/24.
- f. ELDC Refused – N/105/01321/24 – Land West of 54 Stewton Lane, Louth – LTC Supported 17/09/24.

2. Temporary Traffic Restrictions

- a. ORGANISATION RESPONSIBLE FOR RESTRICTION: Lincolnshire County Council
REASON FOR RESTRICTION: Event – RAE000334 – Bonfire.
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – B1200 (Between A16 roundabout and St. Mary’s Lane). No Waiting and No Loading At Any Time Order – A16 (Between B1200 Roundabout and a point 1200m North); A16 (Between B1200 Roundabout and a point 200 South); A16/B1200 (Entire Roundabout); B1200 (Between A16 Roundabout and St. Mary’s Lane); A157 (Between A16 Roundabout and a point 200m West).
40mph Speed Limit Order – A16 (Between B1200 Roundabout and B1520 Roundabout).
PERIOD OF RESTRICTION: 02/11/24 – 02/11/24, 16:00 to 21:00 (Restrictions to be implemented for 1 day as and when required during this period.
Signage to be displayed on site in advance).
- b. ORGANISATION RESPONSIBLE FOR RESTRICTION: Lincolnshire County Council
REASON FOR RESTRICTION: Resurfacing after pedestrian crossing installation.
NATURE AND LOCATION OF RESTRICTION: Road Closure Order – Newbridge Hill (Between Keddington Road and Ramsgate).
PERIOD OF RESTRICTION: 11/11/24 – 27/11/24, 19:00 to 07:00 (Restrictions to be implemented for 17 days as and when required during this period.
Signage will be displayed on site in advance).

Planning Committee**Supporting Paper for Agenda Item 7****PL/0089/24 – Keily House, Louth****Installation of 4 no. external condenser units at Keily House.**

Committee may recall recently discussing the above and agreeing to object to this application on 17th September 2024 on the grounds that residents in the vicinity of Keily House had not been informed of the proposals either individually or by way of public notices in the area in the proper timescales.

Committee to note that the following has been received from LCC:

This application was validated by the County Planning Authority on Monday 02 September 2024. Consultation requests were subsequently sent out to statutory consultees (including yourself) on Thursday 05 September 2024 and a site notice was erected on the corner of Gresley Road and Stewton Lane on Wednesday 11 September 2024. Neighbour notification letters were also posted on this date to the residential properties located in the immediate proximity to the application site.

Further to this, I had a telephone conversation with Cllr George Horton (who I note lives adjacent to Keily House) on Wednesday 11 September 2024 in which I explained that the application had been publicised via a site notice that morning and that a neighbour notification letter would soon be arriving in the post. Members of the public had 21 days to comment on the application from this date. It is noted that no representations have been received from any members of the public. Whilst I am aware that there was some concern that the condenser units had already been installed on site, during my site visit I confirmed that these have only been delivered and are currently being stored in the office car park until the planning application has been determined.

It is considered that this application was publicised in line with the requirements set out in Part 3 Section 15 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) which states that applications of this nature must be publicised by either a site display for not less than 21 days; or by serving notice on any adjoining owner or occupier.

In light of the above information, I would be grateful if the Town Council could please consider withdrawing the objection to this application.



To whom this may concern

Lincolnshire County Council
Place Directorate
Highways Services
Minor Works & Traffic Team
County Offices
Newland
Lincoln LN1 1YL

Ref: KF/ FAO Katie Fraser
Date: 17th October 2024

Tel: 01522 782070
Email: TRO@lincolnshire.gov.uk

Dear Sir/Madam

RE: GOSPELGATE, LOUTH – PROPOSED ‘NO WAITING AT ANY TIME’ AND REVOCATION OF ‘NO WAITING 8AM – 6PM’

Lincolnshire County Council recently received a request to review the waiting restrictions at the above location.

Investigations have shown that inconsiderate and dangerous parking is occurring at the junctions of Schoolhouse Lane/Gospelgate and Somersby Court/Gospelgate causing visibility and safety concerns for all road users.

It is proposed to introduce a ‘no waiting at any time’ restriction to ensure these junctions remain clear of parked vehicles.

It is also proposed to revoke a small section of ‘No waiting 8am – 6pm’ to the west of 2 Gospelgate to allow further unrestricted on-street parking.

The proposal is shown on the attached plan, and I look forward to receiving any comments you may wish to make. If I do not receive a response by Monday 18th November 2024, I will assume that you have no objections to the proposal.

Yours Faithfully

For Programme Leader Minor Works & Traffic



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Key:

-  Proposed 'No waiting at any time'
-  Existing 'No waiting at any time'
-  Revocation of 'No Waiting 8am-6pm'
-  Existing 'No Waiting 8am-6pm'
-  Existing 'No Waiting Mon - Sat 8am-6pm'



Lincolnshire
COUNTY COUNCIL

Highways Alliance

Lancaster House, 36 Orchard Street, Lincoln, LN1 1YZ

Rev.	Description	Drawn	Ch'kd	Auth	Date
0		KF			01/10/24
Project		Gospelgate, Louth			
Subor		196			
Drawing Title		Various			
Drawing No.		H/KF/196/001			
Project		Gospelgate, Louth			
Subor		196			
Drawing Title		Various			
Drawing No.		H/KF/196/001			
Rev.	Description	Drawn	Ch'kd	Auth	Date
0		KF			01/10/24
Project		Gospelgate, Louth			
Subor		196			
Drawing Title		Various			
Drawing No.		H/KF/196/001			
Project		Gospelgate, Louth			
Subor		196			
Drawing Title		Various			
Drawing No.		H/KF/196/001			
Rev.	Description	Drawn	Ch'kd	Auth	Date
0		KF			01/10/24
Project		Gospelgate, Louth			
Subor		196			
Drawing Title		Various			
Drawing No.		H/KF/196/001			
Project		Gospelgate, Louth			
Subor		196			
Drawing Title		Various			
Drawing No.		H/KF/196/001			
Rev.	Description	Drawn	Ch'kd	Auth	Date
0		KF			01/10/24
Project		Gospelgate, Louth			
Subor		196			
Drawing Title		Various			
Drawing No.		H/KF/196/001			
Project		Gospelgate, Louth			
Subor		196			
Drawing Title		Various			
Drawing No.		H/KF/196/001			



Lincolnshire County Council
Place Directorate
Highways Services
Minor Works & Traffic Team
County Offices
Newland
Lincoln LN1 1YL

Ref: RG/238 FAO Roxanne Greaves
Date: 24/10/2024

Tel: 01522 782070
Email: TRO@lincolnshire.gov.uk

Dear Sir/Madam

RE: LOUTH, B1200 NEWMARKET – PROPOSED LIMITED WAITING BAY

Lincolnshire County Council recently received a request from a local business to look at waiting restrictions at the above location.

Investigations have shown that due to on-street parking, there is no suitable parking place for customers and delivery drivers to access the business. So it is proposed to introduce a limited waiting bay outside the business.

The proposal is shown on the attached plan, and I look forward to receiving any comments you may wish to make. If I do not receive a response by **21st November 2024**, I will assume that you have no objections to the proposal.

Yours faithfully

R Greaves

For Programme Leader Minor Works & Traffic



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Ordnance Survey 100025370.

Key

Proposed Limited Waiting Bay Monday - Saturday 8am - 6pm, 2 hours, No return within 2 hours

Lincolnshire
COUNTY COUNCIL
Highways Alliance
Lancaster House, 36 Orchard Street, Lincoln, LN1 1YZ

Louth, B1200 Newmarket

238

Proposed Limited Waiting

RG/238/001

Rev.	Description	Drawn	Chk'd	Auth	Date
		RG			Oct 24
		Chkd			Date
		Auth			Traced
		Rev.	0		Scale
					NTS

09-17-24 CR MINS

**MINUTES OF THE LOUTH TOWN COUNCIL COMMUNITY RESOURCES COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 17th SEPTEMBER 2024**

Councillor D. Hobson (DH) (in the chair).

Present Councillors: M. Barnes (MB), L.M. Cooney (LMC), J. Drake (JD), H. Filer (HF), G.E. Horton (GEH), Mrs. J. Makinson-Sanders (Mrs. JMS), D. Moore (DM), Mrs. K. Parsons (Mrs. KP), J. Simmons (JS), P. Starsmore (PS), Mrs. P.F. Watson (Mrs. PFW), D.E. Wing (DEW).

Councillors not present: Mrs. E. Ballard (Mrs. EB), J. Baskett (JB).

The Town Clerk Mrs. L.M. Phillips, the Town Clerk's Assistant Miss S. Chitauro, Mr. J. Irvine and Mr. R. Varrell from Our Hall Louth Ltd., and one member of the public were also present.

Before the meeting commenced, Cllr. Mrs. JMS provided attendees with an update regarding health scrutiny.

C18. Apologies for Absence

Apologies for absence were received from Cllrs. Mrs. EB and JB.

C19. Declarations of Interest / Dispensations

The following declarations of interest or dispensations were made:

- a. Cllr. DH – Item 6 as a member of East Lindsey District Council (ELDC).
- b. Cllr. GEH – Item 6 as a member of ELDC.
- c. Cllr. Mrs. JMS – Item 6 as a member of ELDC and Item 8 as a member of the Hubbard's Hills Trust.
- d. Cllr. DEW – Item 8 as a member of the Hubbard's Hills Trust.

C20. Minutes

It was **RESOLVED** that the notes of the Community Resources Committee Meeting held on 16th July 2024 be approved as the Minutes, with the amended addition of Cllr. DH's declaration of interest for item 5 as a member of ELDC.

C21. Our Hall Louth Ltd

Further to discussions on 27th August, the Committee received an update from Our Hall Louth on its fundraising progress and the group introduced Councillors to the name of the person who had agreed to act as a guarantor. It was **RESOLVED** that the Town Clerk should ask Wilkin Chapman to act for it, obtaining:

- a. Confirmation of the due diligence that should be undertaken to verify the suitability of the guarantor and ultimately that Wilkin Chapman should carry that out to verify the guarantors financial standing, providing the results for Council's consideration. Specifically, the Council wished to know what assets the guarantor had (over and above the hall) that he could sell to release funds, should the venture fail and he needed to repay the loan for the group. In addition, the Council asked that Wilkin Chapman should go through the Memorandum of Understanding and advise on whether it was fit for purpose. Would it protect the Council? Were there any amendments it would suggest and requesting a change to point 5 so that the text 'once all monies' be changed to read 'when £182,000 plus interest has been repaid'.
- b. Drafts of relevant documents e.g., guarantors agreement and loan agreement. These to include a charge on the guarantors assets and clauses confirming that:
 - i. Should the venture fail, the guarantor would repay the full value of the loan and that the interest that had already been paid did not form part of that.
 - ii. In the event of the guarantors death the Council was covered.
 - iii. Should the group fail to pay what would happen.
- c. Confirmation from Our Hall Louth Ltd that it would meet legal costs and that as the Council wanted Wilkin Chapman to act for it rather than Our Hall Louth, agreement from Our Hall Louth that if the Council paid for these costs initially it was acceptable for it to then pass those costs on by invoicing them.

- d. Confirmation that all of the above could be carried out so that formal agreements could be executed by 7th October. To facilitate that the Council would arrange to hold another Council meeting on 1st October, if legal advice / documents could be provided by then for its consideration.

C22. Town Clerks Remarks

- a. The Town Clerk informed the Committee that in relation to the London Road Astro Turf site, neither the Deed of Surrender nor the new lease had been signed. She envisaged that the Deed of Surrender would be signed at the same time as the new lease was signed. She confirmed that the draft lease, produced by Louth Town Council's solicitor, had been with London Road Sports Pavilion's solicitor for quite some time. However, the group were experiencing difficulties in obtaining charitable status and could not sign until this was sorted out.
- b. Regarding bins, the Town Clerk told the Committee that there had been no movement regarding the possibility of installation of new bins in the Virginia Drive, Lacey Fields, Horncastle Road and Meridian View areas of the town. She informed attendees that she was awaiting responses from ELDC and Platform Housing in the first instance, the school in the second instance and town Councillors in the third and fourth instances.
- c. The Town Clerk reported that quotes for the valuation of Julian Bower Field had been sought, and explained that, as the cost came under the threshold that requires Council input, herself and the Chairman of Community Resources would be meeting shortly to peruse the options and choose the most suitable.
- d. Finally, the Town Clerk disclosed that the Council had received notification that its external audit for 2023/24 had been completed and was unqualified with no problems or concerns raised.

NB: Cllr. HF left the meeting at 8.58pm.

C23. Market Place Electric Box

Following discussions at a previous meeting on 16th July 2024 and receipt of an updated report regarding the Electrical Box situated in the Market Place, the Committee **RESOLVED** that Louth Town Council would progress taking ownership of the Electricity Supply Box and also look to take ownership of the feature lighting column in the Market Place, if the electricity supply were to be reinstated to power the light.

C24. Sessions House

Councillors received a hard copy of a 5-year planned preventative maintenance report which had recently been completed by a Chartered Surveyor, and it was **RESOLVED** to approve to seek quotes for some of the more urgent repairs and that work was to be undertaken dependent upon cost thresholds as set out in Financial Regulations.

C25. Hubbard's Hills

Following meetings with the Chairman of the Hubbard's Hills Trust (HHT), the Trust's current contractor and the owner of the adjacent farm/café, it was **RESOLVED** that:

- a. From 30th November, when Louth Town Council takes ownership of Hubbard's Hills, its day to day management would be overseen by the Town Clerk, and the current HHT contractor would be retained as an interim and emergency measure to ensure a smooth handover and continuity for the community. Their work would also be supplemented as required by other outside contractors or the Council's other staff as appropriate.
- b. The Hubbard's Hills Working Group would continue to run alongside the Town Clerk as a management group.

NB: Cllr. Mrs. JMS abstained from voting on this item.

NB: Cllr. MB left the meeting at 9.26pm.

C26. Christmas

The Committee received a report tabled by the Town Clerk regarding Christmas lights and decorations for the town noting that . It was **RESOLVED** that the Town Clerk be given delegated authority to use funds in the EMR Christmas Illuminations budget at her discretion (current balance £10,936) to purchase new light strings and features at a cost of £143 and £273 each, respectively. She was tasked with purchasing new displays to enhance the current offering and allow for new light strings across the top of each existing display and each existing feature to be replaced by a new Roman Unit.

C27. Closed Session Item

Upon a proposal from Cllr. DEW which was seconded by Cllr. PS, the Committee **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, due to the business to be discussed in the following items, information being of a third party, commercial, confidential and legal nature with regard to Old Mill House. The Committee received legal advice from a barrister which was presented on pink paper. After much consideration, it was **RESOLVED** to investigate Option 2 (proving a failure to observe the contract) in the first instance and to investigate Option 1 (conveyance by a district valuer and barrister as previously investigated) if Option 2 was not possible. It was **RESOLVED** that the meeting be moved out of closed session at 10.07pm.

C28. Next Meeting

The Committee noted that the date of the next scheduled Community Resources Committee meeting was 29th October 2024.

The Meeting Closed at 10.07pm.

Signed _____ (Chairman) Dated _____