

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 an Extraordinary meeting of the Governance and Finance Committee which will be held on Tuesday 17th November 2020 by Zoom Video Conference at 7pm. The business to be dealt with at the meeting is listed in the agenda below.

Please note that the meeting will begin at 7pm unless there is a need to hold a public forum. Any public, wishing to speak on an agenda item or 'sit in' on the meeting(s) should advise the Town Clerk, using the above email address, in advance and may 'join' the meeting using the following details:

To join by computer: <https://us02web.zoom.us/j/86055942707?pwd=K1pXeVFkS1RWaEdnT1dKNkxndHlmdz09>

Meeting ID: 860 5594 2707 Passcode: 023096

To join by telephone: +44 203 901 7895, +44 131 460 1196, +44 203 051 2874, +44 203 481 5237, +44 203 481 5240

Meeting ID: 860 5594 2707 Passcode: 023096

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 12th Day of November 2020

AGENDA

PLANNING COMMITTEE

(Chairman: Cllr. Mrs. S. Crew, 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 20th October 2020.
4. **Applications received by the Local Planning Authority**
To consider and make observations on all planning applications received including those listed in the schedule (PA/Schedule 11-17-20). (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 Works to Trees

Committee to comment, if required, on the following amended proposed works to trees:

- a. **Location:** Spout Yard Park – **Proposal:** T1 – Goat Willow – Pollard to a height of 2.5m. T2 – Silver Birch – Crown lift to 4m. T3 – Alder – No work required. T4 – Rowan – Remove crossing, rubbing, diseased and dead branches as well as the lower branch which hangs into the park over the path. T5 – Alder – Remove top 2 metres from front stem of T5 Alder, at node to reduce weight on that stem.

7. Report from Chairman of Planning following attendance at ELDC Housing Demand Stakeholder Workshop**8. Next Meeting**

Committee to note that the date of the next scheduled Planning Committee meeting is 15th December 2020.

GOVERNANCE AND FINANCE COMMITTEE
(Chairman: Cllr. Mrs. E. Ballard, 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 Governance and Finance Committee meeting held on 3rd November 2020.

4. Closed Session Item

Council to resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following item, information being of a confidential, commercial and third party nature in relation to:

- a. **Grants**

5. Next Meeting

Council to note that the date of the next scheduled Governance and Finance Committee meeting is 1st December 2020.

10-20-20 PLAN MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE
HELD ONLINE BY ZOOM VIDEO CONFERENCE
ON TUESDAY 20th OCTOBER 2020**

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

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

Councillors not present: A. Cox (AC) and D. Jackman (DJ).

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

Public Forum

A member of the public wished to speak regarding the planning application at Julian Bower for change of use for llama trekking and put forward the following points: a) That when the land was sold it was not for commercial use. b) Many extra cars were using the narrow private roadway daily which had exacerbated the condition of the road, and the applicant now wanted a car park for 6 including a minibus which would further increase potential use. The member of the public thought that the road should be adopted by LCC and made into a proper highway. c) That the applicants were already acting as a business charging for picnic table use and selling merchandise.

A second member of the public commented that the picnic benches were in the same field as the llamas which can cause the spread of animal disease and that possible fights between llamas over food could create an issue with members of the public eating. As llamas fell within the same category as farm animals it was noted that the owners did not need to live on site. Cllr. Mrs. PFW said she had been walking there and felt unsafe to walk through the field. She also reported that they were pigeon shooting in the area too and commented that other activities may be happening that the Council were unaware of.

137. Apologies for Absence

Apologies for absence were received from Councillor DJ.

138. Declarations of Interest / Dispensations

The following declarations of interest were made:

- a. Cllr. DH – Planning application 9 as known to the applicant.
- b. Cllrs. Mrs. JMS and DJEH – items 4, 5, 6 and 7 as a member of ELDC.
- c. Cllrs. DJEH – planning items as a member of ELDC Planning Committee.
- d. Cllr. AL – Planning application 6 as known to the applicant.
- e. Cllr. Mrs. EB – Planning application 10 as known to the applicant.
- f. Cllr. KN – Planning application 2 as known to the applicant.
- g. Cllr. FWPT – Planning application 11 as known to the applicant.

139. Minutes

It was **RESOLVED** that the notes of the Planning Committee meeting held on 22nd September 2020 be approved as the Minutes.

140. Applications received by the Local Planning Authority

The Committee considered all planning applications received, including those listed on the schedule (PA/Schedule 10-20-20) and **RESOLVED** as follows:

- a. N/105/01310/20 – objected to this application again on the grounds of over intensification. It was also concerned about traffic generation and access and highway safety onto an already busy road. It felt that this is not a residential area, due to its proximity with the Fire Station and it was concerned about the loss of trees, heritage and ecological habitats. It was also concerned about flood risk as Eastfield Road is known to suffer already.
- b. N/105/00981/20 - objected again to this application. The Council is of the opinion that conditions are imposed for good reasons and should not be changed or ignored. The Council is concerned that the

approved plans are already not being followed and therefore cannot support any further changes. The Council would ask that the Enforcement Department investigate this matter.

- c. N/105/01713/20 - objected to this application on the grounds of:

Access and Highway Safety / Traffic Generation

The access road leading to the site (Julian Bower) is a narrow, single car, farm track which is unadopted and not suitable for the level of traffic which this venture will generate and which should not be used for commercial purposes. If a commercial venture such as this is to be run from a site along Julian Bower the road should be adopted and made into a proper two lane road.

The junction of Julian Bower with London Road is extremely dangerous being located on the brow of a hill, where vehicles entering the town from the countryside often crest the hill travelling too fast.

Relevant Previous Planning History / Noise and Disturbance from the Scheme

Louth Town Council are concerned that this business has been running for a number of months without the correct permissions. This constitutes over intensive use of a site sold 18 months ago for horses which has resulted in the residents of Julian Bower being subjected to constant upset and disruption since the Llama Trekking commenced with the amount of passing traffic having been increased exponentially, damaging the surface of the road, cars using people's driveways to turn around in, cars parking down the road, blocking it, endangering lives as emergency vehicles would struggle to pass and causing a nuisance etc. The amount of pedestrians using the road has also increased significantly too where there is no public footpath. The Police have also had to be involved because of breaches of the peace.

Other Concerns

Louth Town Council is concerned that:

- Approval of this application will set a dangerous precedent as it is afraid that this application is the lead up to other applications for a residential dwelling(s) and other businesses on the site
 - This application and any future applications will both individually and cumulatively have a detrimental effect on the AONB within which the site is located
 - Health and Safety is being breached by allowing Llamas in the vicinity of people eating picnics.
- d. All other planning applications were supported.

141. Planning Correspondence

a. ELDC Planning Decisions

- i) Approved – N/105/01239/20 – Planning Permission – 60 Gospelgate – LTC support
- ii) Approved – N/105/01238/20 – Planning Permission – 86 Grimsby Road – LTC support
- iii) Approved – N/105/01237/20 – Planning Permission – Land East of AE Cook Bolingbroke Road – LTC support.
- iv) Approved – N/105/01569/19 – Outline Erection – 12 no. dwellings Land adjacent to Kenwick Gardens, Legbourne Road. – LTC objected.
- v) Approved – N/105/01315/20 – Planning Permission – 52 Broadbank – LTC Support.
- vi) Approved – N/105/01286/20 – Planning Permission – 54 Aswell Street – LTC Support.
- vii) Approved – N/105/00912/20 – Planning Permission – A16 Garage, Grimsby Road – LTC. support.
- viii) Approved – N/105/01170/20 – Planning Permission – Dexters Alehouse and Kitchen, Kidgate – LTC objected.

b. Withdrawn Applications

- i) N/105/01197/20 – John Pocklington – Planning Permission – Installation of 7no. pole mounted floodlights.
- ii) N/105/01556/20 – Land Off Kedlington Road – Planning Permission – Erection of a detached house with an attached garage.

c. Enforcement

- i) Location: 17 Mercer Row – Alterations to shop front to apply vinyl to shop stall rise and fascia.
- ii) Location: Hallam's Close, Julian Bower, LN11 9QN – Notification that further to complaint, a Planning Application has now been submitted.

d. Technically Deleted Applications

- i) N/105/01558/20 – The Grove, Ramsgate – Planning Permission – Extension to existing house to provide an orangery.

e. Temporary Traffic Restrictions

- i) **ORGANISATION RESPONSIBLE** – Anglian Water
Road closure between Breakneck Lane and a point 180m northeast between 26th -30th October 2020.
- ii) **ORGANISATION RESPONSIBLE** – Anglian Water
Love Lane (Westgate to Crowtree Lane) and Westgate (Breakneck Lane and a point 180m Northeast) between 26th – 1st November 2020.

142. Appeal

The Committee noted that an appeal has been made to the Secretary of State regarding N/105/00512/20 – Grove House, 54 Westgate, LN11 9YD, the application was for the erection of access gates to a maximum height of 1.97 metres (works completed). LTC objected to this application on 2nd June 2020 on the grounds of design and appearance/effect on listed buildings and conservation areas. It was **RESOLVED** that the Council would not withdraw its comments.

143. Proposed Works to Trees

The following proposed works were noted:

- a. Location: 72 St. Mary's Lane – Proposal: T1 – Sycamore – Fell (self-set) – Reasons: To free up other trees.
- b. Location: 22 St. Mary's Lane – Proposal: A1 – Ash, Beech, Birch, Cedar, Chestnut, Elm, Fir, Oak, Sycamore, T1 – (Evergreen/Cupressus) and T2 – (Evergreen/Yew) – prune to 3.5m above drive and between drive and dropped kerbs. T3 (Laburnum) – remove dead tree and replace with seedling.
- c. Location: Spout Yard Park – Proposal: T1 – Goat Willow – current height 8m, reduce by 3m. T2 – Silver Birch – current height 19m, reduce by 8-9m. T3 – Alder – current height 18m, reduce by 4m. T4 – Rowan – current height 5m, remove crossing, rubbing, diseased and dead branches. T5 – Alder – current height 10m, reduce by 3m.

144. St. Bernard's Avenue Pedestrian Crossing

Further to installation of the St. Bernard's Avenue Pedestrian Crossing, the Committee received an update from Cllr. Cooney and **RESOLVED** that Louth Town Council should write to LCC with their concerns and request a review and upgrade of lighting possibly to traffic lights.

145. Next Meeting

The Committee noted that the date of the next scheduled Planning Committee meeting was 17th November 2020.

The Meeting Closed at 8:17pm.

Signed _____ (Chairman) Dated _____

Our Ref	Authority	Application No	Type	Applicant	Proposal	Location / Ward	Conservation Area?	Previous LTC Comments	WG Recommendations	Expiry Date for LTC Comments
1	ELDC	N/105/ 01849/20	Planning Permission	Mr. J. Waumsley,	Extension to the existing detached office to provide a garage.	58 St. Mary's Lane, LN11 0DT North Holme Ward	No		Support	18/11/2020
2	ELDC	N/105/ 01913/20	Consent to Display	Clear Channel UK Ltd,	1no. internally illuminated wall mounted digital hoarding.	152-154 Eastgate, LN11 9AB Priory Ward	Yes		Object on the grounds of: effect on listed buildings and conservation area, access and highway safety, noise and disturbance from the scheme, overbearing nature of proposal.	18/11/2020
3	ELDC	N/105/ 01917/20	Planning Permission	Mr. T. Neal, Gas Solve	Extension to existing industrial units to provide an additional industrial unit consisting of a workshop and office.	1 Elsham Park, Tattershall Way, Fairfield Industrial Estate, LN11 0UZ, North Holme Ward	No		Support	19/11/2020
4	ELDC	N/105/ 01928/20	Planning Permission	Mr. and Mrs. Durbin	Installation of replacement uPVC first floor window to front elevation.	16 Ashley Road, LN11 9DB Priory Ward	Yes		Support	19/11/2020
5	ELDC	N/105/ 01939/20	Planning Permission	Mr. J. Croney,	Erection of a block of 3no. industrial units and construction of a vehicular access.	LAND East of A.E. COOK LTD, Bolingbroke Road, Fairfield Industrial Estate, LN11 0WA North Holme Ward	No	Louth Town Council supported this application on 25th August 2020	Support	18/11/2020
6	ELDC	N/105/ 01942/20	Section 73	Aldi Stores	Application relating to condition no. 2 (goods restrictions) imposed on planning permission ref. no. N/105/00193/18 which varied condition no. 20 (delivery hours) imposed on planning permission ref. no. N/105/01660/13.	ALDI Supermarket, Newbridge Hill, LN11 0JT, St James Ward	No		Object on the grounds of vitality and viability of Town Centre	18/11/2020
7	ELDC	N/105/ 02041/20	Planning Permission	Mrs. M. Ewing	Change of use of land to be used for Llama trekking and construction of a detached building to provide a briefing room and classroom, reception area, indoor picnic/leisure area with an emergency sleeping area and additional leisure space on the first floor. Construction of vehicular parking area, a corral area with fencing to a maximum height of 1.2 metres, fencing and gates to a maximum height of 1.2 metres and picnic area. Existing field shelter on site to be removed. (Some works commenced).	Hallams Close, Julian Bower, LN11 9QN, St. Mary's Ward	No			01/12/2020

PLANNING CORRESPONDENCE TO NOTE

ELDC Planning Decisions

Approved – N/105/01559/20 – Planning Permission – Meridian House Units 3 and 4 – LTC Objected
Approved – N/105/01594/20 – Planning Permission – 79 Brackenborough Road – LTC supported
Approved – N/105/01554/20 – Planning Permission – 107 Update – LTC Supported
Approved – N/105/01619/20 – Planning Permission – 37 Sandringham Drive – LTC Supported
Approved – N/105/01511/20 – Planning Permission – 9 South Terrace – LTC Supported
Approved – N/105/01453/20 – Planning Permission – 1 Hill Terrace – LTC Supported
Approved – N/105/01458/20 – Planning Permission – 3 Gospelgate – LTC Supported

Enforcement

Location: 73 Eastgate, Installation of metal shutters to a Grade II Listed Building

Temporary Traffic Restrictions

ORGANISATION RESPONSIBLE – Northern Powergrid
Charles Street (between 16m & 65m South of Hawthorne Avenue) current – extended now to 30/10/20

11-03-20 G&F MINS

**MINUTES OF THE LOUTH TOWN COUNCIL GOVERNANCE AND FINANCE COMMITTEE
HELD ONLINE USING THE ZOOM PLATFORM
ON TUESDAY 3rd NOVEMBER 2020**

Present Cllr. Mrs. E. Ballard (EB), (in the chair).

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

Councillors not present: H. Filer (HF) and D. Jackman (DJ).

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

156. Apologies for Absence

Apologies for absence were received from Cllr. HF.

157. Declarations of Interest / Dispensations

Cllrs: AL, Mrs JMS and DEW as members of Hubbard's Hills Trust.

158. Minutes

It was **RESOLVED** that the notes of the Governance and Finance Committee Meeting held on 8th September 2020 be approved as the Minutes.

159. Financial Reports

The Committee **RESOLVED** to authorise the following:

- a. Receipts and Payments – Cashbooks 1 and 2 – Months 1 to 6.

i)	Month 1 (April)	Cash Book 1	Receipts	£158,949.08	Payments	£25,146.24
ii)	Month 1 (April)	Cash Book 2	Receipts	£170.00	Payments	£191.40
iii)	Month 2 (May)	Cash Book 1	Receipts	£348.44	Payments	£25,365.93
iv)	Month 2 (May)	Cash Book 2	Receipts	£0.00	Payments	£141.90
v)	Month 3 (June)	Cash Book 1	Receipts	£7,334.62	Payments	£20,542.50
vi)	Month 3 (June)	Cash Book 2	Receipts	£250.00	Payments	£110.65
vii)	Month 4 (July)	Cash Book 1	Receipts	£23,407.63	Payments	£51,518.69
viii)	Month 4 (July)	Cash Book 2	Receipts	£150.00	Payments	£217.70
ix)	Month 5 (August)	Cash Book 1	Receipts	£6,184.84	Payments	£18,824.48
x)	Month 5 (August)	Cash Book 2	Receipts	£250.00	Payments	£108.35
xi)	Month 6 (September)	Cash Book 1	Receipts	£160,533.87	Payments	£37,324.01
xii)	Month 6 (September)	Cash Book 2	Receipts	£150.00	Payments	£157.21
- b. Detailed Income and Expenditure Report (Budget Variance Report) as at Month 6 to 30th September 2020.
- c. Earmarked Reserves Report as at 30th September 2020.
- d. Balance Sheet as at Month 6 to 30th September 2020 and Cashbook 1 and 2 Bank Reconciliations which reconcile to account statements showing balances as follows:
 - i) Lloyds Treasurers Account (balance at 30th September 2020) – £442,575.23
 - ii) Petty Cash (balance as at 30th September 2020) – £233.83
 - iii) Lloyds Deposit Account (balance as at 17th December 2019) – £166,650.51
 - iv) National Savings and Investment Account (balance as at 31st December 2019) – £110,527.73.

160. Citizens Advice Bureau

The Committee **RESOLVED** to authorise the release of funds in the sum of £1,000 as per the 2020/21 budget but to also ask the CAB how they were coping during the Coronavirus Crisis, and if they required further financial support.

161. Budget 2021/22

Councillors noted that any suggestions they may have for possible inclusion in the budget should be forwarded to the Town Clerk by 16th November 2020.

162. Next Meeting

The Committee noted that the date of the next scheduled Governance and Finance Committee meeting was 1st December 2020.

The Meeting Closed at 9.06pm.

Signed _____ (Chairman)

Dated _____

UNAPPROVED

Grant Applications 2020/21

Name of Applicant	Louth and District Help for the Homeless	Louth Playgoers Society Ltd.
Date Application Received	04/09/2020	05/10/2020
Amount Awarded 2019	£200	£100
Amount Requested 2020	£1,200	£2,000
Use of Funds Requested	Assist start of tenancies	Reupholster theatre seats
Has a Written Quotation Been Provided?	No, not possible for this use.	Estimate of cost mentioned, no quotation provided
Membership of Organisation	9	88
How Many Members Live in Louth?	5	69
How Many Louth People will Benefit?	8-10	2569
What Age Range are the Beneficiaries?	All but especially young adults	7-85
What Legacy to Louth is Provided?	Finding housing for Louth Residents enabling them to remain in the area and work/bring up families etc.	Provision of culture and theatre to the town and surrounding areas.
Accounts Provided?	Yes	Yes (but previous year)
FOG Recommendation?	£1,200	£0
LTC Award 2020 (For GF to Resolve)		
Application Details	This will enable three families or individuals to start a tenancy, out of a possible demand of dozens.	After being open for 18 years many parts of the building are coming to the end of their life and need refurbishment. One quotation for the reupholstering of the theatre seats has been received, from a local company, apparently in the sum of £10,000.
Notes		