

## **Holbeach Parish Council**

The Annual General Meeting of Holbeach Parish Council was held on Monday 18<sup>th</sup> May 2015 at The Reading Room, Church Street, Holbeach commencing at 7pm

**Note: It being the Annual Meeting with no elected Chairman there was no Open Forum preceding this meeting.**

### **Present:**

Councillors Isobel Hutchinson, Paul Brighton, Maureen and Arthur Male, Carol and Graham Rudkin, Rachel Flood, Joan Woolard, Paul Foyster, Martin Howard and Val Gemmell

Six members of the public were in attendance.

Councillor Isobel Hutchinson thanked Members and staff for their support during the previous year.

### **1. Appointment of Chairman for ensuing year:**

Councillor Isobel Hutchinson was duly elected as Chairman for the ensuing year and signed the relevant declaration of office. **Agreed**

### **2. Appointment of Vice-Chairman:**

The appointment of the Vice Chairman was deferred until the June Meeting. **Agreed**

### **3. Clerks Report:**

The Clerk reported that following the Election, ten Members were returned for the Town Ward, one returned unopposed for the St Johns ward and three unopposed for the Hurn Ward. The Clerk reported that all present had signed their acceptance of office and received their Codes of Conduct.

Following the Election results, there remains two vacancies on the Hurn Ward and Two on the St Johns ward which were open to co-option.

The Clerk reported that he had received three requests for co-option from Mr Mark Smith, Mrs Rita Rudkin and Mrs Kay Piccaver. **Annexed.**

Members proposed and agreed that Rita Rudkin and Kay Piccaver be co-opted to the Council for the St Johns Ward and Mark Smith co-opted to the Hurn Ward.

**Agreed.**

All three received the Councils code of Conduct and signed the acceptance of office. They were then invited to join the meeting

### **4. Apologies:**

Councillor John Spencer, Councillor Paul Gunn, Councillor Kathy Rooke, County Councillor Nick Worth and the Police sent their apologies

### **5 Appointment of Chairman of the following Committees:**

**Agreed:** The following appointments were made by unanimous decision:

(a) Cemeteries and Closed Churchyard and Deputy:

Chairman: Councillor Martin Howard and Deputy Councillor Carol Rudkin

(b) Cemetery Chapels and Conservation:

Councillor Rita Rudkin

(c) Parks and Playing Fields and Deputy:

Chairman: Councillor Paul Foyster and Deputy Councillor Paul Gunn

(d) Allotments:

Chairman: Councillor Graham Rudkin and Deputy Councillor Carol Rudkin

(e) Property:

Chairman: Councillor Kathy Rooke

(f) Planning and Deputy:

Chairman: Councillor Maureen Male and Deputy Councillor Arthur Male

(g) Holbeach Bank Playing Field:

Councillor Rachel Flood

(h) Finance:

Chairman: Councillor Paul Brighton

(i) Finance Working Party

Elected Chairs of all Committees

## **6. Appointments to other Bodies:**

The following appointments were made by unanimous decision

a. Holbeach United Charities- Councillors Val Gemmell and Rita Rudkin

b. Holbeach Farmer Education Foundation- Councillors Mark Smith and Martin Howard to Join Councillors Isobel Hutchinson and Paul Brighton

c. Holbeach Nature Reserve- Councillors Martin Howard and Paul Gunn

d. Holbeach and District Community Association- Councillor Arthur Male

e. Holbeach St Marks Village Hall- Councillor Rachel Flood

f. Holbeach Hurn Village Hall- Councillors Rachel Flood and Maureen Male

g. Flood Wardens- Councillors Martin Howard and Paul Brighton

h. Footpath Association- Councillor Val Gemmell

i. Voluntary Car Scheme- Councillor Martin Howard

## **7. Declarations of interest:**

As follows:

Councillor Graham Rudkin – Holbeach in Bloom and Allotments

Councillor Carol Rudkin – Holbeach in Bloom and Allotments

## **8. Police Matters and County Matters:**

(a). Police: There being no Police in attendance, there was nothing to report and Members had no issues to raise.

(b). County Matters: Councillor Martin Howard proposed that Parking in Park Road and Park Lane be placed on the June agenda, along with the previous issue of Parking in Church Street and Barrington Gate. **Agreed**.

(c). District: No district issues were raised.

### **9. Minutes of the previous meeting.**

The minutes of the previous meeting held on 13 April 2015 as circulated were approved and signed by the Chairman as a true and accurate record.

### **10. Highway Matters:**

The Clerk advised the meeting of three road closures.

Councillor Graham Rudkin informed Members that the Roundabout, situated near Wignall's Gate, no longer had sponsorship and asked if Highways be contacted requesting that the grass needing cutting on it. **Agreed**, the Clerk to write to the Highways department.

### **11. Allotments**

Councillor Graham Rudkin reported that all of allotment rents had been paid. Two more of the Garden Allotments had now been let, leaving four vacant to be let. Councillor Rudkin reminded Members that the annual allotment inspection was due and Members **agreed** that it to be held on June 16<sup>th</sup> at 6pm, meeting at the Northon's Lane site

### **12. Carters Park**

Councillor Paul Foyster reported that two incidents of small fires within the Park had been reported to the Police. He also reported that the erection of the new fencing would commence in the near future.

The Clerk reported that the Park staff had completed the renovation of the Bowls Pavilion roof, ceiling and fascia, which had resulted in a saving of £800.

### **13. Stukeley Grounds**

Nothing to report.

### **14. Parish Playing Field:**

Nothing to report.

### **15. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard, as the new Chairman reported that he intended to tour the cemeteries to assess situations.

Councillor Graham Rudkin informed Members that the tree, won at last year's Best Kept Village Competition, had been planted, complete with plaque and tree guard.

Councillor Isobel Hutchinson offered an Oak tree sapling, which could be planted in Hallgate Cemetery, which was accepted.

(b) The Burial grants and inscription requests were duly signed and approved as follows:

Rose Mary Bates- Memorial

Lorraine June McIlroy- Memorial Vase

Anthony Mc Nulty - Memorial

[REDACTED] - Reservation Hallgate A111

[REDACTED] – Reservation Park Rd 175JJ

[REDACTED] – Reservation Park Road163S

The Clerk reported that he had received a complaint from a member of the public, regarding the event held by the Cemetery Chapels Committee in Park Road Cemetery over the previous weekend, that being the playing of music, Barbeque and Ice Cream van. She felt this was disrespectful that an event be held at a Christian site of grieving, loss and remembrance.

Councillor Val Gemmell stated that these events had been held previously and well received.

Councillor Rita Rudkin stated that these events had been ongoing since 2007 and had received support from the public and felt the event was tasteful and well organised and invited Members to view the new murals placed over the windows which resemble Plate Glass windows.

Councillor Joan Woolard informed Members that she felt this event was in keeping with the modern view of celebration of the departed.

The Chairman also stated that she supported the event and was pleased to see the event well attended and involving young people.

#### **16. Closed Churchyard:**

Councillor Martin Howard, who had held the post of Chairman previously, proposed that the Clerk contact the PCC to inform them of his appointment, so that an open dialogue could continue between the two parties. **Agreed**

#### **17. Holbeach Bank Playing Field:**

The Clerk reported that the draft lease for the playing field had been received, but errors were contained in it and it had been returned to the Crown for amendment.

#### **18. Planning Applications:**

Councillor Maureen Male as Chairman of Planning advised that all planning issues would be complete by the end of the week.

The Clerk reported that he had received complaints that the shop and flats opposite the Crown Hotel on West End, had its frontage and windows replaced with UVPC within a conservation area, without planning permission. Councillor Maureen Male reported that she had inquired on this matter and was awaiting a response from the planning department.

## 19. Property

No issues to report.

## 20. Financial Statement and Accounts for Approval:

(a) Councillor Brighton presented the Cheques for payment as per **Annexed. Agreed.**

Councillor Brighton informed Members that a new Bank Mandate was needed due to the election and proposed that he, the Chairman, Vice Chairman and the Chairman of Parks be signatories. **Agreed.**

Councillor Brighton also proposed that the change of bank also be pursued, due to Barclays not being in the town anymore. **Agreed.**

*Councillor Joan Woolard left the meeting at this point.*

(b) The Clerk reported on Council's finances as follows:

### **HOLBEACH PARISH COUNCIL**

**2014-15**

### **BANK RECONCILIATION AS AT 30 APRIL 2014**

#### **BANK ACCOUNTS**

CURRENT ACCOUNT 50494844	3628.67
LESS UNPRESENTED CHEQUES	<u>682.20</u> *
	2946.47

TRACKER ACCOUNT 90321444	5416.95
TRACKER ACCOUNT 10257125	3006.65
BUSINESS SAVER 90915394	248498.11

COIF	<u>50.00</u>
	259918.18

#### **CASH BOOK**

BALANCE BROUGHT FORWARD	85277.30
ADD RECEIPTS	<u>201998.64</u>
	287274.94
LESS PAYMENTS	<u>27357.76</u>
	259918.18

\*UNPRESENTED CHEQUES

706492      500.00

706518	25.00
706604	80.00

Credit card	77.20
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total	<hr/> 682.20 *
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(c) The Clerk reported to Members, that they had all received a copy of the internal auditors report, the Audit report and full set of accounts for the financial year 2014 - 15 and asked as there had not been any queries to seek their approval and authority for them to be signed by the vice chairman as a true and accurate account. **Agreed.**

(d) The Chairman informed Members that the grant to the New Millennium Lighting Committee had been removed at the setting of the precept to enable the increase be kept to a minimum, but to be reviewed at a later date, and proposed that following the year end results this grant be reinstated. **Agreed.**

## **21. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

## **22. Grants and Contributions-**

(a) Holbeach St. Marks PCC – request for grant

**Agreed:** A grant of £100 to be paid towards the upkeep of their churchyard.

(b) Holbeach in Bloom- request for grant towards planning in the town and the Closed Churchyard.

**Agreed:** a grant of £2000 towards the planting in the town and the Closed Churchyard

## **23. Any other business by leave of Chairman:**

Councillor Martin Howard showed Members the winning design for the sign to be erected at the Nature Reserve, and asked for permission from Members to have a plaques installed alongside it be placed on the June Agenda.

The Clerk informed Members that [REDACTED] SHDC had agreed to a 'Planning' training session at their offices in June and enquired as to Members preference to a day or night meeting, when suitable and how many would attend. it was proposed to try for meeting in w/c 22 June, during the evening with ten Members attending.

The Clerk reminded Members that the official opening of the Football Academy at Penny Hill would be on 26<sup>th</sup> June at 6pm, and all Members were invited.

The Clerk informed members that an opportunity to serve on the LALC County committee was available and an application was available to any Member who wished to apply

The Clerk informed Members that the LALC AGM would be held at Wragby on 20<sup>th</sup> October, and any Member wishing to attend to contact him

The Clerk informed Members of SHDC invitation to attend induction classes held for District Councillors at their offices (Circulated)

The Clerk informed Members that Former Councillor Terry Harrington had asked him to convey his best wishes to them all.

**24. Confirm date and venue of next Parish Council Meeting.**

June 8<sup>th</sup> 2015 at Methodist Church Hall, Albert Walk, Holbeach at 7pm

**25 .Agenda Items for next Meeting-**

- Parking on Park Road and Park Lane.
- Parking on Church Street and Barrington Gate.

**The meeting ended and closed at approximately 8.07 p.m.**

**It was then resolved that the Parish Council go “Into Committee”.**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 8<sup>th</sup> June 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.05 p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Brighton, Maureen and Arthur Male, Carol and Graham Rudkin, Rachel Flood, Joan Woolard, Paul Foyster, Martin Howard, John Spencer, Rita Rudkin, Mark Smith, Kay Piccaver, Kathy Rooke and Val Gemmell. Four members of the public, County Councillor Nick Worth and PCSO, [REDACTED] were in attendance.

### **1. Apologies:**

Councillor Paul Gunn sent his apologies

### **2. Clerks Report:**

The Clerk reported that there remained one vacancy on the Hurn Ward; it was currently advertised on all ward notice boards and to date no applications had been received, although two enquiries had been received.

### **3. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

### **4. Minutes of the previous meeting.**

The minutes of the previous meeting held on 18<sup>th</sup> May 2015 as circulated were approved and signed by the Chairman as a true and accurate record.

### **5. Appointment of Vice-Chairman:**

Councillor Mark Smith was duly elected as Vice Chairman for the ensuing year.

**Agreed**

### **6. Police Matters and County Matters:**

(a). Police: The Police had nothing to report. The Chairman asked Members if they had any issues to raise. There being none.

*The Police left the meeting.*

(b). County Matters: County Councillor Nick Worth informed Members that although a district matter, the new CCTV cameras, were ready for trial in Spalding and the four requested by Holbeach Parish Council were anticipated to be in place during July.



## **7. Highway Matters:**

(a) Road Closures: The Clerk advised the meeting of a proposed stopping up order at Common Road, Holbeach Drove (**Circulated and Annexed**) and asked for Members opinions at the July meeting.

(b) Parking Restrictions on Church Street, Barrington Gate and High Street: The Chairman informed Members that a meeting had been held with LCC Highways Department on 4<sup>th</sup> June. It had been proposed that the removal of restrictions along residential part of Church Street and no waiting at the bend near the old Exchange inn. Along the High Street restricted parking near the Horse and Groom Public House to past the Chase. Along Barrington Gate unrestricted parking along the residential part excepting the Junction near Chancery Lane (**Maps Annexed**). County Councillor Nick Worth informed Members that these amendments were very close to what the public have requested, and they would now go to public consultation and providing there were no objections they would go into the County Councils work plan

(c) Parking Restrictions on Park Road and Park Lane: Councillor Martin Howard informed Members that there were problems with no parking available for members of the public who wished to visit the Park Road Cemetery at weekends, due to parking with people visiting the Football Club and the Bowls Club. It was proposed that the Clerk write to the Bowls Club and Football Club to ask for the assistance in persuading their members to park within the Football Club car park or Boston Road car park if possible. **Agreed.**

## **8. Allotments**

(a) Councillor Graham Rudkin had nothing to report.

(b) Letter received – Resolve to go ‘In Committee’- **Agreed**

## **9. Carters Park, Stukeley Grounds and Parish Playing Field**

Councillor Paul Foyster reported that there had been two incidents of disposable barbeques being used within the Park, with the debris left behind and the grass being burnt, and also the toilets had been closed on some occasions due to certain members of the public leaving an indescribable mess in them. He also reported that the erection of the new fencing would commence in the near future following obtaining the positions of utility services to the park.

Councillor Foyster concluded by informing Members that he would be having a meeting with the Academy to resolve some issues, including the replacement of the dilapidated fence between the Academy and the park.

## **10. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard thanked Members who attended the Cemetery inspection the previous Saturday. Councillor Martin reported that some of the trees needed attention including the ‘Cedar of Lebanon’, which was too precious to fell and

that he intended to contact [REDACTED], SHDC tree expert, to ascertain the best remedial work needed.

Councillor Martin also informed Members that he intended to liaise with the Clerk regarding the state of some graves and the amount of benches that have been placed.

Councillor Martin concluded by stating that a new bin was needed near Park Road Cemetery gates and he would liaise with the Clerk regarding the price of placing a 'wheelie bin' there.

(b) The Burial grants and inscription requests were duly signed and approved as follows:

Ralph Smith- Memorial

Dorothy May Hilton- Memorial

Kieran Lee Stubbs - Memorial

[REDACTED] - Added inscription

Alexander James Rattray – Memorial

(c) Cemetery Chapels: Councillor Rita Rudkin gave Members a short resume on the history of the Cemetery Chapels, the establishment of Holbeach Cemetery Chapels Ltd, and the search for funding.

Councillor Rudkin explained that the Cemetery Chapels Committee were in "a state of ever hopefulness" and were trying to keep the chapels in the forefront of the public's attention.

(d) Holly Tenders: the Clerk informed Members that he had received one reply out of eight invitations that were sent to for the holly tender. The Chairman opened that tender and informed members that it was from the previous contract holder, [REDACTED] and the figure submitted was as previous, at £650 per annum. It was proposed and agreed to accept this tender. (**Tender annexed**)

#### **11. Closed Churchyard:**

Councillor Martin Howard had nothing to report.

#### **12. Holbeach Bank Playing Field:**

Councillor Rachel Flood had nothing to report.

#### **13. Planning Applications:**

Councillor Maureen Male as Chairman of Planning advised that all except the four most recent planning issues were complete.

Councillor Paul Foyster stated that SHDC had no paper drawings to consult and made viewing the plans difficult.

Councillor Martin Howard informed Members that the Parish Council now had the facilities to view the applications on a large screen via a projector and proposed that a date be set to view at the Parish Council offices to include the Hallgate/Fen road, Lowe Lane and Battlefields developments

A meeting to view these was **agreed** for Monday 15<sup>th</sup> June at 7.30pm in the meeting room at Coubro Chambers.

#### **14. Property**

(a) Councillor Kathy Rooke reported that slates had been reported missing on the roof of 4a High Street and proposed that the problem be investigated by an appropriate contractor, **Agreed**.

(b) Councillor Isobel Hutchinson informed Members that a letter (**Annexed and Circulated**) had been received from the Holbeach Town Band, regarding their tenure which expires in March 2016.

It was proposed that the Clerk reply to them asking for a clearer picture, what values and hold a meeting with them prior to this item being placed on the Agenda in October. **Agreed**.

*Councillor Joan Woolard left the meeting at this point.*

#### **15. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment as per **Annexed**. **Agreed**.

(b) The Clerk reported on Council's finances as follows:

##### **HOLBEACH PARISH COUNCIL**

**2014-15**

##### **BANK RECONCILIATION AS AT 30 APRIL 2014**

##### **BANK ACCOUNTS**

CURRENT ACCOUNT 50494844	2990.43
LESS UNPRESENTED CHEQUES	2464.64 *
	<hr/> 2946.47

TRACKER ACCOUNT 90321444	5416.95
TRACKER ACCOUNT 10257125	3006.65
BUSINESS SAVER 90915394	247422.59

COIF	50.00
	<hr/> 256421.98

##### **CASH BOOK**

BALANCE BROUGHT FORWARD	85277.30
ADD RECEIPTS	213323.11
	<hr/> 298600.41
LESS PAYMENTS	42178.43
	<hr/>

256421.98

**\*UNPRESENTED CHEQUES**

706492	500.00
706518	25.00
706604	80.00
706625	30.00
706634	1510.00
Credit card	319.64

total	<u>2464.64</u> *
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**16. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

**17. Parish Council Facebook Page:**

Councillor Mark Smith had nothing to report.

**18. Nature Reserve Plaque:**

Councillor Martin Howard informed members that the wood had been obtained for the Plaque and he would be taking it to the Academy for completion

**19. Any other business by leave of Chairman:**

The Clerk informed Members that he had received a request from Holbeach United Football Club to hold the Boxer Dog Show on the 19<sup>th</sup> July and the Annual Party in the Park on 26<sup>th</sup> July on the Football Ground. **Agreed.**

The Clerk informed Members that [REDACTED], SHDC who had agreed to a 'Planning' training session at their offices would be unable to do so until late July, during the evening with ten Members attending.

Councillor Graham Rudkin informed Members that the judging for the 'In Bloom' Competition would be held on 6<sup>th</sup> July and they would welcome and appreciate any Members support.

**20. Confirm date and venue of next Parish Council Meeting.**

July 13<sup>th</sup> 2015 at Methodist Church Hall, Albert Walk, Holbeach at 7pm

**21 .Agenda Items for next Meeting-**

- Stopping up order- Common Road, Holbeach Drove
- Wheelie Bin Hallgate Cemetery
- Wheelie Bin Park Road Cemetery
- Band Hall- October Agenda

**The meeting ended and closed at approximately 8.00 p.m.  
It was then resolved that the Parish Council go "Into Committee".**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 13<sup>th</sup> July 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.02 p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Brighton, Maureen Male, Carol and Graham Rudkin, Rachel Flood, John Spencer, Rita Rudkin, Mark Smith, Kay Piccaver, and Kathy Rooke

Four members of the public, County Councillor Nick Worth and PCSO, [REDACTED] were in attendance.

### **1. Apologies:**

Councillors Paul Gunn, Arthur Male, Joan Woolard, Paul Foyster, Martin Howard, and Val Gemmell sent their apologies

### **2. Clerks Report:**

The Clerk reported that there remained one vacancy on the Hurn Ward; it was currently advertised on all ward notice boards. He told Members that he had received one letter of application from Mr Simon Benton (**circulated and annexed**) and sought Members opinion. It was proposed and **agreed** that Simon Benton be co-opted onto Holbeach Parish Council representing the Hurn Ward. Mr Benton signed his Declaration of Acceptance and received the Councils Code of Conduct and joined the meeting.

### **3. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

### **4. Minutes of the previous meeting.**

The minutes of the previous meeting held on 8<sup>th</sup> June 2015 as circulated were approved and signed by the Chairman as a true and accurate record.

### **5. Police Matters and County Matters:**

(a). Police: The Police reported that items they would be concentrating on for the next quarter would be Speeding, Fly Tipping and Anti-Social Behaviour. The Chairman asked Members if they had any issues to bring to the Police's attention. The Clerk raised the question on behalf of the litter picking team on whether a Police presence could be displayed in Carters Park in an attempt to prevent the excessive littering that was occurring there daily. The Police informed

Members, that this issue was beyond their remit and suggested contacting the Enforcement Officer at South Holland District Council. **Agreed.**

Councillor Graham Rudkin raised the issue of speeding along Spalding Road.

County Councillor Nick Worth informed Members that, recent surveys had given the average speed along the 30mph section as 28.2mph and 26.2mph.

Councillor Rudkin explained that it was not the 30mph section that was causing the problem but the 40mph section nearer Wignal's Gate. County Councillor Worth agreed to pursue a survey along this stretch.

*The Police left the meeting.*

(b). County Matters: County Councillor Nick Worth informed Members that the Library would be handed over to the control of volunteers at the end of September and asked that any volunteers should contact him personally.

## **6. Highway Matters:**

(a) Road Closures: The Clerk reported the partial closure of Lamberts Bridge, B1166 Main Road, Holbeach Drove for a period of three weeks from the 13<sup>th</sup> July 2015.

(b) The Clerk advised the meeting of a proposed stopping up order at Common Road, Holbeach Drove (**Circulated and Annexed at June 2015 Meeting**) and asked for Members opinions. It was proposed and **Agreed** that the Parish Council had no objections to this order and the Chairman duly signed a form of consent on behalf of the Council

(c) The Clerk informed Members that he was in receipt of the static speed awareness signs and should receive the reactive sign within the next two weeks and was seeking one/two volunteers to take on the task of 'Speed Tsars' in putting up and the movement of the sign. He informed Members that Councillor Martin Howard had expressed an interest in this task. Councillor Paul Brighton also volunteered. It was proposed and **Agreed** that Councillor Howard and Councillor Brighton be given executive powers in respect of the signs.

## **7. Allotments**

Councillor Graham Rudkin, as Chairman of Allotments, combined his report along with the recent Allotment inspection. (**annexed**)

- Northons Lane- the best they had been for a long time and one looked like a show garden
- Battlefields Lane- overall satisfactory, some letters sent to request tidying. An additional half plot would be broken down into smaller garden plots which would provide a total of thirteen, ready for letting with those that are vacant at present.
- All other sites – no problems.

Councillor Rudkin explained that of recent he had been extremely busy with Holbeach in Bloom activities but now had the time to concentrate on this area again.

## **8. Carters Park, Stukeley Grounds and Parish Playing Field**

- (a) In Councillor Paul Foyster's absence there was no report.
- (b) The Clerk reported that the erection of the palisade fencing had been postponed until after the school holidays. **Agreed.**
- (c) The Clerk reported that training courses on 'Working at Heights' and 'Chain Saw use' had been booked for the Assistant Park Keeper and the costs had been allowed for within the precept. **Agreed.**

## **9. Cemeteries- Park Road and Hallgate**

- (a) in Councillor Martin Howard absence there was no report.
- (b) The Burial grants and inscription requests were duly signed and approved as follows:  
[REDACTED] - reservation Hallgate Cemetery A113  
Mary Teresa Sadler- Memorial  
Maria Hobday - Memorial  
Alfred Randolph Raymond Smith- Memorial  
Pat Wheatley – Memorial
- (c) Cemetery Chapels: Councillor Rita Rudkin informed Members that the Chapels had been opened for the 'In Bloom' judging for the first time. The Chapel committee were trying different approaches and investigating their use as 'workshops' and also other avenues of use. They were liaising with a similar group from Long Sutton, to which a meeting had been arranged, as well as involving other groups. Councillor Rudkin expressed to Members that the Chapels were essentially a community asset and should be used as so.
- (d) Wheelie Bins: the Clerk informed Members that he was still awaiting quotes for the provision of wheelie bins within the two cemeteries. Proposed and **agreed** to place on next agenda.

## **10. Closed Churchyard:**

In Councillor Howard Martin's absence, the Clerk reported that it was being looked at the possibility of converting the dead oak tree within the closed churchyard into a tree sculpture, along the lines of the one situated at the top of Foxes Lowe Road. Councillor Graham Rudkin informed members that he had investigated the possibility and the costs would be in the region of £1500, but would be looking for sponsorship from local sources and the matter would be discussed at the PCC meeting the following week.

## **11. Holbeach Bank Playing Field:**

Councillor Rachel Flood had nothing to report.



## 12. Planning Applications:

Councillor Maureen Male made a statement regarding the planning application for Hallgate and Fen Road (**copy annexed**).

## 13. Property

(a) Councillor Kathy Rooke reported that slates which had been reported missing on the roof of 4a High Street and investigated by an appropriate contractor, and a quote of £250 to do the work had been received. It was proposed and **Agreed** to accept. Councillor Rooke also reported that a meeting with the Band Hall group had been arranged for the 21<sup>st</sup> July, which she and Councillor Isobel Hutchinson would be attending.

(b) Councillor Kathy Rooke informed Members that a problem had arisen with the bathroom floor dropping in the Park Bungalow and the Park Manager had offered to investigate further and rectify if possible. **Agreed**.

## 14. Financial Statement and Accounts for Approval:

(a) Councillor Brighton presented the Cheques for payment as per **Annexed**. **Agreed**.

Councillor Brighton informed Members that the Bank Signatories amendments were ongoing.

(b) The Clerk reported on Council's finances as follows:

<b>HOLBEACH PARISH COUNCIL</b>		<b>2015-16</b>
<b>BANK RECONCILIATION AS AT 30 JUNE 2015</b>		
<b>BANK ACCOUNTS</b>		
CURRENT ACCOUNT 50494844	4457.52	
LESS UNPRESENTED CHEQUES	514.00	*
	<hr/>	
	3943.52	
TRACKER ACCOUNT 90321444	5417.68	
TRACKER ACCOUNT 10257125	3007.05	
BUSINESS SAVER 90915394	226549.13	
COIF	50.00	
	<hr/>	
	238967.38	
<b>CASH BOOK</b>		

BALANCE BROUGHT FORWARD	85277.30
ADD RECEIPTS	<u>216649.09</u>
	301926.34
LESS PAYMENTS	<u>62958.96</u>
	238967.38

**\*UNPRESENTED CHEQUES**

706668	414.00
706648	100.00

Credit card

total	<u>514.00</u>	*
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**15. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

**16. Freedom of the Parish:**

The Clerk informed Members that he had been looking for something to honour Terry Harrington's 36 years' service as a Councillor to Holbeach Parish Council amongst many other things, and had discovered that the Parish Council could bestow upon him 'The Freedom of the Parish', an honorary title, providing it was an agenda item and was proposed and voted for.

It was proposed and **agreed** that Terry Harrington be granted the Freedom of the Parish.

**19. Any other business by leave of Chairman:**

The Clerk informed Members that he had received a request from [REDACTED] regarding he setting up of a 'Good Neighbour Scheme' and enquired if Members wished to invite [REDACTED] to the next Parish Council meeting to give a short presentation on it. **Agreed**

Councillor Graham Rudkin informed members that up to ten trees need replacing at Hallgate Cemetery due to their demise. It was agreed that Councillor Rudkin should discuss with the Chairman of Cemeteries

The Chairman informed Members that she had been invited to a tree planting ceremony at Holbeach St Marks on the 15<sup>th</sup> August and she that she would probably be unable to attend and sought a volunteer to go in her place to represent the parish Council. Councillor Rachel Flood offered her services. **Agreed.**

The Chairman asked Members, that if Chairman of the different committees were unable to attend the meetings, could they send a report into the Clerk, prior to the meeting, even if it stated that there was nothing to report.

**20. Confirm date and venue of next Parish Council Meeting.**

10<sup>th</sup> August 2015 at Methodist Church Hall, Albert Walk, Holbeach at 7pm.  
The Chairman reminded Members that the August meeting was traditionally a 'short meeting' and only essential items should be brought up

**21 .Agenda Items for next Meeting-**

- Wheelie Bin Hallgate Cemetery
- Wheelie Bin Park Road Cemetery
- [REDACTED] – Good Neighbour Scheme
- Tree – Nature Reserve

**The meeting ended and closed at approximately 7.44 p.m.**  
**It was then resolved that the Parish Council go "Into Committee".**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 10<sup>th</sup> August 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.04p.m. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Brighton, Maureen Male, Arthur Male, Carol Rudkin, Graham Rudkin, Rachel Flood, John Spencer, Rita Rudkin, Mark Smith, Kay Piccaver, Paul Gunn, , Paul Foyster, Simon Benton, Martin Howard and Kathy Rooke.

Three members of the public, and [REDACTED], Community Lincs.

### **1. Apologies:**

Councillor Val Gemmell, County Councillor Nick Worth, The Press and the Police had sent their apologies  
Councillor Joan Woolard was absent.

### **2. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

### **3. Minutes of the previous meeting.**

The minutes of the previous meeting held on 13<sup>th</sup> July as circulated were approved and signed by the Chairman as a true and accurate record.

### **4. Good Neighbours Scheme:**

[REDACTED] gave an in depth presentation to Members on the Good Neighbour Scheme that Community Lincs are actively involved in the initiative of.

Good Neighbour Schemes are run by local volunteers who provide day to day support to other residents who may need help.

Members were informed that any person who was interested in the setting up of a scheme, help was available and could contact [REDACTED] for his assistance.

### **5. Police Matters and County Matters:**

(a). Police: Councillor Carol Rudkin proposed that a letter be sent to the Police, thanking them for the excellent work they did over the previous weekend at the Music and Beer Festival. **Agreed.**

(b). County Matters: In County Councillor Nick Worth absence no issues were raised.

## **6. Highway Matters:**

(a) Road Closures: The Clerk had no road closures to report

(b) Stukeley Hall Drive: in the absence of County Councillor Nick Worth, it was proposed to place this item on the September agenda and in the event of County Councillor Worth not being able to attend, for an update to be received. **Agreed.**

## **7. Allotments**

Councillor Graham Rudkin informed Members that two owl boxes have been purchased and erected at Battlefields Lane Allotments.

The two security cameras will be placed on them at a later date, to try and alleviate the anti-social behaviour that has occurred there in the past.

13 of the newly developed small garden allotments are available and a new notice advertising them has been put up on the town notice board; all other sites are fully let.

A brush cutter has been purchased, which is already proving a bonus to control problem areas rather than using contractors.

## **8. Carters Park, Stukeley Grounds and Parish Playing Field**

Councillor Paul Foyster informed Members that he had no issues to report on Stukeley Grounds or the Parish Playing Field.

Councillor Foyster informed Members that the Dog Walking area within Carters Park had been closed for the previous week. There had been problems on a lot of days with dog fouling and stated that this area was designated as a play area for dogs and not a toilet area as it appeared to be used for. In times of heavy use it becomes unhygienic and time is needed to let nature do its thing. It was inspected that morning and was opened up again. The problem was that this was the only dog facility in a wide area and was drawing animals from all over the district, a victim of its own success. There had been a lot of people who were not picking up their dog's fouling. A person had been caught not picking up, reported and received a warning from the district dog warden.

## **9. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard reported that he had three areas that needed addressing within Park Road Cemetery when funds allowed

- The fence around the perimeter needs re- painting
- The path that runs through the centre was in poor repair and needed either renewing or patching
- The laurel hedge that is protruding through the fence needs serious cutting back.

Councillor Martin Proposed a more stringent control over the placing of benches within both cemeteries, with written consent being obtained for their placing, and any that appeared without consent would be removed. **Agreed.**

(b) The Burial grants and inscription requests were duly signed and approved as follows:

Stephen Peter Chenery- Memorial  
Joseph William Belsham - Memorial  
Valery Ruby Hayton- Memorial

(c) Wheelie Bins: the Clerk informed Members that he had received quotes for the possible provision of wheelie bins at the two cemeteries, with the cost being £8.13 per week for each 240 litre bin and £9.38 per week for each 360 litre bin. This item was deferred until later in the year

(d) The clerk informed Members that [REDACTED], who locked and unlocked Hallgate Cemetery was no longer able to do so, due to ill health. His daughter, [REDACTED] had offered to continue to lock and unlock if Members agreed. It was proposed and **Agreed** for her to continue and that a letter of thanks sent to [REDACTED] to thank him for his help in the past.

#### **10. Closed Churchyard:**

(a) Councillor Howard Martin's informed members that he had attended a meeting with the Parochial Church Council and their wishes was that no further weed spraying was to take place in the closed Churchyard until further notice, the dead areas around trees etc. are getting larger each year. **Agreed.** They also asked for the lower canopies of the trees to be trimmed and the 'old' area to be tidied.

(b) Tree Carving; Councillor Martin informed Members that they were in favour of the dead oak tree stump to being used for a tree carving, and that the academics would be asked to submit suggestions for the design. The Clerk reminded Members that outside funding would be needed for this project.

#### **11. Planning Applications:**

Councillor Maureen Male reported that all planning application comments would be complete by the end of the week.

#### **12. Property**

(a) Councillor Kathy Rooke reported tenders had been sent out for the outside painting of 4a High Street and would be considered at the October meeting. Councillor Rooke informed Members that she had attended a meeting with the Town Band, along with Councillor Isobel Hutchinson, and that they would be invited to attend the September meeting to give Members an update on their position in looking for new premises. A decision to be made by Members at the October meeting.

(b) Park Bungalow: Councillor Kathy Rooke informed Members that no further information was available at the present time.

### 13. Financial Statement and Accounts for Approval:

(a) Councillor Brighton presented the Cheques for payment as per **Annexed. Agreed.**

Councillor Brighton informed Members that the changing of Bank Signatories was still ongoing.

(b) The Clerk reported on Council's finances as follows:

**HOLBEACH PARISH COUNCIL** **2015-16**  
**BANK RECONCILIATION AS AT 31 JULY 2015**

CURRENT ACCOUNT		
550494844	3330.00	
LESS UNPRESENTED CHEQUES	167.05	*
	<hr/>	
	3162.95	
TRACKER ACCOUNT 90321444	5417.68	
TRACKER ACCOUNT 10257125	3007.05	
BUSINESS SAVER 90915394	215616.59	
COIF	<hr/>	
	50.00	
	<hr/>	
	227254.27	
<b>CASH BOOK</b>		
BALANCE BROUGHT FORWARD		
ADD RECEIPTS	85277.30	<hr/>
	307107.49	221830.19
LESS PAYMENTS	<hr/>	
	79853.22	
	<hr/>	
	227254.27	
<b>*UNPRESENTED CHEQUES</b>		
706684		
706669	107.90	
	16.56	
Credit card	36.00	
	6.59	
	<hr/>	
total	167.05	*

(c) The Clerk reported to Members that he had received a clean Audit from the Parish Councils external auditor for the financial year 2014-2015 and that the Notice of Audit had been posted on the parish Notice board

**14. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

**15. Nature Reserve- Tree.**

Councillor Martin Howard informed Members that a tree needed removing from the Nature reserve as it was becoming a danger to a resident of nearby Waterside Gardens. Quotes had been asked for, but only a rough quote of between £800 and £1000 had been received.

It was proposed that if permission could be got from the resident concerned to do the removal from her garden then the Councils employees, who were both qualified, could do the work over a weekend for a much lower figure.

It was **agreed** that Councillor Martin approach the person concerned to seek their permission.

**16. Any other business by leave of Chairman:**

Councillor Rita Rudkin informed Members that there would be a meeting of the Chapels committee on Monday 17<sup>th</sup> September with the people who were running the Barns project in Long Sutton, who would be giving them advice from their own success.

The Clerk read out a letter of thanks that had been received from former Councillor Terry Harrington, following his presentation evening the previous week. **Annexed**

**17. Confirm date and venue of next Parish Council Meeting.**

14<sup>th</sup> September 2015 at Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**18 .Agenda Items for next Meeting-**

- Holbeach Library
- CCTV
- Holbeach Town Band- Update
- Stukeley Hall Drive
- Dog Walking Area

**The meeting ended and closed at approximately 7.56 p.m.**

**It was then resolved that the Parish Council go "Into Committee".**

Chairman.....



## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 14<sup>th</sup> September 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.06.pm. following the Public Open Forum.

### **Present:**

Councillors Paul Brighton, Maureen Male, Arthur Male, Carol Rudkin, Graham Rudkin, Rachel Flood, Martin Howard, John Spencer, Rita Rudkin, Mark Smith, Joan Woolard, Paul Gunn, , Paul Fovster, Simon Benton, Val Gemmell, and Three members of the public, [REDACTED] and [REDACTED], Holbeach Town Band, PCSO [REDACTED] and County Councillor Nick Worth.

### **1. Apologies:**

Councillors Isobel Hutchinson, Kay Piccaver, Kathy Rooke, and the Press had sent their apologies.

### **2. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

### **3. Minutes of the previous meeting.**

The minutes of the previous meeting held on 10<sup>th</sup> August, as circulated were approved and signed by Councillor Mark Smith, as the Vice Chairman as a true and accurate record.

### **4. Holbeach Town Band.**

*Councillor Martin Howard declared an interest.*

[REDACTED] gave an in depth presentation to Members on the role and activities of the Band. **Annexed.** [REDACTED] informed Members of the requirement of the Band and the benefits the Band had enjoyed from having the exclusive use of the premises in Back Lane in the past, also the problems regarding looking for alternative premises. **Annexed.**

[REDACTED] informed Members that they had been invited to use premises owned by Crowland Parish Council and become Crowland Town Band, but they did not wish to do this.

[REDACTED] explained that they only charged band members £1 per week, and all learners free of charge, and if the cost of premises increased they would have to charge their members significantly more and asked the parish council to look favourably when reviewing their tenancy.

Councillor Val Gemmell thanked the Town Band for their presentation but commented on the problem of noise in Back Lane, as it was near the centre of the town.

Councillor Paul Gunn stated that he had lived in Back lane for the last three years and did not find it a problem.

Councillor Joan Woolard asked why they could not just hire a room as and when required and if they had contacted the National Lottery for help. [REDACTED] replied that they had, but did not meet their criteria.

Councillor Woolard also enquired if they tried Holbeach Youth Club, but [REDACTED] stated that the acoustics were wrong.

County Councillor Nick Worth informed the Band that Lincolnshire County Council would be holding a seminar on Community funding on the 27<sup>th</sup> September.

**Decision on the Band Hall lease at the October meeting.**

## **5. Police Matters and County Matters:**

(a). Police: PCSO [REDACTED] informed Members that there was nothing much crime wise to report, but informed members that the date of the next Community Panel meeting had been changed from the 14<sup>th</sup> to the 7<sup>th</sup> October.

(b). County Matters: County Councillor Nick Worth informed Members that he only had two items to mention, being the alteration of car parking in the town and the planning application for Holbeach West, which the Clerk would cover later.

## **6. Highway Matters:**

(a) Road Closures: The Clerk reported that Fleet Street Holbeach, along with Fleet Road and Greenfields would be the cause of disruption in the week commencing 19<sup>th</sup> October 2015 for street lighting replacement, for a period of three weeks.

The Clerk also reported that he had received notice from [REDACTED], Senior Highways Officer for Lincolnshire County Council, Network South that following Members requests outlining the proposals for changes to car parking within Holbeach for:

- Waiting restrictions- High Street. **Annexed.**
- Waiting restrictions- Barrington Gate. **Annexed.**
- Waiting restrictions – Church Street. **Annexed.**
- Waiting restrictions/ Removal of Bus stop – Church Street. **Annexed**

After discussion it was **agreed** that members had no objection to these proposals.

(b) Stukeley Hall Drive: County Councillor Nick Worth informed members that progress was being made on the legal side of this road, and it was hoped that some S106 money could be used for the funding and an answer should be available in 8 to 12 weeks.

## **7. Allotments**

Councillor Graham Rudkin informed Members that there was nothing to report other than the fact all rent demands were ready to be sent out.

## **8. Carters Park, Stukeley Grounds and Parish Playing Field**

(a) Councillor Paul Foyster informed Members that the erection of the new fencing should be started the following week. He also reported that an elderly lady had run her car into the park bungalow fence that day by accident and caused extensive damage.

No issues to report on Stukeley Grounds or the Parish playing Field.

(b) Councillor Foyster asked Members if they thought that body cameras would be of benefit for the park staff, the use of one had so far produced two incidents of formal warning being given by the District Dog Warden. Members **agreed** that the Clerk investigate the cost to be discussed further at the October meeting.

(c) Dog Walking Area: Councillor Foyster reported that problems in this area had been much improved, with people even picking up other people's dog fouling and proposed the area be left as is, for the current time.  
He also informed members that it would probably be necessary to close the area for some periods during the winter months, depending on the weather, notice would be given if possible, but it was not always possible, but this would be discussed nearer the time.

## **9. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard reported that he had three areas that needed addressing within Park Road Cemetery when funds allowed

- The fence around the perimeter needs re- painting
- The path that runs through the centre was in poor repair and needed either renewing or patching
- The laurel hedge that is protruding through the fence needs serious cutting back.

Councillor Howard proposed a site visit, which he would arrange and he would report on this at the next meeting.

Councillor Howard did inform Members that the Hallgate Cemetery By-laws were being badly abused, and an incident of a grave being covered in solar lights, Christmas lights, ornaments and vases, to which complaints had been received. The Clerk had written to the person concerned.

Councillor Carol Rudkin asked for the roadway within Hallgate Cemetery to be sprayed to kill the weeds that were appearing. **Agreed.**

The Clerk reported that there had been more than sixty occasions of dog fouling within the Park Road Cemetery within the previous four weeks and that a person had been reported to the District Dog Warden.

(b) The Burial grants and inscription requests were duly signed and approved as follows:

 - Reservation Cremated Remains plot –Park Road Cemetery

Joyce Marshall – Memorial- Park Road Cemetery 159FF

Valerie Hill- Memorial- park Road Cemetery CRA

(c) Cemetery Chapels: Councillor Rita Rudkin updated members on the progress in obtaining funding for the Chapels and stated that the Heritage Lottery Fund required a plausible reason for the use of the Chapels before they would make a grant. Assistance was being given from the people running the Long Sutton Barns project. Councillor Rudkin informed Members that they had a quantity of archive material that required somewhere safe to be stored. The Clerk reported that there was substantial space within the Council Offices strong room for them if they required. **Agreed.**

#### **10. Closed Churchyard:**

Councillor Martin Howard informed Members that a problem had occurred within the Closed Churchyard in regard to the grass cutting with the long grass being left strewn across the paths. He believed the problem had now been solved and a rotary brush had been purchased which should alleviate the problem. He informed Members that he would be monitoring the grass cutting.

#### **11. Planning Applications:**

Councillor Maureen Male reported that all planning application comments would be complete by the end of the week.

#### **12. Property**

(a) In Councillor Kathy Rooke's absence the Clerk reported that all rents were all up to date, the tenders for the painting of the outside of 4a High Street were due by the end of September and would be decided upon at the October meeting. He also reported that [REDACTED] of Holbeach Football Club should have some plans for the improvement of Football Club facilities in the near future.

(b) Park Bungalow: the Clerk reported that work on the Park Bungalow flooring problem had been put on hold until the current workload is caught up.

#### **13. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported to Members that the changing room improvements within the playing field had started, a new roof had been installed thanks to a donation from County Councillor Nick Worth, but more funds and work was required, the next stage being the updating and replacement of the electrics. She also informed Members that a notice board for the village was required and would be placing the item on her wish list in the next budget. She finally reported problems with the litter bin at the far end of the field, and the problem with dog fouling within the playing field.

#### **14. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment for £13645.67, as per **Annexed. Agreed.**

Councillor Brighton reminded Members that the preparation of next year's budgets was fast approaching and that 'wish' lists should start to be prepared.  
Councillor Brighton proposed that one final item regarding staff wages be taken 'In Committee'. **Agreed.**

(b) The Clerk reported on Council's finances as follows:

**HOLBEACH PARISH COUNCIL** **2015-16**  
**BANK RECONCILIATION AS AT 31 AUGUST 2015**

CURRENT ACCOUNT	
550494844	2914.86
LESS UNPRESENTED CHEQUES	1504.44 *
	<hr/> 1410.42
TRACKER ACCOUNT 90321444	5417.68
TRACKER ACCOUNT 10257125	3007.05
BUSINESS SAVER 90915394	205567.50
COIF	<hr/> 50.00
	215452.65
<b>CASH BOOK</b>	
BALANCE BROUGHT FORWARD	85277.30
ADD RECEIPTS	<u>224723.75</u>
	<hr/> 310001.05
LESS PAYMENTS	<u>94548.40</u>
	215452.65
*UNPRESENTED CHEQUES	

706709	414.00
706713	370.00
706001	27.60
706684	107.90
Credit card	<u>584.94</u>
total	1504.44 *

(c) The Clerk reported to Members that he had received a request from Holbeach Hurns St Luke's PCC for their annual grant of £150.00 to go towards the upkeep of the Churchyard. **Annexed & Agreed**

**15. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

**16. Nature Reserve- Tree.**

The Clerk reported that he had visited the site with the Park Keeper and the work to the three silver birches could be done 'in house' during the winter months, after all the leaves had fallen. The house holder had agreed to this.

**17. CCTV:**

County Councillor Nick Worth informed Members that he believed the Town's CCTV operation was up and running and if Members wished to look at the operation they should contact [REDACTED] of SHDC to arrange viewing.

**18. Library:**

County Councillor Nick Worth informed Members that LCC control of the Library would finish at the end of September, when it would be handed over. He expected it to be re-opened by mid-October – beginning November. Currently 33 volunteers were undergoing training and any more would be welcome.

**19. Any other business by leave of Chairman:**

The Clerk reported that he had received an invitation from the Royal British Legion for all Members to join them for the Remembrance Parade on 8<sup>th</sup> November 2015.

The Clerk read out a letter of thanks that had been received from former Councillor Jenny Worth, following the presentation evening the previous month. **Annexed**

The Clerk reported that he had received an invitation from Holbeach PCC for all Members to join them at the Holbeach –St Nicholas Fayre on the 5<sup>th</sup> and 6<sup>th</sup> December 2015.

The Clerk informed members that he had received a letter from [REDACTED] Consultancy inviting all Members to attend a consultation in regard to the planning application to include residential housing and new primary school on land at Holbeach West at the University Campus on the 17<sup>th</sup> September between 12 noon and 7pm.

The Clerk informed Members that he had attended a seminar on Churchyard conservation, called 'Gods Own Acre' with the Parks and Cemetery Keeper the previous week; they gave various talks and demonstrations on their activities and projects they had carried out on churchyard conservation.

Some of the suggestions would probably lend themselves to the Park Road Cemetery and [REDACTED] is putting together a plan that he can present to the Chairman of Cemeteries for consideration.

Councillor Val Gemmell informed Members of a RSN seminar on 'Viable Rural Communities and Economies at Market Harborough that she attended with Councillor Kay Piccaver and commented on how poorly it was run and complimented the local authorities on how far better organised they were.

**20. Confirm date and venue of next Parish Council Meeting.**

12<sup>th</sup> October 2015 at Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**18 .Agenda Items for next Meeting-**

- Body Cameras
- Band Hall Lease-
- New sign for Nature Reserve.-
- Appointment of Gardener / Handyman
- Dates and Venues 2016 Parish Council Meetings

**The meeting ended and closed at approximately 8.20 p.m.**

**It was then resolved that the Parish Council go "Into Committee".**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 12<sup>th</sup> October 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.08 pm. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Kay Piccaver, Kathy Rooke, Paul Brighton, Maureen Male, Arthur Male, Carol Rudkin, Graham Rudkin, Rachel Flood, Martin Howard, John Spencer, Rita Rudkin, Mark Smith, Paul Gunn, , Paul Foyster, Simon Benton, and Val Gemmell

And three members of the public.

### **1. Apologies:**

Councillors Joan Woolard, County Councillor Nick Worth, the Police and the Press had sent their apologies.

### **2. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

*Councillors Martin Howard and Paul Gunn declared an interest in the Town Band item.*

### **3. Minutes of the previous meeting.**

The minutes of the previous meeting held on 14<sup>th</sup> September 2015, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record.

### **4. Police Matters and County Matters:**

(a). Police: Councillor Paul Brighton informed Members that the data from the initial two weeks of the Speed Awareness Camera that was positioned near Netherfield's, along Spalding Road, a 40 mph limit, had shown that:

1 vehicle was recorded at 85 mph  
8 vehicles were recorded between 80 -85 mph  
12 vehicles were recorded between 75-80 mph  
16 vehicles were recorded between 70-75 mph  
16 vehicles were recorded between 65-70 mph  
76 vehicles were recorded between 60-65 mph  
136 vehicles were recorded between 55-60 mph  
396 vehicles were recorded between 50-55 mph  
1500 vehicles were recorded between 45-50 mph



The offending offences were mainly in the evenings and at weekends. Councillor Brighton proposed that the Clerk notify the Police of our findings. **Agreed.**

(b). County Matters: In County Councillor Nick Worth's absence the Clerk informed Members that a contractor had been appointed to surface Stukeley Hall Drive, and Lincs. County Council were waiting for the legal team to give the go ahead.

He also reported that the Holbeach Library would be re-opening in the last week of October.

Councillor Kathy Rooke informed Members that she understood the new CCTV cameras in town were recording but they were not being monitored, a service that the Parish Council was paying for.

The Clerk explained that the Parish Council were not paying at the present time and he understood they were having problems with the Wi-Fi signal and receiving data at Boston, but the cameras were recording. This problem was urgently being looked into to rectify.

The Clerk to obtain an update for the November meeting. **Agreed.**

## **5. Highway Matters:**

(a) Road Closures: The Clerk reported that he had no new notices to report.

## **6. Allotments**

Councillor Graham Rudkin informed Members that there was little to report other than the fact all rent demands had been sent out and were starting to be paid.

Two Tenants had given up their Garden Allotments at Battlefield Lane, but both plots had been re-let

Eleven other garden plots remain, but expected them to be taken up by the spring.

Signs notifying that CCTV cameras are in place have been erected at the Battlefields Lane site.

## **7. Carters Park, Stukeley Grounds and Parish Playing Field**

(a) Councillor Paul Foyster informed Members that he had nothing to report on Stukeley Grounds and the Parish Playing Field.

He reported that an incident had recently happened with a group of young people taunting a Staffordshire Bull Terrier type dog and were goading the dog, which belonged to one of them and they then went on trying to try and goad the animal to attack the dog of the Park Keepers wife who was in the vicinity. The Police were called and although the youths had left the park, one of the Police Officers knew who the culprit was, from the description given and went to pursue the offender.

The Police Officer returned with the offender, who apologised. He was warned if an occurrence of this happened again he would be arrested and charged.

Councillor Foyster informed Members that the new fencing was to be started within the next few days, temporary barriers had been obtained to protect the area while work was carried out, and small sections at a time would be erected.

Councillor Foyster explained that there remained a problem with drainage from the Boston Road car park into the park and a contractor may be needed to rectify the problem by raising the path.

(b) Body Cameras: The Clerk reported that he had researched the cost and reasonable quality ones can be purchased for approx. £60 each, which would give a reasonable recording time of 8 hours. Members agreed for the Clerk to purchase one as a trial and to review the situation regarding a second one in February.

(c) Football Club Plans- the Chairman informed Members that she had attended a meeting, along with Councillors Paul Foyster and Carol Rudkin, with the Football Club who were seeking Parish Councils permission to go ahead with applications to improve and make alterations to the Football clubs premises and minor alterations to the lease may be necessary in the future. **Agreed**


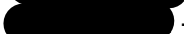

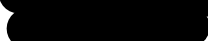
## **8. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard reported that following a Cemetery inspection signs had been put up regarding the removal of excess flowers, ornaments, light etc. around some graves, informing people that these would be removed from the gravesides and kept for a period of time to allow families to retrieve them. Councillor Howard reported that the main path/ road running through Park Road Cemetery was in need of repair or replacement. Due to the cost involved Members agreed that the situation should be monitored and reviewed when costs had been obtained and funds were available. Councillor Howard and the Clerk to obtain costings. **Agreed**

Councillor Howard reported that people walking dogs through the Cemetery from Park Road through to Edinburgh Walk, despite 'no dogs' signs being there and leaving fouling behind and proposed four more prominent signs be erected. **Agreed.** Councillor Martin informed Members that the Cemetery Fence was in need of treatment to remove the algae and repainting before the next summer, it was proposed for Councillor Martin to include this item in estimates for consideration. **Agreed.**

Councillor Martin concluded his report by requesting the trees along Park Lane side of the Cemetery needed reducing lower and cutting back to make the road and Junction on Park Lane / Battlefields Lane safer in winter conditions. The Clerk informed Members that the Park Keeper had already agreed to this after the fencing etc. was complete.

(b) The Burial grants and inscription requests were duly signed and approved as follows:

 - Reservation-Park Road Cemetery 182RR  
 - Reservation - Park Road Cemetery 182QQ  
 Additional Inscription - Park Road Cemetery 193KK  
 - Additional Inscription \_ Park Road Cemetery 182PP

Doreen Cranfield – Memorial- Park Road Cemetery 156X

Helen Bidwell- Memorial- Park Road Cemetery CRA

(c) Cemetery Chapels: Councillor Rita Rudkin stated that she had little to report, but a lot was happening behind the scenes which she hopefully would be able to report on at the next meeting.

## **9. Closed Churchyard:**

(a) Councillor Martin Howard had nothing to report.

(b) Request for Grant towards Tree Sculpture: Councillor Graham Rudkin, informed Members that the intention was to convert the dead oak tree stump in the Closed Churchyard into a Tree Sculpture, that he was seeking the work to be done by an artist and had already obtained offers of Grants and Donations from others, but requested that any shortfall or help from the parish Council would be given. It was proposed that the Parish Council would, in principle, agree to help the fund and other ways possible but a definite figure would be required. **Agreed.**

(c) Request for signs- [REDACTED]: The Clerk informed Members that he had received a request (**Annexed**) from [REDACTED] that four signs be erected at entrances to the Closed Churchyard. Members believed that the requested signs were to 'wordy' and long, and it was proposed that a letter be sent agreeing to the signs in principle, but the wording needed condensing. **Agreed**

## **10. Planning Applications:**

Councillor Maureen Male thanked the Clerk for helping during the previous month while recuperating and reported that all planning application comments would be complete by the end of the week, but reiterated that she still received too few comments from Members and asked for this to be addressed.

## **11. Property**

(a) In Councillor Kathy Rooke's reported that all property rents were up to current. She also reported that repairs to the old part of the wall on Coubro Chambers have been sealed and rendered to stop the damp that was penetrating the wall into room one had been done.

(b) Band Hall Lease: it was proposed to defer this item until the November meeting when a definite decision would be made. **Agreed**

(c) Consider Tenders for painting exterior of 4a High Street: The Clerk reported that from the nine letters inviting to tender, two had been received. The Chairman opened the two Tenders (**annexed**) which were:

[REDACTED]: £1311.36 including material

Ivan Forman- Painter & Decorator: £ £760.00. including material

It was proposed and **Agreed** to accept Ivan Forman's tender.

## **12. Holbeach Bank Playing Field:**

Councillor Rachel Flood reported to Members that the lease for the Football was progressing and all information had been obtained and that the cutting of the hedges around the field had been completed.

Councillor Flood informed Members that there was a problem with moles on the football pitch. The Clerk explained that it was not a Parish Council requirement to rectify, but had agreed to solve the problem as a one off gesture of help if Members requested. **Agreed.**

Councillor Flood asked for the provision of an additional waste bin for the Playing Field be placed on the November agenda.

## **13. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment for £13,395.57, as per list. **Annexed** and **Agreed.**

Councillor Brighton informed Members that the Clerk had presented a half yearly projection that suggested the Parish Council expenses were £20,000 below budget. Councillor Brighton also informed Members that the Clerk had prepared the basis for next years precept and reminded Members that they should be considering extra costs that they wanted including.

(b) The Clerk reported on Council's finances as follows:

<b>HOLBEACH PARISH COUNCIL</b>		<b>2015-16</b>
<b>BANK RECONCILIATION AS AT 30 SEPTEMBER</b>		
<b>2015</b>		
CURRENT ACCOUNT		
550494844		2997.00
LESS UNPRESENTED CHEQUES		1748.35 *
		<hr/>
		1248.65
TRACKER ACCOUNT 90321444		5418.36
TRACKER ACCOUNT 10257125		3007.42
BUSINESS SAVER 90915394		195579.82
COIF		<hr/>
		50.00
		<hr/>
		205304.25
<b>CASH BOOK</b>		

BALANCE BROUGHT FORWARD	85277.30
ADD RECEIPTS	<u>229122.79</u>
	314400.09
LESS PAYMENTS	<u>109095.84</u>
	205304.25
*UNPRESENTED CHEQUES	

706021	155.00
706030	1401.50
706035	30.00

Credit card	<u>161.85</u>
total	1748.35 *

(c) The Clerk reported to Members that he had received a request from Holy Trinity and St Polycarp's PCC for their annual grant of £100.00 to go towards the upkeep of the Churchyard. **Annexed & Agreed**

(d) The Clerk reported that he had received a request from the New Millennium Lighting Committee for their annual grant of £1000. Their statement of accounts was included. **Annexed and Agreed.**

#### **14. Remembrance Day:**

(a) The Clerk enquired of Members if they agreed to the usual donation of £40 for the Parish Councils Wreath for Remembrance Day. **Agreed.**

(b) The Clerk informed Members that he had received a letter from the Royal British Legion requesting the consideration of their annual grant of £650 towards the cost of this year's Remembrance Parade. **Annexed & Agreed.**

(c) The Clerk informed Members that he had received a request from the Royal British Legion for a Member of the Parish Council to read the Roll of Honour in the Remembrance service, this was received between after the last Parish Council meeting and they required an answer before this meeting, enabling them to organise. The Clerk informed Members that he had nominated Councillor John Spencer for the roll, due to his Military involvement. **Agreed.**

#### **15. Scout Hut and consideration of Grant:**

Councillor Val Gemmell informed Members that the invitation to all Parish Councillors to attend the reopening of the Scout Hut was a polite request to help with

funds and asked Members if they felt a donation was appropriate, the Clerk informed Members that a grant of 50 was allowed for within the precept in appreciation of the work done by the scouts within the town. It was proposed to make a grant of £50 towards the cost of paint etc., for the scout hut. **Agreed**

**16. Holbeach in Bloom and Best Kept Village Competition:**

Councillor Graham Rudkin informed Members of the result of Holbeach in Blooms performance this year (**Annexed**).

The Clerk reported that the final result for The Town in the Best Kept Village competition had been received with a scoring of 148 out of 150 for the first judging and 126 out of 150 for the second, the main reason for the decline in points at the second visit was the failure of the District Council in emptying the litter bins, which the Judges commented were overflowing on their second visit.

**17. Nature Reserve: New Sign.**

Councillor Martin Howard informed Members that he would be meeting on the following Friday at the Nature Reserve to arrange the erection of the new sign

**18. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

**19. Dates and Venues for 2016 Parish Council Meetings:**

**Annexed and Agreed.**

**20. Any other business by leave of Chairman:**

Councillor Paul Foyster asked for the consideration of the Parish Council being changed to a Town Council to be placed as an agenda item for November.

Councillor Martin Howard informed members that he had decided to step down from his role within the Holbeach Community Bus Scheme, but would remain in place until a replacement was found for him.

**21. Confirm date and venue of next Parish Council Meeting.**

9<sup>th</sup> November 2015 at Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**22 .Agenda Items for next Meeting-**

CCTV update.

Waste bin – Holbeach Bank Playing Field

Town Council

Band Hall lease

**The meeting ended and closed at approximately 8.30 p.m.**

**It was then resolved that the Parish Council go “Into Committee”.**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 9<sup>th</sup> November 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.10 pm. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Kay Piccaver, Paul Brighton, Maureen Male, Arthur Male, Carol Rudkin, Graham Rudkin, Rachel Flood, John Spencer, Rita Rudkin, Mark Smith, Paul Gunn, Joan Woolard, Paul Foyster, Simon Benton, and Val Gemmell also County Councillor Nick Worth, and the Police.

Six members of the public were also in attendance.

Chris Seymour: Clerk- Teresa Daisley: Deputy Clerk

### **1. Apologies:**

Councillors Kathy Rooke and Martin Howard had sent their apologies.

### **2. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

*Councillor Paul Gunn declared an interest in the Town Band item.*

### **3. Minutes of the previous meeting.**

The minutes of the previous meeting held on 12<sup>th</sup> October 2015, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record. **Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: PCSO [REDACTED] informed members that he had no major issues to report, very few incidents regarding Halloween and Bonfire night. The Speed sign data given him by the Parish Council had been sent to the Road Safety Partnership and emergency services records all noted.

(b). County Matters: County Councillor Nick Worth informed members that he had received several enquiries regarding the new signs (ref Flooding) on the A17, and explained this was a pro-active approach, following last year's East Coast flooding and not a warning of an imminent event.

He also informed members that tree leaf fall was very prevalent this year, so footpaths were very slippery, and stated that street cleaning was in operation.

(c) Transportation Issues: Councillor Val Gemmell informed Members that she had attended a conference regarding the Peppermint Junction roundabout and road



changes, she had noted that they were proposing a dual carriageway between the new roundabout and the current one and had put in a personal objection to it. Councillor Gemmell informed Members that she had all the paperwork from the conference and invited Members to look at them and make their own comments. County Councillor Nick Worth informed Members that the dual carriageway was only a proposal at this time, and it would only involve traffic going northwards, to allow one lane to turn left while the other would carry straight on. He stated that there were bigger issues to consider as there was a proposal to install dual carriageway from Newark to Kings Lynn at some time in the future.

## **5. Highway Matters:**

Road Closures: The Clerk reported that he had received advance notice of bridge maintenance works on Shell Bridge (formally Lammings Bridge) at Holbeach Drove Gate for 6 weeks, commencing on 4<sup>th</sup> January 2016.

## **6. Allotments**

Councillor Graham Rudkin informed Members that there was little to report, all but 10 tenants had paid their rent. Notification had been received from Lincolnshire County Council, that they would be carrying out a survey on the ground conditions on the Northon's Lane allotment site, followed later by an Archaeology Trial Trenching exercise and that all the tenants had been informed of this.

## **7. Carters Park, Stukeley Grounds and Parish Playing Field**

(a) Councillor Paul Foyster informed Members that he had nothing to report specifically on these areas.

(b) Body Cameras: The Clerk reported that he had purchased a Body Cam for use by the Parks and Cemetery staff, but before it could be used it would require the Parish Council to have a written policy in place which stated the rules which governs their use and the practice that the Parish Council adopts. The Clerk stated that he had compiled a policy document (**annexed**) and that Councillor Paul Brighton had verified that all the points from the Home Office Code of Practice had been covered and was seeking Members approval. **Agreed**

Councillor Graham Rudkin proposed that the staff also be issued with uniforms to enable the public to identify them.

It was agreed that Councillor Paul Foyster and the Clerk would look into the matter and place figures in next year's estimates if required.

(c) Repairs to Path- Carters Park. The Clerk reported on the limitations of the Financial Regulations, and the steps taken to suspend them to allow this issue to go ahead (**annexed**) due to finding sufficient contractors qualified and available to carry out this work. **Agreed.**

Councillor Paul Foyster informed Members of a quote received to install a path in Carters Park from the Boston Road car park entrance to around the children's play

area, this would alleviate the problems of flooding that we have suffered in previous years.

It was proposed to accept the quote for the Path to be installed at a cost of £5095.31, **Annexed and Agreed.**

(d) The Clerk informed Members that he had received a request from a representative of the Holbeach Scout if the Parish Council would consider allowing them to hold a Bonfire/Firework display in Carters Park in November 2016 and also donate the money for the fireworks, as explained at the Open Forum.

Councillor Carol Rudkin stated that the last organised event in Holbeach had resulted in an accident some years ago.

Councillor Val Gemmell stated that it would require risk assessment logistics and could throw up Health and Safety problems.

Councillor Isobel Hutchinson informed Members that as a Public Park, they would not be allowed to charge admission.

Councillor Paul Brighton proposed that this request should be considered after more information and detail was available. **Agreed.** Councillors Kay Piccaver, Simon Benton and Paul Foyster volunteered to meet with their representative to discuss for future decision. Councillor Isobel Hutchinson volunteered as a reserve if needed.

PCSO [REDACTED] and one member of the public left the Meeting at this point.

## **8. Cemeteries- Park Road and Hallgate**

(a) in Councillor Martin Howard's absence there was no report.

(b) The Burial grants and inscription requests were duly signed and approved as follows:

[REDACTED] - Reservation – Hallgate Cemetery A115

Richard Stanley Manley- Memorial – Park Road Cemetery 177HH

Patrick Edward Bragg- Memorial - Park Road Cemetery 177V

[REDACTED] – Additional Inscription- Park Road Cemetery 2Q

[REDACTED] Additional Inscription- Park Road Cemetery 162GG

[REDACTED] – Additional Inscription – Park Road Cemetery 152G

[REDACTED] - Additional Inscription- Park Road Cemetery 190A

(c) In Councillor Howard's absence, the Clerk informed Members that a quote for the repair of the Cemetery Path had been obtained (rules as per Carters Park path) and three options obtained.(**annexed**). The Clerk explained that Councillor Howard's preference was for entire overlay.

Councillor Carol Rudkin expressed concern that if the full overlay was undertaken, damage may happen to the path, when work was carried out on the Cemetery Chapels in the future and proposed only patching be carried out.

Councillor Rita Rudkin informed Members that if work was eventually agreed on the Cemetery Chapels, it would not involve heavy machinery, but restoration work of a more specialised nature and personally did not want the process held up by the restoration work on the Chapels.

It was proposed to accept the quote for the full overlay. **Agreed.**

(d) Cemetery Chapels: Councillor Rita Rudkin stated that she would inform the Cemetery Chapels meeting of the decision regarding the path.

#### **9. Closed Churchyard:**

In Councillor Martin Howard's absence there was no report. Councillor Carol Rudkin informed members that she had requested nine weeks previously that the grass, trees and hedges be cut in the Churchyard, but this had not been carried out.

#### **10. Planning Applications:**

Councillor Maureen Male advised new Members that they could not make comments on the Parish Councils own application that had been submitted but requested comments on the site of the old Watch Shop.

*Two further members of the public left the Meeting at this point.*

#### **11. Property**

(a) In Councillor Kathy Rooke's absence the Clerk reported that regarding the repair of the slate roof on 4a High street, the contractor had been contacted again and the work would be completed by the end of November. There was one further item that the Clerk requested be taken 'in Committee. **Agreed.**

(b) Band Hall Lease: County Councillor Nick Worth informed Members that he had been approached regarding the Band to use the existing Library building, as the Library service was to move eventually to the Co-Op building. There would be a time gap to allow for applications and funding to go ahead and he considered a time period of six months would be needed, if the current lease could be extended. It was proposed to offer the Holbeach Town Band an extension on their current lease by six months, on the same terms. **Agreed.**

*Three further remaining members of the public left the Meeting at this point.*

#### **12. Holbeach Bank Playing Field:**

(a) Councillor Rachel Flood reported to Members that the Football Club would be applying for a grant to repair the Pavilion; the application would need to be submitted via the Parish Council.

Councillor Isobel Hutchinson advised that as the new lease was not available as yet, this would need to be accelerated to allow the application to go ahead.

(b) Councillor Flood asked Members to consider additional waste bin for Holbeach Bank playing field, which would replace an old wire bin further into the Playing Field. **Agreed.**

### 13. Financial Statement and Accounts for Approval:

(a) Councillor Brighton presented the Cheques for payment for £25,891.26, as per list. **Annexed** and **Agreed**.

Councillor Brighton informed Members that because of problems getting the new signatories processed by the Bank, the Council was in the position of only having himself, the Clerk and Deputy Clerk as signatories and proposed that until the situation was sorted the Clerk or Deputy Clerk be allowed to sign along with himself, providing another Councillor countersign the counterfoil as evidence. **Agreed**.

(b) The Clerk reported on Council's finances as follows:

#### **HOLBEACH PARISH COUNCIL**

**2015-16**

#### **BANK RECONCILIATION AS AT 31 OCTOBER 2015**

##### CURRENT ACCOUNT

550494844	3025.00	
LESS UNPRESENTED CHEQUES	1936.22	*

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1088.78

TRACKER ACCOUNT 90321444	5418.36	
TRACKER ACCOUNT 10257125	3007.42	
BUSINESS SAVER 90915394	190093.25	

COIF	50.00	
		<hr/> 199657.81

##### **CASH BOOK**

BALANCE BROUGHT FORWARD	85277.30	
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ADD RECEIPTS	<u>237454.74</u>	
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322732.04

LESS PAYMENTS	<u>123074.23</u>	
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199657.81

##### UNPRESENTED CHEQUES

706038	150.00	
706042	40.00	
706049	250.00	
706051	40.00	
706060	498.00	
706071	542.11	
706065	383.25	
Credit Card	32.86	

Total 1936.22

#### **14. LALC AGM**

(a) Report By Councillor Val Gemmell. Councillor Gemmell informed Members that she had attended this LALC AGM at Wragby, and would e-mail any Member a copy of the meeting if they were interested.

(b) Nomination for LALC County Committee: Councillor Gemmell explained to Members that the County Committee were short of Members for this area and that she was willing to put herself forward for nomination, at no cost to the Parish Council, if Members so wished. **Agreed.**

#### **15. CCTV Update:**

The Clerk reported that he had contacted SHDC and they confirmed that the cameras are recording images but they are experiencing problems in getting the information wirelessly to the Boston control centre. They will contact the Parish Council when the system is running properly.

The Clerk informed Members that at present the Parish Council was not paying for any service.

**16. Town or Parish Council:** Councillor Paul Foyster formally proposed that the Parish Council change its name to Town Council as it would enhance the town's status and was seeking a seconder..

Several Members expressed concern that this would alienate the outlying Wards and about the costs and problems involved.

No Secunder was forthcoming and the proposal was withdrawn.

**17. Pedestrian Access to essential facilities in Town.** Councillor Joan Woolard informed Members of issues for pedestrians walking from the High Street to other parts of the town, there being no walk ways available and proposed that the Parish Council lobby Lincolnshire County Council for the reinstatement of walkways that have disappeared over the years. She informed Members that this issue tied in with the following agenda item and that walking was the best possible exercise. No seconder was forthcoming and the proposal was withdrawn.

**18. Obesity Awareness at local level:** Covered in previous item

#### **19. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

#### **20. Any other business by leave of Chairman:**

Councillor Paul Foster explained the problem with the broken 'Finger' signpost that was broken outside the Park Road Surgery. Ownership was disputed by SHDC.

Councillor Rita Rudkin told Members that she thought a formal letter of thanks should be sent to Holbeach in Bloom.

The Clerk informed Members that he had received letters of thanks for the grants awarded by the Parish Council from the Holy Trinity and St Polycarp's Parochial Church Council, Holbeach Hurn Parochial Church Council and the New Millennium Lighting Committee.

The Chairman offered congratulations to Councillor Paul Brighton on becoming the British Champion in his class, at Karting. Members applauded.

**21. Confirm date and venue of next Parish Council Meeting.**

14<sup>th</sup> December 2015 at Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**22 .Agenda Items for next Meeting-**

*Councillor Joan Woolard left the Meeting.*

**The meeting ended and closed at approximately 8.35 p.m.  
It was then resolved that the Parish Council go "Into Committee".**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 14<sup>th</sup> December 2015 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.08pm. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Kay Piccaver, Paul Brighton, Maureen Male, Arthur Male, Rachel Flood, Kathy Rooke, Martin Howard, John Spencer, Mark Smith, Paul Gunn, Simon Benton, and Val Gemmell, and [REDACTED] (the Press).

5 members of the public and [REDACTED], SHDC were also in attendance.

Chris Seymour: Clerk- Teresa Daisley: Deputy Clerk

### **1. Apologies:**

Councillors Carol Rudkin, Graham Rudkin, Paul Foyster, Joan Woolard, and Rita Rudkin had sent their apologies. The Police also sent apologies.

### **2. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

### **3. Minutes of the previous meeting.**

The minutes of the previous meeting held on 9<sup>th</sup> November 2015, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record. **Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: in the Police's absence, Members had no issues to raise.

(b). County Matters: In County Councillor Nick Worth absence Members had no issues to raise.

(c) District Matters: [REDACTED], SHDC informed the meeting of the reasons for the proposed moving of the Market stalls from High Street to Boston Road car park as from 7<sup>th</sup> January 2016.

An incident had occurred when a lady had fallen off a mobility scooter while trying to get past the narrow pavement in front of one of the stalls and that also the traders were concerned about the very low footfall they were currently experiencing and that they would probably look for more viable sites in other towns if things didn't improve. The reason behind choosing the Boston Road car park was the advantage of two entrances to it, the traffic speed would be considerably lower than the High Street and some of the footfall from the nearby Tesco store might be encouraged to use it, and not discounting it would allow for more stalls in the future. They were prepared



to listen to any option that was viable to sustain the Market. [REDACTED] reiterated that this was only a trial for a period of at least one month.

Members raised concerns that included taking up parking spaces in the car park needed for disabled people visiting the nearby Doctors surgery, the effect on the Town centre traders, the lack of communication regarding the move and the fact that most stall holders packed up by lunchtime.

The Chairman asked that SHDC keep the Parish Council informed of the fact of any decisions, whether or not the move was working and not find out the details in the press as had previously happened.

## **5. Highway Matters:**

The Clerk reported that he had received notice from the Highways Department that the Grit Bin at Eastern Road/sots Hole Bank junction at Holbeach St Matthew had been damaged and would be removed.

Councillor Paul Gunn informed Members that he had received complaints from the public that roadside parking was taking place long Park Road, parallel to the dropped kerbs for pedestrians and proposed that LCC Highways be contacted to request line marking to prevent this. **Agreed.**

## **6. Allotments**

In Councillor Graham Rudkin absence, the Clerk informed Members that there was nothing to report.

## **7. Carters Park, Stukeley Grounds and Parish Playing Field**

(a) Councillor Paul Gunn informed Members that the new tarmac path had been completed and looked very good and had nothing further to report.

(d) Request for Firework Display 2016. Councillor Kay Piccaver informed Members that a panel had met with the gentleman that had made the request and it transpired that he was hoping for the Parish Council to provide the funds for the fireworks and provide the area to hold it in. She explained that as the Council did not have the funds to finance the project or a suitable area to hold it, the panel Members had provided the person with various contacts of people and organisations within the Town who might be able to help further and asked the person to remain in contact so that we could offer assistance if possible.

## **8. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard informed Members that the trees in Park Road Cemetery had been cut and the path /roadway renovated and a good job had been done. He also informed Members that the fence painting would hopefully commence in the Spring and that he would be asking advice from a tree surgeon regarding the tree of Lebanam situated in Park Road Cemetery



(b) The Burial grants and inscription requests were duly signed and approved as follows:

John Roland Marriott- Memorial A112 Hallgate Cemetery  
[REDACTED] - Reservation – Park Road Cemetery 187U  
[REDACTED] - Reservation – Park Road Cemetery 187V  
[REDACTED] - Reservation – Hallgate Cemetery A119  
[REDACTED] - Reservation – Hallgate Cemetery A120  
[REDACTED] - Reservation – Hallgate Cemetery A121

(c) Cemetery Chapels: In Councillor Rita Rudkin absence there was nothing to report.

(d) The Clerk reported on a letter previously circulated from a parishioner who was not happy that his wife's memorial vase keeps getting moved from where he has placed it. The Clerk explained that he had visited the site and the person in question had placed it in the middle of the grave space as opposed to near the headstone, which the Cemetery rules state. He was the only one doing so.

The Clerk sought Members guidance on how to reply and did they wish to make a change to the cemetery rules to allow this.

Councillor Howard stated that if the Parish Council allowed one person to do this, they would have to allow all to do the same.

Councillor Isobel Hutchinson proposed that a letter be written explaining that the current rules did not allow for this and at the current time we could not permit it's placement different from the Cemetery rules. **Agreed.**

(e)The Clerk reported (as per previously circulated and **annexed**) that he had met with a representative of the Drainage Board at the Park Road Cemetery on the 11<sup>th</sup> November. There is apparently a problem with the surface water that comes off Edinburgh Walk via the drain that runs across the Cemetery. The Drainage Board do not know where the blockage is, and they along with LCC are having their sections 'jetted' at some time and they wished to know if the Parish Council wanted their section doing at the same time, the cost being in the region of approximately £900. Council Martin Howard proposed that this decision be placed on the January agenda to allow further investigation. **Agreed.**

## **9. Closed Churchyard:**

Councillor Martin Howard reported that a site visit to assess the trees in the Closed Churchyard would take place after Christmas.

## **10. Planning Applications:**

(a) Councillor Maureen Male reported that all application comments were up to date.

(b) Councillor Maureen Male in response to the question raised in the Open Forum proposed that SHDC be contacted to enquire if an application for change of use had been made by the new owners of the former Black Bull public house. **Agreed.**

## 11. Property

Councillor Kathy Rooke's reported that all rents were up to date, work to rectify water compliance regulations in Coubro Chambers was in hand and that there had been a water leak and problems in the pavilion situated in Carters Park, and it had been repaired by [REDACTED].

## 12. Holbeach Bank Playing Field:

Councillor Rachel Flood informed members that the football club was still pursuing grant funding opportunities for the pavilion in the playing field.

## 13. Financial Statement and Accounts for Approval:

(a) Councillor Brighton presented the Cheques for payment for £37,463.62, as per list which included the payment of the resurfacing work in the Park and Cemetery; this was for £1300 more than the estimate but an additional extra fifty metres of path had been completed for health and safety reasons at a favourable price. The Chairman and Chairman of Parks having been contacted first and decision recorded in the Decisions Register. **Annexed and Agreed.**

Councillor Brighton proposed that if finances allow that the Council allow contractors to erect the new fence within Carters Park and the Clerk to ask for Tenders. **Agreed.**

(b) The Clerk reported on Council's finances as follows:

### **HOLBEACH PARISH COUNCIL**

**2015-16**

### **BANK RECONCILIATION AS AT 31 OCTOBER 2015**

#### CURRENT ACCOUNT

550494844	3065.00	
LESS UNPRESENTED CHEQUES	751.74	*

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2313.26

TRACKER ACCOUNT 90321444	5418.36	
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TRACKER ACCOUNT 10257125	3007.42	
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BUSINESS SAVER 90915394	166146.44	
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COIF	50.00	
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176935.48

#### **CASH BOOK**

BALANCE BROUGHT FORWARD	85277.30	
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ADD RECEIPTS	242510.38	
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327787.68

LESS PAYMENTS	<u>150852.20</u>
	176935.48

UNPRESENTED CHEQUES

706042	40.00
706084	38.70
706060	498.00

Credit Card 175.04

Total 751.74.

**14. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

**15. Town Emergency Plan**

Councillor Martin Howard informed Members that his position as Town Emergency Warden required him to complete a new document, the Community Emergency Plan, and was asking for Councillor volunteers to help with compiling the plan which covers Holbeach. Councillors John Spencer, Kay Piccaver and Paul Gunn put themselves forward and were accepted.

**16. Any other business by leave of Chairman:**

The Clerk informed Members that he had received a letter from the Royal British Legion enquiring if the Parish Council had any plans to mark the Queens 90<sup>th</sup> Birthday celebrations. The Chairman proposed for this item to go on the January agenda. **Agreed.**

**17. Confirm date and venue of next Parish Council Meeting.**

11th January 2016, at Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**18 .Agenda Items for next Meeting-**

- Storm drains in Park Road Cemetery
- Queen 90<sup>th</sup> Birthday celebrations
- Town Market
- Liaison between Town Business's and Parish Council

**The meeting ended and closed at approximately 7.52 p.m.  
It was then resolved that the Parish Council go "Into Committee".**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 11<sup>th</sup> January 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.15 pm. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Foyster, Kay Piccaver, Paul Brighton, Joan Woolard, Maureen Male, Arthur Male, Rita Rudkin, Rachel Flood, Kathy Rooke, John Spencer, Mark Smith, Paul Gunn, Simon Benton, and Val Gemmell, County Councillor Nick Worth and one member of the public were also in attendance.

Chris Seymour: Clerk.

### **1. Apologies:**

Councillors Carol Rudkin, Graham Rudkin and Martin Howard had sent their apologies. *The Police and the Press also sent apologies.*

### **2. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

### **3. Minutes of the previous meeting.**

The minutes of the previous meeting held on 14<sup>th</sup> December 2015, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record. **Agreed.**

### **4. Police Matters and County Matters:**

(a). Police: in the Police's absence Members had no issues to raise.

(b). County Matters: County Councillor Nick Worth informed Members that the County Council's Budget was under review. He also informed Members that the Boundary Commission was reviewing the boundaries for the various wards within the County and explained the proposed changes, which would equate to equal populations within them.

He explained that the Boundary Commission had ignored County Councils proposal, which now made it difficult for them to complain, but stated that the Parish Council was able to make comment.

The Consultation period would end on 8<sup>th</sup> February 2016.

(c) Town Market: The Chairman asked Members if they had received any information on how the Market had been received in the first week of the trial in its new position in the Boston Road car park.

Different opinions had been heard ranging from an increase in footfall and takings to it not working at all.

Members proposed to wait until the next meeting to assess further. **Agreed.**

#### **5. Estimates 2016-2017. Precept:**

The Chairman explained the top sheet of the estimates that were prepared by the Clerk, which compared provisional estimate for 2016-17 with previous years. Councillor Hutchinson explained further that the Estimate summary sheet (**annexed**) showed that the Council Support Grant, which was £6755 the previous year, had been taken away completely this coming financial year, and that to remain the same would increase the precept by 3.47%.

Councillor Hutchinson also stated that the Finance Working Party had reviewed the suggested requirements put forward by each individual spending Chairman to reduce the estimate to a minimum and the figures to be discussed were their recommendation.

Members proceeded to go through each sheet of estimates one by one and **agreed** the precept to be set at £196400. which was made up by the loss of the Support Grant at 3.47% and other increase of 0.89%. In real terms the amount required by the Parish Council was being increased from £194650 to £196400 or £1750.

The Chairman of Finance, Councillor Paul Brighton, informed Members that the introduction of the Workplace Pension Scheme and the introduction of the Living Wage, as from 1<sup>st</sup> April 2016 had been contributory factors.

The Chairman signed the precept request form.

#### **6. Highway Matters:**

The Clerk reported that he had not received any notice of road closures.

#### **7. Allotments**

In Councillor Graham Rudkin's absence, the Clerk informed Members that the digging of investigatory trenches on the Northons Lane Allotments had started on 7<sup>th</sup> January 2016, on behalf of Lincolnshire County Council.

#### **8. Carters Park, Stukeley Grounds and Parish Playing Field**

(a) Councillor Paul Foyster informed Members that the work done near the entrance to Carters Park from the Boston Road car park appeared to have stopped the flooding problem in that area. There was nothing to report regarding Stukely Grounds and the Parish Playing Field

(b) Consider quotes for erecting Palisade Fence, Carters Park and Park Road.

[REDACTED]: £4500

[REDACTED]: £2880

[REDACTED]: £2000

[REDACTED]: £1750.

All applicants had their own Public Liability Insurance.

Councillor Paul Foyster proposed that he would like a little time to make enquiries into the lower two quotes and if Members were agreeable for him and the Clerk to make the decision on which firm to award the work to. **Agreed.**

## **9. Cemeteries- Park Road and Hallgate**

(a) In Councillor Martin Howard's absence, the Clerk informed Members that himself and Councillor Howard had met with South Holland Internal Drainage Board again regarding the piped drainage in Park Road Cemetery, and SHIDB's suggestion was not to proceed with the 'Jetting' of the pipe that runs across the Park Road Cemetery, as the volume and pressure of the water could cause considerable damage due to the age of the pipes.. Any further recommendations would not be received until after SHIDB meeting in February.

With regard to Hallgate Cemetery, approximately 10 tons of gravel, similar to that currently in place was required to address damage to the current roadway around the Cemetery; the Clerk to get costings to present at a future meeting. **Agreed.**

(b) Benches on Park Road Cemetery path: In Councillor Martin Howard's absence this item was deferred until the February meeting. **Agreed.**

(c) The Burial grants and inscription requests were duly signed and approved as follows:

██████████ – Additional Inscription 155V Park Road Cemetery  
Paul Graham Markham- Memorial – CRA 1 Hallgate Cemetery

(d) Cemetery Chapels: Councillor Rita Rudkin informed Members that they were expecting the results of the latest application from the Lottery Heritage Fund sometime in January. Councillor Rudkin also passed on the Chapel Committees thanks for allowing the Chapel Archives to be stored in the Parish Council's safe.

## **10. Closed Churchyard:**

In Councillor Martin Howard's absence, the Clerk reported that they were awaiting an appointment with ██████████ to arrange a report on the trees within the Closed Churchyard.

## **11. Holbeach Bank Playing Field:**

Councillor Rachel Flood had nothing to report.

## **12. Planning Applications:**

Councillor Maureen Male reported that all application comments were up to date. Councillor Male also informed Members on the questions raised at the Open Forum of December's Parish Council meeting. She had enquired of SHDC regarding the development of the former Black Bull public house and was informed that this did not require permission as the licence was cancelled at the end of November 2015; also

the fencing on the same site did not require planning permission as it was away from the boundary of the premises.

### **13. Property**

Councillor Kathy Rooke had nothing to report.

### **14. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment for £10269.79, as per list **Annexed** and **Agreed**.

(b) The Clerk reported on Council's finances as follows:

**HOLBEACH PARISH COUNCIL** **2015-16**  
**BANK RECONCILIATION AS AT 31 DECEMBER 2015**

CURRENT ACCOUNT	
550494844	2019.40
LESS UNPRESENTED CHEQUES	2388.72 *
	<hr/>
	-369.32
TRACKER ACCOUNT 90321444	5419.04
TRACKER ACCOUNT 10257125	3007.79
BUSINESS SAVER 90915394	132063.81
	<hr/>
COIF	50.00
	140171.32
<b>CASH BOOK</b>	
BALANCE BROUGHT FORWARD	85277.30
ADD RECEIPTS	<u>244154.92</u>
	<hr/>
	329432.22
LESS PAYMENTS	<u>189260.90</u>
	<hr/>
	140171.32
 UNPRESENTED CHEQUES	
706044 500.00	
706122 1713.28	
706126 156.00	
 Credit Card 19.44	

Total            2388.72

**15. Staffing Matters:**

Proposed to be taken "In Committee". **Agreed**

**16. Queens 90<sup>th</sup> Birthday Celebrations:**

Councillor Isobel Hutchinson proposed that the Parish Council participate in the lighting of the Beacon on the 21<sup>st</sup> April and register the event with the appropriate people and involve other organisations within the town. **Agreed.**

Councillor Hutchinson also proposed that something additional be considered, and proposed a small committee be formed to present their proposals at the February meeting and also to invite other organisations for suggestions and participation.

**Agreed.**

Councillors Val Gemmell, Kay Piccaver, Rachel Flood, and Isobel Hutchinson volunteered to form a committee. **Agreed.**

The Clerk volunteered the Deputy Clerk, Teresa Daisley to assist.

**17. Commonwealth Day:**

The Clerk reported that the Parish Council had been invited, via NALC to 'Fly a Flag for the Commonwealth' on 14<sup>th</sup> March 2016 (**Annexed**). Over 750 Flags had been raised together at the same time in March 2015, and they were hoping for more to register and commemorate this day this year. The cost of the flag via their forum was £38.00, but the Clerk informed Members that he had been able to purchase on for £2.87.

It was proposed that the Parish Council register and participate in this event. **Agreed**

**18. Liaison between Town Business and the Parish Council:**

Councillor Isobel Hutchinson proposed that a Committee be formed, to liaise with the Town Business's and to meet on a regular basis, at least once a quarter, to discuss ways forward. She informed Members that she had muted the idea with some of the businesses and they were in favour. **Agreed.**

Councillors Isobel Hutchinson, Paul Foyster, Kathy Rooke, Arthur Male and Paul Brighton volunteered to form the Committee. **Agreed.**

**19. Any other business by leave of Chairman:**

The Clerk informed Members, that he had received a letter from [REDACTED], Senior Youth and Community Development Worker at Lincolnshire County Council, who requested to be able to attend the next Parish Council Meeting to gain an understanding of the community and offer assistance in meeting any needs of provision for young people in the area. **Agreed.**

Councillor Isobel Hutchinson proposed that an extraordinary meeting be called to discuss the proposed County Ward boundary changes and also the consultation on



the South East Lincolnshire Local Plan. **Agreed**, meeting to be held on 25<sup>th</sup> January at 7pm at Coubro Chambers.

The proposed plan is available for Members to study in the Parish Council offices.

**20. Confirm date and venue of next Parish Council Meetings.**

25<sup>th</sup> January 2016, Extra Ordinary Meeting at Coubro Chambers, West End, Holbeach at 7pm

8<sup>th</sup> February 2016, Parish Council Meeting at Methodist Church Hall, Albert Walk, Holbeach at 7pm.

**21 .Agenda Items for next Meeting-**

- South East Lincolnshire Local Plan
- Changes to Ward Boundaries within South Lincolnshire

**The meeting ended and closed at approximately 8.15 p.m.**

**It was then resolved that the Parish Council go “Into Committee”.**

Chairman.....

## **Holbeach Parish Council**

An Extra Ordinary Meeting of Holbeach Parish Council was held on Monday 25<sup>th</sup> January 2016 at Coubro Chambers, West End, Holbeach, commencing at 7.00 pm. There being no Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Foyster, Kay Piccaver, Paul Brighton, Maureen Male, Arthur Male, Rachel Flood, Kathy Rooke, Graham Rudkin, Martin Howard, John Spencer, Mark Smith, Simon Benton, and Val Gemmell, County Councillor Nick Worth was also in attendance.  
Chris Seymour: Clerk.

### **1. Apologies:**

Councillors Carol Rudkin, Rita Rudkin and Paul Gunn had sent their apologies. *The Police and the Press also sent apologies.*

### **2. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

*Councillor Paul Foyster declared an interest in Boundary Changes- Lincolnshire County Council Wards and signed the Declaration Book.*

### **3. Boundary Changes – Lincolnshire County Council Wards:**

County Councillor Nick Worth explained to Members what the existing plans were, what Lincolnshire County Council had proposed and what the Local Boundary Commission had proposed, and he informed Members that any comments on the changes had to be submitted by the 8<sup>th</sup> February 2016. *Members studied the maps.*

Councillor Val Gemmell asked what financial consequences the changes would make to the Parish Council. The Clerk informed Members that there would be none.

The Chairman informed Members that her concern was that the proposed changes would mean that the County Councillor for the new ward of Moulton Seas End would be covering potentially four different Parishes and therefore would need to attend four different Parish Council Meetings to maintain contact with the Parish Councillors.

Councillor Graham Rudkin expressed concern that he felt the Rural Wards would not get proper representation.

Councillor Isobel Hutchinson asked members for their thoughts and proposals and whether they wanted to comment individually or collectively to the Commission.

Councillor Arthur Male proposed that the Parish Council collectively suggest that the alternative proposal that was put forward by Lincolnshire County Council, which included the Town of Holbeach as a whole, be the Parish Councils choice. This

proposal was seconded by Councillor Paul Brighton. All members voted and **agreed** in favour with Councillor Paul Foyster abstaining

#### **4. South East Lincolnshire Local Plan:**

Councillor Val Gemmell expressed concern that the plan included parts of Fleet; the Clerk explained that he that the Plan was based on Holbeach Town area and not Parish area.

*Members studied the plans.*

The Chairman asked Members for their comments.

Councillor Paul Brighton informed Members that according to his calculations the planned increase in housing for the Town over the next twenty years amounted to 4067 houses, which would mean an increase in population of approximately 8950 people and 2200 vehicles and although this was over a twenty year period, what proposals were there for improving the infrastructure.

Councillor Martin Howard informed members that the Planning Department do not take the infrastructure into account when making decisions by law.

County Councillor Nick Worth informed members how section 106 agreement money was distributed, which would have a major influence on the spending on the infrastructure.

Councillor Mark Smith commented that the Infrastructure requirements were based on population and was a 'chicken and egg' situation' and that you would not get the infrastructure until the demand was in place.

Councillor Isobel Hutchinson pointed out to Members that the planned expansion was only a little more than that that had already been agreed, although still a major increase.

Councillor Hutchinson also stated that the Holbeach area had a lot to offer, easy access to other areas, transport etc. and asked Members what comments or proposals they wished to make.

It was proposed that the Parish Council would agree to the plan, and as the town would be taking a major and significant increase in the areas required housing, and also with nothing to show any agreed improvement in the infrastructure, that the Parish Council would ask that any funds that are generated by section 106 monies are to be used to improve the infrastructure of the Holbeach area and not used elsewhere within the district. **Agreed**

**The meeting ended and closed at approximately 8.05 p.m.**

Chairman.....

## **Holbeach Parish Council**

A Meeting of Holbeach Parish Council was held on Monday 8<sup>th</sup> February 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.15 pm. following the Public Open Forum.

### **Present:**

Councillors Isobel Hutchinson, Paul Foyster, Paul Brighton, Carol Rudkin, Graham Rudkin, Rita Rudkin, Rachel Flood, Kathy Rooke, Martin Howard, John Spencer, Mark Smith, Paul Gunn, Simon Benton, and Val Gemmell, County Councillor Nick Worth and ten members of the public were also in attendance.

Chris Seymour: Clerk.

### **1. Apologies:**

Councillors, Maureen Male, Arthur Male and Kay Piccaver had sent their apologies. *The Police and the Press also sent apologies.*

### **2. Vacancy Town Ward:**

The Clerk informed Members that the casual vacancy arising from the resignation of Joan Woolard had been notified to South Holland District Council and had been advertised to the effect that a request for an election could be made up until 10<sup>th</sup> February; otherwise the vacancy will be filled by co-option.

### **3. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

### **4. Minutes of the previous meeting.**

The minutes of the previous meeting held on 11<sup>th</sup> January 2016 and 25<sup>th</sup> January 2016, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record. **Agreed.**

### **5. Police Matters and County Matters:**

(a). Police: in the Police's absence Councillor Graham Rudkin informed Members that a person was sleeping in his car on the Battlefields Lane Allotment parking area and was using the tenants sheds and poly tunnels as a toilet. Clerk to inform the Police. **Agreed.**

(b). County Matters: County Councillor Nick Worth informed Members that the consultation regarding Peppermint Junction and area had been completed and contractors would now be required to give eight weeks' notice of intention to start work. County Councillor Worth envisaged the work to commence around May 2016.

(c) Town Market: no further information was available but it was **Agreed** to keep this as an agenda item for the time being..

## **6. Highway Matters:**

The Clerk reported that he had not received any notice of road closures.

## **7. Youth and Community Development- Lincolnshire County Council.**

A representative of the Youth and Community Development team gave Members an insight to what their department could do in assisting volunteers and supporting the community in general and how organisations could apply for assistance and advice. Councillor Val Gemmell proposed that Members organise contact directly with them on an individual basis when needs arose. **Agreed.**  
The Chairman thanked the speaker for attending.

## **8. Allotments**

Councillor Graham Rudkin informed Members that he had obtained a quantity of free vegetable and flower seeds. The Clerk would write to allotment holders and invite them to collect from the Parish Council offices.

## **9. Carters Park, Stukeley Grounds and Parish Playing Field**

(a) Councillor Paul Foyster informed Members that the Park fence along Park Road had been completed and he and the Park Keeper were looking at ways in raising the level of the walled entrance to improve security.

Councillor Paul Gunn commented that the Contractors and Park Staff had done a fantastic job, and proposed that a letter thanking them should be sent. **Agreed.**

(b) Councillor Paul Gunn informed Members that parents and visitors to Stukeley School and Grounds were running vehicles over the grassed areas especially the roundabout near the school gates, causing a considerable mess. It was proposed that Councillor Gunn approach the school to try and alleviate the problem. **Agreed.**

## **10. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard informed Members that the grass in Hallgate Cemetery needed cutting and some of the graves needed topping up with soil.

Councillor Howard proposed a Spring visit to all Cemeteries and the Closed Churchyard and a date was **agreed** upon to be 10am on the 12<sup>th</sup> March, starting at Hallgate Cemetery and working the way back to Park Road Cemetery.

(b) The Clerk informed Members that he had received a request from a parishioner, who had previously had a seat in Park Road Cemetery; he also states that he previously had written permission, but has been unable to find it. The Clerk had been unable to find any record of it in the minutes going backwards or elsewhere, so the person in question would like the Parish Council's permission to replace one near

the grave of his late wife. It was proposed to defer this decision until after the planned Cemetery inspection. **Agreed.**

(c) The Burial grants and inscription requests were duly signed and approved as follows:

Hazel Patricia Lodge – Memorial 184DD- Park Road Cemetery  
Elisabeth Frieda Helene Little- Memorial – 193W Park Road Cemetery  
Josephine Hutton – Memorial- CRA Park Road Cemetery.  
[REDACTED] - Reservation 166DD- Park Road Cemetery  
[REDACTED] - Reservation 167DD- Park Road Cemetery  
[REDACTED] - Reservation 192HH- Park Road Cemetery  
[REDACTED] - Reservation 182HH- Park Road Cemetery  
[REDACTED] - Reservation 166GG- Park Road Cemetery  
[REDACTED] - Reservation CRA Section - Park Road Cemetery

(d) Cemetery Rules: The Chairman stated that all Members had received copies of the cemetery rules, which were a combination of legal requirements and managerial issues, she herself thought they could be more user friendly and proposed that all Members study them, go and look at the Cemeteries and issues, look at them logically and at all aspects on the 12<sup>th</sup> March inspection and defer a decision until the Parish Council meeting on 14<sup>th</sup> March. **Agreed.**

The Chairman spoke to members of the Public present and stated that Members would look at all aspects and review, and that although she could not anticipate what decisions would be made, she hoped that it would display that the Parish Council were taking their comments in mind. Members of the Public were asked to give their names and addresses to the Clerk, so that he would be able to contact them on any decisions etc.

(e) Cemetery Chapels: Councillor Rita Rudkin informed Members that they had not received any response from the Heritage Lottery Fund in regard to their request as yet.

## **11. Closed Churchyard:**

(a) Councillor Martin Howard reported that the fence along Church Walk needed attention. Councillor Graham Rudkin informed Members that he was working on a solution to this, but was unable to give further details at that time.

Councillor Isobel Hutchinson enquired if any progress was being made on the proposed tree sculpture. Councillor Graham Rudkin replied that the contractor was anticipating doing the work at end of March or April.

(b) Councillor John Spencer informed Members of the problem of being insufficient room being available to display all the wreaths properly at the Remembrance parade and proposed that hooks be purchased for the next Parade to allow some to be hung from the fencing surrounding the Memorial. **Agreed.**

## **12. Holbeach Bank Playing Field:**

Councillor Rachel Flood stated that the grass on the Playing Field was quite long and enquired as to when cutting would resume. The Clerk informed her that it would start again in March.

## **13. Planning Applications:**

(a) In Councillor Maureen Male's absence the Clerk reported that all application comments were up to date.

(b) Veranda at 56 Spalding Road: Issue raised at January's Open Forum: Councillor Paul Foyster informed Members that an application for this had now been applied for and that it had gone to the Chairman of Planning's (SHDC) panel. It was proposed and agreed that Members would make their own individual comments rather than Parish Council comment as it related to a single application. **Agreed**

## **14. Property**

Councillor Kathy Rooke reported that the problem of loose slates on the roof of 4a High Street had been rectified.

## **15. Financial Statement and Accounts for Approval:**

(a) Councillor Brighton presented the Cheques for payment for £3,804.41, as per list **Annexed** and **Agreed**.

Councillor Brighton informed Members, as per the Finance meeting notes that the Parish Council's finances were in a good position and proposed that the Council take the opportunity to purchase an additional tractor, so that both park workers could be working on different projects at the same time and also extend the working life of the current tractor. Councillor Paul Foyster expressed his concern over the need for an additional tractor.

Councillor Isobel Hutchinson proposed that a working party be set up to look at this and other projects that could take place within the Park. **Agreed**.

Councillors Graham Rudkin, Paul Foyster, Paul Gunn, Simon Benton, Kathy Rooke and Isobel Hutchinson volunteered to be part of the working party and **agreed** to meet at Carters Park on Sunday 21<sup>st</sup> February @ 10am and to bring their proposals to the March Parish Council Meeting.

(b) The Clerk reported on Council's finances as follows:

### **HOLBEACH PARISH COUNCIL**

**2015-16**

### **BANK RECONCILIATION AS AT 31 JANUARY 2016**

#### **CURRENT ACCOUNT**

550494844

3,176.42

LESS UNPRESENTED CHEQUES

613.43 \*

	2,562.99	
TRACKER ACCOUNT 90321444	5,419.04	
TRACKER ACCOUNT 10257125	3,007.79	
BUSINESS SAVER 90915394	123,525.97	
COIF	50.00	
	134,565.79	
<b>CASH BOOK</b>		
BALANCE BROUGHT FORWARD	85,277.30	
ADD RECEIPTS	251,002.20	
	336,279.50	
LESS PAYMENTS	201,713.71	
	134,565.79	
 UNPRESENTED CHEQUES		
 706138    336.00		
706126    156.00		
 Credit Card    121.43		
 Total            613.43		

(c) Councillor Brighton informed Members that a request for a grant of £25.00 had been received from Holbeach St Marks Royal British Legion to go towards maintenance of their War Memorial; this sum was allowed for in the precept and proposed that it be paid. **Annexed and Agreed.**

(d) Councillor Brighton informed Members that a request had been received from the grass cutting contractor for an increase in his fees by 4%, and as no increase had been made in the last 5 years proposed that this be accepted. **Agreed**

#### **16. Staffing Matters:**

No matters to report.

#### **16. Queens 90<sup>th</sup> Birthday Celebrations:**

Councillor Val Gemmell reported that plans were falling into place, but they were waiting for various confirmations so that things could be finalised.



**18. Liaison between Town Business and the Parish Council:**

Councillor Isobel Hutchinson informed Members that there had been some substantial interest shown in this and that the first meeting between the two parties was arranged for Monday 22<sup>nd</sup> February 2016 @ 6pm in the Parish Council offices.

**19. Parish Emergency Plan:**

Councillor Martin Howard informed Members that he and other Councillors had attended a meeting at Lincoln regarding the setting up of an Emergency Plan; he found the meeting very informative and he proposed inviting other relevant parties and people who had already completed their own Parish Emergency Plans to a meeting to progress things further. **Agreed,**

**19. Any other business by leave of Chairman:**

The Clerk informed Members that he had applied for the Town to receive a free De-fibrillator, and although he was too late to succeed for this financial year, the Parish Council had been placed on the list to be considered in the next one.

**20. Confirm date and venue of next Parish Council Meetings.**

The next Parish Council Meeting will be on 14<sup>th</sup> March 2016 at the Methodist Church Meeting Room, Albert Walk, Holbeach, following the Annual Parish Meeting.

**21 .Agenda Items for next Meeting-**

- Town Market
- Proposal for Carters Park
- Cemetery Rules
- Queens 90<sup>th</sup> Birthday

**The meeting ended and closed at approximately 8.15 p.m.**

**The Parish Council did not go "Into Committee".**

Chairman.....

**Holbeach Parish Council**

**Minutes of the Annual Parish Meeting held on Monday 14th March 2016 at the Methodist Church Hall, Albert Walk, Holbeach commencing at 7.00 p.m.**

**Present:**

As per the register.

Thirteen members of the public were in attendance together with County Councillor Nick Worth, District Councillor Tracey Carter and PSCO [REDACTED]. As per the register.

**1. Apologies:**

The Clerk reported that he had received apologies from:  
Councillors Kathy Rooke and Paul Brighton

**2. Minutes of previous meeting:**

The Minutes of the previous Annual Parish Meeting held on Monday 9th March 2015 were read out by the Clerk.

**Agreed:** The Minutes as read were approved and signed by the Chairman as a true and accurate record.

**3. Matters arising:** There were no matters arising.

**4. Any Other Business:**

[REDACTED] raised an issue regarding a former employee and alleged theft of data. The Chairman informed the meeting that they were unable to discuss any matters that related to staff or former staff and advised [REDACTED] that if he felt a crime had been committed, he should inform the Police.

The Chairman then invited any other business but there being no further matters that members of the public wished to raise the Annual Parish Meeting was declared closed at 7.05 pm.

Chairman.....

## **Holbeach Parish Council**

**A Meeting of Holbeach Parish Council was held on Monday 9<sup>th</sup> March 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.05 p.m. following the Annual Parish Meeting.**

### **Present:**

Councillors Isobel Hutchinson, Paul Foyster, Carol Rudkin, Graham Rudkin, Rita Rudkin, Rachel Flood, Martin Howard, John Spencer, Paul Gunn, Simon Benton, Maureen Male, Arthur Male, Kay Piccaver and Val Gemmell, County Councillor Nick Worth, PSCO [REDACTED], District Councillor Tracey Carter and fourteen members of the public were also in attendance.

Chris Seymour: Clerk.

Teresa Daisley: Deputy Clerk.

### **1. Apologies:**

Councillors Kathy Rooke and Paul Brighton had sent their apologies. The Press also sent apologies.

### **2. Vacancy Town Ward:**

The Clerk informed Members that the vacancy for the Town ward, caused by the resignation of Joan Woolard had been advertised and as no request for an election was made, the position is able to be filled by co-option, which was duly advertised around the Parish.

One application for co-option had been received from Kelly Wilson, which was previously circulated (**annexed**) for Members consideration to co-opt as a Member of the Parish Council. Councillor Martin Howard proposed to accept the applicant for co-option. **Agreed**

Kelly Wilson received the Councils Code of Conduct and signed her acceptance of office. She was then invited to join the meeting.

The Clerk informed members that a vacancy for the Hurn Ward, caused by the resignation of Mark Smith, had been advertised around the Parish to allow Hurn Ward electors to request an election, failing this, the vacancy would be advertised for co-option.

**3. Election of Vice Chairman:** Following the resignation of the Vice Chairman, the Chairman invited nominations to fill the vacancy. Councillor Martin Howard was proposed ( **Agreed** ) and accepted the position.

### **4. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

## **5. Minutes of the previous meeting.**

The minutes of the previous meeting held on 8<sup>th</sup> February 2016, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record. **Agreed.**

## **6. Police Matters and County Matters:**

(a). Police: PSCO [REDACTED] informed the meeting that they had no particular issues to raise and their priority remained speeding offences and vehicles with defective lights. Councillor Graham Rudkin informed the Police that persons had been congregating behind the Church, drinks and abusing the area by using it as a urinal.

(b). County Matters: County Councillor Nick Worth informed Members that regarding speeding issues along Spalding Road, which residents were trying to reduce speed limits from 40mph to 30 mph, would not be altered at present, but was being monitored.

Councillor Worth also stated that he had been approached by residents of Boston Road North regarding speeding issues, which he had passed onto the Police and offered to contribute to additional Speed Awareness equipment for use in that area and others by the Parish Council, funded from his SHDC budget, **Agreed.**

Councillor Paul Foyster asked the question if the figures from the Parish Council's Speed Awareness Camera were sent to the Police. The Clerk informed the meeting that they were and offered to distribute them to all Members if they required. **Agreed.**

(c) Town Market: District Councillor Tracey Carter informed the meeting that the monitoring of this project was still ongoing.

Councillor Rita Rudkin proposed that due to the fact that the Thursday Market was well supported and the Saturday Market was not, that the Saturday Market be dropped.

The Chairman proposed that an update was needed from SHDC before anything was decided and asked for them to be invited to the May 2016 meeting to give us their findings. **Agreed.**

(d) The Clerk informed members that regarding the cameras in Holbeach, the images were being recorded, but live pictures were not being received in the control room at Boston. Alternative transmission had been agreed, but no date was available for this at the current time.

## **7. Highway Matters:**

(a) Road Closures: The Clerk reported that he had not received any notice of road closures.

(b) Finger Post near Park Road Surgery: The Clerk reported that he had again investigated ownership of this post, which had broken at the base. LCC or SHDC declined ownership, and suggested that it was removed for safety reasons. It being a cast iron structure, it was beyond the remit of our workers and would require a specialist welder to repair. After discussion it was proposed to investigate the cost of getting a qualified engineer to repair the Post, in situ, as Members felt that if removed, it would probably never be re-instated. **Agreed.**

(c) Speeding on Boston Road North- County councillor Nick Worth. Item dealt with under County Matters.

**8. Election of Trustee to Farmers Educational Foundation:** Councillor Rita Rudkin was proposed as a trustee to this Foundation. **Agreed.**

## **9. Allotments**

Councillor Graham Rudkin informed Members that he had obtained a quantity of free vegetable and flower seeds, the Clerk had written to allotment holders offering them a selection and to invite them to collect them from the Parish Council office; to date there had been a good response.

Councillor Rudkin also stated that three more garden plots had been let at the Battlefield Lane site and only a further eight remained available.

He also advised that the allotment that becomes available at the Dog Drove site in April has been re-let to the only person on the waiting list and finally informed Members that the problem with the people who were sleeping rough in a car at the Battlefields Lane site had been rectified.

## **10. Carters Park, Stukeley Grounds and Parish Playing Field**

(a) Councillor Paul Foyster informed Members that there were no problems with Stukeley Grounds and the Parish Playing Field and that Carters Park would be covered in the following item.

(b) Proposal for Carters Park following 20<sup>th</sup> February 2016 site meeting: Councillor Foyster advised that following the recent inspection, several items were brought up for consideration (Inspection List previously circulated and **annexed**)) and they would hopefully be tackled as and when time and money allowed.

One of these was the Football Fence to be decorated on the Park side.

The Clerk informed the meeting that the Football Club had granted permission.

Councillor Foyster stated that he had approached the Holbeach Academy to involve them.

Councillor Isobel Hutchinson informed the Meeting that she had spoken to 'Transported Arts' and they also displayed an interest.

Councillor Foyster also informed the Meeting that another project on the list was the introduction of Adult Exercise Equipment and that he had a meeting later in the week in regard to grant opportunities in funding this and may also approach Tesco's for available funding.

(c) Parking in Stukeley Grounds: Councillor Paul Gunn stated that he had met with the Headmaster of the Primary School and signs had been put up, and to date the problem of parking on the grass had stopped.

## **11. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard informed Members following the Cemetery Inspection on Saturday 12<sup>th</sup> March, he proposed that the fencing at Park Road Cemetery, which needed painting be put out to tender. No vote taken.

Councillor Martin stated that there was bad subsidence on the graves at Hallgate Cemetery and several graves needed topping up with soil as soon as possible.

**Agreed.**

Councillor Martin also proposed that two dog bins be purchased for the Hallgate Cemetery.


The Clerk advised this should not be done until any rules were changed which would allow dogs into the cemetery.

(b) The Burial grants and inscription requests were duly signed and approved as follows:

Enid Wicks – Memorial 176N- Park Road Cemetery

Bryan Kelvin Thompson- Memorial – 175KK Park Road Cemetery

Catherine Marjorie Wiles – Memorial- CRA35 Park Road Cemetery.

 - Reservation 172ii- Park Road Cemetery

(d) Cemetery Rules: Councillor Isobel Hutchinson advised the meeting, that any change of rules must be agreed by Full Council and proposed that an Extra Ordinary Meeting be called to solely to debate and agree this issue. **Agreed.**

Meeting agreed to called on Tuesday 29<sup>th</sup> March 2016, 7pm at Coubro Chamber.

**Agreed.**

(e) Cemetery Chapels: Councillor Rita Rudkin informed Members that there was nothing new to report.

## **12. Closed Churchyard:**

Councillor Graham Rudkin reported that a grant had been obtained from the Tesco Fund for the revitalising of the Churchyard.

## **13. Holbeach Bank Playing Field:**

Councillor Rachel Flood stated that the Lease was ready to be signed and the work had started on the refurbishment of the pavilion.

## **14. Planning Applications:**

Councillor Maureen Male's reported that all application comments were up to date, but requested that Members send their comments to her more often.

## **15. Property**

In Councillor Kathy Rooke absence, the Clerk stated there was nothing to report.

## **16. Financial Statement and Accounts for Approval:**

(a) In Councillor Paul Brighton's absence. Councillor Isobel Hutchinson presented the Cheques for payment for £20984.74, as per list **Annexed** and **Agreed.**

(b) The Clerk reported on Council's finances as follows:

**HOLBEACH PARISH COUNCIL** **2015-16**  
**BANK RECONCILIATION AS AT 29 FEBRUARY 2016**

CURRENT ACCOUNT	
550494844	4322.23
LESS UNPRESENTED CHEQUES	3836.63 *
	<hr/> 485.60
TRACKER ACCOUNT 90321444	5,419.04
TRACKER ACCOUNT 10257125	3,007.79
BUSINESS SAVER 90915394	111,277.16
COIF	<hr/> 50.00
	120239.59
<b>CASH BOOK</b>	
BALANCE BROUGHT FORWARD	85,277.30
ADD RECEIPTS	<u>253961.49</u>
	<hr/> 339238.79
LESS PAYMENTS	<u>218999.20</u>
	120239.59
 UNPRESENTED CHEQUES	
 706174      687.72	
706126      156.00	
 Credit Card    2992.91	
 Total            3836.63	

(c) Request for Grant towards St Nicholas Fayre: The Clerk advised the meeting that the Parish Council could not make a straight donation, but a grant towards the cost of item could be made. Councillor Kay Piccaver proposed a grant towards the cost of any road closure.

After discussion, regarding the two groups that were holding events in town at the same weekend and the confusion of who was doing what, it was proposed to defer this decision until next full meeting in April. **Agreed.**

(d) New Tractor: Councillor Paul Foyster informed Members that he had researched the benefits to the proposal to purchase an additional new tractor and to pay for before the end of the financial year. **Agreed.**

The Clerk informed the meeting that he had obtained two quotes regarding the insurance needed for this tractor and they were: [REDACTED] - £390.91 and NFU - £347.08. it was proposed to accept the NFU offer. **Agreed.**

(e) Consider holding Grant from ladies Night Function: The Clerk informed the meeting that he had been asked by a group of ladies, who had organised an event at Holbeach Football Social Club, to raise money for the refurbishment of that club as well as Holbeach Hospital, if the Parish Council could hold the funds on their behalf until work started on the actual refurbishment. Proposed and **Agreed.**

#### **17. Staffing Matters:**

No matters to report.

#### **18. Queens 90<sup>th</sup> Birthday Celebrations:**

The Deputy Clerk updated Members that despite many difficulties and obstacles, the organisation of this event was progressing well and thanked the Members of the Sub-Committee for their help

#### **19. Liaison between Town Business and the Parish Council:**

Councillor Isobel Hutchinson informed Members that at the first meeting between the two parties on Monday 22<sup>nd</sup> February 2016 which although not well attended, had proved successful with the launch of a Business Facebook page by District Councillor Tracey Carter. A further meeting had been arranged for 21<sup>st</sup> March, 6pm at Coubro Chambers.

#### **20. Holbeach Christmas Fayre:**

(a) Councillor John Spencer informed Members of the outline proposals for the Holbeach Christmas Fayre.

(b) Turning on the Christmas Lights: The Clerk informed Members that he had received a request from St Nicholas Fayre for an official turning on of the Christmas Lights, but as the running of the lights is performed by the Millennium Lighting Committee, and not a Parish Council matter, he would be informing them as such.

#### **21. Rural Services Meeting:**

Councillor Val Gemmell informed Members that she had attended a meeting at Sleaford regarding Rural Protection, and if Members required further information they should contact her.

#### **22. LALC Meeting:**

Councillor Val Gemmell informed Members that she would be attending the next LALC meeting at the end of March, and if Members had any issues, would they please advise her of them.



**19. Any other business by leave of Chairman:**

Councillor Paul Foyster gave Members an update on the Wynde Croft Wind Farm meeting that he had attended; grant issues were being looked at and still ongoing.

Councillor Rita Rudkin commented on the litter issues she had encountered along the High Street and Market Hill and questioned peoples' mindless reasons for making such a mess.

**20. Confirm date and venue of next Parish Council Meetings.**

The next Parish Council Meeting will be on 11<sup>th</sup> April 2016 at the Methodist Church Meeting Room, Albert Walk, Holbeach, following the Public Open Forum

**21 .Agenda Items for next Meeting-**

- Grant ref Christmas Fayres
- Best Kept Village Competition
- Any items for the next agenda should be forwarded to the Clerk prior to the next meeting

**The meeting ended and closed at approximately 8.10 p.m.**

**The Parish Council did not go "Into Committee".**

Chairman.....

## **Holbeach Parish Council**

**A Meeting of Holbeach Parish Council was held on Monday 11th April 2016 at the Methodist Church Hall, Albert Walk, Holbeach, commencing at 7.04 p.m. following the Open Forum.**

### **Present:**

Councillors Isobel Hutchinson, Paul Foyster, Carol Rudkin, Graham Rudkin, Rachel Flood, Martin Howard, Paul Brighton, John Spencer, Simon Benton, Maureen Male, Arthur Male, Kay Piccaver and Val Gemmell,

County Councillor Nick Worth, PSCO [REDACTED], the Press and eight members of the public were also in attendance.  
Chris Seymour: Clerk.

### **1. Apologies:**

Councillors Paul Gunn, Kathy Rooke, and Rita Rudkin had sent their apologies.

### **2. Vacancy Town Ward:**

The Clerk informed Members that the vacancy for the Hurn ward, caused by the resignation of Mark Smith had been advertised and as no request for an election was made, the position is able to be filled by co-option, which was duly advertised around the Parish for consideration at the Annual General Meeting in May.

### **3. Declarations of interest:**

Members were made aware that the Declaration of Interest book was available and could be signed at any time during the meeting.

*Councillors Graham and Carol Rudkin declared an interest in Holbeach in Bloom and Councillor Kelly Wilson an interest in Letter from John Hayes*

### **4. Minutes of the previous meeting.**

The minutes of the previous meetings held on 14th and 29<sup>th</sup> March 2016, as circulated were approved and signed by Councillor Isobel Hutchinson, as the Chairman, as a true and accurate record. **Agreed.**

### **5. Police Matters and County Matters:**

(a). Police: The police reported that incidents of catalytic converter thefts were rife and they were being vigilant around the area.

(b). County Matters: County Councillor Nick Worth informed Members that the Secretary of State was not pursuing the enquiry into the library changeover. He also informed Members that 700 people to become volunteers, to help run the libraries across Lincolnshire had come forward, which included forty for the Holbeach Library.

## **6. Highway Matters:**

(a) Road Closures: The Clerk reported that he had received two road closures one at Neal's Gate, Holbeach St Johns and the other at Washway Road (A17 to Roman Bank)

(b) Finger Post near Park Road Surgery: The Clerk reported that he had received a quote from [REDACTED] to repair the Finger Post, at £400 but because the post is fixed over the top of a steel post, it would require a crane to lift it off and transporting to and from his premises and then be reinstated. Members proposed that a contractor be sought to remove the post and transport to and from [REDACTED].

### **Agreed**

(c) Councillor Carol Rudkin informed Members that she believed the roundabout on the A151, near Wignals Gate looked unsightly and asked County Councillor Worth if Sponsors could be found. Councillor Worth replied that LCC would only cut the grass as no sponsors were in place, the cost of sponsorship was in the region of £1200 per annum, but could be spread between 3 or 4 sponsors, in fact the Parish Council could be a sponsor.

Councillor Graham Rudkin informed the meeting that he had spoken to Styles Roses who might be interested. It was **agreed** that the Parish Council would seek other sponsors.

(d) The Clerk reported that he had received a letter from John Hayes MP (copy annexed) requesting the Parish Council to apply for a speed survey to be carried out by the Road Safety Partnership along Spalding Road, Holbeach, near the Langwith Drive Junction. Members **agreed**.

## **7. Allotments**

Councillor Graham Rudkin informed Members that all allotment rents had been sent out and were starting to return back and that two more Garden Plots had been let at the Battlefields Lane site, which meant that there remained only eight more remain to let, out of the forty four that were set up. Councillor Rudkin also informed Members that he had arranged for the vacant plots to be rotovated to keep tidy in the meantime.

## **8. Carters Park, Stukeley Grounds and Parish Playing Field**

Councillor Paul Foyster informed Members that there were no problems with Stukeley Grounds and the Parish Playing Field, Regarding Carters Park, the dog run had opened on April 4<sup>th</sup>, the new fencing was complete, but there had been a problem with excessive litter over the Easter weekend.

Councillor Foyster informed Members that following an inspection of the park by Members in March, some areas had been identified for improvement (previously reported) and that he had met with the manager from Tesco's, who was willing to include the park improvements in the next round of the 'carrier bag' grants.

Councillor Foyster proposed that if the grant was successful the first phase to be the installation of outdoor fitness equipment, suitable for all ages, which he had looked at elsewhere (**Agreed**). He also proposed that phase two should be the artwork/

decoration of the football club fence. Councillor Foyster informed Members that he had prepared a Press release, explaining the intentions and inviting volunteers and arts groups to participate. **Agreed.** Councillor Isobel Hutchinson informed Members that she had spoken to the Head of Arts, at Spalding High School, who were interested in participating in the project involving the older students and they would be replying to her with some designs. They would probably be able to start at the end of the summer term, but would require a donation towards the cost of the paint and proposed a budget for this be agreed at the next meeting. **Agreed.**



## **9. Cemeteries- Park Road and Hallgate**

(a) Councillor Martin Howard informed Members that the new rules agreed at the last meeting had been signed by himself and the Chairman of the Council and the guidelines of the rules would be ready for erection in both cemeteries on Tuesday 19<sup>th</sup> April. Councillor Howard proposed that two additional bins be purchased for Hallgate Cemetery. **Agreed.**

Councillor Howard informed Members that approximately twenty tons of road shavings were needed to repair the driveway around Hallgate Cemetery, and contractors were having the problems obtaining that quantity in one go, but proposed doing it in 4 or 5 ton loads, doing one corner at a time. It was proposed to investigate the costs further and look at other alternatives to use. **Agreed.**

(b) Invite Tenders to for Park Road Cemetery Fence Painting. Councillor Martin proposed that Tenders be invited for the painting of the wooden fencing around Park Road cemetery. **Agreed.**

(c) The Burial grants and inscription requests were duly signed and approved as follows:

 - reservation A124 & A1250 Hallgate Cemetery.  
 - reservation 176ii Park Road Cemetery.

(d) Cemetery Chapels: In Councillor Rita Rudkin's absence there was nothing to report.

## **10. Closed Churchyard:**

Councillor Martin Howard had nothing to report.

Councillor Graham Rudkin reported that the tree sculpture was ongoing and would probably start at the end of April, and also that the grant money awarded to the churchyard would be spent on replacing the fence near the north porch and the refurbishment of the fencing along Church Walk, along with the landscaping of the cremated remains area and the establishment of a path from the north porch to the cremated remains area.

The Clerk reported that someone had been spraying weed killer in the Closed Churchyard, against the agreement of last year and wanted it noted that it was not the Parish Council staff that had been involved.

Councillor Rudkin stated that he had also noted it, and was not aware of who had done it, but had put some grass seed down to re-establish it.

### 11. Holbeach Bank Playing Field:

Councillor Rachel Flood proposed that a notice board and litter bin be purchased as per budget. **Agreed.**

### 12. Planning Applications:

Councillor Maureen Male's reported that all application comments were up to date, but had noticed that there were plans for an imminent development of approximately 125 houses due to be released soon and proposed that an additional meeting be held to discuss these plans. **Agreed** provisionally for 25<sup>th</sup> April 2016, 7pm at Coubro Chambers.

### 13. Property

In Councillor Kathy Rooke's absence the Clerk had nothing to report. Councillor Carol Rudkin commented on the weeds that were growing from the front of 4a High Street. Councillor Isobel Hutchinson stated that this was part of the specifications when the property was to be painted and proposed that the contractor be contacted to obtain a start date. **Agreed.**

### 14. Financial Statement and Accounts for Approval:

(a) Councillor Paul Brighton's presented the cheques for payment for £17657.61, as per list **Annexed** and **Agreed.**

(b) Additional Credit Card: Councillor Brighton proposed that an additional credit card be obtained for use by the Park Keeper, to enable him to purchase items quicker and cheaper than was often possible locally. Many thought not necessary as purchases could be made via the Clerks Card. 3 for – 11 against. **Not agreed**

(c) The Clerk reported on Council's finances as follows:

<b>HOLBEACH PARISH COUNCIL</b>		<b>2015-16</b>
<b>BANK RECONCILIATION AS AT 29 FEBRUARY 2016</b>		
CURRENT ACCOUNT		
550494844		3000.00
LESS UNPRESENTED CHEQUES		18201.08 *
		<hr/>
		-15201.08
TRACKER ACCOUNT 90321444		5,419.72
TRACKER ACCOUNT 10257125		3,008.16
BUSINESS SAVER 90915394		95125.29
COIF		<hr/>
		50.00
		<hr/>
		88402.09

## CASH BOOK

BALANCE BROUGHT FORWARD	85,277.30
ADD RECEIPTS	<u>258124.25</u>
	343401.55
LESS PAYMENTS	<u>254999.46</u>
	88402.09

## UNPRESENTED CHEQUES

706186	23.00
706187	82.80
706199	72.84
706201	25.52
706203	92.00
706205	16800.00
706206	900.00

Credit Card 204.92

Total 18201.08

(d) The Clerk reported that he had received a request from Holbeach in Bloom, to supply three hanging baskets for Coubro Chambers, Parish Council Offices at a cost of £105.00. **Agreed.**

(e) Grant – ref Christmas Fayres: Councillor Rachel Flood reported that both groups were working together and a future meeting was arranged between them, they were experiencing problems with the road closure request and proposed his item be deferred until a future meeting. **Agreed.**

## 15. Staffing Matters:

Resolved to go “In Committee”. **Agreed.**

## 16. Best Kept Village Competition:

The Clerk informed Members that he had received an invitation from the Campaign to Protect Rural England for the Town and Villages to participate in the Annual Best Kept Village & Town competition. Agreed. He then asked for volunteer Members to fill in the individual application forms.

Councillor Rachel Flood for Holbeach Hurn, Bank and St Marks, Councillor Paul Brighton for Holbeach S Johns and Councillor Carol Rudkin for Holbeach Town.

**17. Queens 90<sup>th</sup> Birthday Celebrations:**

Councillor Rachel Flood updated Members that the organisation for the event was progressing well and everything was in place for the lighting of the Beacon on 21<sup>st</sup> April. The event will commence at 6.30pm, with the actual lighting by [REDACTED] and [REDACTED] at 7.30pm. The Fire Service, St Johns Ambulance, Town Band and Catering was in place along with the diversion signs, road closure and stewarding.

The Deputy Clerk passed on her thanks for the help she received from Committee Members.

**18. Any other business by leave of Chairman:**

Councillor Val Gemmell informed the Members, that she had received notice from LALC that monies were available for Councillors training if required.

Councillor Gemmell also commented on the games room that had been built on the traveller site.

**19. Confirm date and venue of next Parish Council Meetings.**

The next Parish Council Meeting will be 25<sup>th</sup> April 2016 at 7pm Coubro Chambers and then on 9<sup>th</sup> May 2016 at the Methodist Church Meeting Room, Albert Walk, Holbeach, at 7pm. This being the Annual General Meeting, hence there would be not be a Public Open Forum

**20 .Agenda Items for next Meeting-**

**The meeting ended and closed at approximately 7.55p.m.**

Chairman.....