

Louth Town Council

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

01507 355895

clerk@louthtowncouncil.gov.uk

Town Clerk: Mrs. L. Phillips



To the Members of Louth Town Council:

You are hereby summoned to attend a meeting of Louth Town Council, its Community Resources and Personnel Committees, which will be held on Tuesday 19th March 2019 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 during the purdah period, there will be no public forum, reports from District or County Councillors, Police or Chairman's Remarks.

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

Town Clerk

Dated this 13th Day of March 2019

AGENDA TOWN COUNCIL

(Chairman: Councillor G.E. Horton)

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 Meetings held on:

- a. 12th February 2019; and
- b. 19th February 2019

4. Committee Minutes

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

- a. Governance and Finance – 4th December 2018
- b. Planning – 5th February 2019

5. Town Clerk's Report / Update

6. Julian Bower Field

- a. Council to note that as in previous years a request to let the Julian Bower field for hay cutting has been received.
- b. Council to receive a presentation from Mr. W. Hamilton on The Louth Apiary Project (details circulated by email 5/3/19).
- c. Council to consider what use to put Julian Bower field to in 2019.
- d. Council to approve a request from a neighbour of Julian Bower Field to undertake trimming of the hedge on the Julian Bower roadside border.

7. Sewage Infrastructure

In light of the recent sewage overflow into local gardens, Council to consider writing to Anglian Water to ask for an explanation on how the infrastructure of Louth will cope with the hundreds of extra homes that the District Plan would like to see in the area.

8. Amenity Grass Cutting

Council to note that LCC have confirmed that they will reimburse the Council for three cuts of the amenity grass in 2019/20. Council to approve the signing of an amended agreement to this effect.

9. Louth Museum

Council to note that Louth Museum have asked for LTC's support in a money making venture, selling bookmarks featuring the Panorama. Council to resolve as necessary.

10. CCTV

Council to note that due to delays with CCTV refurbishment, ELDC has offered a 25% reduction in Louth Town Council's contribution towards CCTV Repair and Maintenance. Council to resolve to accept this offer.

11. Committee Structure

On a recommendation by FOG, Council to consider approving:

- a. A decrease in membership of the Planning and Governance and Finance Committees e.g., from 21 to 14.
- b. Holding some of the above committee meetings in the day time e.g. planning meetings required in the week before Christmas.

12. Governance Documents

Council to note that having undertaken a review of the Council's Governance Documents (available to view at: <https://www.louthtowncouncil.gov.uk/council-documents/>) FOG recommends that the following be adopted:

- a. Standing Orders – No amendments.
- b. Financial Regulations
 - i. Change lower threshold at 11.1 h) to £500.
 - ii. Amend value at 14.2 to £500 or at Town Clerk's discretion.
- c. Code of Conduct – No amendments.

13. Asset Review

Council to review revised asset register, amended to show acquisitions / disposals in 2018/19 to date. (Attached).

14. Risk Management and Internal Controls

On the recommendation of FOG, Council to approve Risk Management and Internal Control Schedule (available to view at: <https://www.louthtowncouncil.gov.uk/council-meetings-2018-19/>).

15. Insurance

Council to receive a recommendation from FOG regarding preferred provider of Town Council Insurance.

16. Next Meeting

Committee to note that the next scheduled meeting of Louth Town Council will take place on 16th April 2019.

COMMUNITY RESOURCES COMMITTEE

(Chairman: Councillor A. Leonard)

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 last Community Resources meeting held on 15th January 2019.

4. Pool Van

Further to circulation of details by email on 5th March 2019 Committee to note that a Pool Van has been purchased as resolved on 15th January and to approve and adopt the following for use:

- a. Vehicle Usage and Driving at Work Policy
- b. Individual Use/Daily Use Vehicle Checklist and Defect Form
- c. Weekly Vehicle Safety Checklist
- d. Journey Log

5. Closed Session Item

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

a. Town Signs

Committee to receive quotes and consider the way forward.

PERSONNEL COMMITTEE

(Chairman: Councillor D.E. Wing)

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 last Personnel Committee meeting held on 5th February 2019.

4. Closed Session Item

Committee to resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to staffing matters.

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02-12-19 TC EX MINS

**MINUTES OF THE EXTRAORDINARY MEETING OF LOUTH TOWN COUNCIL
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 12th FEBRUARY 2019**

Present The Mayor, Councillor G.E. Horton, (GEH) (in the chair).

Councillors: Mrs. E. Ballard (EB), Mrs. D. Blakey (DB), Mrs. S. Crew (SC), J. Garrett (JG), D.J.E. Hall (DJEH), D. Hobson (DH), Mrs. L. Harrison-Wiseman (LHW), R. Jackson (RJ), A. Leonard (AL), M. Locking (ML), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), Mrs. M. Ottaway (MO), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

Councillors not present: D. Ford (DF), C. Green (CG), L.M. Stephenson (LMS) and D. Turner (DT).

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

330. Apologies for Absence

Apologies for absence were received from Councillors: DF, LMS and DT.

331. Declarations of Interest / Dispensations

Councillor AL declared an interest in agenda item 3 as a member of Hubbard's Hills Trust. Councillors Mrs. JMS, Mrs. PFW, RJ, GEH and FWPT declared an interest in item 3 as members of ELDC (the Council Tax collecting authority).

332. Closed Session Item

Following a proposal by Cllr. Mrs. EB seconded by Cllr. Mrs. JMS it was **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following:

a. 2019/20 Precept Application

Cllr. GEH reported that further to precept discussions on 15th January 2019, three Louth Town Councillors had written to the Town Clerk requesting that the precept application be reconsidered by Louth Town Council. The Clerk drew Councillors attention to a tabled document which detailed budget options for 2019/20. The Council proceeded the lengthy process of analysing the options line by line and finally following a proposal by Cllr. AL seconded by Cllr. DEW it was **RESOLVED** to approve a precept request for 2019/20 of £318,524.50. This was a recorded vote and was unanimously agreed by all Councillors present. Further:

- i) Following a proposal by Cllr. Mrs. SC seconded by Cllr. Mrs. JMS it was **RESOLVED** to carry forward all unspent 2018/19 EMR budgets at the end of the year.
- ii) Following a proposal by Cllr. Mrs. SC seconded by Cllr. Mrs. JMS it was **RESOLVED** to vire any remaining balance at year end in the 2018/19 Day to Day Street Furniture budget to the EMR Street Furniture budget.
- iii) Following a proposal by Cllr. Mrs. SC seconded by Cllr. Mrs. JMS it was **RESOLVED** to vire any balance remaining at year end in Day to Day Vehicle Running Costs to EMR Vehicle Replacement budget.
- iv) Following a proposal by Cllr. Mrs. EB seconded by Cllr. AL it was **RESOLVED** to agree that Councillors would receive their summons, agenda, relevant documents and minutes by email as from April 2019.
- v) Following a proposal by Cllr. Mrs. SC seconded by Cllr. Mrs. SEL it was **RESOLVED** to approve the contents of a press release as follows:

Following written requests from three members of the Council, Louth Town Councillors were called to an extraordinary meeting on Tuesday evening to reconsider their previous resolution regarding the precept.

Councillors were keen to have the opportunity to review their previous decision and are pleased to announce that they have now agreed to lower the precept request, meaning that the cost for a Band D property will now be £63.79, which is an annual increase of £9.21 and equates to a weekly increase of just under 18p, compared to last year.

- vi) Following a proposal by Cllr. Mrs. SC, seconded by Cllr. DEW it was **RESOLVED** that the meeting should move back into open session.

333. Next Meeting

Cllr. GEH thanked Councillors for their attendance and the Council noted that the next scheduled meeting of Louth Town Council would take place on 19th February 2019.

The Meeting Closed at 8.53pm.

Signed _____ (Chairman)

Dated _____

02-19-19 TC MINS

**MINUTES OF THE MEETING OF LOUTH TOWN COUNCIL
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 19th FEBRUARY 2019**

Present The Mayor, Councillor G.E. Horton, (GEH) (in the chair).

Councillors: Mrs. E. Ballard (EB), Mrs. D. Blakey (DB), D. Ford (DF), J. Garrett (JG), C. Green (CG), D.J.E. Hall (DJEH), D. Hobson (DH), Mrs. L. Harrison-Wiseman (LHW), R. Jackson (RJ), A. Leonard (AL), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), Mrs. M. Ottaway (MO), L.M. Stephenson (LMS), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

Councillors not present: Mrs. S. Crew (SC), M. Locking (ML) and D. Turner (DT).

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. M.C. Vincent, a representative from Masons Chartered Surveyors, six members of the public and one member of the press were also present.

Public Forum

- A member of the public wished to voice her objections to the selling of the Cemetery Lodge.
- A member of the public reported to the Council on a Pie Festival which was being organised in Louth on 3rd April 2019, which would include a pie trail.
- A member of the Louth Market Auctioneers updated the Council on progress at the Livestock Market and concluded that by July it should be ready as a provision for the wider community to use. He also highlighted the issue with signage for the Linden Walk car park (which is free to use) and was also looking to increase its general state of tidiness and look into any tourism provision available.
- Cllr. GEH reported that he had been at the Livestock Market when a school was being shown around and was pleased to see they were given information regarding the processing of livestock from meat to table.
- Cllr. Mrs. PFW objected to Labour members of the Council using the Council's decision to lower the precept for political gain in the local media.

Police, District and County Councillors Consultation

- Apologies from the Louth Town Policing Team were noted.
- Cllr. RJ reported that the next meeting at ELDC was to decide their precept.
- Cllr. Mrs. JMS reported that she has seen the health statistics for Louth and they were quite poor. Further, she reported that the Health Scrutiny Panel at ELDC would meet on 1st March 2019. A new Chief Executive was now in post at ELDC and a new Officer structure was being put into place. Cllr. Mrs. JMS also thanked LTC who had contributed significantly to the Conservation Scrutiny Panel survey.
- Cllr. GEH reported that a meeting between himself, Mr. R. Barlow (CEO of ELDC), Ms V. Burgess (ELDC) and the Town Clerk would be taking place on 8th March 2019 and that Councillors should forward any questions that they would like to be asked.

334. Apologies for Absence

Apologies for absence were received from Councillors: Mrs. SC and ML.

335. Chairman's Remarks

Cllr. GEH reported that he was still enjoying his year as Mayor, meeting people and seeing the many volunteers who put in so many hours of work in the town.

336. Declarations of Interest / Dispensations

Councillors declared the following interests:

- a. FWPT in agenda item 9 - as a Member of ELDC licencing;
- b. CG in agenda items 9,13,14,18 - as a Member of ELDC;
- c. Mrs. PFW in any item from or relating to ELDC - as a Member of ELDC and agenda item 8 - as an ELDC representative on the Lindsey Marsh Drainage Board;
- d. RJ in agenda items 9,13,14,16 and 18 - as a Member of ELDC;
- e. DEW in agenda item 20 - as an allotment holder;
- f. Mrs. EB in agenda item 15 - as on the Independent Appeals Panel for the Education Trust;

- g. GEH in agenda items 9,13,14,16, 18 - as a Member of ELDC and on item 14 (to note there was no pecuniary interest in the building referred to) – as a business operator in the vicinity;
- h. Mrs. JMS in agenda items 9,13,14,16, 18 - as a member of ELDC.

337. Council Minutes

Following a proposal by Cllr. Mrs. MO, seconded by Cllr. AL it was **RESOLVED** to approve as a correct record the Minutes of the Town Council Meeting held on 15th January 2019.

338. Committee Minutes

Committee Minutes were received and it was **RESOLVED** by vote of the Council to adopt them as follows:

- a. Personnel Committee meeting held on 6th November 2018 - proposed by Cllr. DEW, seconded by Cllr. Mrs. SEL.
- b. Community Resources Committee meeting held on 20th November 2018 - proposed by Cllr. AL, seconded by Cllr. Mrs. LHW.
- c. Planning Committee meeting held on 4th December 2018 – proposed by Cllr. DJEH, seconded by Cllr. Mrs. SEL.
- d. Planning Committee meeting held on 8th January 2019 – proposed by Cllr. DJEH, seconded by Cllr. RJ.

339. Town Clerk's Report/Update

- a. The Council noted that the corridor between the foyer and the Court Room would be painted during the second half of the coming week.
- b. Councillors were asked to let the Town Clerk's Assistant know if they would be attending the Panorama Talk with the Louth Lions on Saturday 2nd March 2019.
- c. The Council noted the tabled report presented by the Town Clerk.

340. Closed Session

Following a proposal by Cllr. Mrs. MO, seconded by Cllr. Mrs. EB it was **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the information to be discussed being of a confidential commercial third party and sensitive nature in relation to the

a. Cemetery Lodge

- i) Following protracted discussions concerning the offers and objections received Cllr. AL made a proposal which was seconded by Cllr. Mrs. SEL. A recorded vote of the Council was taken, and it was **RESOLVED** to sell the Cemetery Lodge. The vote was recorded as follows:

Councillors For Selling	Councillors Against Selling
Mrs. E. Ballard, D. Ford, C. Green, D. Hobson, G.E. Horton, R.A. Jackson, A. Leonard, Mrs. S.E. Locking, Mrs. J. Makinson-Sanders, Mrs. M. Ottaway, F.W.P. Treanor, D.E. Wing	Mrs. D. Blakey, J. Garrett, D.J.E. Hall, Mrs. L. Harrison-Wiseman, L.M. Stephenson, Mrs. P.F. Watson
12 For Selling	6 Against Selling

- b. Following a proposal by Cllr. LMS seconded by Cllr. AL it was **RESOLVED** that:

- i) From the offers received a sale should be pursued from the Council's top two and, in the event of problems with both, the issue should return to Council for discussion.
- ii) That the following press statement be made. "After very lengthy discussions and by majority vote, Louth Town Council has agreed to sell the cemetery lodge".

Following a proposal by Cllr. Mrs. SEL, seconded by Cllr. CG it was **RESOLVED** that the meeting should move back into open session.

Due to the late hour and following a proposal by Cllr. RJ, seconded by Cllr. Mrs. EB it was **RESOLVED**:

- (1) to defer agenda items 11, 12, 13, 19, 20, 21, 22 and 23 on the Town Council agenda, and the entire Governance and Finance meeting, pending reorganisation of the meetings on 5th March 2019, and
- (2) that item 14 be withdrawn from the Town Council agenda, as following a member of the Louth Market Auctioneers statements in the public forum it was deemed unnecessary.

341. Keddington Lock

Following a proposal by Cllr. RJ, seconded by Cllr. Mrs. JMS it was **RESOLVED** that whilst the area of Keddington Lock was not within the parish boundary and therefore not within the remit of Louth Town Council, the Council would keep an eye on the situation and lobby as required.

342. ELDC Review of Sex Establishment Licensing Policy - Consultation

Following a proposal by Cllr. CG seconded by Cllr. AL, it was **RESOLVED** not to make a corporate response.

343. LCC Draft Statement of Community Involvement - Consultation

Following a proposal by Cllr. CG seconded by Cllr. AL, it was **RESOLVED** not to make a corporate response.

344. Louth 6th Form Options

The Council discussed their objections and following a proposal by Cllr. Mrs. PFW, seconded by Cllr. Mrs. JMS it was **RESOLVED** to contact the MP for Louth and Horncastle, the Director of Education at LCC, the Louth Academy and Mr. C. Leyland as the Chairman of the Skills Group of the Lincolnshire Enterprise Partnership and ask for a meeting to discuss and see if there was a way forward. Note: Town Clerk also to contact Mablethorpe Town Council to see if there was anything that could be done in partnership, as their children would also be affected by this news since the closure of Tennyson High School in Mablethorpe.

345. CCTV

The Council received a tabled update from Cllr. Mrs. EB as their representative on the 7 Town's CCTV Partnership. Cllr. Mrs JMS requested that the Council be given itemised costs for each camera.

346. Elections

The Town Clerk reported that she had attended an elections briefing at ELDC earlier that day and that she now had a nomination pack for each seat on the Town Council. She reported that this year nomination papers **MUST** be hand delivered, with a prior appointment made, with ELDC. The Clerk then reported on crucial dates for this process, on 'purdah' restrictions and other salient details.

347. Discretionary Rate Relief

Following a proposal by Cllr. AL seconded by Cllr. Mrs. JMS it was **RESOLVED** to support an application for Discretionary Rate Relief from Louth Men's Shed and give delegated authority to the Town Clerk to sign the paperwork on behalf of the Council.

348. Next Meeting

Cllr. GEH thanked Councillors for their attendance and the Council noted that the next meeting of Louth Town Council and the Governance and Finance Committee would now take place on 5th March 2019.

The Meeting Closed at 10.07pm.

Signed _____ (Chairman)

Dated _____

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Asset Inventory for Review March 2019

Description	Category	Cost of Acquisition	Location	Date of Acquisition	Size	Notes	Price Per Unit	Proxy value	Value	Sub Total	Cost of Replacement
The Old Mill House	Buildings and Land	1.00	Crowtree Lane	1974	0.59 acres	Handed over from Louth Borough Council.		1.00	300,000.00		
The Sessions House	Buildings and Land	200,000.00	Eastgate	2011		Office and Land			200,000.00		250,000.00
The Cemetery Lodge	Buildings and Land	1.00	London Road Cemetery	1974		Handed over from Louth Borough Council.		1.00	94,000.00		250,000.00
St. Aethelheard's Chapel	Buildings and Land	1.00	London Road Cemetery	1974		Handed over from Louth Borough Council		1.00	60,104.00		100,000.00
Multi-denominational Chapel	Buildings and Land	1.00	London Road Cemetery	1974		Handed over from Louth Borough Council		1.00	60,104.00		100,000.00
Hubbard's Hills	Buildings and Land	1.00	Off Crowtree Lane	1907		Gifted to the people of Louth from Alfred Pahud Estate		1.00	1.00		
War Memorial	Buildings and Land	1.00	Eastgate	1921		Paid for by public subscription		1.00	1.00		
Mount Olivet Allotments	Buildings and Land	1.00	Mount Olivet	1936?		Allotment land. Community long term asset. Lease with Louth Cottage Garden and Allotment Association signed in 1936					
London Road Allotments	Buildings and Land	1.00	London Road	1936?		Allotment land. Community long term asset. Lease with Louth Cottage Garden and Allotment Association signed in 1936					
Land at Julian Bower	Buildings and Land	1.00	Julian Bower off London Road		4 acres				80,000.00		
Land at London Road - Astro turf	Buildings and Land	1.00	London Road		4 acres	Now astro turf, leased by Magna Vitae.			80,000.00	874,210.00	
Mower Pedestrian x 2	Cemetery Equipment	1,030.00	London Road Cemetery	Mar-18		Husqvarna LB553SE	515.00		1,030.00		1,200.00
Brushcutter	Cemetery Equipment	575.00	London Road Cemetery	Mar-18		(Strimmer) Husqvarna 545xt	575.00		575.00		600.00
Hedgetrimmer	Cemetery Equipment	310.00	London Road Cemetery	Oct-18		Husqvarna 226HD60S	310.00		310.00		350.00
Brushcutter	Cemetery Equipment	545.00	London Road Cemetery	Oct-18		(Strimmer) Husqvarna 545RX	545.00		545.00		570.00
Blower	Cemetery Equipment	170.00	London Road Cemetery	Oct-18		Husqvarna 525BX	170.00		170.00	2,630.00	200.00
Desks etc	Office Equipment	512.00	Sessions House	May-11		x 2 one left hand radial, one right hand radial	256.00		512.00		600.00
Laptop	Office Equipment	583.00	Sessions House	Jun-15		HP	583.00		583.00		600.00
Desk Top Computers	Office Equipment	3,513.00	Sessions House	May-11		x 3 HP harddrives (one for server) and x 2 LG monitors. From purchase schedule 2011	1,171.00		3,513.00	4,608.00	4,000.00
Christmas Illuminations	Miscellaneous	3,574.00	Sessions House	2012		Stored at SH, erected on catenary wires by local contractor			3,574.00		4,000.00
CCTV	Miscellaneous	20,004.00	x 12 around town centre	2018/19		Revalued in 2019 from £20,004 due to upgrade to digital in partnership with ELDC.	2,730.00		32,760.00		35,000.00
Railway Station Clock	Miscellaneous	2,782.00	Sessions House	1995		Purchased 1995	2,782.00		2,782.00		
Town Signs	Miscellaneous	25,153.00	Main entrances to Louth.	1967		x 7 unique oak signs, hand carved by Harry Carter depicting Louth's religious, historic and agricultural background	3,593.29		25,153.00		26,000.00
Paintings / Documents / Object d'art	Miscellaneous	330,000.00	Sessions House			Art work, Charters, Memorabilia. Market Valuation			330,000.00		
Civic Regalia	Miscellaneous	7,052.00	Sessions House			Mayoral Chains of Office, Mace			7,052.00		10,000.00
Court Room Furniture	Miscellaneous	3,315.00	Sessions House	Jun-17		11 no. tables and 40 no. chairs			3,315.00	404,636.00	3,500.00
Interactive Speed Signs and Brackets	Street Furniture	4,940.00	Sessions House or around town	2016		Lamp column mounted speed signs	2,470.00		4,940.00		5,000.00
Notice Board	Street Furniture	1,654.00	Aswell Street	2014			1,654.00		1,654.00		2,000.00
Bus Shelter	Street Furniture	2,748.00	Kenwick Road	2014			2,748.00		2,748.00		3,000.00
Benches	Street Furniture	1.00	30+ Town wide			Inventory being undertaken in 2019		1.00		9,342.00	10,000.00
									1,295,426.00	1,295,426.00	

Disposals during 2018/19											
Hedgecutter	Cemetery Equipment	425.00	Stolen June 2018.	Oct-15		Husqvarna Hedge Cutter.	425.00		425.00		
Blower	Cemetery Equipment	150.00	Stolen June 2018.	Apr-17		Husqvarna	150.00		150.00		
Brushcutter	Cemetery Equipment	253.00	Stolen June 2018.	Mar-17		Husqvarna	253.00		253.00		
Strimmer x 1	Cemetery Equipment	390.00	Stolen June 2018.	Mar-16		Husqvarna Strimmer	390.00		390.00	1,218.00	

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01-15-19 CR MINS

**MINUTES OF THE LOUTH TOWN COUNCIL COMMUNITY RESOURCES COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 15th JANUARY 2019**

Present Chairman: Councillor A. Leonard (AL) (in the chair)

Councillors: Mrs. E. Ballard (EB), Mrs. D. Blakey (DB), Mrs. S. Crew (SC), J. Garrett (JG), C. Green (CG), D.J.E. Hall (DJEH), D. Hobson (DH), G. Horton (GEH), Mrs. L. Harrison-Wiseman (LHW), R. Jackson (RJ), M. Locking (ML), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), Mrs. M. Ottaway (MO), L.M. Stephenson (LMS), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

Councillors not present: D. Ford (DF) and D. Turner (DT).

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

312. Apologies for Absence

Apologies were received from Councillors: DF and DT.

313. Declarations of Interest / Dispensations

There were no declarations of interest given.

314. Minutes

Following a proposal by Cllr. Mrs. LHW, seconded by Cllr. Mrs. SEL it was **RESOLVED** that the notes of the last meeting held on 20th November 2018 be approved as the Minutes.

315. Cemetery Lodge

The Committee received an update from the Chairman and there was lengthy discussion on the complexities of acquiring offers for the property, solicitors advice, the agents Masons, the marketing, the boundary lines, access, the sales brochure and the name change for marketing purposes. Cllr. LHW reminded the Council that acquiring offers for the property did not mean a final decision had been made to sell the lodge, but that it would give the Town Council an insight as to whether sale was viable. It was agreed that Masons be asked to confirm whether it would be possible to bring details of offers back to Council in February or March 2019. It was also agreed that the press statement should now be released. Following a proposal by Cllr. Mrs. EB, seconded by Cllr. Mrs. MO it was **RESOLVED** to approve the Cemetery Lodge brochure and the change of name to Southgate Lodge.

316. Closed Session Items

Following a proposal by Cllr. CG, seconded by Cllr. Mrs. MO it was **RESOLVED** that the meeting should move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the commercially confidential nature of the business to be discussed in relation to the following matters:

a. Cemetery Van

Councillors considered a tabled report and discussed quotes. Following a proposal by Cllr. GEH, seconded by Cllr. JG it was **RESOLVED** to buy a Cemetery/Pool Van instead of leasing a van. The van should be used and not new, with a top line budget of £13,000. Delegated powers to be given to the Town Clerk to source appropriate vans locally and purchase the best value offer.

Following a proposal by Cllr. Mrs. LHW, seconded by Cllr. SEL it was **RESOLVED** that the meeting should move out of closed session.

317. Next Meeting

The Committee noted that the date of the next scheduled Community Resources meeting was 19th March 2019.

The Meeting Closed at 9pm.

Signed _____ (Chairman) Dated _____

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02-05-19 PERS MINS

**MINUTES OF THE LOUTH TOWN COUNCIL PERSONNEL COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 5TH FEBRUARY 2019**

Present Councillor D.E. Wing (DEW), (in the chair).

Councillors: Mrs. E. Ballard (EB), Mrs. J. Makinson-Sanders (JMS), Mrs. S.E. Locking (SEL) and F.W.P. Treanor (FWPT)

Councillors not present: N/A

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

325. Apologies for Absence

No apologies for absence were received.

326. Declarations of Interest / Dispensations

There were no declarations of interest.

327. Minutes

Following a proposal by Cllr. Mrs. JMS seconded by Cllr. Mrs. SEL it was **RESOLVED** by vote of the Committee that the notes of the last meeting held on 6th November 2018 be approved as the Minutes.

328. Closed Session Item

Following a proposal by Cllr. Mrs. SEL seconded by Cllr. DEW it was **RESOLVED** to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the commercially sensitive nature of the business to be discussed in relation to:

a. HR Services

Following discussion regarding quotations for HR advice and a proposal by Cllr. Mrs. JMS, seconded by Cllr. Mrs. EB, it was **RESOLVED** to cancel the current contract for retained HR advice and instead obtain advice on an ad hoc basis, should this be required (using funds from general reserves).

Following a proposal by Cllr. Mrs. SEL, seconded by Cllr. Mrs. EB it was **RESOLVED** that the meeting should move back into open session.

329. Next Meeting

The Committee noted that the next Personnel Committee meeting would be confirmed once the 2019/20 schedule of meetings had been approved.

The Meeting Closed at 8:17pm.

Signed _____ (Chairman)

Dated _____

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