

Louth Town Council

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

01507 355895

clerk@louthtowncouncil.gov.uk



To the Members of the Town Council of Louth:

You are hereby summoned to attend a meeting of Louth Town Council and its Planning Committee which will be held on Tuesday 14th September 2021 in The Old Court Room, The Sessions House, Eastgate, Louth at 7pm. The business to be dealt with at the meeting is listed in the agenda below.

Please note, there will be a 15 minute public forum between 6.45pm and 7.00pm when members of the public may ask questions or make short statements to the Council, and your attendance is requested during this period.

Any public, wishing to speak on an agenda item or 'sit in' on the meeting(s) please contact the Town Clerk, using the above email address, in advance 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.

From 7pm a maximum of ten minutes will be set aside for the meeting to receive reports from elected Members of Lincolnshire County Council and East Lindsey District Council.

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 9th Day of September 2021

Safety Precautions due to COVID-19:

Louth Town Council continue to take precautionary measures to uphold its legal responsibility to protect its officers, elected members and others from risk to their health and safety. As a minimum these will include • ventilation, • socially distanced seating, • no tables and asking that attendees: • Please do not touch items other than their own, • Please bring their own pen and paper, • Please take their own items/rubbish home with them, • Please bring their own drink, • Please do not come to the meeting if they have any symptoms or have been in contact with someone who is sick. • Please inform the Town Clerk as far in advance of the meeting as possible if you will not be able to attend.

• Please note that the rules of debate as prescribed within Standing Orders will be adhered to. If Cllrs. wish to speak during the meeting, they will need to raise their hand, the Chairman will note this and will call upon people in the order he has noted. When asked to speak, Cllrs. should stand and speak loudly or make their way to the microphone.

• Please note hand sanitising and the use of masks are also still encouraged.

AGENDA

TOWN COUNCIL

(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. Council Minutes

To approve as a correct record the notes of the Council Meeting held on 20th July 2021. (Attached).

4. Committee Minutes

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

- a. Community Resources – 06/05/21
- b. Governance & Finance – 06/5/21
- c. Personnel – 06/05/21
- d. Planning – 06/05/21, 20/07/21

5. 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 and legal nature in relation to Old Mill House.

6. Budget Setting

Councillors to note that ideas for future projects, for inclusion in the budget, together with costings, should be submitted to the Town Clerk by email, by 22nd September.

7. Annual Governance and Accountability Return (AGAR)

- a. Council to note that the Council's External Auditor has completed its limited assurance review of Louth Town Council for the year ended 31st March 2021.
- a. Council to receive and approve the Notice of Conclusion of Audit.
- b. Council to receive Section 3 – External Auditor Report and Certificate 2020/21 and note that the Council has received an unqualified audit, the external auditor having found no issues on which to make comment.
- c. Council to note that the official period for inspection of its financial records expired on 11th August 2021.

8. Next Meeting

Council to note that the date of the next scheduled Town Council meeting is 26th October 2021.

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 17th August 2021.

4. Applications received by the Local Planning Authority

- a. To consider and make observations on all planning applications received including those listed in the schedule (PA/Schedule 09-14-21). (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 consider the following:

a. Proposals within the Conservation Area

Location: 82 Westgate. **Proposals:** T1 – Leylandii – Fell. **Reasons:** T1 – Tree is obscuring the light and view of neighbouring properties.

b. Proposals affecting trees under TPO (G1)

Location: 10 Old Mill Park. **Proposals:** G1 – Sycamore, Lime, Elm and Chestnut – T1 – on plan (Sycamore) – fell. T2 – on plan (Himalayan Birch) – side prune to suitable growth points. T3 – on plan

(Sycamore) – Crown lift to approximately 3m-3.5m on all sides. **Reasons:** G1 – T1 – Crown dieback and evidence of decay. T2 – To clear building by approximately 1m-1.5m. T3 – To clear overhanging branches to neighbouring property.

7. Lincolnshire Riparian Process Consultation

Committee to ratify the response on the above, made on behalf of the Council by the Planning Working Group, to meet LCC's deadlines. (Attached).

8. Next Meeting

Committee to note that the date of the next scheduled Planning Committee meeting is 17th August 2021.

07-20-21 TC MINS

**MINUTES OF THE MEETING OF LOUTH TOWN COUNCIL
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 20TH JULY 2021**

Present The Mayor, Cllr. D. Hobson (DH) (in the chair).

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

Councillors not present: A. Cox (AC), D. Jackman (DJ), F.W.P. Treanor (FWPT)

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

T25. Apologies for Absence

Apologies for absence were received from Cllr. FWPT.

T26. Declarations of Interest / Dispensations

Cllrs. Mrs. JMS, AL and DEW – Item 16 in relation to Hubbard's Hills (it was noted that Cllr. Mrs. JMS had a dispensation).

T27. Council Minutes

It was **RESOLVED** to approve as a correct record, the notes of the Council Meetings held on the: 29th June 2021, 4th May 2021 (with 'JS abstained' crossed through on minute 342 a and b), and 27th April 2021.

T28. Committee Minutes

It was **RESOLVED** to adopt resolutions contained therein of the following Committee Meetings:
Community Resources – 30th March 2021, Governance and Finance – 26th April 2021, Personnel – 16th February 2021, Planning – 13th April 2021 and 16th March 2021

T29. Annual Town Meeting Minutes 2021

It was **RESOLVED** to receive the notes of the Annual Town Meeting held on 20th April 2021 and it was noted that no proposals were raised by members of the public.

T30. Louth Hospital

It was **RESOLVED** that Louth Town Council would write to the CCG (Clinical Commissioning Group), LCHS (Lincolnshire Community Health Services) and ULH (United Lincolnshire Health Trust) to express its grave concern at the unexpected and sudden permanent closure of Cawthorpe Ward operating out of Louth County Hospital, noting that local GPs were not even informed it had closed. Further, that the Council would ask the same three organisations to explain exactly what services are going to be actively offered at Louth County Hospital once Covid has subsided and in the light of these responses organise a public meeting once all restrictions were lifted and expected staff reorganisation had taken place, for local concerns to be answered by NHS leaders, to include services at Grimsby and Scunthorpe as well as within Lincolnshire.

T31. Tribute to Keyworkers

It was **RESOLVED** to create a new 'Tribute to Keyworkers Working Group' with a remit to discuss a Covid Tribute and bring recommendations back to Town Council. Membership: All Councillors.

NB: Following this item the meeting was adjourned for five minutes (8:35pm) to allow members to go outside and cool down, due to the hot weather conditions.

T32. Working Group

It was **RESOLVED** that the Louth Environment Working Group membership would consist of: Cllrs. JB, MB, DJEH, HF, DF and JS.

T33. Louth Bypass

- a. Following enquiries as to the costs incurred from LCC to update the out of date details shown on signage on the Louth Bypass, it was **RESOLVED** that the Town Clerk would make some further enquiries as to costs from other companies to undertake the work.
- b. It was **RESOLVED** that Louth Town Council write to LCC to request they review the issues affecting Louth bypass, including surface dressing, drainage and pedestrian access affected by overhanging vegetation and risk.

T34. Grants

It was **RESOLVED** to approve the go live date for the LTC grant application form 2021/22 of Tuesday 10th August and closing date for applications of noon on Tuesday 5th October 2021.

T35. Christmas

It was **RESOLVED** to delegate authority to the Town Clerk to make arrangements, along the same lines as in previous years, provided that costs are contained within budget and to accept the kind offer of a free real tree from Mr. Strawson.

T36. Public Space Protection Order

It was **RESOLVED** not to put forward any areas for inclusion.

T37. Welcome Back Funding

The Council noted a report from the Town Clerk regarding the Welcome Back Funding from ELDC.

T38. 100th Anniversary of Louth's War Memorial

The Council noted that the above will take place on 4th August 2021 and that The Mayor had organised a short ceremony to take place at the War Memorial from 10.50am to mark the occasion. Further it was noted that a 'page' had been added to the Town Council website documenting the history of the War Memorial, a leaflet had been produced and a pop up exhibition was to be erected in the vicinity of the War Memorial. The Mayor thanked the staff for their work in researching the information and putting it together.

T39. ELDC Councillors' Community Grants Scheme

It was noted that the Council had received a grant from the above of £1,000 awarded by ELDC Councillors Horton, Leonard, Hall, Jackson and Parkin for use on purchasing Reactive Speed Signs for the town. Cllr. GEH also informed the Council that there would be a Speed Awareness Working Group meeting on August 10th at 7pm at Sessions House to which Sgt Price from Louth Neighbourhood Police would attend.

T40. Closed Session

It was **RESOLVED** to go into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following item, information being of a confidential and legal nature in relation to Hubbard's Hills.

- a. The Council received copies of correspondence from its Solicitor on pink paper for consideration. Following discussion it was **RESOLVED** as follows:
 - i) To note the advice of the Council's solicitors.
 - ii) To arrange an informal Zoom meeting and in respect of that meeting:
 - (1) Invite the Hubbard's Hills Trust to nominate 4 of its members to attend
 - (2) Invite the Hubbard's Hills Trust's legal representative to attend.
 - (3) Representatives to attend on behalf of the Council to be: Cllrs. JB, JG, HF, GEH.
 - (4) That the meeting be Chaired by Cllr. Mrs. EB (as Chair of the G&F Committee).
 - (5) That the Council's solicitor be invited to attend; and
 - (6) That the Town Clerk be in attendance.

It was **RESOLVED** to come out of Closed Session.

The Meeting Closed at 9.50pm.

Signed _____ (Chairman)

Dated _____

Louth Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

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

Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
<p>1. The audit of accounts for Louth Town Council for the year ended 31 March 2021 has been completed and the accounts have been published.</p>	<p>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.</p>
<p>2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Louth Town Council on application to:</p> <p>(a) <u>MRS. L. PHILLIPS, TOWN CLERK, LOUTH</u> <u>TOWN COUNCIL, THE SESSIONS HOUSE, EASTGATE,</u> <u>LOUTH, LN11 9AJ</u></p> <p>(b) <u>MONDAY TO FRIDAY 10AM TO 1PM</u></p>	<p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p> <p>(b) Insert the hours during which inspection rights may be exercised</p>
<p>3. Copies will be provided to any person on payment of <u>£1.00</u> (c) for each copy of the Annual Governance & Accountability Return.</p>	<p>(c) Insert a reasonable sum for copying costs</p>
<p>Announcement made by: (d) <u>MRS. L. PHILLIPS, TOWN CLERK</u></p>	<p>(d) Insert the name and position of person placing the notice</p>
<p>Date of announcement: (e) <u>15/9/21</u></p>	<p>(e) Insert the date of placing of the notice</p>

Section 3 – External Auditor Report and Certificate 2020/21

In respect of

Louth Town Council – LI0231

1 Respective responsibilities of the body and the auditor

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 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

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 2020/21

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 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

Paul Littlejohn

Date

08/09/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

08-17-21 PLAN MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PLANNING COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 17th AUGUST 2021**

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

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

Councillors not present: Mrs. E. Ballard (EB), A. Cox (AC), H. Filer (HF) J. Garrett (JG), D. Jackman (DJ), K. Norman (KN) and D.E. Wing (DEW).

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

Public Forum

- Cllr. Mrs. JMS reported on a number of personnel changes at ELDC including the change of Monitoring Officer to one from South Holland DC. She reported that work on the new ELDC Hub at Horncastle had started. Cllr. Mrs. JMS understood that there were currently discussions between Magna Vitae and a Louth school regarding taking over the London Road sports facilities/land (some of the land which belongs to LTC). Lastly, she confirmed that there were rising numbers of cases of Covid in the area and that testing kits would be available at Cadwell Superbikes and at the Markets (amongst many places), but was concerned that 16-18 year olds were not electing to have the vaccine.
- Cllr. LMC voiced her concerns regarding the amount of rubbish and broken glass at Springside and that fly tipping had appeared to increase in the Trinity area. It was suggested that Cllr. LMC write to ELDC as an LTC ward councillor to highlight the issues.
- Cllr. Mrs. PFW wanted to know if protocol had changed regarding complaints about road traffic signage as LCC were instructing members of the public to bring their concerns to town/parish councils instead of LCC Councillors? She considered that it was wasting residents' time.
As Cllr. KN was not at the meeting it was **RESOLVED** that Cllr. Mrs SEL act as assistant to the Chair for the meeting.

P18. Apologies for Absence

Apologies for absence were received from Councillors: Mrs. EB, HF, JG, KN and DEW.

P19. Declarations of Interest / Dispensations

The following declarations of interest were made:

- a. Cllr. Mrs. JMS - items 4, 5 and 6, as a member of ELDC and PA 11 (as member of HH Trust).
- b. Cllr. AL - items 4, 5 and 6, as a member of ELDC, PA 8 as known to him and PA 11 (as member of HH Trust).
- c. Cllr. DJEH - items 4, 5 and 6, as a member of ELDC and its Planning Committee.

P20. Minutes

It was **RESOLVED** that the notes of the Planning Committee meeting held on 20th July 2021 be approved as the Minutes.

P21. Applications received by the Local Planning Authority

- a. The Committee considered all planning applications received, including those listed on the schedule (PA/Schedule 08-17-21) and **RESOLVED** as follows:
 - i. N/105/01419/21 – 27 Market Place - objected to this application on the grounds that the design is not in keeping with the conservation area. The Council is not against the principle of covering the windows but feels that any covering must be used to promote the area, showcasing the town or district and not the individual premises.
 - ii. N/105/01361/21 – 32 St Mary's Lane - objected to this application on the grounds of garden grabbing, very poor access drive, no indication of whether the required rights of way permissions are in place, no arboreal report, no ecological report, two properties are overintensive, neighbour comments suggest that trees will be damaged by developing this site, the Civic Trust strongly object, there is no historical assessment, the proposals will have a poor visual impact and the Council is concerned about access for emergency services and the safety of residents.

- iii. **N/159/00281/21** – Thorpe Hall - strongly objected to this application on the grounds that this application is totally inappropriate for a Grade II* listed property. The gardens were laid down in 1906 by Gertrude Jekyll the famous and celebrated garden designer, the rest is a "Deer Park" of renown. This is one of the most important houses in Louth. It is very close to the roundabout in a 60mph speed limit so could have very poor access problems. The Civic Trust strongly object. There has been no historical assessment. The Environment Agency and the Council are concerned that there are no drainage plans. It can be seen that the land drains downhill towards the river Lud, details of the proposed drainage scheme are a necessity. The property is in the AONB and within the curtilage of the Gertrude Jekyll gardens. The Council is not against progress but feel that this sort of venture needs to be good quality and has got to be the right development in the right place. The Council wants the town to flourish, nothing stays the same, everything changes but it is looking after its heritage for the generations to come. Thorpe Hall has been in existence since the 1600's and it is really important that it is ensured that it be there for future generations and the grounds are integral to the house and history of the site.
- iv. **N/105/01641/21** – 73 Eastgate - objected to this application on the grounds that the proposals are not in keeping with this period shop front in the Conservation Area.
- v. All other applications were supported.
- b. It was **RESOLVED** to ratify comments of support made by the Planning Working Group under delegated powers regarding proposals to upgrade telecommunications systems at Radcom Ltd., Louth, Cell No. CTIL_106900-39-TEF 71128 but the Town Clerk reported that all the changes required could be carried out under the permitted regulations anyway.

P22. Planning Correspondence

The Committee noted the following planning correspondence:

- a. ELDC Planning Decisions
 - i. Approved – N/105/ 01018/21 – Planning Permission – 134 Horncastle Road – LTC Supported
 - ii. Approved – N/105/00704/21 – Planning Permission – Land off Kenwick Gardens – LTC Objected
 - iii. Refused – N/105/02041/20 – Planning Permission – Hallam's Close, Julian Bower – LTC Objected
 - iv. Approved – N/105/01205/21 – Planning Permission – Aygarth House, Legbourne Road – LTC Supported
 - v. Approved – N/105/01280/21 – Planning Permission – 3 Trinity Lane – LTC Supported
 - vi. Approved – N/105/01245/21 – Planning Permission – 137 Eastgate – LTC Supported
 - vii. Approved – N/105/01261/21 – Listed Building Consent – 137 Eastgate – LTC Supported.
 - viii. Approved – N/105/01202/21 – Planning Permission – 101 Horncastle Road – LTC Supported
 - ix. Approved – N/105/01243/21 – Planning Permission – Pocklington Renault, Northolme Road – LTC Supported
- b. Enforcement
 - i. 31 Stewton Lane – Erection of garage without planning permission – enforcement notice issued
 - ii. 20 Aswell Street – Unauthorised Advertisement – No breach found
 - iii. 38 Alexander Drive, derelict land adjacent – Ref site now made secure
 - iv. 14 Wesgate Louth – Breach of planning new resolved

P23. Proposed Works to Trees Protected by a Tree Preservation Order

It was **RESOLVED** to support the following proposed Tree Works:

- a. **Location:** Riverdale, Love Lane – **Proposals:** T1, T2, T3 – Holly – Reduce in height from 9m to 8m and spread from 4m to 3m. T4, T5, T6 – Conifer – Reduce in height from 12m to 10m and spread from 5m to 3.5m. T7 – Silver Birch – Reduce in height from 8m to 7m and spread from 4m to 3m. T8 – Silver Birch – Reduce in height from 10m to 8m and spread from 5m to 4m.

P24. Riparian Network Questionnaire

It was **RESOLVED** that Louth Town Council should register its wish to complete the questionnaire.

P25. Next Meeting

The Committee noted that the date of the next scheduled Planning Committee meeting was 14th September 2021.

The Meeting Closed at 8:24pm.

Signed _____ (Chairman)

Dated _____

Our Ref	Author-ity	Application No	Type	Applicant	Proposal	Location /Ward	Conserva-tion Area?	Previous LTC Comments	WG Recommendations	Expiry Date for LTC Comments
1	ELDC	N/105/01759/21	Planning Permission	Mr. Tomlinson	Alterations to the existing dwelling to provide 5no. Rooflights	5 Lee Street, LN11 9HJ - Priory Ward	yes	none	Support.	15/09/2021
2	ELDC	N/159/00281/21	Planning Permission	Mr. C. Bowen	Heritage Impact Assessment Received Change of use of land to site 12no. holiday cabins, provision of a communal bin store, cycle stores and erection of a fence and entrance gates to the maximum height of 1.5 metres.	Thorpe Hall, Lincoln Road, South Elkington, LN11 0QR - Binbrook Ward	Yes and Grade II*	17th August 2021 Thorpe Hall - strongly objected to this application on the grounds that this application is totally inappropriate for a Grade II* listed property. The gardens were laid down in 1906 by Gertrude Jekyll the famous and celebrated garden designer, the rest is a "Deer Park" of renown. This is one of the most important houses in Louth. It is very close to the roundabout in a 60mph speed limit so could have very poor access problems. The Civic Trust strongly object. There has been no historical assessment. The Environment Agency and the Council are concerned that there are no drainage plans. It can be seen that the land drains downhill towards the river Lud, details of the proposed drainage scheme are a necessity. The property is in the AONB and within the curtilage of the Gertrude Jekyll gardens. The Council is not against progress but feel that this sort of venture needs to be good quality and has got to be the right development in the right place. The Council wants the town to flourish, nothing stays the same, everything changes but it is looking after its heritage for the generations to come. Thorpe Hall has been in existence since the 1600's and it is really important that it is ensured that it be there for future generations and the grounds are integral to the house and history of the site.	Continue to strongly object to this application on the grounds that this application is totally inappropriate for a Grade II* listed property. The gardens were laid down in 1906 by Gertrude Jekyll the famous and celebrated garden designer, the rest is a "Deer Park" of renown. This is one of the most important houses in Louth. It is very close to the roundabout in a 60mph speed limit so could have very poor access problems. The Civic Trust strongly object. There has been no historical assessment. The Environment Agency and the Council are concerned that there are no drainage plans. It can be seen that the land drains downhill towards the river Lud, details of the proposed drainage scheme are a necessity. The property is in the AONB and within the curtilage of the Gertrude Jekyll gardens. The Council is not against progress but feel that this sort of venture needs to be good quality and has got to be the right development in the right place. The Council wants the town to flourish, nothing stays the same, everything changes but it is looking after its heritage for the generations to come. Thorpe Hall has been in existence since the 1600's and it is really important that it is ensured that it be there for future generations and the grounds are integral to the house and history of the site.	16/09/2021
3	ELDC	N/105/01561/21	Section 73	Mr K Snape	Section 73 application in relation to condition no. 1 (approved plans) as imposed on planning permission reference no. N/105/00819/19 (erection of 160 dwellings on phases 2-5) - house type changes	Land West of Grimsby Road - North Holme Ward	no		Support.	15/09/2021
4	ELDC	N/105/01737/21	Planning Permission	KD Enderby (Alford) Ltd	Section 73 application in relation to condition no. 2, (Approved Plans) as imposed on planning permission reference no. N/105/763/19 which was for the erection of a house with integral garage and alterations to existing vehicular access and construction of a vehicular access to serve 54 Brackenborough Road	Land adjacent to 54 Brackenborough Road, LN11 0AQ - St. Margaret's Ward	no		Support.	18/09/2021

PLANNING CORRESPONDENCE TO NOTE

1. ELDC Planning Decisions

- a. Approved – N/105/01422/21 – Listed Building Consent – 69 Eastgate –LTC Supported
- b. Approved – N/105/01360/21 – Planning Permission – 20 Mill Lane – LTC Supported
- c. Approved – N/105/01398/21 – Planning Permission – 11 Stainesway – LTC Supported
- d. Approved – N/105/01674/21 – Planning Permission – Couplands Caravans – LTC Supported
- e. Approved – N/105/01419/21 – Consent to Display – 27 Market Place – LTC objected

2. Enforcement

- a. 20 Elm Drive – Untidy Land – notice of investigation
- b. 14 Market Place – Untidy listed building – breach has been resolved
- c. 32-34 Mercer Row – Untidy land and building – Section 215 Notice has been issued
- d. 32-34 Mercer Row – Untidy land and building – Details of Section 215 Notice
- e. Hallams Close, Julian Bower, LN11 9QN – Change of use of land for Llama trekking business – formal enforcement action is to be taken

3. Notice To Interested Parties

- a. Formal notice – Tree Preservation Order to be imposed on a False Acacia at Deighton Close
- b. Tree Preservation Order has been imposed covering The Land at 2, Old Mill Park, Louth

4. Traffic Regulation Order

Organisation responsible for restriction: Louth Independent Traders

Reason for restriction: To Enable Social Distancing (COVID-19) Pavement Café

Location and nature of restriction: Road Closure Order in place on: Cornmarket

Period of restriction: Monday, Tuesday, Thursday & Sunday every week between 29/3/2021 & 3/10/2021

Closures now extended to finish 28/9/2022

(Restrictions to be implemented as & when required during this period, signage detailing accurate dates & times will be displayed on site in advance)

Organisation responsible for restriction: Sunbelt Rentals UK

Reason for restriction: Gas Connection

Location and nature of restriction: Road Closure Order in place on: Horncastle Road (Between Edward Street and Vanessa Road)

Period of restriction: 25/10/2021 to 29/10/2021 (Restrictions to be implemented as & when required during this period, signage detailing accurate dates & times will be displayed on site in advance)

Section 1 – Existing Riparian Information Material

Question 1 – Have you undertaken any work (e.g. leaflets, posters etc.) which explains to riparian landowners what their responsibilities are and/or encourages riparian landowners to exercise their responsibilities? Please select the most appropriate answer.

☐ Yes (go to question 2a)

☒ No

If you selected 'No' do you plan to carry out any work which explains to riparian landowners what their responsibilities are and / or encourages riparian landowners to exercise their responsibilities? Please select the most appropriate answer.

☐ Yes (go to question 2b)

☐ No (go to question 5)

☒ Don't know (go to question 5)

Question 2a – What methods or techniques did you use? Please select the method(s) you used. Once you have answered this question please go to question 3.

☐ Email

☐ Leaflets

☐ Letters

☐ Meetings / Presentations

☐ Newsletters

☐ Posters

☐ Third parties (e.g. National Flood Forum)

☐ Verbal communications (e.g. telephone conversations, site visits)

☐ Other

If you selected 'Other' please specify in the text box below. Additionally, if you wish to elaborate on any of the methods or techniques utilised please provide your answer in the text box below.

[Click here to enter text.](#)

Question 2b – What methods or techniques do you propose to utilise? Please select the method(s) you propose to use. Once you have answered this question please go to question 5.

- ☐ Email
- ☐ Leaflets
- ☐ Letters
- ☐ Meetings / Presentations
- ☐ Newsletters
- ☐ Posters
- ☐ Third parties (e.g. National Flood Forum)
- ☐ Verbal communications (e.g. telephone conversations, site visits)
- ☐ Other
- ☐ Don't know

If you selected 'Other' please specify in the text box below. Additionally, if you wish to elaborate on any of the methods or techniques you propose to utilise please provide your answer in the text box below.

[Click here to enter text.](#)

Question 3 – Given your answer to question 2a, were the methods or techniques you utilised effective, i.e. did they increase awareness of riparian responsibilities within your geographical area of operation and / or did they result in a greater number of riparian landowners acting on their responsibilities? Please select the most appropriate answer(s).

- | Awareness | Action |
|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> Yes |
| <input type="checkbox"/> Partially | <input type="checkbox"/> Partially |
| <input type="checkbox"/> No | <input type="checkbox"/> No |
| <input type="checkbox"/> Don't know | <input type="checkbox"/> Don't know |
| <input type="checkbox"/> NA | <input type="checkbox"/> NA |

If you selected 'Yes', 'Partially' or 'No' how do you know the methods or techniques you utilised were effective or otherwise. Please provide your answer in the text box below.

[Click here to enter text.](#)

Question 4 – In your experience, what are the most preferred communication channels that riparian landowners like to use or wish to receive information from? Please select the most appropriate answer(s).

- ☐ Email
- ☐ Leaflets
- ☐ Letters
- ☐ Meetings / Presentations
- ☐ Newsletters
- ☐ Posters
- ☐ Third parties (e.g. National Flood Forum)
- ☐ Verbal communications (e.g. telephone conversations, site visits)
- ☐ Other

If you selected 'Other' *please specify in the text box below*. Additionally, if you wish to elaborate on any of the above points, *please provide your answer in the text box below*.

[Click here to enter text.](#)

Section 2 – Awareness, Barriers & Solutions

Question 5 – How aware are you of the wider organisational roles and responsibilities with regards to land drainage enforcement (e.g. Internal Drainage Boards, Lead Local Flood Authority, Upper Land Tribunal)? Please select the most appropriate answer.

- ☐ Very aware
- ☒ Some awareness
- ☐ No awareness

Question 6 – Do you know who any of the riparian landowners are within your geographical area of operation? Please select the most appropriate answer.

- ☒ Yes
- ☐ No

Question 7 – Would you be willing to support the Lincolnshire Riparian Working Group in identifying and distributing questionnaires to riparian landowners within your geographical area of operation? Please select the most appropriate answer.

- ☒ Yes
- ☐ No

If necessary, please elaborate on your answer in the text box below.

[Click here to enter text.](#)

Question 8a – In your experience, how aware are riparian landowners, of their rights and responsibilities within your geographical area of operation? Please select the most appropriate answer.

- ☐ Very aware (go to question 8b)
- ☒ Some awareness (go to question 8b)
- ☐ No awareness (go to question 8c)
- ☐ Don't know (go to question 9)

Question 8b – In your experience how does awareness differ between farmers and householders / occupiers? Please select the most appropriate answer.

- ☒ Large difference in awareness
- ☐ Some difference in awareness
- ☐ No difference in awareness
- ☐ Don't know

If necessary, please elaborate on your answer in the text box below.

[Click here to enter text.](#)

Question 8c – How do you know riparian landowners are aware / not aware of their responsibilities (e.g. discussions, community events). Please provide your answer in the text box below.

[Click here to enter text.](#)

Based on previous discussions and communications with riparian landowners, some have a much better understanding of what they can and cannot do with a watercourse adjacent to their land, whereas others do not have an understanding at all. Examples include property owners constructing from their land into and over a river without seeking prior approval from the EA, as well as an instance of landowners not making good a temporary fix to their property when a retaining wall collapsed into the river.

Question 9 – In terms of encouraging riparian landowners to undertake their responsibilities, what are the main barriers that you are facing? Please select the most appropriate answer(s).

For the avoidance of doubt, parish / town councils, town forums and wards do not have any statutory requirements to raise awareness of and / or encourage the undertaking of riparian responsibilities.

- ☐ Limited awareness of riparian watercourses, structures or features
- ☒ Limited understanding of riparian rights and responsibilities
- ☒ Limited awareness of wider organisations roles and responsibilities regarding land drainage enforcement
- ☒ Challenges around co-operation with riparian landowners
- ☐ Resource limitations (e.g. finance / staff etc.)
- ☐ Time limitations
- ☐ Other
- ☐ No barriers

If you selected 'Other' please specify in the text box below. Additionally, if you wish to elaborate on any of the above points, please provide your answer in the text box below.

[Click here to enter text.](#)

Despite updated printed material being delivered to riparian landowners in the area by the EA, there appears to continue to be a reluctance for some landowners to fully understand and comply with their responsibilities as riparian owners whilst at the same time wishing to enjoy the rights that they have.

Question 10 – Given your answer to question 9, what would best support you in terms of encouraging riparian landowners to undertake their responsibilities? Please provide your answer in the text box below.

[Click here to enter text.](#)

Additional input from EA and partners to speak to riparian owners in 'problem' areas in order to address issues regarding what is expected of riparian landowners in terms of fulfilling their responsibilities.

Question 11 – In your experience, what are the barriers that riparian landowners face when attempting to undertake their responsibilities? Please select the most appropriate answer(s).

- ☒ Lack of awareness of riparian watercourses, structures or features
- ☒ Lack of understanding / awareness of riparian responsibilities
- ☒ Lack of understanding of how / when to undertake works / what consents are required to undertake works / who to contact for advice
- ☒ Accessibility of watercourses, structures and features
- ☒ Cost of undertaking works
- ☒ Limited capacity / resources (e.g. financial) to undertake works
- ☒ Limited ability to undertake works
- ☐ Time for undertaking works
- ☐ Challenges around co-operation with neighbouring / other riparian landowners
- ☐ Other
- ☐ No barriers

If you selected 'Other' *please specify in the text box below*. Additionally, if you wish to elaborate on any of the above points, *please provide your answer in the text box below*.

[Click here to enter text.](#)

Question 12 – Given your answer to question 11, what do you think riparian landowners would like to see implemented to overcome these barriers? Please select the most appropriate answer(s).

- ☒ Provision of information and guidance documents
- ☒ Single point of contact to discuss riparian issues
- ☐ Ability to enter agreements with Risk Management Authorities (RMA) (e.g. paying RMAs to undertake maintenance)
- ☐ Openly available riparian asset database
- ☐ Community initiatives for the management of riparian watercourses, structures and features
- ☐ Other
- ☐ No solutions

If you selected 'Other' *please specify in the text box below*. Additionally, if you wish to elaborate on any of the above points, *please provide your answer in the text box below*.

[Click here to enter text.](#)

Section 3 – Any Other Comments

Question 13 – Do you have any other comments that you would like to make? Please provide your answer in the text box below.

Click here to enter text.

The Lincolnshire Riparian Working Group would like to thank you for taking the time to complete this survey.

Please return the completed survey to Lincolnshire County Council's Floods Risk Team at FloodRisk@lincolnshire.gov.uk.

If you have any questions about the research, please refer to the background information document. Alternatively, you can contact us using the below email address.

Once again, we would like to thank you for your time.

Yours sincerely,

Ryan Davies BSc, MSc, GradCIWEM

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