

# LOUTH TOWN COUNCIL

## ANNUAL REPORT

2024/25



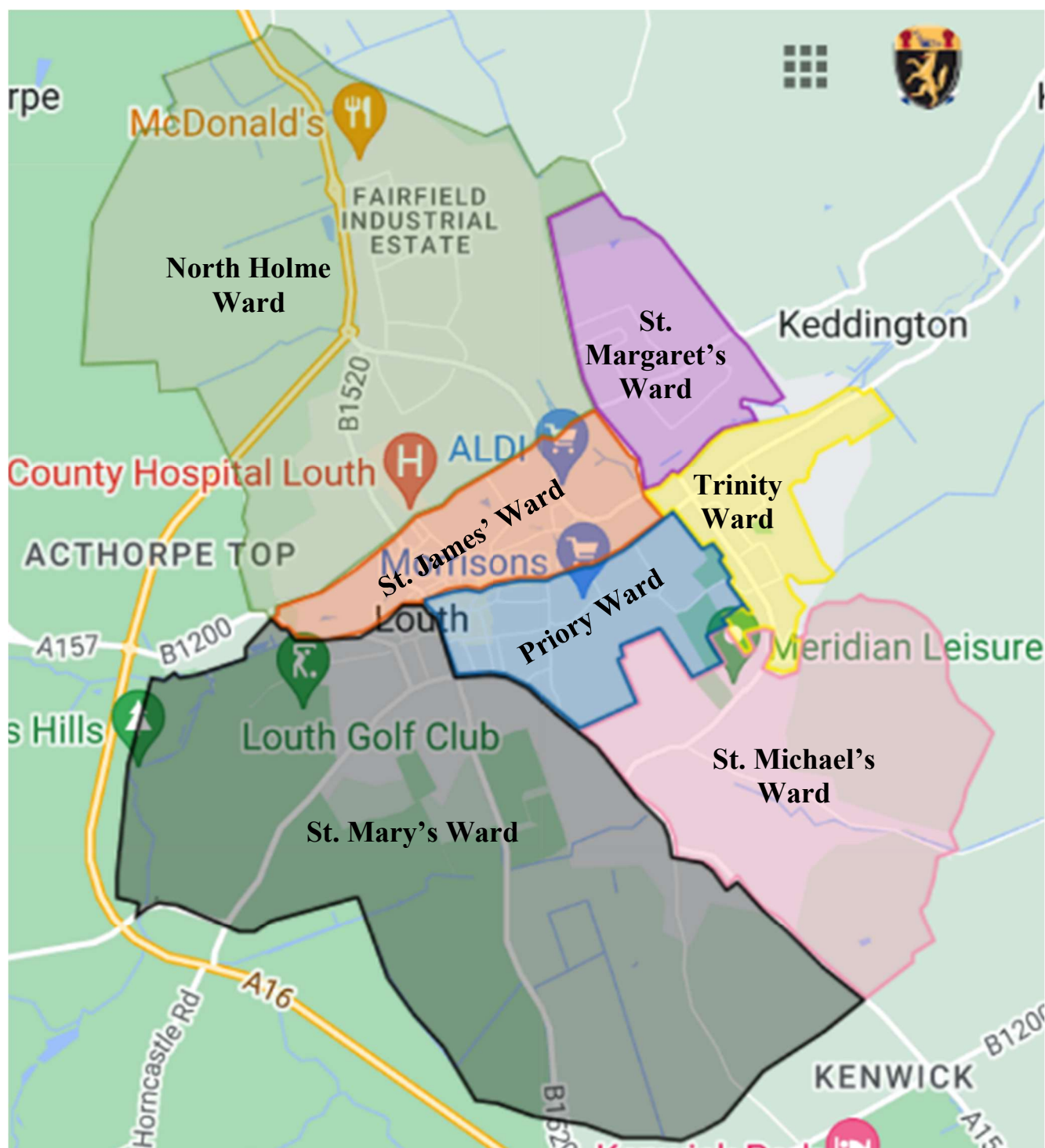


## DEMOGRAPHIC

Louth covers an area of approximately 4,394 square miles and has roughly 17,429 residents, of which around 13,270 are registered electors living in the town.

Louth Town Council is here to represent the people of Louth and it strongly listens to your concerns and does everything it can to deal with them or it liaises with East Lindsey District Council or Lincolnshire County Council.

Below is a map of Louth showing the different wards. On the page opposite are the contact details for your Town Councillors by ward.



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## MEMBERSHIP

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Louth Town Councillors are widely involved in all aspects of the community and the Council has representatives on many local groups and organisations.

**If there is a local matter that you are concerned about, please do not hesitate to contact your ward Councillor for advice or assistance.**

There are 7 wards in the town and each ward is represented by up to 3 Councillors. Meaning that when full the Council has 21 Councillors. There are currently 7 vacancies and 14 Councillors, which moving into 2025/26 are as follows:

### **NORTH HOLME WARD**

H. Filer	07796277682	<a href="mailto:hfiler@louthtowncouncil.gov.uk">hfiler@louthtowncouncil.gov.uk</a>
P. Starsmore	07849381686	<a href="mailto:pstarsmore@louthtowncouncil.gov.uk">pstarsmore@louthtowncouncil.gov.uk</a>

### **ST. MARGARET'S WARD**

D. Moore	07903456605	<a href="mailto:dmoore@louthtowncouncil.gov.uk">dmoore@louthtowncouncil.gov.uk</a>
D. Wing	01507 355895	<a href="mailto:dwing@louthtowncouncil.gov.uk">dwing@louthtowncouncil.gov.uk</a>

### **ST. JAMES' WARD**

J. Drake	07896948124	<a href="mailto:jdrake@louthtowncouncil.gov.uk">jdrake@louthtowncouncil.gov.uk</a>
D. Hobson	01507 355895	<a href="mailto:dhobson@louthtowncouncil.gov.uk">dhobson@louthtowncouncil.gov.uk</a>

### **PRIORY WARD**

M. Barnes	07506145183	<a href="mailto:mbarnes@louthtowncouncil.gov.uk">mbarnes@louthtowncouncil.gov.uk</a>
Mrs. P.F. Watson	07485221125	<a href="mailto:pwatson@louthtowncouncil.gov.uk">pwatson@louthtowncouncil.gov.uk</a>

### **TRINITY WARD**

L.M. Cooney	07977208538	<a href="mailto:lcooney@louthtowncouncil.gov.uk">lcooney@louthtowncouncil.gov.uk</a>
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### **ST. MICHAEL'S WARD**

Mrs. E. Ballard	01507 604975	<a href="mailto:eballard@louthtowncouncil.gov.uk">eballard@louthtowncouncil.gov.uk</a>
G. E. Horton	01507 606578	<a href="mailto:ghorton@louthtowncouncil.gov.uk">ghorton@louthtowncouncil.gov.uk</a>
J. Baskett	01507 354412	<a href="mailto:jbaskett@louthtowncouncil.gov.uk">jbaskett@louthtowncouncil.gov.uk</a>

### **ST. MARY'S WARD**

Mrs. J. Makinson-Sanders	01507 600743	<a href="mailto:jmakinsonsanders@louthtowncouncil.gov.uk">jmakinsonsanders@louthtowncouncil.gov.uk</a>
Mrs. K. Parsons	07946300852	<a href="mailto:kparsons@louthtowncouncil.gov.uk">kparsons@louthtowncouncil.gov.uk</a>

## YOUR TOWN COUNCIL

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London Road Cemetery

Louth Town Council's main responsibility is the running, upkeep and maintenance of the Cemetery at London Road and its burial records, which date back to 1855. The Cemetery encompasses an area of over 18 acres and includes areas for the burial of cremated remains and traditional interments. It has two chapels, one of which, the St. Athelheard's Greek Orthodox Church, call home. In 2024/25 there were 25 burials and 33 cremations in the Cemetery. Unfortunately, as it is a place for quiet contemplation the cemetery found that it was the victim of quite a lot of anti-social behaviour last year. Graffiti was left on the greenhouse glass, brick sheds and one of the Chapels. The glass in the greenhouse was broken. Youths thought the roof of the toilet block a good place to gather and there were reports of other issues taking place in the quiet confines of the grounds.

Throughout it all the Police have been very helpful and are keeping a watchful eye on things while other measures to mitigate problems have also been undertaken or are being considered.

The Town Council also owns the Sessions House, the former Magistrates Court building on Eastgate, at which its office is now based and which houses the famous Brown's Panorama of Louth as well as many other art works, treasures and object d'art. In 2024/25 ELDC helpfully produced a reprint of a leaflet on the famous work of art. These are available in the foyer of the Sessions House. The Council also considered quotes for repairs that are required to keep the Sessions House in good condition for the future and shortly it is hoped that the work will be awarded.

The Town Council acts on behalf of Louth residents in local matters which might involve highways, community transport schemes, parking and crime prevention, etc. It provides a stepping stone to District and County Councils and gives advice on who does what and how to access officers. It works closely with many organisations in the town such as Litter Pickers, Louth Lions, Louth Rotary, the Community Pay Back Team, Louth Museum, the Team Parish of Louth, Louth Run for Life, Louth Athletics Club, Hockey Club and Louth Football Club.

In 2024/25 it continued to provide various bins, benches, bus shelters and notice boards in the Town and owns and is responsible for the upkeep of the 7 wonderful handcrafted wooden town signs which mark the entrances to the Town. In 2024/25 it refurbished the benches in the Market Place, those outside Eastgate Union Church on Ramsgate, that out 207 Newmarket and that on the corner of Kenwick Road and Legbourne Road. It looked into the possibility of placing new bins outside Lacey Gardens School, on Virginia Drive, Horncastle Road and Meridian View. It has now successfully placed a bin at the school but is awaiting feedback on the others.

Amongst other things, the Council is responsible for providing Allotments. It now owns sites at London Road, Mount Olivet and Trinity Lane, having commenced the process of purchasing that on Trinity Lane for £30,000 in 2024/25. This process very recently completed. All of these sites are managed by the Louth Cottage Garden and Allotments Association and the Association owns the site located on Charles Street.



London Road Allotments

## YOUR TOWN COUNCIL CONTINUED

The Council owns the planters located around the town and each year purchases plants to adorn the Town Centre. Councillors plant these and maintain them year-round. It also runs the Festive Window Competition and on behalf of Lincolnshire County Council (LCC), it undertakes the cutting of the amenity grass verges around the town which amount to an area of approx. 68,966m<sup>2</sup>. It also ran the Lovely Louth Competition.



**Planter in the town centre**

It owns 3 interactive speed signs which it places around the town in locations as approved by LCC to deter speeding. It is also a planning consultee and is consulted on a range of other issues including Highways, Policing, Schools and Planning Policy for the town.

It maintains the War Memorial and arranges the town's annual Remembrance event. In 2024/25 it arranged a short service at the War Memorial and a beacon lighting to commemorate D-Day 80.

It arranges and finances the replacement and erection of the town's Christmas Lights and Christmas Crib and in 2024/25 purchased new lights in a bid to enhance the appeal of the town centre at Christmas and thereby assist the local economy, boost tourism and community spirit. A local knitting group also very kindly knitted Christmas themed bollard covers for the Market Place.



**Christmas tree, wreath and bollard covers in the town centre**

It gives grant aid to local bodies through its yearly grant giving exercise. In 2024/25 it helped Louth and District Concert Society, Louth Male Voice Choir, Spout Yard Management Trust, Louth Run for Life, Louth Friendship Festival, Louth Navigation Trust and Endeavour Louth with funding.

It owns, replaces and maintains CCTV cameras within the town centre and supports (with financial contributions) their surveillance which is operated from Boston with a Viewing Suite at Skegness and a third facility being installed at Mablethorpe.

It owns the site currently used for an Astro Turf pitch at London Road, which is now managed by the London Road Sports Partnership an organisation

entirely run by volunteers, following the departure of Magna Vitae. In 2024/25 it provided £20,000 to assist with the upkeep of the site and pledged to provide up to that amount annually going forwards, if required, as it was felt to be an invaluable resource for the community.

It also owns the land on which the Louth Athletics Association's Club House is erected on and other land in the vicinity which is rented out for use as grazing land and it also owns the Old Mill House which is privately leased.



**London Road Sports Pavillion**

## HUBBARD'S HILLS



**Bridge in Hubbard's Hills**

Louth Town Council took back management of Hubbard's Hills on 30<sup>th</sup> November 2024. This wooded valley, which was chiselled out of the chalk in the last Ice Age, was gifted to the people of the town back in the early 20th century as the result of a sum of money left in the Will of Auguste Alphonse Pahud in memory of his dear late wife. This lasting, living memorial is one of Louth's greatest treasures along with St. James' Parish Church. The land is to be enjoyed as a public park and pleasure grounds and it is an important leisure and tourist facility unique to Louth, recognised by the Town Council, who are



**Frosty Hubbard's Hills**

pledged to preserve it so that generations to come can enjoy its natural beauty.

Since 30<sup>th</sup> November the Council has: 1) Dedicated a telephone number for HH enquiries. 2) Created a webpage, dedicated to the Hills on LTC's website. 3) Undertaken a bin, bench and sign inventory. 4) Replaced some signage to reflect LTC Management. 5) The 'Leg' of one sign replaced, 6) The edges of the Hallington end car park were trimmed and cut back. 7) Skip hire



**Some of the new signage**

resolved. 8) Electricity contract resolved. 9) Water contract resolved. 10) PPE bought for volunteer. 11) Repairs were made to the fence along the top path. 12) Work to trees began. 13) Graffiti removed from some signs and inside of toilet block. 14) Outside of toilet block was repainted (by the HH Trust) due to graffiti. 15) Emergency tree work was undertaken on a top path tree which blew down in December storms blocking the path. 16) Permission granted for Lions Duck Race to take place in 2025. 17) A

clean of the bins, signs and memorial was commissioned. This is to take place imminently. 18) A request to install an automatic dog washer in the hills was considered but was not found to be a priority at that time. 19) A policy on the planting of memorial trees drafted and adopted. 20) An issue, raised by a lady in the public forum re. dogs was discussed by the HH Group. 21) Mole damage was discussed by the group. It was agreed that observation as to scope of the issue was required prior to any resolution. 22) The steps at the Hallington End were cleaned. 23) A member of the working group undertook a walk around with the Lincolnshire Wildlife Trust. 24) The Environment Agency were consulted. 25) The bottom path was cleaned. 26) The sign over the 1st bridge at the Hallington end was reinstated. 27) Tree debris is removed from the river periodically. 28) Ivy was removed from some signs to make them clearly visible. 29) The bins continue to be emptied. 30) The sanitary waste contract was resolved. Current actions under proposal for future consideration: 1) Litter picking. Activity to engage community interaction and ownership. 2) Implementation of an approved contractor/supplier list. 3) Look into use of a QR code in possible relation to receiving public donations, giving information and feedback on the Hill's.



**Meeting at the Sessions House (photograph taken April 2025)**

**Councillors in attendance (left to right):** Cllr. Mrs. Eileen Ballard, Cllr. George Horton, Cllr. Mrs. Jill Makinson-Sanders, Cllr. Mrs. Karen Parsons, Cllr. Paul Starsmore, Cllr. Hannah Filer, Cllr. David Moore, Cllr. Lynne Cooney, Cllr. Jeremy Baskett, Cllr. James Drake, Cllr. Darren Hobson and the Town Clerk Mrs. Lynda Phillips.

**Councillors absent:** Cllr. Margaret Barnes, Cllr. Mrs. Pauline Watson and Cllr. David Wing.

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**EMPLOYEES**

The Town Council has 4 employees, 2 in the office and 2 at the Cemetery. You may contact them as follows:

Louth Town Council, The Sessions House, Eastgate, Louth, LN11 9AJ  
Tel: 01507 355895



Mrs. Lynda Phillips  
Town Clerk  
[clerk@louthtowncouncil.gov.uk](mailto:clerk@louthtowncouncil.gov.uk)



Mr. Richard Hobson  
Maintenance Foreman



Mrs. Shona Chitauro-Adlard  
Assistant to the Town Clerk  
[admin@louthtowncouncil.gov.uk](mailto:admin@louthtowncouncil.gov.uk)



Mr. Hamish Lyon  
Maintenance Assistant



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## MEETINGS

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### Councillors Attendance at Meetings

2024/25 saw Councillors meet for 6 Town Council Meetings, 17 Planning Committee, 7 Governance and Finance, 4 Personnel Committee and 6 Community Resources Committee Meetings. All Council and Committee meetings take place at The Sessions House, Eastgate, Louth. A list of Councillor attendance is available to view from the Town Clerk or the minutes of each meeting list those in attendance/absent.

### Councillors Involvement with External Bodies/Groups

Councillors are part of working groups covering the following topics: Asset Review, Events, Floral Enhancement, Financial Overview, Past Mayor's, Play Park, Planning and Speed Awareness. The Council also established a Louth Town Plan Working Group with the aim of developing an effective long term vision for the improvement of Louth and its future. Councillors also liaised with external bodies such as Louth Transport Board, Louth United Charities, Louth Navigation Regeneration Partnership, CCTV Partnership, KEVIGS and the Rural Market Town Group.

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## SCHEDULE OF MEETING DATES 2025/26

The Council is in the process of reorganising its Committee structure. Whilst the dates of the meetings below are accurate, the Committees and start time are not confirmed unless otherwise stated.

Meeting Date (W/C Tuesday)	Start Time	Notes
20 <sup>th</sup> May 2025		2025/26 Annual Town Council Meeting
3 <sup>rd</sup> June 2025		
24 <sup>th</sup> June 2025		
22 <sup>nd</sup> July 2025		
19 <sup>th</sup> August 2025		
9 <sup>th</sup> September 2025		
30 <sup>th</sup> September 2025		
21 <sup>st</sup> October 2025		
18 <sup>th</sup> November 2025		
9 <sup>th</sup> December 2025		
20 <sup>th</sup> January 2026		
10 <sup>th</sup> February 2026		
3 <sup>rd</sup> March 2026		
24 <sup>th</sup> March 2026		
14 <sup>th</sup> April 2026		
28 <sup>th</sup> April 2026	6pm	2025/26 Annual Town Meeting
12 <sup>th</sup> May 2026		
26 <sup>th</sup> May 2026		2026/27 Annual Town Council Meeting

**Summary of Louth Town Council's Accounts to 31<sup>st</sup> March 2024:**

**Accounting Statements 2023/24 for Louth Town Council**

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward	6132.89	655602	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	283063	300082	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	65794	119183	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	123052	133769	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	183492	364619	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	655602	576479	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	645696	573370	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	1344324	1348979	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

[Redacted Signature]

Date

13/06/2024

I confirm that these Accounting Statements were approved by this authority on this date:

13/06/2024

as recorded in minute reference:

T22 0.

Signed by Chair of the meeting where the Accounting Statements were approved

[Redacted Signature]

## FINANCE CONTINUED

The Council has agreed the following budgets for 2025/26:

**Approved at TC 14<sup>th</sup> January 2025 as proposed by GF Committee 10th December 2024**

		<b>Proposed Budget 25/26 £</b>	<b>Of which to come from Reserves £</b>	<b>Of which Precepted for £</b>
<b>101</b>	<b>Governance and Finance Committee Day to Day</b>			
	Governance and Finance : Income	2,020.00		
	Governance and Finance : Indirect Expenditure	20,415.00	5,376.00	15,039.00
<b>401</b>	<b>Community Resources Committee Day to Day</b>			
	Community Resources Day to Day : Income	49,476.00		
	Community Resources Day to Day : Indirect Expenditure	337,260.64	85,000.00	252,260.64
<b>501</b>	<b>Personnel Committee Day to Day</b>			
	Personnel Day to Day : Indirect Expenditure	101,700.00		101,700.00
<b>601</b>	<b>Town Council Day to Day</b>			
	Town Council Day to Day : Indirect Expenditure	34,415.00	2,000.00	32,415.00
	<b>Total Income</b>			<b>51,496.00</b>
	<b>Total Expenditure</b>			<b>401,414.64</b>
	<b>Precept Required 25/26</b>			<b>349,918.64</b>
	2025/26 Annual Cost Per Band D Property			59.81
	2024/25 Annual Cost Per Band D Property			54.22
	2025/26 Annual Increase/Decrease Per Band D Property			5.59
	2025/26 Monthly Cost Per Band D Property			4.98
	2024/25 Weekly Cost Per Band D Property			1.04
	2025/26 Weekly Cost per Band D Property			1.15
	<b>2025/26 % Increase/Decrease Per Band D Property</b>			<b>10%</b>

## CHAIRMAN'S OVERVIEW

Below is a summary of the remit of each Committee and a list of some of the major issues / topics that were considered during the year by the Town Council as a whole and by its Committees.

Sadly, the much-loved Mayor of Louth and Chairman of the Town Council, Cllr. Mrs. Julia Simmons, passed away in December 2024. Her successor, Deputy Mayor Cllr. Darren Hobson took the role of Acting Chairman following resolution on 14<sup>th</sup> January 2025.

### Town Council:

- Meets to receive and approve the minutes of the Council's Committees.
- Approves the Annual Governance and Accountability Return.
- Receives presentations / reports from outside bodies to better inform the Council's decisions.
- Decides upon the final budget and precept request.
- Outright and overarching responsibility for all Council matters.

### Issues / Topics discussed Between March 2024 and 1<sup>st</sup> April 2025:

- The co-option of Councillors David Wing and David Moore
- Considered providing funding assistance to Our Hall Louth Ltd
- Took bank management of Hubbard's Hills
- Community Plus Project, Youth and Community Centre
- Resolved to apply for an LCAS – Foundation Award
- Agreed to assist with proposed play park at Park Avenue
- Repaired and refixed Horncastle Road Kissing Gate
- Approved expenditure on, use of its beacon, use of electricity and staff to help newly formed RBL to commemorate VE Day 80
- Responded to a Town and Parish Council Scrutiny Survey
- Adopted a Sexual and General Harassment Policy
- Decided to open its grant process for year-round applications
- Approved an Action Plan for 2024/25
- Adopted the Civility and Respect Pledge
- Began purchase of Trinity Allotments
- Discussed Crime and disorder
- Adopted an Investment Policy
- Supported an application for rate relief
- Nominated a KEVIGS Trustee Representative
- Adopted a Biodiversity Policy
- Approved an Action Plan for 2025/26
- Reviewed its Training and Development Policy
- Reviewed its Safeguarding Children Policy
- Reviewed its Dignity at Work Policy



Mayor of Louth 2024/25,  
Cllr. Julia Simmons and her  
Consort, Alan Simmons



Deputy Mayor 2024/25,  
Cllr. Darren Hobson and  
Deputy Mayoress, Sarah-  
Jayne Hobson



D-Day Beacon Lighting



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## PLANNING COMMITTEE

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The Planning Committee has delegated responsibility for all items relating to planning. It makes comments on planning applications, traffic regulation orders, proposed works to trees, street naming, planning enforcements and planning appeals. Its observations are forwarded to the relevant authority who make the final decision. Each application is considered individually and supported or opposed according to its compatibility with planning policies and proper planning reasons. It notes planning decisions, other correspondence received e.g., temporary road closures and considers matters relating to road safety and enforcement complaints as well as any other issues relating to planning or the environment.

### **Between March 2024 and March 2025, the Planning Committee:**

- Consulted on 138 planning applications with 33 variances to ELDC.
- Commented on 17 'Works' to trees.
- Held a Town Meeting regarding the proposed 3G pitch at Meridian Leisure Centre.
- Consulted with the Environment Agency on the Grimsby to Walpole Project.

### **Issues / Topics that were discussed 2024/25:**

- Supported Pavement Café License – Caffè Nero
- Supported 'No Waiting at Any Time' order – London Road
- Attended Parish Council Police Engagement Sessions
- Noted a new footway was to be installed on Wood Lane
- Began writing a new Neighbourhood Plan
- Received a presentation from EDAN Lincs
- Responded to National Highways and Transport Survey
- Responded to Town and Parish Council Survey
- Supported 40mph Speed Limit – A16 Grimsby Road
- Supported 30mph Speed Limit – Brackenborough Road
- Supported 'No Waiting at Any Time' – Lacey Gardens
- Supported Waiting/Loading Restrictions, Mon – Sat 8am to 6pm – Louth Market Place
- Objected 'No Waiting at Any Time' and 'Goods Vehicle Loading Only Bay' – Market Place
- Supported Goods Vehicle Loading Only, 6am to 8pm – Eastgate
- Discussed the implementation of a crossing on Bridge Street
- Objected to a zebra crossing and relocation of bus stop – St. Bernard's Avenue
- Planning Application – Keily House (objection withdrawn)
- Supported 'No Waiting at Any Time' and revocation of 'No Waiting 8am to 6pm
- Supported with amendments Limited Waiting Bay – B1200 Newmarket
- Supported Goods Vehicle Loading Only, 6am to 8pm – Eastgate
- Responded to LCC Rights of Way Improvement Plan Survey
- Consulted public on Nuclear Waste Services, Geological Disposal Facility
- Supported 'No Waiting at Any Time' – Linden Walk
- Responded to Ossian Wind Farm Environmental Statement - PA S/086/00283/25



**Bench and planter in the Market Place**

## GOVERNANCE AND FINANCE COMMITTEE

The Governance and Finance Committee has responsibility for the collation and production of annual budgets and recommendations to the Town Council, it oversees financial transactions of the Council. It approves the auditing arrangements of the Council, oversees the Council's formal grant giving process, assessing and making resolutions on applications received. It reviews the Council's Financial Regulations, Standing Orders, Code of Conduct, Internal Controls and other matters as required. It ensures that all statements of the Annual Governance and Accountability Return can be approved by the Full Council. It develops general policies and strategies on behalf of the Council for implementation.

### Issues / Topics between March 2024 and 1<sup>st</sup> April 2025:

- Oversaw Audit procedures and obtained an unqualified audit report for 2023/24.
- Proposed to Town Council budgets for 2025/26.
- Approved an increase of Cemetery Fees by 3.5%.
- Oversaw the Council's Risk Management and policies, including the introduction of a Reserves Policy.
- Approved the provision of a Council debit card.
- Reviewed the Council's earmarked reserves.

### The Governance and Finance Committee approved budgets for possible expenditure on the following major items for 2025/26:

- Christmas Celebrations including Safety checks, Lights and Tree - £12,500
- Payment of annual maintenance contribution for the Flood Alleviation Scheme - £19,865
- Contribution to the London Road Sports Partnership of £20,000
- Amenity Grass Cutting - £14,000
- Hubbard's Hills Budget - £100,000
- CCTV Maintenance - £4,515
- Remembrance Day Parade - £1,600

### The Governance and Finance Committee also approved Grant Awards to the following groups:

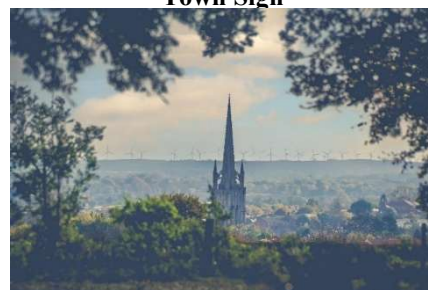
- Louth and District Concert Society - £400.00
- Louth Male Voice Choir – £1,000.00
- Spout Yard Management Trust - £339.98
- Louth Run for Life - £500.00
- Louth Friendship Festival - £300.00
- Louth Navigation Trust - £480.00



The Christmas Crib



Town Sign



St. James' Church spire

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## COMMUNITY RESOURCES COMMITTEE

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The Community Resources Committee has responsibility for all inspection, maintenance, refurbishment, terms and conditions, regulations and charges re. Louth Town Council owned or 'responsible for' assets e.g. Church Clock or 'default' assets e.g. War Memorial. It meets to discuss any issues regarding the running, upkeep and maintenance of all of the Council's assets

### Issues / Topics between March 2024 and 1<sup>st</sup> April 2025:

- Fun and Friendship Day
- Louth Town Council's Asset Register
- Hubbard's Hills management
- Market Place electric box
- Our Hall Louth Ltd
- The Sessions House 5-year maintenance report
- Emergency Planning
- CCTV
- Strengthening the Standards and Conduct Framework for Local Authorities
- Allotments



**The Sessions House**



**London Road Cemetery**

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## PERSONNEL COMMITTEE

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The Personnel Committee has the responsibility to oversee all staffing matters in conjunction with the Town Clerk e.g., staffing structures, salaries, wages, employment contracts, policies and procedures, recruitment, appointments, compilation of job descriptions and person specifications.

### Issues / Topics between March 2024 and 1<sup>st</sup> April 2025:

- Reviewed Policies and Procedures such as Health and Safety, Sickness etc.
- Supported officers and Councillors attending training courses throughout the year.
- Ensured the well-being of the 4 Town Council employees.
- Oversaw appraisals.
- Agreed to apply for the Local Council Award Scheme Foundation Award.
- Agreed to support staff's DSE requirements.
- Agreed to advertise for a new Council staff member.

## 2024/25 MAJOR EVENTS

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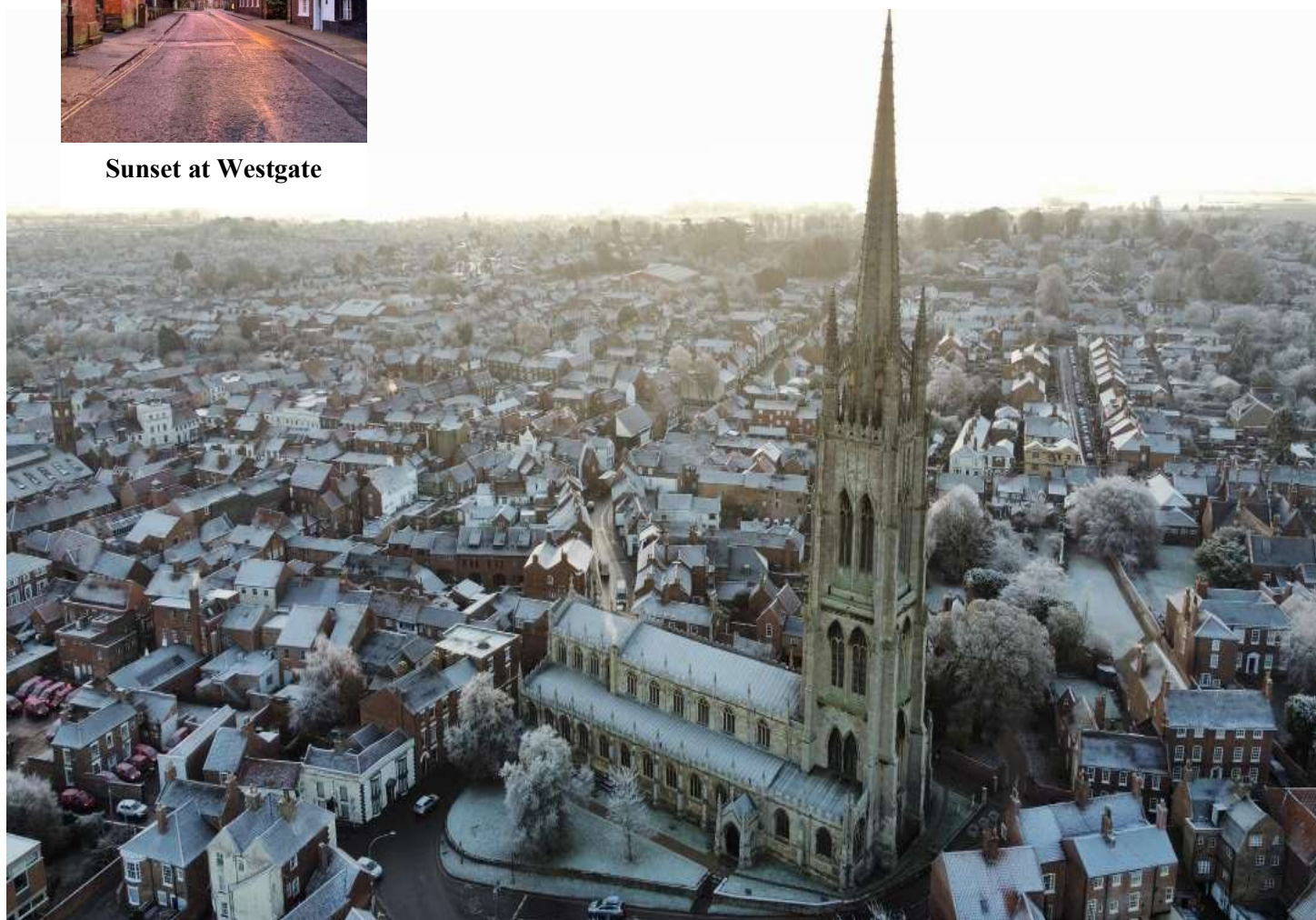
- Continued to support residents' views on planning applications for major developments in all areas of Louth.
- Continued the commitment of financial support of a Reserve Fund for Flood Alleviation schemes.
- Held a Town Meeting to discuss the planning application for a new 3G pitch at Wood Lane.
- Organised the Annual Remembrance Day parade.
- Took back ownership of Hubbard's Hills.
- Mourned the loss of its Mayor of Louth, Cllr. Julia Simmons.
- Gave financial support to the London Road Sports Partnership.
- Agreed in principle to support a bid by Our Hall Louth financially.
- Began proceedings to purchase Trinity Allotments.
- Agreed to start renovations at the Sessions House.
- Held the Beacon Lighting to commemorate D-Day 80.



**Hubbard's Hills**



**Sunset at Westgate**



**Arial view of Louth and St. James' Church**



## INTO 2025/26

In 2024/25 the Council created an Action Plan which would be a ‘live’ document and which by necessity would change but it would aim to provide Louth residents with a clear understanding of the Council's priorities and objectives for the coming Council year. Whilst some of the key issues facing the town are areas not directly under the control of the Council, it will seek to use it's influence to ensure that other providers also respond to the needs and aspirations of Louth's residents. As such below is a list of actions that the Council is expected to meet over the coming year:

- Engage with community groups and individuals to help shape the Council's plans for the future.
- Create an Emergency Plan.
- Promote all things positive and look for solutions to all things negative in order to enhance the town.
- Provide good quality, cost-effective services to help meet the needs and wishes of residents.
- Make Louth a place of pride by promoting a clean, bright, attractive and safe environment in keeping with Louth's traditions and sustainable development goals.
- Encourage and assist other bodies, voluntary organisations and partners to provide services to support the above.
- Assist residents in retaining, maintaining, improving and promoting the use of public spaces where possible.
- Represent the views and promote the interests of the people of Louth.
- Engage with the community, local businesses, community groups and organisations in Louth.
- Listen, investigate and respond to issues identified by the people of Louth and, if appropriate, signpost to the correct person, organisation for resolution, further progression
- Maintain good governance, including adhering to relevant benchmarks to achieve Foundation Award requirements of the Local Council Award Scheme.
- Develop proposals for enhancement of the town centre with Lincolnshire County Council and East Lindsey District Council.
- Continue to maintain and contribute to CCTV in the town
- Provide grants to local organisations through its yearly grant giving exercise.
- Continue to provide funding to the Citizen's Advice Bureau Lincoln and Lindsey.
- Continue to uphold Civic Traditions such as Civic Sunday and Mayor Making.
- Continue to organise and facilitate the town's Remembrance Sunday parade and church service.
- Continue to look after Louth's War Memorial.
- Continue to contribute to Louth's Flood Alleviation Scheme to ensure its continuation.
- Continue to provide allotments.
- Continue to provide Christmas lights and a feature Christmas tree for the town.
- Continue to cut the amenity grass on behalf of Lincolnshire County Council
- Ensure that bins in its ownership are maintained and replaced if faulty.



Louth's Countryside



Market Place planter

- Liaise with other authorities if a new bin is requested.
- Maintain benches in its ownership and replace, as necessary.
- Consider how best to review Louth's Neighbourhood Plan.
- Maintain Louth's 7 handmade wooden entrance signs.
- Maintain and develop a new management model for Hubbard's Hills.
- Continue to maintain the church clock.
- Continue to fund electricity for church floodlights.
- Continue to run the Festive Window Competition.
- Continue to provide floral enhancement in the town centre.
- Continue to erect and maintain reactive speed signs.
- Continue to ensure that assets such as the land on the Pavilion site, London Road and at the Louth Athletics site, London Road remain available for the enjoyment of sporting activities.
- Ensure that there is transparent information about payments, audit documents, budget and precept available.
- Comply with the law in completing annual accounts and audit activities.
- Ensure that all policies and procedures are up to date, have been reviewed and next review date is evident, as necessary.
- Promote training and induction and ongoing support for members of staff and councillors.
- Ensure that the Council has access to advice and training through subscriptions to remain well informed.
- Ensure that data protection regulations are met.
- Ensure that IT equipment meets requirements and support is in place.
- Ensure our website is kept updated.
- Improve the Town Council's corporate image.
- Continue to provide burials at Louth Cemetery
- Undertake headstone safety tests.
- Contribute to nature recovery through green space projects to enhance biodiversity and protect the environment at the Cemetery.
- Look to develop a community engagement policy between council and community on facilities and services we provide such as Hubbard's Hills and Cemetery.
- Undertake a tree survey at Louth Cemetery.
- Investigate repair, rejuvenation and repurposing of the Chapel at Louth Cemetery.
- Continue to maintain St. Aethelheard's Chapel.
- Maintain Civic Property such as robes, chains, the mayor's boards and mace as required.



**Christmas 2024**



**Louth Santa Run 2024**



**Hubbard's Hills**





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