

Holbeach Parish Council

The Annual General Meeting of Holbeach Parish Council was held on Monday 13 May 2013 at Coubro Chambers, 11 West End, Holbeach commencing at 7pm

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

Present:

As per the register

Six parishioners and members of the public were in attendance together with the Press, Ms [REDACTED]

Councillor Kathy Rooke, Councillor Mark Smith and Councillor Carol Rudkin were welcomed to the meeting after signing their declarations as newly elected Members of the Parish Council,(Town Ward) and been given copies of the Code of Conduct.

1. Appointment of Chairman for ensuing year:

Councillor Terry Harrington was duly elected as Chairman for the ensuing year and signed the relevant declaration of office.

2. Appointment of Vice-Chairman:

Councillor John Spencer was duly elected as Vice-Chairman.

3.Apologies:

Councillor Joan Woolard and the Police had tendered apologies.

4.Report on vacancies in the Town and Holbeach St. Johns Wards:

The Clerk reported that Councillor Paul Gunn had been co-opted onto one vacancy on the Holbeach St Johns Ward and had signed his Declaration and been given a copy of the Code of Conduct.

The remaining two Town Ward vacancies are still on-going through the election process.

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 Jenny Worth and Deputy Councillor John Spencer

(b) Cemetery Chapels and Conservation:

Councillor Jenny Worth

(c) Parks and Playing Fields and Deputy:

Chairman: Councillor John Spencer and Deputy Councillor Isobel Hutchinson

(d) Allotments:

Chairman: Councillor Graham Rudkin

(e) Property:

Councillor Isobel Hutchinson

(f) Planning and Deputy:

Chairman: Councillor Maureen Male and Deputy Councillor Arthur Male

(g) Holbeach Bank Playing Field:

Councillor Jayne Cornwell was proposed, **but item left in abeyance until accepted**

(h) Finance:

Councillor Paul Brighton

(i) Sub Committee and Planning Committee

Elected Chairs of all Committees

It was reported by the Chairman that elections to other public bodies would be made at the next meeting of the Parish Council in June 2013

6. Declarations of interest:

As follows:

Councillor Graham Rudkin – Holbeach in Bloom

Councillor Carol Rudkin – Holbeach in Bloom

7. Police Matters:

The Clerk reported that due to absence of the Police any matters arising would be passed on to the Police.

Councillor Graham Rudkin brought to members attention that evidence of fires were to be found beneath some Leylandii Trees within Stukeley Grounds. It was **Agreed** the Clerk would inform the Police

In the absence of County Councillor Nick Worth there were no County matters discussed.

8. Minutes of the previous meeting and matters arising:

The minutes of the previous meeting held on 15 April 2013 as circulated were approved and signed by the Chairman as a true and accurate record.

9. Highway Matters:

- (a) The Clerk advised the meeting that the Parish Council had been advised of a 40 mph Speed Limit Order (with 10/20 mph Convoy Working) in place on A151 Spalding Road (200 metres West of Wignals Gate to 240 metres North of B1515 (Roundabout), Holbeach between 3/6/2013 to 23/8/2013
- (b) The Clerk advised Members of the response he had received from Contractors regarding the fencing at the development at Lefley's old site, near junction of Fen Road and Barrington Gate, Holbeach, and that it would not be moved until the end of the year.
It was proposed that a letter of complaint be sent by the Clerk to the Road Safety Council. **Agreed**

10. Allotments

- (a) Councillor Arthur Male as Chairman of Allotments gave a report (**annexed**)

Chairman Councillor Terry Harrington asked Members to consider joining the Working Party which would be established at the next Parish Council Meeting. Item to be placed on agenda.

Councillor Harrington also informed Members that to release land back to the Crown at Holbeach Bank, the Crown via [REDACTED] had requested, they would require an authorised Member of Council to Swear a Statutory Declaration, giving right of access, so they could proceed.

It was proposed and **agreed** that Councillor Harrington be given that authority.

- (b) Outstanding rents and associated issues- **Agreed** to take into committee

11. Carters Park

- (a) A verbal report was received by Councillor John Spencer as Chairman of Parks. Councillor Spencer advised that the Transported Arts Project within the Park had been a tremendous success, and thanked all concerned. He also reported that the new football stand had started to be erected.
- (c) Councillor Spencer had received a request to hold a Leukaemia Charity event on the Football Field in June, part of which they would like to use a small strip of land near the football club for Pony rides and was seeking members agreement. **All agreed** on condition site was left in same condition.

Councillor Spencer also informed Members that Holbeach Community Action Group would be holding a Picnic, part of 'The Big Lunch' Project, within Carters Park on Sunday 2 June.

Chairman Terry Harrington proposed that a letter of congratulations be sent to Holbeach United Football Club in recognition of their success this year on behalf of the Parish Council. **Agreed.** Clerk to send letter.

12. Stukely Grounds

Councillor John Spencer thanked Councillor Graham Rudkin for the painting and tidying up that had been completed within the grounds, and asked members to sanction an additional rubbish bin for the site. **Agreed**

13. Parish Playing Field:

Councillor Spencer reported that the Football Season was nearly finished and there were no issues to report

14. Cemeteries- Park Road and Hallgate

- (a) Councillor Jenny Worth gave a verbal report to the meeting and advised that the Staff were coping with workload, but they were one staff member short and grass cutting needed monitoring. Park Road cemetery was experiencing a problem with rubbish being discarded into Cemetery from neighbouring property. To liaise with Clerk regarding letters to be sent. **Agreed**
Nothing to report on Hallgate Cemetery

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

[REDACTED]

- (c) Cemetery Chapels:

Councillor Worth informed Members that a meeting was arranged Friday 18 May with regard to the Cemetery Chapels re the grant from Architectural Heritage Fund

15. Closed Churchyard:

- (a) Councillor Worth gave a verbal report on plants in the Closed Churchyard during the hot weather over the May bank holiday weekend

- (b) Damaged Headstone- Proposed to take in Committee- **Agreed**

16. Holbeach Bank Playing Field:

- (a) Nothing to report from Holbeach Bank Playing Field Chairman

- (b) The Clerk reported that a letter had been sent to [REDACTED] regarding arranging a meeting re. the potential lease on Playing Field, but no reply had been received to date.

17. Planning Applications:

- (a) Councillor Maureen Male had nothing to report
- (b) Proposed Wind Farm at Holbeach St Marks- Aprils Open Forum.
Councillor Peter Savoury outlined to Members at present they were proposing a Test Mast, prior to a possible twelve further masts to be situated virtually on the marshes. This could take two or three years because of Geese and other bird activity.
He informed Members that there was a strong movement within Holbeach St Marks opposing the Wind Farm and suggested that the Council monitor the situation. Councillor Paul Brighton and Councillor Arthur Male also expressed strong objections against the proposal.
It was **agreed** that Councillor Maureen Male to keep Members informed and to be discussed in open Council when more was known

18. Property

Councillor Terry Harrington had nothing to report

19. Financial Statement and Accounts for Approval:

- (a) Councillor Paul Brighton's report and recommendations of Finance Working Party 8 May 2013
Councillor Brighton presented the Cheques for payment as per **Annexed. All Agreed.**
Councillor Brighton informed Members that the new office computers had been ordered and were expected to be delivered before 15 May, and requested permission to allow the remaining money from allocation to be spent on an office filing system. **Agreed**
- (b) The Clerk reported on Council's finances as follows:
As at end of April 2013 the combined high interest accounts contained £8,415; with the Business Reserve and Current account containing £193,401.
A schedule of payments to be made was presented together with cheques for signature and less payments to date of £10,287; this left a balance of £191,529.
The Clerk reported that Notice of Appointment of Date for the Exercise of Electors Rights had been posted on Parish notice board, the accounts were ready for inspection and would be ready for signing at next Parish Council Meeting

20. Localism Act 2011

The Clerk reported that the latest LALC Newsletter was available. It stated that Section 137 has now been increased to £6.98 per member of Electorate and the LALC Conference / AGM will be taking place at 6pm on Tuesday 15 October at Coningsby Community Centre. No other items to report.

21. Staffing Matters:

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

22. Grants and Contributions-

(a) Holbeach in Bloom – request for grant.

Agreed : The grant of £1000 to be paid to Holbeach in Bloom

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

Agreed: A grant of £100 be paid to Holbeach St. Marks PCC towards the upkeep of their churchyard.

(c) Over 50's Sporting Activities request for financial help.

It was proposed that more information be obtained regarding the group and what help they were looking for. Clerk to write letter to them and to be placed on next month's agenda. **Agreed**

(d) St Luke's PCC – request for grant.

Agreed. A grant for £150 towards the upkeep of their churchyard.

23. Holbeach in Bloom- Consider request for Licence Application for hanging baskets, High Street, Holbeach.

The Clerk explained that HIB had requested that the Parish Council to apply for licence to enable hanging baskets to be placed along Holbeach High Street, they would reimburse the costs and have given copy of full Public Liability Insurance.

Agreed

Also request Members to consider three hanging baskets for Coubro Chambers at a cost of £35 each, which included watering. **Agreed**.

24. Best Kept Village / Small Town Competition

As provisionally agreed at last month's Parish Council Meeting the entry forms had all been completed and posted

25. Anomalies regarding Standing Orders regarding Open Forum.

Councillor Woolard had requested this to be deferred until June Meeting
Agreed

26. Pedestrian access from Park Road to High Street Holbeach.- Report by Councillor Joan Woolard

Due to Councillor Woolard's absence, she requested that her report (**annexed**) to be considered by Members.

It was proposed this item be placed on June agenda. **Agreed.**

27. Formation of Crime Prevention Working Party-

Councillor Savory gave a report stating that no one had heard anything regarding new CCTV system, and no one was telling us anything either. He proposed the Parish Council form a working party to join up with other groups.

Councillor Brighton proposed that working party should look at Anti- Social Behaviour Problems as well, and that the working party should include Ex-police and business forum.

It was **agreed** that Members would pursue this avenue

28. Agenda Items for next Meeting

- **Anomalies regarding Standing Orders regarding Open Forum.**
- **Pedestrian access from Park Road to High Street Holbeach**
- **Chairman's report**
- **Holbeach Bank Playing Field Chairman**
- **Allotments Vice Chairman and Working Party**
- **Elections to other public bodies**

The meeting ended and closed at approximately 8.40 p.m.

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

Chairman.....

Holbeach Parish Council

Minutes of the Meeting of Holbeach Parish Council held on Monday 10 June 2013 at The Village Hall, Holbeach St Johns, commencing at 7.00 p.m.

Present:

As per the register.

Four members of the public were in attendance together with County Councillor Nick Worth, one Police Officer, PCSO [REDACTED] and the Press.

1. Apologies:

Councillors Arthur and Maureen Male, Councillor John Spencer, Councillor Joan Woolard and Councillor Jayne Cornwell offered their apologies.

2. Vacancies Town Ward

The Clerk reported that now three vacancies had all been advertised for election. Councillor Peter Savory brought to member's attention that [REDACTED] position was notified in the local paper, from information obtained from SHDC. This was considered out of order as the Council should make the decision. He proposed that the Clerk should contact SHDC to make our position known. **Agreed**

3. Declarations of interest:

Members were made aware the Declaration of Interest book was available

4. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 13 May 2013 as circulated were approved and signed by the Chairman as a true and accurate record.

5. Election:

(a) Vice Chairman of Allotments: Councillor Carol Rudkin proposed Councillor Paul Gunn, seconded by Councillor Peter Savory. **Agreed**

(b) Chairman of Holbeach Bank Playing field: Councillor Jayne Cornwell had informed the Clerk that she was willing to continue this position if required. Proposed by Councillor Savory and seconded by Councillor Jenny Worth. **Agreed.** Clerk to notify Councillor Cornwell.

(c) Crime Prevention Working Party: Councillor Terry Harrington proposed that the working party be formed. Councillor Savory proposed Councillor Paul Brighton and Councillor John Spencer. **Agreed.** Councillor Worth proposed Councillor Peter Savory. **Agreed.** Councillor Savory asked that the Clerk invite the Police and Holbeach Business Forum to be involved. **Agreed.**

Neighbourhood scheme to be placed on July Agenda.

6. Representatives on outside bodies:

Councillor Terry Harrington informed Members that this was updated at June 2012 Meeting and normally remain unchanged until the next election year.

7. Police and County matters

(a) Police matters:

PCSO [REDACTED] advised the meeting he had no matters to report and invited any questions.

Councillor Graham Rudkin stated that the railings and seats situated on Market Hill had recently been painted, but young persons were using that area as a skate area and had marked the paint. PCSO [REDACTED] informed that he would monitor the situation

There were no other issues raised

(b) County Matters:

County Councillor Nick Worth advised that he had been approached by teenagers in regard to a Skate board park and he had promised to raise it at this Parish Council Meeting.

Would the Members consider locating it in Carters Park. They are looking for funding and have raised £1200 so far. Councillor Nick Worth advised that they had to prove a genuine need for this facility. A number of parents are getting behind this scheme and looking at raising funds.

Councillor Harrington advised Members that this has to be a Council decision and proposed that it be placed on a future agenda if Members considered it valid.

Councillor Graham Rudkin proposed that this item be placed on July Agenda,

Councillor Mark Smith seconded, all **Agreed** to be placed on next months agenda.

Councillor Terry Harrington enquired regarding any further progress in respect of costs and specifications with the Peppermint Junction Roundabout. Councillor Worth replied that it was impossible to say until the design had been established and approved, depending on specification Professional suggestions were £1m - £1.5m.

(c) Councillor Peter Savory- Police Commissioners Letter:

Councillor Savory informed Members that he read a newspaper article six weeks ago regarding 1000 volunteer PCSO's for villages with the Parish Councils paying for them. Councillor Savory had drafted a reply via the press that PCSO's have limited powers- Scotland and Wales use Special Constables. He suggested that now that we have a Crime Prevention Working Party it may be worth looking into on a long term basis. As a large Parish we would require at least three people. Crowland Parish Council had responded similarly and that long term strategic planning as the purpose for the working party. Members **Agreed**.

8. Highways:

The Clerk reported that he had written to the Road Safety Council regarding visibility at the Fen Road –Barrington Gate Junction, whom had acknowledged receipt but no decision as yet. To report back at next Meeting.

Notices of Roadwork's were circulated to all Members Present and further copies were available. **Annexed**

9. Allotments:

(a) Councillor Graham Rudkin's report:

Councillor Rudkin informed Members that although new to the role he had some ideas and suggestions that he would like to implement in the future and that the annual inspection will address some of these issues.

PSCO [REDACTED] *left the meeting at this point.*

(b) Formation of Working Party:

Members **agreed** that Councillor Graham Rudkin and Councillor Paul Gunn can assume responsibilities and this matter will be held in abeyance.

(c) Allotment Inspection:

The proposed date 12 June was not suitable to all parties. The inspection would take approx. 2.5 hours and was agreed to start at 6pm on a date agreed with all parties. The Clerk to liaise and inform all members.

(d) Clerks report:

The Clerk reported to Members that rent notices had all been sent out, most had been received and reminders had now been sent.

10. Carters Park:

No report from Councillor John Spencer. Councillor Isobel Hutchinson gave a verbal report to the meeting.

She reported that the safety inspection by Wicksteed had been carried out and several recommendations had been made which in liaison with [REDACTED] this would be carried out during the year. Monies were available within the precept.

Councillor Hutchinson informed Members of a letter received from the Rotary club wanting to use the Park for the Annual Mid-Summer Fayre on 23 June 2013, in the same format as last year and they requested a key to be made available to enable early entry.

Councillor Peter Savory proposed we allow this, Councillor Jenny Worth seconded, all **Agreed**. Clerk to contact to collect key on Friday 22 June.

11. Parish Playing Field and Stukeley Grounds:

(a) Councillor Isobel Hutchinson informed Members that she had little to report. She had walked through Stukeley Gardens and they were looking very good. The grass in the goal mouths at Parish Playing Field were well worn and need re-seeding.

(b) The Clerk informed Members that the options to placing an additional bin within Stukeley Gardens, as agreed at May's Meeting were either a single bin at a cost of £360 or a dual (dog litter) at a cost of £400, both prices included fitting within a concrete base. All **Agreed** single bin.

12. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth's report

Councillor Jenny Worth gave a verbal report to the meeting.

Within Park Road Cemetery the cutting down of trees was complete, with only the stumps remaining, which now need removing. She had attended a meeting with the architect regarding the Cemetery Chapels but nothing had altered. There was to be a Heritage Open Day there on 15 September 2013.

(b) Memorial Inscriptions and Burial reserved plots:

Were duly signed and approved.

[REDACTED]

13. Closed Churchyard:

(a) Councillor Jenny Worth gave a verbal report and reported that the dead Horse Chestnut tree had been cut down with the wood placed in the Vicarage garden and the PCC had been informed by the Clerk. This tree would need replacing in the autumn.

She expressed her thanks to the Chairman and the Council staff for the planting of the tubs.

(b) Damaged Headstone- Resolve to go 'In Committee'- **Agreed**

14. Holbeach Bank Playing Field:

(a) Councillor Jayne Cornwell had nothing to report.

(b) Update on potential lease of site. Clerk informed Members that a letter had been written on 28 April but to date no reply had been received. **Agreed** Clerk and Councillor Cornwell to pursue.

15. Planning Applications:

Councillor Maureen Male Apologies.

A copy of South East Lincs Local Plan had been received and comments were required by 28 June 2013.

It was agreed that this was a very short response time, impossible for 18 Members to look at the one copy made available. County Councillor Nick Worth suggested that Members looked at it via the website and concentrate on the Holbeach section only. Members agreed to forward their comments to the Clerk by Monday 24 June 2013 so that they could be compiled and sent. Clerk to also respond on the short timescale.

16. Property:

(a) Councillor Isobel Hutchinson informed the meeting that she had reviewed the leases on properties and would report back.

She had reorganised Coubro Chambers and would welcome any feedback. There were 2 rooms still available to let, and was looking at possibilities. There was interest in the letting of one.

She informed Members that Fire Safety and Electrical checks were becoming due and the monies were allowed within the precept and did not need to go to tender.

All Agreed.

(b) 4a High Street- Resolve to take 'In Committee' - **Agreed**

17. Financial statement and accounts for approval:

(a) Councillor Paul Brightons report including recommendation's from Finance Working Party of 3 June 2013:

Councillor Brighton requested Members permission to dispose of old computers via re-cycling. **Agreed.**

Councillor Brighton presented a list of Cheques for payment. **Agreed. As Annexed**
Councillor Brighton explained to Members the recommendations of the Internal Auditor, he proposed that certain issues regarding staff be taken 'In Committee', **Agreed.** The remaining recommendations were:

- Risk Assessment document to be reviewed to ensure it is still relevant and up to date
- Insurance Policy- Obtain quotes and consider benefits from entering longer term agreement
- Progress increase in Council Reserves

Agreed: To receive and adopt the recommendations of the Internal Audit report as detailed above

(b) The Clerk presented the Accounts for year ended 31st March 2013. Members approved them and were duly signed by the Chairman, Councillor Terry Harrington.

(c) The Clerk reported the Notice of Audit for 24 June 2013 and the annual return was approved and signed by the Chairman, Councillor Terry Harrington.

(d) Councillor Brighton asked for Resolution to change Bank mandate to add the Clerk and remove Mrs Jill Harrington. **Agreed:**

(e) Formation of Finance Working Party:

Councillor Paul Brighton proposed that the Finance Working Party should be extended to include the following Members of the Parish Council:

Chairman and Vice-Chairman of the Parish Council together with the Chairman of Finance and the main spending Chairmen of the various areas of financial responsibility of the Parish Council:

Chairman of Parks and Playing Fields

Chairman of Cemeteries and Closed Churchyard

Chairman of Property

Chairman of Allotments

Chairman of Holbeach Bank Playing Field

and also to include Councillor Maureen Male as a previous Member of the Finance as an independent Member of the Working Party.

This would extend the original Working Party from four Members to seven Members.
All Agreed.

18. Localism Act 2011

LALC AGM 15 Oct 2013 6pm- 9pm:

Members **Agreed** Councillor Maureen Male to attend LALC AGM and travelling expenses be awarded to Councillor Male as the Parish Council representative to this body.

19. Staffing:

The meeting was advised this item related to named employees and it was therefore **Resolved:** to take this item "in Committee" at the close of the general open meeting.

20. Grants and Contributions

(a) Update request from over 50's Sporting Activities:

The Clerk advised a letter of reply had been received requesting funds **Annexed** Councillor Savory advised that no monies had been allowed for within our estimates and proposed contribution be declined. Councillor Mark Smith seconded. **Agreed**, Clerk to reply and to invite to apply for next year, but advise a more detailed expenditure breakdown would be required from them.

(b) Request from Holbeach & District community Vehicle:

The Clerk advised that a request had been received from the Holbeach & District Vehicle and £100 had been allowed for within estimates as per the previous year.
All Agreed.

21. Best Kept Village/Small Towns Competition and Holbeach in Bloom.

The Clerk informed Members that the applications for the competition had been sent and acknowledged and that thanks had been received from the Holbeach in Bloom Committee in response to their grant.

Councillor Graham Rudkin updated Members on HIB activities, stating that the railings on Market Hill had been painted, the planters there and other areas in town were complete and the hanging baskets were in the process of being completed. The bollards on Church Street needed painting but everything was in hand for the judging on 4 July 2013.

He also invited Members to attend on 4 July after judging. He also offered thanks to help received from [REDACTED]

Councillor Jenny Worth stated that Members were extremely pleased with what has been done.

Councillor Terry Harrington expressed that as the judging date will fall before the next Parish council Meeting, he wished HIB every success.

**22. Anomalies regarding Standing Orders regarding open Forum and
23. Pedestrian Access from Park Road to High Street, Holbeach.**

Both requested by Councillor Woolard to be deferred until July Meeting:

Councillor Peter Savory proposed that they be put onto next month's agenda as they have been on previous month's agenda, but this should be the last time they are deferred. Councillor Paul Brighton seconded. All **Agreed**. Councillor Woolard to be informed.

24. Chairman's Report:

Councillor Terry Harrington thanked Members for their support and input.

**The meeting ended and closed at approximately 8.30 p.m.
It was then resolved that the Parish Council go "Into Committee".**

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 8 July 2013 at Coubro Chambers, West End, Holbeach, commencing at 7.00 p.m. there being no items for the Open Forum

Present:

As per the register.

Five members of the public were in attendance together with County Councillor Nick Worth, [REDACTED] of the Fire Service, and the Press.

1. Apologies:

Councillor Paul Gunn and Councillor Jayne Cornwell offered their apologies. The Police had also tendered their apologies.

2. Vacancies Town Ward:

(a) The Clerk confirmed that Councillor Paul Foyster had completed his Declaration of Acceptance, Declaration of Pecuniary Interests, and received his Councillors Code of Practice and all relevant paperwork had been submitted.

The Chairman welcomed Councillor Foyster as a Member of the Council.

(b) The Clerk reported that of the two vacancies, one would be advertised for election on 12 September 2013, and the remaining vacancy was available for Members to co-opt.

(c) The Chairman brought to Members attention a letter received from [REDACTED] requesting consideration to be co-opted onto The Parish Council.

The Chairman asked Members for their views. Councillor Peter Savory proposed that [REDACTED] be co-opted as a Member. **All Agreed.** Clerk to contact [REDACTED] and progress procedures.

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available. Councillors Graham and Carol Rudkin declared an Interest in Holbeach in Bloom.

4. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 10 June 2013 as circulated were approved and signed by the Chairman as a true and accurate record.

5. Home Fire Safety Checks:

██████████, of the Lincolnshire Fire Service had been invited to attend and gave a short presentation on fire safety checks, and various services available, invited questions from Members and issued some booklets with advice to be available for members of public.

Councillor Harrington thanked ██████████ for ████████ contribution.

6. Police and County matters

(a) Police matters: Although the Police were not in attendance the Chairman asked Members if they had any issues they would like to have the Clerk to note.

Councillor Peter Savory proposed that we request a strike at cyclists on pavements, similar to the one carried out in Spalding previously. **Agreed**, Clerk to request

(b) Councillor Graham Rudkin reported that in the previous fortnight, two accidents had occurred along Spalding Road and residents were concerned that speeding traffic was a major attribute.

Councillor Peter Savory proposed that we request a radar check. **Agreed**

Councillor Jenny Worth proposed that we request a Flashing speed sign. **Agreed**. Clerk to send letter requesting.

(c) County Matters: County Councillor Nick Worth advised that there would be on-going disruptions on the A17 due to road repairs and resurfacing, but as most of the work would be carried out during the nights, disruption should be kept to a minimum.

(d) Proposed changes to Library provision in Holbeach: County Councillor Nick Worth outlined the County Councils position regarding libraries within the county and the various scenarios that were possible and would be considered. He explained that he was unable to confirm any at present and that there was a ninety day consultation period. He would come back to Members with the final proposal when known and that no changes would take place until May 2014.

Councillor Peter Savory asked for this item to be placed on August **Agenda**.

Councillor Jenny Worth asked Councillor Nick Worth if parking spaces along High Street could be restored following the re-positioning of the bus stop. Councillor Nick Worth assured Members that this matter was in hand along with other parking issues.

The Clerk brought to Members attention that a letter had been received along with a petition requesting a footpath from St Johns Street car park connecting to Waterside Gardens. Members requested that this be placed on next month's agenda, as well as a map detailing route. **Agreed**

7. Highway Matters:

(a) Fen Road- Barrington Gate Junction: The Clerk updated Members that he had been in receipt of an acknowledgment of a request from Road Safety Partnership along with an identification number, but had received no further information. Clerk would keep Members updated.

(b).Road Closure –Holbeach St Marks: The Clerk reported that this item was now being reported as historical, as the road closure had already happened and was open once more.

8. Allotments:

(a) Councillor Graham Rudkin's report:

Councillor Rudkin informed Members that following the allotment inspection, with two plots on Battlefields Lane site vacant, he intended to split one into small garden allotments, and was looking into the possibility of obtaining a grant for erection of sheds.

(b) Allotment Inspection 19June2013. Councillor Graham Rudkin gave Members an outline of his report. **Annexed**. The Chairman reported to Members that a derelict shed on Battlefields site had been established as belonging to previous tenants who had now demised, and proposed that it be demolished. All **Agreed**.

(c) Clerks report: The Clerk reported all rents had been received with the exception of one.

(d) Freedom of Information: Resolved to take 'In Committee'. **Agreed**.

(e) Crown Field Holbeach Bank: Resolved to take 'In Committee'. **Agreed**.

9. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting.

He reported that the Midsummer Fayre was a great success. He had received a request from [REDACTED] from South Holland District Council to hold an event in the Park on 3 September 2013, which would be staff controlled. Members **Agreed** providing they had Public Liability Insurance.

Also a request from [REDACTED] to hold the 'Big Lunch' event in the Park on 18 August. Members **Agreed** providing they had Public Liability Insurance. Councillor Spencer concluded his report by informing Members of how good the Park was looking at present.

Twelve Members of public entered the meeting. Skate boarding group.

(b) Skate Board Park: The Chairman proposed that a spokesman for the Skate boarders be allowed to address the meeting. All **Agreed**.

Their elected spokesman, [REDACTED], told Members that the nearest skateboard park was in Spalding, Eight miles away, with a busy main road to be negotiated. He informed members that there were 30–40 regular skateboarders and cyclists, they had raised funds of £1500 to date towards it.

Councillor Jenny Worth enquired what level of funding was required. County Councillor Nick Worth stated that the Spalding site cost approximately £100k, but they were looking to build one in a 'bit by bit' way. At present it was still being investigated what ground space would be required, what type, and where.

He told Members that he believed the group had shown 'Gumption' and that he had several ideas for fundraising for them. They were just looking for Parish Council support.

All Councillors made comments and suggestions of help or support. The Chairman commended them on the effort they had made to join the process and congratulated them.

Councillor Peter Savory proposed that the Parish Council take on board the principle to get a skateboard park somewhere in Holbeach with further meetings and site meetings. All **Agreed**.

(c) Bowls Club Lease- Resolve to take 'In Committee'- **Agreed**.

10. Parish Playing Field and Stukeley Grounds:

Councillor John Spencer commented that they were looking very good but otherwise had nothing to report.

11. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth's report

Councillor Jenny Worth gave a verbal report to the meeting. She stated that the Cemeteries were looking extremely nice and a letter congratulating [REDACTED] should be sent. **Agreed**.

She proposed that the watering cans needed replacing in the Cemeteries. **Agreed**.

Councillor Worth reminded Members that there was to be a Heritage Open Day there on 15 September 2013.

(b) Memorial Inscriptions and Burial reserved plots were duly signed and approved.

[REDACTED]

12. Closed Churchyard:

(a) Councillor Jenny Worth gave a verbal report and reported that again the Churchyard was looking good and the War Memorial railings had been cleaned.

(b) Damaged Headstone- Resolve to go 'Into Committee'- **Agreed**

13. Holbeach Bank Playing Field:

(a) Councillor Jayne Cornwell had nothing to report.

(b) Update on potential lease of site. Two members of public gave new contact details, the Clerk to **pursue**.

14. Planning Applications:

(a) Councillor Maureen Male asked Members to ensure they replied to her request for comments; otherwise nothing to report.

(b) South East Lincs Local Plan: The Clerk reported he had not received any comments to collate or forward from Members.

Members had submitted their own on line where desired.

15. Property:

(a) Councillor Isobel Hutchinson informed the meeting that two rooms were available to let at Coubro Chambers; she had received interest on the small room adjoining the Council Chamber and proposed that it be offered on a reduced rent for an initial period. **Agreed.** She informed Members that the carpet in that room was in a dilapidated state, that had obtained a quote to replace for £260 and she would like to go ahead as monies were allowed for within the precept.

Agreed.

(b) 4a High Street- Resolve to take 'In Committee'- **Agreed**

(c) Frequency of Portable Appliance Testing (PAT). Councillor Hutchinson informed Members that all PAT testing was carried out last year and stated that frequency was discretionary, although usually bi-annually and sought Council's opinion. **Agreed** every two years

16. Financial statement and accounts for approval:

(a) Councillor Paul Brighton proposed that an item from Financial Working Party Meeting regarding staff be taken 'In Committee'- **Agreed.**

(b) The Clerk reported on Council's finances as follows:
As at end of May 2013 the tracker accounts contained £8416, with the combined current account and higher interest account containing £187,162.

As at end of June 2013 the tracker accounts contained £8416 with the combined current account and higher interest account containing £171,642

A schedule of payments was circulated as per **Annexed** and **agreed** and cheques for signature had been prepared totalling £10,983 leaving a balance of £160,659.

17. Localism Act 2011:

The Clerk reported that Council had obtained the new edition of 'Arnold Baker on Local Council Administration' and also obtained a discount of £15 on it.

The Clerk requested Members permission to attend a LALC training course on 'Finance and Risk Management Accountability' in September- **Agreed**

18. Staffing:

The meeting was advised this item related to named employees and it was therefore **Resolved:** to take this item "in Committee" at the close of the general open meeting.

19. Best Kept Village/Small Towns Competition and Holbeach in Bloom.

Councillor Joan Woolard declared an interest.

Councillor Graham Rudkin updated Members on HIB activities, stating that the judging had been carried out on Thursday 4 June 2013, however results would not be known until September. He stated that HIB would continue work within the town throughout the summer as usual.

20. Police Neighbourhood Scheme:

Councillor Peter Savory informed Members that the Local Business Forum and the Police had agreed to participate, but no further information was available at present until a meeting could be arranged.

21. Anomalies regarding Standing Orders regarding open Forum

Councillor Joan Woolard raised the question of why people from outside the Parish are not allowed to ask questions at the Open Forum unless they work or run a business within the Parish, before a Parish Council Meeting, yet a person from a neighbouring Parish is allowed to stand as a Councillor, as she had done.

The Clerk replied that there was no mention of such a rule within the Councils Standing orders, and had sought advice from LALC.

Their answer was 'There is no requirement to have an Open Forum at a Parish Council Meeting, however it is good practice – it is entirely up to the Chairman of that meeting to decide on the rules and who should or should not be allowed to speak'

The Chairman Councillor Terry Harrington explained that the Open Forum was only for ten minutes, which was not long enough to extend it beyond proper business.

22. Pedestrian Access from Park Road to High Street, Holbeach.

Report from Councillor Joan Woolard. **Annexed**

Councillor Joan Woolard asked Members, who used buses and had to make the long walk from bus stop down to Tesco's?, as an example. The current bus stop was outside Budgen's, and she felt that it was too far for elderly people to walk carrying shopping. She had tried to get Lincolnshire County Council to divert the bus via Tesco's to no avail. She felt the walkways mentioned in her report should be opened. Various discussions took place, including that walkways were private property registered with the Land Registry, Councillor Nick Worth still being in discussions regarding the Chequers route, people are able to have shopping delivered by Tesco for £5, and the fact buses provide a service into and through town, not to promote Tesco's. Councillor Isobel Hutchinson stated that the Council should be encouraging shoppers to use the High Street and not Tesco's as we cannot be seen to supporting a single retailer over others.

After a long discussion it was proposed to ask for a Pedestrian Crossing to be situated near to the Holbeach Medical Centre in Park Road. **Agreed.**

It was also debated the effect of a roundabout at Peppermint junction would have in deterring HGV's passing through the town centre, as Councillor Woolard stated that few heavy lorries used the present junction at currently due to danger or difficulty. Councillor Peter Savory replied that he had witnessed very few lorry's using Boston Road South as an alternative, and he believed that the present junction was not dangerous, it was bad drivers or driving that made it so, and in his opinion was not needed.

23. Chairman's Report:

Councillor Terry Harrington thanked Members for their support and input and reminded them that they needed to use their own discretion and anything that is discussed 'In Committee' should stay 'In Committee'.

**The meeting ended and closed at approximately 8.45 p.m.
It was then resolved that the Parish Council go "Into Committee".**

Minutes of an Extra Ordinary Meeting of Holbeach Parish Council held on Monday 29 July 2013 at Coubro Chambers, 11 West End, Holbeach commencing at 7pm

Present: As per register

No members of the public attended

The Chairman welcomed Councillor David Hudson onto the Parish Council having signed his Declaration of Acceptance of Office.

The Chairman reminded Members to consider the fact that they needed to adhere to the government legislation and risk breaking the Code of Conduct if discussing 'In Committee' items outside Chambers.

1. Apologies

An apology had been offered by Councillor Peter Savory

2. Parish Procedures- propose to take 'In Committee'

Councillor Arthur Male proposed this item be taken 'In Committee, seconded by Councillor Kathy Rooke. **Agreed.**

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 19 August 2013 at The Village Hall, Holbeach Hurn, commencing at 7.03 p.m. following the Open Forum

Present:

As per the register.

Nine members of the public were in attendance together with the Press.

1. Apologies:

Councillors Peter Savory, Joan Wollard and Kathy Rooke offered their apologies. The Police had also tendered their apologies.

2. Vacancies Town Ward:

The Clerk reported that on the vacancy for the Town ward, following the notice of election, it had been confirmed by South Holland District Council that there had been no nomination, therefore they would be re-advertising again, with an election date of 10 October

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available. Councillors Graham and Carol Rudkin declared an Interest re Holbeach in Bloom and Allotments.

4. Minutes of previous meetings and matters arising:

The minutes of the previous meetings held on 8 July 2013 and 29 July 2013 as circulated were approved and signed by the Chairman as a true and accurate record.

5. Police and County matters

(a) Police matters: Although the Police were not in attendance the Chairman asked Members if they had any issues they would like to have the Clerk note.

(b) The Clerk reported for Members information, that there would be a meeting of the Holbeach Town and Rural Community Panel on 16 October 2013 at the University of Lincoln Holbeach Campus, with the Police Commissioner, [REDACTED] in attendance to answer any questions or concerns.

(c) County Matters: County Councillor Nick Worth was not in attendance. The Clerk reported a letter that had been received from [REDACTED], regarding parking in the area of the previous bus stop in Holbeach, and the the state of the shop adjacent to the Chequers Hotel. The Clerk informed Members that he had forwarded it on to County Councillor Nick Worth. The Chairman informed Members that as neither of

these items were specifically on the agenda, they would have to wait until Cllr Nick Worth replied.

(d) Proposed changes to Library provision in Holbeach:

The Chairman asked Members if there were any points that they would like to make. Councillor Paul Foyster proposed that the Parish Council should make a public statement that the Council oppose the closure of the Library. Unanimously **Agreed**. The Clerk informed Members that an E-mail had been received, informing Members of a petition that had been posted on the Governments e-petition website regarding opposition to Lincolnshire library closures, and that he would notify Members on how to access it.

6. Highway Matters:

(a) Fen Road- Barrington Gate Junction: The Clerk updated Members that he had been in receipt of a reply from Road Safety Partnership. They had investigated, and stated that the site was within a 30mph zone, the developers have been asked and complied with erecting warning signs, and assured that boarding would be removed once development started. They did not consider it a hazard.

(b) Request for flashing speed sign- Spalding Road: the Clerk reported that a reply had been received from the Highways department stating that, during the last five years only two speed related incidents had been recorded on Spalding Road, it was within a 40mph zone and average speed test over seven days was 36mph. They no longer installed reactive signs unless a third party paid for the work, and the costs would be between £4000 and £6000.

(c) Rectangle near Bulls Neck: the Chairman explained that a request had been received from the new owners of the Bulls Neck, they had received indication from Lincolnshire County Council that they were willing to 'up stand' a small triangle at the tip of their property. If the Parish Council objected to this, the owner would not progress this matter due to costs. After discussion and review of aerial picture, Councillor Jenny Worth proposed that we do not object to the 'up-standing'. **Agreed**

(d) Request for a footpath from St Johns Street car park connecting to Waterside Gardens: Following Members request the item was placed on this month's agenda, with a map detailing route. The Chairmen informed members that this had been looked at in the past by previous members, along with a site visit and deemed impractical due to width of road and the need to encroach peoples gardens, and asked Members if they wished to look at again. Councillor Paul Gunn proposed that a small committee be formed to re-look at the possibilities. **Agreed**. Councillors Paul Gunn, Isobel Hutchinson, and Terry Harrington volunteered to form Committee. Date to be organised.

7. Allotments:

Councillor Graham Rudkin reported that he was awaiting work to be finished in the tidying up of the Battlefield's Lane site, and was hoping to split one unit down to smaller garden type allotments, also looking for funding to place small garden sheds on the site as well. With the help of Councillors Paul Gunn and Paul Foyster work was on going.

8. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting. He reported that the water main to the Bowling Club had developed a major leak. the Park Keeper, [REDACTED], being unable to get anyone to repair the leak quickly, did the job himself, saving the Parish considerable monies. Councillor Spencer also reported that Transported Arts had requested space within the park, to place tables and gazebo, on 24 August. **Agreed.** Providing they carried out a risk assessment. Councillor Spencer concluded by stating how well the Park was looking.

(b) Councillor Isobel Hutchinson reported on her meeting with the Bowls Club, regarding the renewal of the lease, it being a good constructive meeting. Lease term- 9 years.
Rent- £20 per annum.
General Maintenance – by Bowls Club.
Utilities- Parish council to pay, Bowls Club will reimburse. Councillor Hutchinson asked for a decision on who will pay for the lease, suggested. 50/50. **Agreed.** And a decision on who to use to draw up the lease, based on price, suggested [REDACTED]. **Agreed.**

9. Parish Playing Field and Stukeley Grounds:

Councillor John Spencer commented that Stukeley Grounds were looking very good. Following a letter received from [REDACTED] regarding overgrown bushes, Councillor Spencer reported that that a meeting with [REDACTED] was arranged for 28 August to agree tidying work before children returned to school, Councillor Spencer had nothing to report regarding the Parish Playing Field.

10. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth's report: Councillor Worth gave a brief history on the Cemetery Chapels Project for the benefit of new Members. **Annexed.**

Councillor Worth explained that Park Road cemetery had experienced some problems with children using water balloons and creating a mess, but this had now hopefully been resolved. She also reported that the tree stumps within the cemetery needed removing and would be seeking Tenders. **Agreed.**

Councillor Worth explained that within Hallgate cemetery, there was a problem with rabbits eating all the flowers and asked Members permission to get quotes for erecting a fence around to prevent the rabbits from getting in. **Agreed**

(b) Memorial Inscriptions and Burial reserved plots were duly signed and approved.

[REDACTED]

[REDACTED]

(c) The Clerk reported a request for a Memorial bench to be situated within Hallgate Cemetery from [REDACTED]. The Chairman explained to Members that in the past, too many benches had been placed within the cemeteries, some becoming very dilapidated and making maintenance very difficult to carry out, so had been decided not to allow the placing of them. If present Members wished to overturn this rule, they needed it to be placed on the next agenda for discussion. Members decided that they did not wish to overturn this rule and Councillor Jenny Worth proposed that we contact [REDACTED] and suggest the alternative of planting a tree instead. **Agreed**

11. Closed Churchyard:

(a) Councillor Jenny Worth gave a verbal report and reported that again the Churchyard was looking good, and congratulated Holbeach in Bloom as well as Council staff for the best it had ever looked.

Councillor Worth informed Members that a complaint regarding the Acer tree alongside Church Street had been received, a meeting had been arranged between herself, [REDACTED], and [REDACTED], and it had been agreed to rectify the situation in September with Members permission. **Agreed.**

Councillor Worth enquired the situation regarding replacing trees that had been removed from the churchyard in the past, and although it was decided we had the right to replace with like for like, it would be prudent for Councillor Worth to approach the PCC for their opinion. **Agreed.**

(b) Damaged Headstone- Resolve to go 'Into Committee'- **Agreed.**

12. Holbeach Bank Playing Field:

(a) Councillor Jayne Cornwell had nothing to report.

(b) Update on potential lease of site. Councillor Cornwell informed Members that she would meet with the Clerk the following day to arrange terms with Holbeach Bank Football Club, and hopefully conclude at the next Meeting.

13. Planning Applications:

Councillor Maureen Male reported that everything was up to date.

14. Property:

Report previously distributed and Annexed.

Councillor Isobel Hutchinson informed the meeting that of two rooms that were available to let at Coubro Chambers, she had let the small room adjoining the Council Chamber and proposed that it be offered on a reduced rent for an initial period of six months. **Agreed.** No progress on the other room.

Councillor Hutchinson explained that she received a quote from an estate agent for letting the room at a fee of £250 plus £100 for advertising and asked Members for their opinion. The Chairman proposed that we should attempt to let it ourselves first, and review the situation after Christmas. **Agreed.**

Councillor Hutchinson informed Members that it had been brought to her attention that to let any property, we now were required to have an Energy Performance Certificate. It was proposed that as we had no choice but to obtain one by law, Councillor Hutchinson should investigate the cheapest means of obtaining them.

Agreed.

Councillor Hutchinson informed Members that 4a High Street was now back in our possession and explained various ideas on the use and way forward for letting this property in view of its location and possible usage. The potential rent as a commercial property was £2000 pa and as a residential property, the potential rent was £4500, but this would be at a cost of approx. £20,000 to convert.

Councillor Arthur Male proposed that initially the Parish Council should try and let as a commercial property, but look at applying for change of use. **Agreed**

15. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton explained that in view of Barclays Bank closure, The Parish Council had two alternatives. Either Council remains with Barclays, and bank at their Long Sutton branch or to change banks. He proposed that we remain with Barclays, to alleviate the problems involved, changing mandates and the like.

Councillor Isobel Hutchinson disagreed, believing that we should not support a bank that did not support Holbeach, but should look to moving to a bank that was within the town.

The Chairman asked for a show of hands on both alternatives, nine were in favour of staying within the town and four in favour of remaining with Barclays.

The Chairman of Finance to look into which town bank would be most suitable.

Agreed.

Councillor Brighton stated that his next item, was an update on the Payflow via Bacs system, but in view of the previous decision he proposed that be placed on hold.

Agreed.

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

As at end of July 2013 the tracker accounts contained £8416, with the combined current account and higher interest account containing £168,439.

A schedule of payments was circulated as per **Annexed** and **Agreed** and cheques for signature had been prepared totalling £13,834 and direct debits of £1,107 leaving a balance of £145,498

16. Localism Act 2011:

Nothing to report

17. Foodbank - Correspondence and request

The Clerk reported that he had received a request from Agape Care Foodbank in respect of having a foodbank donation bin within Coubro Chambers, which would be collected on a weekly basis. Councillor Isobel Hutchinson proposed that a donation bin be allowed to be placed. **Agreed.** Clerk to notify Agape Care of their decision

18. Staffing:

The meeting was advised this item related to named employees and it was therefore **Resolved:** to take this item “in Committee” at the close of the meeting.

19. Chairman’s Report:

The Chairman thanked Members and explained that to save any confusion the date of the next Parish Council Meeting and venue will always be included on ‘Agenda items for next Meeting’.

The Chairman went on to explain to Members, that his position was as of an equal to all other Members, the Chairman of Parish Council only had power over the control of the meeting and items that need to be discussed, and the main role was to listen and support.

20. Agenda Items for next Meeting. 9 September 2013 at Coubro Chambers:

- Band Hall lease- Cllr Isobel Hutchison
- To allow a limited amount of time after Meeting for members of Public to comment – Cllr Paul Foyster
- Holbeach Bank Football Club lease- Jayne Cornwell

A member of the public made a request for a disabled venue for the September meeting. Agreed

**The meeting ended and closed at approximately 8.10 p.m.
It was then resolved that the Parish Council go “Into Committee”.**

Holbeach Cemetery Chapels Project

Chapels belong to the Parish Council. Grade 11 listed buildings and the Parish Council have responsibility for their preservation and maintenance. Chapels deemed to be at 'grave risk' by conservation officer because of wear and tear and vandalism.

2005/6 Parish Council investigated ways of refurbishing the chapels.

2008 as part of Parish Plan parishioners were consulted on whether they would want to see the chapels refurbished and future use. Suggestions were, historical and heritage centre, museum, wildlife centre, venue for exhibitions.

2010 Steering Committee was set up with following aims;

To attract funding to refurbish the building

To find a sustainable use for the building that would benefit the whole community.

15th August 2012 Holbeach Cemetery Chapels became a Ltd Company and Charity. In order to achieve this we had to use a lawyer who only charged for the final paperwork. £40

December 2012 received £8500 from the Parish Council.

£ 6958 was precept money given on condition that the Trust pursue grant funding and there be ultimately little cost to the Council.

£1500 – grant money.

£42 – money raised by the steering committee.

March 2013 offer of a grant of up to £4000 towards cost of Options Appraisal. Have to have acceptable report – Accredited architect has been working on this.

We have to find a sustainable use. If this can be found then the Trust will consider negotiating a lease with the Parish Council. At the moment there is no lease.

3 Open Heritage Days – to engage with the public.

Booklet printed. Grant to get it printed and sold out. New one being done.

Meeting with Transported Art and Lincoln University to explore possibility of using one chapel for emerging or early career artists where they can work and hold exhibitions.

Handwritten signature

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 9 September 2013 at Coubro Chambers, Holbeach, commencing at 7.15 p.m. following the Open Forum

Present:

As per the register.

Five members of the public were in attendance together with the Press.

1. Apologies:

Councillors Peter Savory, Paul Gunn, Arthur and Maureen Male offered their apologies. The Police had also tendered their apologies.

2. Vacancies Town Ward:

The Clerk reported that on the vacancy for the Town ward, election papers had been received and posted on the Parish notice board. The election date would be 10 October 2013.

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available. The Chairman declared an interest in Item 16 on the agenda

4. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 19 August 2013 as circulated were approved and signed by the Chairman as a true and accurate record.

5. Police and County matters

(a) Police matters: Although the Police were not in attendance, the Clerk informed Members of a report from PSCO [REDACTED]. They were receiving several calls in relation to Anti-Social Behaviour and vehicle nuisance issues in the areas of Carters Park, and the car parks of Tesco, Boyes and Boston Road. They are working with the complainants, SHDC, the businesses and the ASB officer at SHDC to address the issues. Other than a spate of thefts of Victorian chimney pots from gardens there was nothing else to note. The Chairman asked Members if they had any issues they would like to have the Clerk note.

(b) The Chairman informed Members that as County Councillor Nick Worth had informed the Council that he would be late in attending, he would defer County Matters until he arrived.

6. Library Closure.

The Chairman reversed items (a) and (b)

(b) Library provision in Holbeach. - Consider letter from Mr [REDACTED]. **Annexed.** The Chairman asked Members if they had any points or comments they wanted to make on it. No comments were made.

(a) Members to consider holding a public meeting regarding Library closure at future date. The Chairman invited Members comments.

Councillor Isobel Hutchinson stated that she was unsure if a meeting would work or not, or that maybe a petition would be better. Councillor Hutchinson then proposed that the Parish Council organise a public meeting. **Agreed.** Clerk to look at dates and organise.

7. Highway Matters:

(a) Request for a footpath from St Johns Street car park to Waterside Gardens: report by Members.

Councillor Isobel Hutchinson informed Members that she had visited the site with Councillor Paul Gunn and stated that she understood peoples concern with the considerable amount of traffic using that road. She noted that the width of the road would not allow a footpath on the road to Waterside Gardens. Councillor Hutchinson suggested that the Parish Council approach Lincolnshire County Council Highways department to look at the possibility of making the section of road from the Surgery to the car park, into a one way system, which would then potentially allow for a footpath to be put in place. Also if St Johns Street was made into a one way all the way up to Barrington Gate junction it would improve matters further.

Councillor Carol Rudkin proposed that a site meeting be arranged with County and that other Members if available to attend. **Agreed.**

The Chairman informed the public in attendance that they should speak to any of the Councillors after the meeting if they wanted to make further comments.

(b) Report letter from [REDACTED]. **Annexed.**

Councillor Isobel Hutchinson informed Members that she agreed with [REDACTED] on several points that he had made; she didn't believe that the town should have to wait three years for the parking spaces on the previous bus stop to be reinstated.

Councillor Hutchinson stated that we should be looking at opportunities of more parking along the high street.

With regard to the poor quality property adjacent to the Chequers Hotel, Councillor Hutchinson suggested that the Parish Council should be more pro-active with members at SHDC to rectify the situation.

Councillor Joan Woolard stated that she believed the introduction of parking charges at St Johns Street Car Park would deter even more people from using the High Street. The Chairman proposed that we arrange meeting with the Lincolnshire County Council Highways and marry up the issues to discuss with them, Fishpond Lane footpath, parking along the High Street and St Johns Street car park charges.

Agreed.

The Chairman also proposed that we arrange a site meeting with the appropriate officer at SHDC regarding the dilapidated properties within the town. **Agreed.**

Councillor Carol Rudkin brought to members attention the problem of heavy lorries coming through town and suggested a weight limit be imposed. Councillor Kathy Rooke agreed with the problems that heavy vehicles cause.

(County Councillor Nick Worth arrived at meeting.)

Councillor Joan Wollard brought up the point regarding Peppermint Junction roundabout solving the problem, and the fact she did not believe the prices that were being quoted; £1.5 m.

5. (b).County Matters – Deferred from earlier

County Councillor Nick Worth explained to Members that in regard to Peppermint Junction the figures quoted were reliable engineer's estimates and that a correct price would only come when specifications had been drawn up. He went on to explain that because of priorities the junction would not take place until developers started wanting to build around that area, a roundabout would then have to be in place before building started.

County Councillor Worth was informed of Members decision to hold a Public meeting regarding the proposed closure of Holbeach Library. County Councillor Worth stated that he did not understand the reason for the meeting because the consultation period concluded at the end of September and Holbeach Library would not close. Councillor Isobel Hutchinson asked Councillor Worth if he was 100% certain that Holbeach Library would not close, he replied that he was, but could not go into more detail because of confidential issues, he needed to speak to the library staff first, but the details would become public during the second week of November.

County Councillor Worth then proceeded to explain to Members procedures regarding parking restrictions and parking permits

8. Allotments:

(a) Councillor Graham Rudkin reported that Battlefields Lane allotments had been sprayed and were in the process of being rotavated ready for letting in October. One plot was ready to split down into smaller garden type allotments, which tenants were waiting for. Two other plots were vacant.

He reported that on the Northons Lane site, [REDACTED] had requested to swop plots from number 29 to 27 which was becoming vacant and sought Members approval.

Agreed.

Also Councillor Rudkin reported that there were no issues with regard to Plank Hook, Dog Drove and Crown Field, Holbeach St Marks. On the Bass site, he reported that there would be two plots available as of October and the Crown Field, Holbeach Bank should be returning to the Crown at the same time.

(b) Re-let vacant allotments as of 11 October:

Councillor Graham Rudkin stated that regarding the new garden allotments on Battlefields Lane site, that there were five applicants for them and proposed that all five be offered to them as follows: [REDACTED]

[REDACTED] **Agreed.** Rents to be agreed by Members at the October Parish Council Meeting.

Councillor Rudkin then proposed that the two other plots be offered to [REDACTED], who were top of the waiting list. **Agreed.**

Regarding the Northon's Lane plots, Councillor Rudkin proposed that they be offered to [REDACTED], who again were top of waiting list. **Agreed.**

Lastly Councillor Rudkin proposed that the two plots on the Bass site be offered to [REDACTED], who again were top of the waiting list. **Agreed.**

Councillor Rudkin explained that applicants had been selected in the order of Council rules, and notices, advertising their vacancies had been posted in the ward and Parish notice board.

9. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting.

He reported that there had been an incident with security in the park on 28 September, which he became involved with. He was holding another meeting with the company to resolve the situation.

'Activate', an event, organised by SHDC had been held in the Park on 3 October and was a tremendous success, and may help to ease some of the problems experienced in the park recently.

The recent burst water pipe in the park, repaired by [REDACTED], would need further work to replace the remaining galvanised pipe and estimated cost would be approximately £50, which [REDACTED] would carry out later in the year.

(b) Bowls Club lease: The Clerk reported that the agreed lease for the Bowls Club was being drawn up by the solicitors and would be ready for signing shortly.

10. Parish Playing Field and Stukeley Grounds:

(a) Councillor John Spencer reported that Stukeley Grounds had been tidied up in preparation for autumn and that the Playing Field was well maintained. He requested the placing of an additional dual rubbish bin for the playing field at a cost of £250. To be placed on October agenda for consideration.

(b) Bus Shelter roof- outside Stukeley Grounds: Councillor Joan Woolard reported that there were at least three tiles missing from the bus shelter roof and water was coming in. Councillor Spencer agreed to carry out an inspection and return with three quotes for the October meeting.

11. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth reported that the rabbit problem at the Hallgate Cemetery was unsolvable, due to the fact that the Parish Council were not allowed to fence the area in. She stated that the problem might be eased by the removal of the brambles in the dry dyke, half owned by ourselves and the farmer of the adjacent field. Councillor Worth and the Chairman to investigate.

(b) Memorial Inscriptions and Burial reserved plots were duly signed and approved.

[REDACTED]

(c) Councillor Jenny Worth reported that she had met with [REDACTED] regarding the request for a bench to be placed in Hallgate cemetery, and within the bay near to the [REDACTED] grave is an old bench, dated 1958, that could do with replacing, and she

proposed that the Parish Council should allow some benches within the bays to replace the old ones that are currently there, but to restrict it, once the bays are full. The owners of the benches would be responsible for the maintenance. **Agreed**

12. Closed Churchyard:

Councillor Jenny Worth had nothing to report.

Councillor John Spencer informed Members that he had been in communication with others regarding the cleaning of the war memorial, in preparation for Remembrance Day this year and more importantly, next year, which would be the centenary of the First World War. He proposed that this year it could be cleaned using warm soapy water, but next year it should be cleaned professionally.

Agreed and that estimates be obtained from suitable stonemasons.

13. Holbeach Bank Playing Field:

(a) Councillor Jayne Cornwell reported that the hedges needed cutting but the field looked quite tidy.

(b) Potential lease of site. Councillor Cornwell advised Members that the lease was ready to be drawn up, she proposed that the lease period should be for 25 years, with a review every 3 years, a nominal rent of £20 per annum, the committee would be responsible for rates, utilities and internal repairs, and would pay 50% cost of preparing the lease. **Agreed**

14. Planning Applications:

Councillor Maureen Male had nothing to report.

15. Property:

(a) Councillor Isobel Hutchinson reported that she had instigated the early stages of the process of planning regarding 4a High Street.

Room 9, Coubro Chambers had successfully been let, but notice had been received from 'Bring me Sunshine' regarding Room 13, this was being advertised to let.

No problems with all other properties.

(b) Band Hall lease: Councillor Hutchinson informed Members that the lease on this property was up for renewal in March 2014, and that Members needed to think about what we should do. How many years? What price?. If we put up the price, we need to give notice.

Councillor Hutchinson stated that, personally she could not justify that land for the rent we receive, and that she would like to get more income from it, or free up that piece of land.

She stated that if Members decided to go down that route, we would need to look for alternative premises or a grant for Holbeach Town Band. She believed that piece of land was too valuable to get so little income from it.

Councillor Joan Woolard suggested the Old School, Boston Road, as it wanted to be used by the community and also had recording studios.

Councillor Hutchinson reminded Members that if we want to move the band, we need to be acting now and asked Members if they wanted time to think about it.

Councillor Jayne Cornwell proposed that it be placed on the next agenda. **Agreed.**

16. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton explained that the changeover from Barclays Bank to Lloyds TSB was in progress, he was currently waiting for details from some of the Parish Council signatories.

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

As at end of August 2013, the tracker accounts contained £8416, with the combined current account and higher interest account containing £153,440. Cheques not cleared at 31 August totalled £5470, cheques due for payment £11,204, and direct debits of £1300, leaving a balance of £143,882. A schedule of payments of £11,204 was circulated as per **Annexed** and **Agreed**

The Clerk also informed Members that notice had been received from the external auditors and the Parish Council had received an unqualified audit for the financial year 2012-2013.

The only recommendations were a need to review the Parish Councils policy on internal financial controls and a need to update their Risk Assessment document, both of which Members were aware of.

(c) New Millennium Lighting Committee- Request grant for Christmas lights.

The Chairman declared an Interest, signed the Declaration of Interest book, and left the meeting. The Vice Chairman took the Chair.

The Clerk informed Members that he had received a letter from the New Millennium Lighting Committee requesting consideration for a grant, and that £1000 had been allowed for within the precept and that a copy of their yearly accounts were available to Members. Councillor Paul Brighton proposed that a grant of £1000 be paid.

All **Agreed**. The Chairman re-joined the Meeting

17. Localism Act 2011:

There was nothing to report regarding the Act.

The Clerk informed Members that he had received notification from LALC that the Lincolnshire Community Health Services NHS Trust would be holding their Annual Public Meeting on the 30 September 2013, and Members were cordially invited.

18. Staffing:

(a) The meeting was advised this item related to named employees and it was therefore

Resolved: to take this item "in Committee" at the close of the meeting.

(b) Decision on appointment of Deputy or Assistant Clerk:

The Chairman explained that in the event of illness or holidays etc., a deputy clerk was able to make decisions in the absence of the clerk and an assistant clerk was only able to assist. It was explained that this was only a part time position. Councillor Jenny Worth proposed that the position be that of Deputy Clerk. All **Agreed**.

19. Opportunity to allow the public to speak after Parish Council Meetings:

The Chairman explained that as this item was proposed by Councillor Paul Foyster and in his absence, he proposed that Members place it on the agenda for the next meeting. **Agreed**.

20. Any other business by leave of the Chairman:

The Chairman stated that he had no other business to report on, and wished Holbeach in Bloom success at the announcement of results on 11 September 2013

21. Confirm date and venue for next meeting:

The Chairman explained to Members that there was not a reason that prevented venues being changed, and thought that disabled access should be considered. After various suggested venues it was proposed that the next Parish Council Meeting be held at the Reading Room, Church Street, Holbeach on 14 October 2013

22. Agenda Items for next Meeting. 14 October 2013 at Coubro Chambers:

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

- Rental price for garden allotments- Cllr Graham Rudkin.
- Band Hall lease- Cllr Isobel Hutchison
- To allow a limited amount of time after Meetings for members of public to comment – Cllr Paul Foyster
- Rubbish bin for Parish Playing field
- Dates and venues for Parish Council Meetings 2014

**The meeting ended and closed at approximately 8.50 p.m.
It was then resolved that the Parish Council go “Into Committee”.**

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 14 October 2013 at The Reading Room, Church Street, Holbeach, commencing at 7.05 p.m. following the Open Forum

Present:

As per the register.

Two members of the public were in attendance together with the Press.

1. Apologies:

Councillors Carol Rudkin, David Hudson, Arthur and Maureen Male offered their apologies. The Police had also tendered their apologies.
The Chairman asked Councillor Graham Rudkin to pass on Members best wishes to Councillor Carol Rudkin.

2. Vacancies Town Ward:

The Clerk reported that on the vacancy for the Town ward, the election had closed at 12 noon on Friday 11 October, with only one candidate being put forward, [REDACTED] [REDACTED]. Providing [REDACTED] did not withdraw by Wednesday 16 October, he would be elected uncontested, which would result in a full complement of Councillors

3. Declarations of interest:

Members were made aware that the Declaration of Interest book was available. The Chairman declared an interest in Items 15b and 20b on the agenda

4. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 9 September 2013 as circulated were approved and signed by the Chairman as a true and accurate record.

5. Police and County matters

(a) Police matters: Due to the Police being unable to attend the Chairman asked Members if they had any issues they would like to have the Clerk note and pass on. None were forthcoming.

(b) County Councillor Nick Worth informed the Council, that he had only one matter to inform Members of, which was an agenda item, number 16, and asked Members if he could defer the matter until then. **All Agreed.**

6. Library Closure.

Members to consider holding a further public meeting regarding Library closure at future date and proposed 25 November 2013.

County Councillor Nick Worth informed Members that all information would not be available until 3 December and suggested that the December Meeting would be more appropriate. Members **agreed**.

The Chairman stated that on a personal note, he was pleased the Academy would be running the Library, and welcomed [REDACTED]'s confirmation that the Library would be open for more hours than it was at present.

Councillor Jenny Worth declared an interest.

7. Highway Matters:

(a) Footpath from St Johns Street car park to Waterside Gardens, Parking on High Street, and St Johns Street car park charges request for meeting with Lincolnshire County Council Highways department.

The Clerk informed Members that he had received a reply from LCC Highways department regarding the request:

Parking Concerns- they have agreed a meeting with County Councillor Nick Worth in early 2014, to do a complete review. A meeting prior to this would not be feasible as there was still a moratorium in place while civil parking enforcement is embedded.

St Johns Street/ Fishpond Lane-This has been looked at several times in the past, and the road is quite narrow and there is insufficient road width to physically build a footway. One way restriction has been discussed with various people previously and is not a feasible proposition, such measures would require a full consultation with all residents and businesses along the entire road and surrounding roads. Objections to such a proposal would be received in high numbers.

Councillor Peter Savory asked County Councillor Worth if it was possible for anyone from the Parish Council to accompany him with the LCC at this meeting. County Councillor Worth replied that any Members would be welcome to attend and would inform the Clerk when an actual date was agreed.

Councillors Peter Savory, Isobel Hutchinson, Paul Gunn and the Chairman expressed that they would like to attend.

(b) Road Closures: The Clerk reported that he had been informed that a temporary road closure would take place in Albert Street, Holbeach from 25th to the 29th October to enable essential maintenance work by Balfour Beatty and Anglian Water

8. Allotments:

(a) Councillor Graham Rudkin reported that ten small garden allotments had been created within Battlefields Lane allotments and thanked Councillor Paul Foyster for his help in marking them out. Eight of these have had interest shown in them and letters offering tenancy and leases had been sent out.

A notice has also been placed on the Parish notice board stating that further plots are available.

Letters offering tenancies and leases have been sent regarding available plots for the Bass' and Northon's Lane allotments.

All allotment rent demands have been sent out and rents are starting to come in.

(b) Councillor Rudkin Proposed that a rent of £25 per annum be charged for these garden allotments. **All Agreed.**

(c) Councillor Rudkin informed Members that notice had been received from the George Farmer Foundation that rents would increase from 11 October 2013 from £80 to £100 per acre per annum, and proposed that we increase the rent we charge our tenants to £120, to stay in line, so able to cover administration and other costs. **All Agreed.**

(d) Crown Field, Holbeach Bank: The Clerk informed Members that this site was in the process of being returned to the Crown, however a slight problem of a gap between Bass' site and the Highway needed to be resolved, which was currently being dealt with by Parish Councils solicitors.

9. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting. He reported that there had been an incident with security in the park on 28 September, which he became involved with. He held a meeting with the company to resolve the situation. Councillor Spencer informed Members that the Park is currently trialling a new system of locking up, by reversing the order in which gates are locked, and although only in its second week, there appears to be an improvement in the reduction of anti-social behaviour.

Councillor Spencer enquired of County Councillor Nick Worth, the possibility of reducing two lights within Boston Road car park during the winter months, to reduce the gathering of youths within the car park.

Councillor Worth replied that he had a meeting with the Action group in two weeks and he would bring the subject up with them, and that he personally had no problem with trialling ideas.

(b) Bowls Club Lease: Councillor Isobel Hutchinson informed Members that a draft copy had been received regarding the lease, that she had made minor alterations and proposed that it be accepted and forwarded to the Bowls club for agreement. **All Agreed**

(c) Consider Letter from Holbeach Utd Youth Football Club regarding use of Carters Park during the weekend 28-29 June 2014 **Annexed**

Councillor Peter Savory expressed concern over the state of the grass after the tournament took place last year. Councillor Jenny Worth concurred with Councillor Savory but believed that the Parish Council must support our youth teams.

Councillor Isobel Hutchinson proposed that the event be allowed on condition that the organisers made good any damage to the grass that occurred. **All Agreed**

Councillor Spencer also informed Members that a litter pick was to take place in Holbeach on Saturday 26th October, organised by South Holland District Council, and they had requested that they be allowed to assemble within Carters Park at 10am to start and requested Members permission to allow. **All Agreed**

10. Parish Playing Field and Stukeley Grounds:

(a) Councillor John Spencer reported that there had been a spate of graffiti within Stukeley Grounds, and that it had been removed.

(b) Councillor John Spencer reported that he had been asked by members of the public living near the Parish Playing Field for the provision of an additional litter bin, in order to reduce the amount that was discarded around the field and proposed to Members that an additional one be provided although no provision was made for erecting one within the precept.

Councillor Peter Savory stated that while he supported the addition of an extra bin, he proposed that it should be placed in the estimates for next years precept as no money had been allowed for it this year. **All Agreed**

Councillor Paul Gunn stated that some anti –social behaviour had been experienced within the Back Lane / Stukeley Grounds area and the police had been notified, he wanted to make Members aware.

11. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth reported that a very successful open day for the Cemetery Chapels was held despite the weather. There were about 70 visitors and £60 was raised from the refreshments and £30 from the sale of the new booklet on the history of the Chapels and cemetery.

The Committee have almost completed the options appraisal which will then be submitted to the Heritage Lottery Fund for approval.

Regarding Park Road Cemetery she reported that the Council need to replace some of the trees that have been cut down, but these will not be like for like and will be put elsewhere in the cemetery rather than around the chapels and proposed ornamental trees such as Prunus. We have allowed for 7 trees at £25 each. **All Agreed**

Councillor Paul Foyster enquired as to why one of the cemetery taps had got a lock on it preventing public use. Councillor Worth informed Members ,that it had been locked during the summer months to stop youths using it to fill water balloons that had caused a great deal of mess within the cemetery, but she would speak to the Park Keeper to have it removed now that summer was over

Regarding Hallgate Cemetery, damage to the flowers being left at gravesides continues and investigations are continuing as to the cause of this problem as it appears Magpies may be the biggest culprits. With regard to the brambles within the dyke, they appeared to serve as a good deterrent in security for the cemetery.

(b) Memorial Inscriptions and Burial reserved plots were duly signed and approved.

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

(c) Tenders for Tree Stump removal- Park Road Cemetery:

The Chairman opened three tenders received for the removal of nine tree stumps and making good the ground, within Park Road Cemetery and informed Members as follows:

- [REDACTED] - £550 + VAT
- [REDACTED] - £575 + VAT
- [REDACTED] - £400 + VAT

Councillor Peter Savory proposed that the work be given to [REDACTED]. **All Agreed**

12. Closed Churchyard:

Councillor Jenny Worth reported that It is time to plant up the Closed Churchyard for the winter. Glenside Nurseries have given the Parish Council a very reasonable quote for violas at 70p a pack, making a total cost for planting the Closed Churchyard and War Memorial area at £170. There is sufficient money from the budget to pay for this.

A letter has been written to the Holbeach PCC asking for approval, stating that it is our intention to replace some of the trees that have been cut down in past years, this will consist of two Copper Beeches on the south side at approximately £26 each, planted well away from the church, and a Whitebeam on the north side at £27. They have a meeting this week.

13. Holbeach Bank Playing Field:

(a) Councillor Jayne Cornwell reported that the hedges needed cutting but this was a bigger job than anticipated and would require the Clerk to obtain a price for it to be flailed.

(b) Football Club lease. The Clerk advised Members that a draft had been obtained and subject to a minor alteration would be ready for consideration this week.

14. Planning Applications:

Councillor Maureen Male did not send a report.

Councillor Jayne Cornwall enquired regarding the proposed planning application to build within the Chequers yard. The Clerk had not been in receipt of any information. Councillor Kathy Rooke informed Members that it was viewable on SHDC website. Clerk to chase up and inform Members.

15. Property:

(a) Councillor Isobel Hutchinson's report. **Annexed.**

Councillor Hutchinson informed Members that the plans for 4a High street were available to view and if Members were happy to proceed, she would continue to

pursue planning permission, which of course did not mean that they had to go down that avenue straight away. But if passed we could go out to tender to obtain a price. **Agreed.** Councillor Peter Savory abstained.

(b) Band Hall lease: *The Chairman declared an interest and left the room.*

Councillor Hutchinson explained that this property was up for renewal in March 2014, they paid a peppercorn rent for a valuable piece of land, which could be sold and the money used for other purposes and that Members needed to think about what we should do.

She stated that if Members decided to go down that route, we would need to look for alternative premises or a grant for Holbeach Town Band. She believed that piece of land was too valuable to get so little income from it.

Councillor Jenny Worth proposed that the Council pursue outline planning permission for the site, communicate with the Holbeach Town Band members, so that they are kept fully informed and start to look for new premises for the Band. **All Agreed.** Councillor Peter Savory abstained.

The chairman returned to meeting

(c) Dilapidated Properties within town: The Clerk informed Members that SHDC had been contacted to arrange a meeting regarding the dilapidated properties, he had received confirmation that the message had been passed to Building Control, but was awaiting further contact.

(d) Bus shelter roof outside Stukeley Gardens: Councillor John Spencer informed Members that a quote was obtained for the repair and replacement tiles to the bus shelter roof at a cost of £185. **All Agreed.** Money to be allocated from Property budget

16. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton explained that the changeover from Barclays Bank to Lloyds TSB was continuing, but was proving to be a slow process.

Councillor Brighton updated Members on the progress of obtaining new insurance cover for the Council, initial expectations was that substantial savings could be made. Came & Co would be sending us the final quotations this week and would be ready for the next meeting. The cover that they were quoting for exceeded what we are receiving at present.

Councillor Brighton informed Members that Council were in receipt from LALC, of the latest pay awards applicable to Local Councils, which worked out at approximately 1% and proposed that these new pay scales be applied and backdated to April, for when they were applied. **Agreed**

Finally Councillor Brighton reminded Members that budget figures and suggestions would need to be ready for the December meeting. The Clerk and Deputy Clerk would be starting work on them imminently.

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

As at end of September 2013, the tracker accounts contained £8417, with the combined current account and higher interest account containing £137,328.

Cheques not cleared at 30 September totalled £1275, cheques due for payment

£12,804, and direct debits of £1020, leaving a balance of £130,646. A schedule of payments of £12,804 was circulated as per **Annexed** and **Agreed**.

(c) Holy Trinity & St Polycarps- Request of annual Grant
Councillor Peter Savory proposed £100 as per budget. **All Agreed**.

(d) British Legion- Request for annual grant:
Councillor Peter Savory proposed £600 as per budget. **All Agreed**.

(e) The Clerk informed Members that he had received a request from Holbeach & District Community Association. Albeit no money had been allocated within budget for this grant, although £100 was available.
Councillor Peter Savory stated that if we made a grant for one organisation, we would have to do it for all, as it would set a precedent. He proposed that the Council had to decline, but if they so wished to apply for next year before the precept is sent in. **Agreed**. Clerk to notify

17.Crime Prevention – CCTV.

Councillor Peter Savory explained the reason why he asked for this item to be placed upon the agenda.

After the setting of this year's precept, the Parish Council was asked to join a task group, Councillor Savory and Councillor Paul Brighton were nominated, since then, the Parish Council had not heard anything. However, recently Councillor Savory had met County Councillor Nick Worth and received an update.

County Councillor Nick Worth was invited to speak to the Meeting.

County Councillor Worth explained that although he was not really involved with the Task Group, he felt it was time to move on as the previous system run by volunteers appeared not to work.

He believed a countywide CCTV system was not viable, but Boston Borough Council had introduced a system that was monitored 24/7 and had the ability to access Police action immediately, which was a big difference.

Regarding costing, the bulk would be paid by the County Council and the Police, with the Parish Council paying £1138.68 per camera, and previously had five, approximately the same cost as previous system but with much better cover. The system worked via wireless broadband, so cameras would be movable. An alternative cost would be to have it monitored 18/7, at a cost of £851.76 per camera, but there would be an extra charge of £25 for every incident requested outside the 18 hours.

County Councillor Worth asked Members to consider this system in principal by the December Meeting so that it could be moved forward. A more detailed letter containing the information would be imminent.

Councillor Savory thanked County Councillor Worth for the information.

Councillor Jayne Cornwall proposed that we place this item on the November agenda. The Chairman also proposed that in the meantime, Members look around the town and look for strategic points to place cameras. **All Agreed**

18. Localism Act 2011:

The Clerk reported that he had received notification from the Department for Communities and Local Government regarding Openness and Transparency on Personal Interests for Councillors that stated that membership of a trade union constitutes a personal interest which should be registered and declared.

19. Remembrance 2013

The Clerk reported that as financial sponsors, the British Legion had invited all Members to join the Remembrance Parade and Service on 10 November at All Saints Church, Holbeach. Parade details were circulated.

20. Staffing:

(a) Resolve to go 'In Committee'- **All Agreed**

(b) Confirm appointment of Clerk and Deputy Clerk: *The Clerk left the meeting.*
The Chairman reported that the Clerk had completed six months service and a review had taken place on 7.10.13, and the Sub Committee proposed that the position be confirmed on a 7 hour, 5 day basis. **All Agreed.**

The Chairman also stated that the Deputy Clerk, Mrs Teresa Daisley had met with the Sub Committee and proposed that the position be confirmed on a 7 hour, 2 day basis. **Agreed.** Councillor Joan Woollard abstained.

The Chairman left the Meeting.

The Vice Chairman explained that he had met with Mrs Jill Harrington to discuss her role and proposed that she remain in this role, 7 hours, 1 day, until the end of March. **All Agreed.**

The Chairman and Clerk returned to the Meeting.

21. Opportunity to allow the public to speak after Parish Council Meetings:

Councillor Paul Foyster stated that at some meetings, the public expected things to be discussed and if they were not, and proposed that a brief time be allowed for the public to speak after the meeting which might take the 'fire' out of the situation.

This item was discussed at length, and **not agreed.**

The Chairman agreed that he would make a point at the start of the Open Forums, that members of the public were always welcome to discuss or contact Members at any convenient time outside of the Open Forum.

22. Any other business by leave of the Chairman:

The Chairman stated that he had no other business to report on

23. Confirm date and venue for next meeting:

(a) Disabled access: Councillor Peter Savory made that statement that he believed that the Parish Council should look into the possibility of a disabled access into the Council Chamber at Coubro Chambers, and suggested the alternatives of either a chairlift or a lift from the Members room to upstairs room 9.

Councillor Joan Wollard stated that the idea was not feasible as the Chamber was too small anyway and suggested venues such as the Reading Room were a better proposition.

The Chairman stated that as Health and Safety became more of an issue, Members needed to be aware and look for various alternatives..

Councillor Savory proposed that there would be merit in obtaining quotes for a chairlift as well as prices for block booking either the Methodist Hall or the Reading Room. **All Agreed**

(b) Next Meeting -**11 November 2013 at Coubro Chambers**

(c) 2014 meeting dates and Venues- Dates as per Sheet. **Annexed**. Venues to be placed on November Agenda. **All Agreed**.

24. Agenda Items for next Meeting.

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

- Crime Prevention -CCTV
- Band Hall lease- Cllr Isobel Hutchison
- Venues for Parish Council Meetings 2014

The meeting ended and closed at approximately 8.55 p.m.

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

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 11 November 2013 at The Reading Room, Church Street, Holbeach, commencing at 7.04 p.m. following the Open Forum

Present:

As per the register.

Four members of the public, the Press- [REDACTED], the Police- [REDACTED] and County Councillor Nick Worth were also in attendance.

1. Apologies:

Councillor Jayne Cornwell had offered her apologies.

The Chairman welcomed Councillor Martin Howard as a member of Holbeach Parish Council having signed his Declaration of Acceptance and been given a copy of the Code of Conduct.

The Chairman stated that it was a rare occurrence that a Parish Council meeting actually fell on Armistice day, and asked Members and the public to join him in two minutes silence out of respect of the fallen since the First World War

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available. The Chairman declared an interest in Item 14b.

3. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 14 October 2013 as circulated were **approved and signed** by the Chairman as a true and accurate record.

4. Police and County matters

(a) Police matters: PCSO [REDACTED] distributed a 'Lincolnshire Alert' form and explained to Members that this would be replacing the existing Neighbourhood Watch scheme and that all households and businesses would be receiving them.

He also informed the meeting that there would be an open meeting for Rural Crime Prevention Awareness on Thursday 14 November. The event is being held at the Doubleday John Deere dealership, Old Fendyke, Holbeach St Johns, PE12 8SQ, from 8.30am until 4pm.

Councillor Peter Savory enquired of the Police, the apparent lack of information or police presence following the recent arson attack within Holbeach St Marks recently and felt that some public relations or reassurance from the Police would be welcome. PCSO [REDACTED] agreed to pass on the information

(b) County Councillor Nick Worth informed the Council, that the matters he had to bring up were being covered as agenda items and asked Members if he could defer the matter until then. **All Agreed.**

(c) Lincolnshire Minerals and Waste Local Plan: The Clerk distributed a letter explaining 'Draft' Core Strategy and Development Management Policies. Consultation and informed Members that they had until 13 December to submit their comments at www.lincolnshire.gov.uk/mineralsandwaste. **Annexed**

5. Library Closure.

The Chairman stated that although an agenda item, no further information would be available until early December and hoped that this could be incorporated into the next Parish Council meeting to inform the public. Venue to be agreed later in the meeting.

6. Highway Matters:

(a) Road Closures: the Clerk informed the meeting that

- High St, Church St, St Johns St and Chapel St would be closed at times on 8 December to allow for the annual Christmas Fayre
- Church Walk, temporary restrictions on 25-26 November to allow essential maintenance works
- A proposed 50 mph restriction extending north beyond Further Old Gate and south beyond Hurdletree Bank on the B1168. Comments on the proposal should be made by 28 November

(b) Car Parking-Access- St Marks School/Browne Wilkinson Walk: Councillor Paul Foyster explained that he had received a complaint from the residents of bungalows at this site, regarding access and parking during times coinciding with the nearby schools start and finishing times and requested the possibility of double yellow lines to prevent this.

County Councillor Nick Worth informed Members that he had met with the residents and this particular area was private property and that as much as possible was being done and agreed to report back to the Parish Council on any developments.

Councillor Paul Foyster enquired of the possibility of yellow no parking lines and a drop down kerb as use for an ambulance bay, County Councillor Nick Worth agreed to look into the possibility.

It was **agreed** that the Clerk should write a letter to the Rural Housing Association explaining the problems.

7. Allotments:

(a) Councillor Graham Rudkin reported that all allotment rents had been received with the exception of one.

He also reported that all the garden allotments had been taken up on the Battlefields Lane site, with three people at this stage waiting for future plots, and proposed that a further vacant plot be split down into another ten smaller units to accommodate them. **Agreed.**

Councillor Rudkin informed Members that he had managed to have the drain and verges on this site flailed and cleaned out at no cost to the Parish Council, with thanks to the contractor.

(b) Crown Field- Holbeach Bank: the Clerk explained to Members that the return of this land to the Crown was still on-going, and that he was in receipt of a letter from Parish Councils solicitors with various suggested options. The Chairman proposed that a site meeting be held with the solicitor along with the Chairman of Allotments. **Agreed.** Clerk to arrange meeting.

(c) Outstanding rents: Propose to take 'In Committee' - **Agreed..**

(d) Request from [REDACTED]: the Clerk informed Members that he had received a request from [REDACTED], who was a resident of Fleet Parish, for the consideration of a Holbeach Parish Council garden allotment.

The Chairman explained to Members that allotments were able to be leased to people from a different parish providing that parish was within one mile of its boundary, and providing it was not at the expense of current parishioners on the waiting list. As the Parish Council had sufficient plots he proposed that one be offered. **Agreed**

8. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting. He reported that there had been an incident in the park on 4 November, when a drunken driver had crashed through the fencing on Park Road. With regard to the amended security arrangements, Councillor Spencer reported that it appeared to be paying off, with less problems arising. Councillor Spencer enquired of County Councillor Nick Worth, the progress of reducing lights within Boston Road car park during the winter months to reduce the gathering of youths within the car park. Councillor Worth replied that he had attended a meeting with the Action Group and although all lights could not be switched off, all but one could be switched off or put on timers. This would be progressed within the next two weeks and he would keep Members informed.

(b) Bowls Club Lease: The Clerk informed Members that a lease had been forwarded to the Bowls Club for agreement and signing and he was awaiting its return. Clerk to pursue its return. **All Agreed**

9. Parish Playing Field and Stukeley Grounds:

Councillor John Spencer reported that there a tree had been uprooted during recent storms, but that no damage had been caused and that [REDACTED] had dealt with the problem.

The repairs to the bus shelter roof outside Stukeley Grounds would be completed as soon as possible but were being held up because of the contractor being ill, but this would be treated as urgent.

10. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth reported that tree replacements had been purchased for Park Road cemetery and were in the process of being planted. She also reported that a preliminary report had been submitted regarding the Cemetery Chapels to the Heritage Lottery Fund for approval.

(b) Memorial Inscriptions and Burial reserved plots were duly signed and approved.

(c) Consider binding of Cemetery register:

The Chairman informed Members that the complete cemetery index had been photocopied, which would now allow for the release of the register to go for re-binding. The costs being within the region of £200, and money was allowed for within the precept. Councillor Peter Savory proposed that it should go ahead. **All agreed**

11. Closed Churchyard:

(a) Councillor Jenny Worth reported that two Copper Beech trees had been purchased for the churchyard and the planting of these was in progress. Councillor Worth thanked the Chairman and the Parish Council staff for the planting of the winter bedding plants.

(b) Damaged Headstone: propose to take 'In Committee'- **Agreed**

(c) A letter had been received (**Annexed**) from [REDACTED] complimenting the Parish Council on the summer display of flowers within the churchyard. Councillor Jenny Worth proposed that a copy be sent to the park team involved in its maintenance. **Agreed.**

(d) Sanction of Payment- re lettering of War Memorial: the Chairman explained to Members that [REDACTED] and the Civic Society had arranged for the cleaning and re-lettering of the War Memorial in preparation for this year's remembrance parade, however their fundraising had left a shortfall of seventy pounds towards the cost and the Chairman requested sanction to make up the shortfall. Councillor Peter Savory proposed that Parish Council make up the shortfall. **All agreed.**

12. Holbeach Bank Playing Field:

(a) In the absence of Councillor Jayne Cornwell, the Clerk reported that a price had been obtained for the cutting of the hedges, the price being within budget, the work could commence. **Agreed**

(b) Football Club lease. The Clerk advised Members that the lease had been approved and signed by the football club, and he was waiting for its return.

13. Planning Applications:

Councillor Maureen Male reported that all had been completed with exception of three received today.

Councillor Paul Foyster enquired regarding information on the proposed planning application to build within the Hallgate area. Councillor Male had not been in receipt of any information.

Councillor Martin Howard proposed that the Parish Council should write to the South Holland District Council planning committee regarding all the housing that was being granted within the Holbeach Parish and the lack of infrastructure to support **.Agreed.** County Councillor Nick Worth informed Members that the Hallgate development was only at a pre-consultation stage and that you could not stop people putting planning applications in, and this issue was too early to call and that District Council were aware of infrastructure needs.

14. Property:

(a) Councillor Isobel Hutchinson's report: **Annexed.**

Councillor Hutchinson informed Members that the tenant for 4a High street was now current with his rent. Quotes for work on 4 High St had been sent out and awaiting return.

Councillor Hutchinson also reported that all rooms within Coubro Chambers were now let and she was also awaiting prices for redecorating the public areas.

(b) Band Hall lease:

The Chairman declared an interest.

Councillor Martin Howard declared an interest and stated that he would take part in discussions but not in any voting.

The Chairman left the meeting.

Councillor Peter Savory stated that option three, planning permission for whole site was a non-starter in his opinion. Option two, which would include the car park also a non-starter in case the Parish Council ever decided it needed room to expand, hence option one would be the only one he would possibly consider.

Councillor Arthur Male stated that he was opposed to getting rid of the Band Hall in any form as it was providing an amenity.

Councillor Isobel Hutchinson stated that it was not a case of getting rid of the Band, but of making the best use of an asset. She stated that she supported the band, but not at the detriment of the ratepayers and not at the expense of best value for money.

Councillor Hutchinson explained there were two issues, the lease was due for renewal on 11 March 2014 and we need to give notice and would need to do it now and the other was that we are obliged to find them new premises.

She asked Members to consider if we apply for outline planning permission for the hall site only, and do we give notice to the Band now.

It was proposed that we renew the lease to the band for a two year period and a vote was called. Nine Members were in favour of offering a two year lease and six against. Councillor Joan Woolard abstained. Agreed the Band Hall be leased for an additional two years.

The Chairman returned to the meeting.

Councillor Hutchinson enquired if Members would like a site visit to consider options on site development. It was proposed to look at development of just the Band Hall and also proposed to look at whole area. Eight Members voted in favour of whole area and six in favour of just the Band Hall area. Councillor Joan Woolard abstained. **Agreed.** Members to look at the whole area. Councillor Isobel Hutchinson to organise the site meeting.

(c) Dilapidated Properties within town: The Clerk informed Members that SHDC had replied to a request to arrange a meeting regarding the dilapidated properties, but they were still waiting for information from Building Control to confirm a date.

15. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton reported that the Clerk had prepared preliminary estimates and asked Members to reply with any comments that they may have.

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

As at end of October 2013, the tracker accounts contained £8417, with the combined current account and higher interest account containing £124,373. Cheques not cleared at 30 September totalled £735, cheques due for payment £12,337, and direct debits of £1386, leaving a balance of £122,768. A schedule of payments of £12,337 was circulated as per **Annexed** and **Agreed**.

(c) Holbeach United Services Club Ltd- Request for donation to repair windows at front of building.

Councillor Peter Savory stated that no money was allowed for within the precept to assist with this and proposed that regrettably we were unable to help at this time. **All Agreed.** Clerk to reply to HUSC with decision.

16. Best Kept Village competition:

The Clerk informed Members of a resume of the results:

- Holbeach Hurn- came 2nd in their category with 117 /135 points. Scored maximum on 'a well maintained churchyard'
- Holbeach St Johns- 2 score sheets scoring 94/135 and 123/135- can only assume an average was taken
- Holbeach Bank – 3rd in their category with 113/135
- Holbeach St Marks- smallest village to be judged scored 114/135 in their category.
- Holbeach Town- scored 123 /135- only dropped 12 points in total- can only assume that there must have been extremely high scores from other towns. Judges were complimentary in all fields.

17. Crime Prevention – CCTV. Report letter from SHDC (Annexed)

Councillor Peter Savory explained information within the letter was the same as County Councillor had given Members at the previous meeting and gave his views on the subject.

The Chairman asked Members if they agreed in principle to take on the new CCTV. **Agreed.**

A discussion took place regarding the preference of 18/24 or 24/24 surveillance and where cameras should be located. Members were asked to consider this for the next meeting.

County Councillor Nick Worth stated to the Meeting that expert advice would be available and he would arrange a meeting for Members in due course.

Six Members expressed interest in visiting the control room at the headquarters in Boston.

18. Localism Act 2011:

The Clerk reported that he had nothing new under this heading

19. Staffing: Resolve to go 'In Committee'- no issues to report

20. Estimates 2014-2015.

The Chairman reminded Members that Estimates for the next financial year were fast approaching and although preliminary work had been carried out, it was down to all Members to consider items they may wish to be considered. If so please let the Clerk know.

21. Saturday Morning Surgeries:

Councillor Martin Howard stated that the town was growing fast and asked Members to consider giving him permission to hold Saturday morning surgeries within Coubro Chambers in respect of his work as a South Holland District Councillor. These would be held on one Saturday per month on a 10am to 12 noon basis in reception area or the Members room. **All agreed.**

22. Any other business by leave of the Chairman:

The Chairman stated that he had no other business to report on, but took the opportunity to thank Members that joined him in the Armistice Parade on 10 November

23. Confirm date and venue for next meeting:

(a) Next Meeting 9 December. It was proposed to hold this at the Reading Room rather than Coubro Chambers to enable any additional members of the public who came along regarding the Library decisions and also help any disabled. **Agreed**

(b) Quotation Price for Chairlift –Coubro Chambers: the Clerk reported that he had been able to obtain two outline quotes for fitting a stair lift. One at £6500, and the other at £6000. He also obtained an outline price for a conventional lift at around £20, 000 plus £2000 per year maintenance fees.

Councillors Arthur Male and Graham Rudkin expressed the opinion that a lot of rooms could be rented for £6500.

(c) Quotation prices for other venues: the Clerk reported that he had received two prices for alternative venues on a block booking basis:

- Reading Room- £30 per meeting
- Methodist Chapel meeting room- £25 per meeting.

Councillor Isobel Hutchinson proposed that we take the option of booking the Methodist meeting room for next year's Town meetings. **Agreed**

(d) 2014 meeting dates and Venues- Dates as per Sheet and agreed at October meeting.

Councillor Joan Woolard expressed the view that out of town meetings were not supported and made it more difficult for the public as well as Councillors to attend. Councillor Peter Savory disagreed, stating that it gave ward parishioners a chance to attend, whether they did or not was another matter and he proposed that the April, June and August meetings be held in the outlying wards as per this year. **Agreed**

24. Agenda Items for next Meeting.

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

The meeting ended and closed at approximately 8.55 p.m.

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

JOBS FROM NOVEMBER PC MEETING

1. DPI KATHY BURKE
2. DPI PETER SAVORY
3. BOOK READING ROOM DECEMBER MEETING
4. BOOK METHODIST CHALE FOR NEXT YEAR –DATES
5. ROAD SPEED RESTRICTION TO PAUL BRIGHTON
6. LETTER TO RURAL HOUSING ASSOCIATION
7. LETTER AND LEASE TO 'SPIDER'
8. LETTERS AND APPLICATION FORM TO VICTORIA FEAR –FLEET
9. ARRANGE SITE MEETING WITH MARK HILL- BASS SITE
10. BOWLS CLUB LEASE
11. FOOTBALL CLUB LEASE
12. [REDACTED] - BUS SHELTER AND COUBRO DOOR
13. BINDING OF THE CEMETERY REGISTER
14. LETTER TO [REDACTED] – PSOAMUND SEAL LETTER
15. LETTER TO SHDC PLANNING COMMITTEE- INFRASTRUCTURE
16. BAND HALL LEASE
17. SHDC- BUILDING CONTROL. DILAPIDATED PROPERTIES
18. LETTER TO HUSC- DECLINING DONATION
19. ADDRESS FROM DAVID HUDSON
20. ADDRESS FROM MARTIN HOWARD

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 9 December 2013 at The Reading Room, Church Street, Holbeach, commencing at 7.03 p.m. following the Open Forum

Present:

As per the register.

Three members of the public, the Press-[REDACTED], the Police-[REDACTED] and County Councillor Nick Worth were also in attendance.

1. Apologies:

Councillors Joan Woolard, Maureen and Arthur Male had offered their apologies.

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available.

3. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 11 November 2013 as circulated were **approved and signed** by the Chairman as a true and accurate record.

4. Police and County matters

(a) Police matters: PCSO [REDACTED] distributed an 'Operation Fusion' leaflet and posters and explained to Members that this was to make the public aware of preventing crime over the Christmas period.

PCSO [REDACTED] informed Members that there had been a spate of burglaries within the district and asked for the public to be informed and to remain vigilant.

Councillor Peter Savory stated that he wished to thank the Police for their efforts in controlling the 'mud on road' problem in Holbeach St Marks, by dealing with the farmers and landowners that had caused the problem.

(b) County Councillor Nick Worth informed the Council, that he had met with Highways regarding the problem of parking in Holbeach St Marks. With regard to the entrance to Browne Wilkinson Walk, he stated that this was a criminal offence as it was private property. With regard to Members request for double yellow lines, he stated that it was pointless to put them down outside the school, as they would not help and in fact the parking had the effect of slowing the traffic down. There would be no yellow lines.

With regard to Members request in reference to the uneven pavement in Church Street, outside the Munchbox, he informed Members that highways were aware of the uneven brick paving, and although it was not a priority, it would be dealt with in due course.

Councillor Peter Savory raised the question of an ambulance bay in Browne Wilkinson Walk, County Councillor Nick Worth replied that as owners of this land, Lincolnshire Rural Housing Association would be responsible for that. The Chairman stated that Lincolnshire Rural Housing Association had requested to attend a Parish Council meeting to outline the work of the association and their interest within the Parish (Item 21 on Agenda) and this would be an opportunity to put the question of an ambulance parking bay to them.

It was proposed to invite them to a Parish Council meeting. **Agreed.**

5. Library Closure.

County Councillor Nick Worth informed Members that the proposal for the Academy to run the Holbeach Library had been approved. The proposal was scored out of a possible sixty points, with the pass mark of forty five, and the Academy had scored fifty nine. The matter was still at the business plan stage and he suggested that Members invite the Academy to their April meeting.

Councillors Jenny Worth and Jayne Cornwell declared an interest.

It was proposed to invite the Academy to the April 2014 meeting. **Agreed**

6. Highway Matters:

Road Closures: the Clerk informed the meeting that:

- Roman Bank, Holbeach Bank would be closed from 13/1/14 to 7/2/14 to allow essential maintenance work by BT Openreach
- Branches Lane, would be closed from 27/1/14 until 17/2/14 to allow footway reconstruction works
- High Street and Church Street would be closed on 5/1/14 to allow removal of Christmas Lights

Councillor Carol Rudkin requested that the issue of Heavy Goods Vehicles going through the town be placed on the January agenda. **Agreed**

7. Allotments:

(a) Councillor Graham Rudkin reported that all allotment rents had been received with the exception of one.

He also reported that he had divided the second allotment at Battlefields Lane into smaller Garden allotments, and the five applicants who were on the waiting list have been sent letters and agreements. Two have already been returned and accepted. The main gate onto Battlefields allotments (beyond the concrete parking area) has been reinstated and fitted with a lock, for which all tenants have been issued with a key to prevent outside people causing damage.

Councillor Rudkin informed Members that he had started to erect a small fence around the garden allotments, but had to postpone due to the fact his head had collided with the hammer.

Councillor Rudkin concluded by stating that at present there remains only one vacant plot which is situated on Northons Lane for which there is no one waiting

(b) Crown Field- Holbeach Bank: the Clerk explained to Members that the return of this land to the Crown was still on-going.

(c) Crown Field Holbeach Bank- Letter and request from [REDACTED] **Annexed.** The Clerk read out extracts from a letter he had received from [REDACTED] (previously circulated); the main points were:

That land on Crown Field, which is now in a householder's garden, and he understands from persons at South Holland District Council is without planning permission.

A planning officer has told him that what was fenced into the garden of No. 6 Roman Bank from the Crown Field Bank Allotments requires change of use planning permission and under the ten year rule be subject to planning enforcement. At the Annual Parish meeting of March 2010 the Council voted to instruct the then Clerk, [REDACTED], to write to the Crown and ask for the original boundaries of, the allotment land to be reinstated, but this was ignored by the Crown. He was asking that the Parish Council put this matter on the agenda for this meeting to seek the support of the Council in asking South Holland District Council to take enforcement action in respect of the enclosed land without planning permission.

[REDACTED]'s other request was asking for copies of letters on file regarding Crown field so that he could take issues up in person with the Crown estate offices in London.

Councillor Paul Foyster stated that if land had been fenced off or indeed seized, it would soon be close to time to be unable to act, and if it had been built on or changed without planning permission, then [REDACTED] should be supported.

Councillor Graham Rudkin stated that he was under the impression that it was only a few square feet, but on looking at the plans and drawings it was a substantial area. He proposed that we support this and ask the question regarding planning permission.

The Chairman stated that he believed that the Crown agent had granted movement of the fence and access wrongly and proposed that we contact South Holland District Council regarding planning permission and the ten year rule.

Agreed.

Councillor Paul Brighton abstained.

8. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting.

He reported that the gate within the Boston Road car park had been closed for 24 hours, due to the condition of the grass in this area, but the problem had now been resolved.

(b) Councillor Spencer informed Members that he was concerned regarding the state of the boundary fence and hedging between the Carters Park and Park Road. He had made various enquiries in ways to rectify the problem, but was waiting until he had a meeting with [REDACTED] of South Holland District Council for advice, before putting his proposals to Members. He hoped to be able to do this at the January meeting.

Councillor Carol Rudkin commented that in previous years, the Bandstand, the Jubilee Shelter and the Quiet Garden had been removed and it was now time to revamp the park.

(b) Bowls Club Lease: The Clerk informed Members that a lease had been signed and returned and that the matter was completed.

9. Parish Playing Field and Stukeley Grounds:

Councillor John Spencer reported that the football markings had been completed and repairs to the grass area within the goal mouths were in hand. He pointed out that this facility was well used by all.

The repairs to the bus shelter roof outside Stukeley Grounds had been completed. The bushes and shrubs within Stukeley grounds were in the process of being trimmed and tidied for the year.

10. Park Road and Hallgate Cemeteries: Report Annexed

(a) Councillor Jenny Worth reported that within Park Road Cemetery, the Prunus trees have been planted. The tree stumps have not been ground out as yet, but was ongoing. There has been a break in to the North Chapel, but there was no damage other than a new padlock being needed.

Within Hallgate Cemetery, the Drainage Board had been contacted, regarding the dyke bordering the cemetery which is full of brambles; they have said that the dyke will be cleared within a couple of weeks as soon as the ground has dried out a little, as they will be bringing machinery in. Hopefully this will deal with the issue of rabbits and damage to the flowers left in the cemetery.

(b) Memorial Inscriptions and Burial reserved plots were duly signed and approved.

- [REDACTED]
- [REDACTED]

11. Closed Churchyard:

(a) Councillor Jenny Worth reported that two Copper Beeches and a Whitebeam have been planted. The tree stump due to be ground out has not been done yet but will be done at the same time as the Cemetery stumps.

Councillor Worth informed Members that Councillor Spencer and herself have arranged a meeting with [REDACTED] (SHDC tree specialist) to ask her advice about trees in the park, cemetery and closed churchyard. There is an oak in the churchyard that is giving particular concern.

(b) A letter had been received (**Annexed**) from The Royal British Legion, thanking the Parish Council for their efforts in cleaning the War Memorial and their feedback was that an excellent job had been done

12. Holbeach Bank Playing Field:

(a) Councillor Jayne Cornwell reported that the cutting of the hedges had been agreed but had not been completed yet. The Clerk to pursue this matter with the contractor.

(b) Football Club lease. The Clerk informed Members that a lease had been signed and returned and that the matter was completed.

13. Planning Applications:

In Councillor Maureen Male's absence there was nothing to report

14. Property:

(a) Councillor Isobel Hutchinson's report: **Annexed.**

Councillor Hutchinson informed Members that there was little to report from the site meeting at Coubro Chambers.

(b) Band Hall lease:

Councillor Isobel Hutchinson answered the question raised within the Open Forum by stating that she had attended a meeting with the Band, and had put to them the option of buying the Band Hall, and also moving to the Youth Club and various options, but there was little further to report, but asked for this item to remain on the next agenda.

(c) Dilapidated Properties within town: The Clerk informed Members that SHDC had replied that they were unable to give a date at present but to contact in the new year.

(d) Consider Tenders for Barbers shop: Six invitations to tender were sent out, and two were received back. The Chairman and Vice Chairman opened them both

- D.Brown Ltd £7800 +VAT
- Hurco Ltd £4115 + VAT

The Clerk confirmed that the same specifications were sent to all contractors. It was proposed to accept the Hurco Ltd tender on condition they could supply us with a copy of their Public Liability Insurance. **Agreed.**

15. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

Councillor Paul Brighton reported that because the January meeting was later than usual he was seeking Members permission to approve and sign cheques at the Finance working party meeting on the 13 January, so that payment schedules could be met. **Agreed**

Councillor Brighton also proposed that a saving of 2% could be made on the electricity charges for Coubro Chambers, providing that Members agreed to a monthly invoice in place of quarterly now that 'smart' metering had been installed. **Agreed.**

(b) Councillor Brighton informed Members of the quotes that had been received in respect of 2013-2014 Insurance for the Parish Council.

(2012-13 [REDACTED] charged £14341)

[REDACTED] £12992 – 10% rebate next year if no claims (£11693)

Came & Co £9969 single year option

Came & Co £9502 three year option

It was proposed and **Agreed** to take up the three year option with Came & Co which would make a saving of £4838 per year compared to this year's prices. Members were assured that this cover exceeded what was in place at current time

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

As at end of November 2013, the tracker accounts contained £8417, with the combined current account and higher interest account containing £121131. Cheques not cleared at 30 November totalled £1388, cheques due for payment £24150, and direct debits of £834, leaving a balance of £103176. A schedule of payments of £24150 was circulated as per **Annexed** and **Agreed**.

The Clerk also reported that the internal auditor had reviewed the accounts and bank reconciliation for the first seven months of this financial year and all was correct. He also reported that he had been informed by Grant Thornton (External Auditors) that due to the fact that the Parish Councils income and expenditure exceeded £200,000 per annum, it is required to have an intermediate audit as well as the annual one.

Any fees incurred to be placed in next year's estimates.

16. Crime Prevention – CCTV. 24 or 18 hour cover plus locations.

Councillor Peter Savory proposed 24 hour per day surveillance as this would incur no more expense than we had previously paid. **Agreed**.

County Councillor Nick Worth informed the Meeting that this operation would not start until the new financial year and that the recommendations of the local police would have an influence on the siting of the cameras, which would happen in January and suggested that some Members might wish to attend. The Clerk to contact the Police to arrange a meeting before the January Parish Council meeting so that Members could attend and report back.

17. Localism Act 2011:

The Clerk reported that he had nothing new under this heading but the Autumn edition of LALC News had been received and was available in the Parish Offices if Members wished to look at it.

18. Staffing: Resolve to go 'In Committee'

19. Estimates 2014-2015.

(a) The Chairman reminded Members that Estimates for the next financial year were fast approaching and although preliminary work had been carried out, it was down to all Members to consider items they may wish to be considered. If so please let the Clerk know before Christmas.

A Meeting for considering the Estimates, prior to recommendation at the January Parish Council Meeting would take place after the Finance Working Party meeting on January 13 at approx. 11.30am. All Members would be welcome.

(b) A request had been received from Holbeach & District Community Association to be considered for next financial year in respect of replacing old wooden benches with new aluminium ones at a cost of £188 + VAT. Councillor Peter Savory proposed that a grant for 50% be placed in the estimates. **Agreed.**

(c) A request had been received from Holbeach Royal British Legion asking for consideration in increasing their annual grant to finance the Remembrance Parade in Holbeach from £600 to £650, to help combat the increase in costs. **Agreed.**

(d) Councillor Graham Rudkin asked Members to consider a grant to help the working party that has been set up for 2014 Holbeach Parish Church Flower festival. They will be running an Arts and Crafts exhibition and demonstrations during the festival weekend.

A discussion took place regarding the setting of a precedent for other churches to apply. Councillor Peter Savory proposed that £100 be placed in the estimates for next year and then to be reviewed following that. **Agreed.**

20. Town access for Pedestrians- Due to Councillor Joan Woolards absence this item was deferred and to be placed on next agenda.

21. Lincolnshire Rural Housing Association –Letter requesting to attend meeting

Dealt with under 4b.

22. Christmas Lights –report by Chairman.

The Chairman informed members that although this was a small committee, he was very grateful for their help and commitment. The Committee were thankful for the Parish Council grant which was used in replacing the timers which were worn out with new digital ones. The lights this year were extended along High street as far as Limmings shop. The Chairman thanked all helpers.

Councillor Isobel Hutchinson stated that the volunteers had done a fantastic job, but was disappointed that the Churchyard was not illuminated.

The Chairman informed members that it was hoped to include that in next year's programme.

22. Any other business by leave of the Chairman:

The Chairman stated that he had no other business to report on, but took the opportunity to thank all Members for their help and cooperation during the year. He also wished the members of the public a Happy Christmas and New Year.

23. Confirm date and venue for next meeting:

- (a) Next Meeting 20 January 2014 at the Methodist Church Meeting Room
- (b) The Clerk informed Members that the agreed venues for July and December 2014 was not available to hire.

Councillor Peter Savory proposed that the venues for these two meetings be changed to the Reading Room. **Agreed**

24. Agenda Items for next Meeting.

- HGV in Town
- Lincolnshire Rural Housing Association
- Boundary fence in Carters Park
- Band Hall Lease
- CCTV
- Town Access for Pedestrians

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

**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

A Meeting of Holbeach Parish Council was held on Monday 20 January 2014 at The Methodist Church Meeting Room, Albert Walk, Holbeach, commencing at 7.10 p.m. following the Open Forum

Present:

As per the register.

Five members of the public, the Press - [REDACTED], the Police - [REDACTED] - Lincolnshire Rural Housing Association were also in attendance.

1. Apologies:

Councillors Joan Woolard, and David Hudson had offered their apologies, both due to previous commitments.

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available. Councillors Carol and Graham Rudkin declared an interest under allotments

3. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 9 December 2013 as circulated were **approved and signed** by the Chairman as a true and accurate record.

4. Lincolnshire Rural Housing Association – presentation by [REDACTED] and [REDACTED]:

[REDACTED] explained to Members he had requested this opportunity to speak to them, so as to be able to give Members an idea of the Associations future plans, the way the association works and to forge a link with the Parish Council.

He stated they were a small association, although they worked alongside others, they were not a charity, but all profits were reinvested back into the system and they were regulated. Any person could become a shareholder on payment of one pound, and no dividends were paid. They currently had 400 properties and specialise in rural communities, providing quality homes for local people.

Councillor Peter Savory asked the question as to what they call 'local' – [REDACTED] stated that initially they would allocate to the immediate area, otherwise widen the net, they had a policy of not letting their property remain empty.

Councillor Savory also asked if they considered it prudent to place elderly residents in villages where there were little facilities and transport problems exist. [REDACTED] explained that with some of their longer established properties, he could only assume that there was a need for elderly residents property when they were established.

The Chairman thanked [REDACTED] and [REDACTED] for attending the meeting and explaining their position.

[REDACTED] and [REDACTED] left the meeting.

5. Estimates 2014-15

The Chairman thanked Members for their input and also thanked Councillor Paul Brighton, as Chairman of Finance, the Clerk and Deputy Clerk for their efforts in collating the information.

The Chairman explained that he would go through each section of each spending sector, giving Members the opportunity to make the final decision.

- Allotments – All agreed
- Carters Park – Councillor Spencer proposed that new fencing for the park was more of a priority than the building of disabled toilets, and suggested that the latter to be looked at later in the financial year to see if funds available. All agreed. The costing's for disabled toilets to be removed from estimate
- Cemeteries – Park Road and Hallgate – All agreed
- Closed Churchyard – All agreed
- Properties – All agreed
- Playing Fields – All agreed
- Office Building/Coubro Chambers – All agreed
- Office Admin – The Chairman explained that the Council had received indication from SHDC that the cost of a potential election would be in the region of £ 2000 and not £4500 that was allowed for in estimate. Councillor Peter Savory proposed that estimate be reduced by £2500- all agreed.

County Councillor Nick Worth joined the meeting

- Litter Picking – All Agreed
- Stukeley Grounds– All Agreed
- Nature Reserve – All Agreed
- Grants & Contributions – All Agreed
- Beacon Area – All Agreed
- Holbeach St John's Churchyard – All Agreed

A Summary sheet was provided by the Clerk, minus the £2500 election expenses and £7500 disabled toilet which indicated that a precept of £191,000 was required , which would be an increase above the previous year of 1.18%.

Councillor Peter Savory proposed this amount be accepted, seconded by Councillor Arthur Male. **All agreed.**

The Chairman signed the precept form and thanked Members for their contribution.

6. Police and County matters

(a) Police matters: PCSO [REDACTED] reported that a community Panel Meeting had been held on 8 January 2014, which despite increased publicity, no members of the local community had attended. The biggest issue reported was speeding and the police would be following this up with more speed checks. She further reported that they would be following up on complaints regarding the misuse of vehicle lights. The Chairman asked the police to take on board issues raised during the open forum.

PCSO [REDACTED] left the meeting.

(b) County Councillor Nick Worth informed the Council that other than agenda items he had little to report. He informed the Chairman of Parks that the issue with the lighting in Boston Road car park would be resolved shortly.

7. Library Closure.

Councillor Jenny Worth declared an interest.

The Chairman asked County Councillor Nick Worth for clarification on the proposed opening hours for the library after May; as originally the Academy had stated that the opening hours would at least be the same as at present, but recent correspondence had suggested they would be reduced to 16 hours.

County Councillor Worth explained that if the Academy take over after the 6 May the hours will remain at least the same as now, but if there was a delay in the short term in them taking over, the hours would only be reduced in the interim period.

8. Highway Matters:

(a) Road Closures: the Clerk informed the meeting that he had no road closures to announce.

(b) Heavy Goods Vehicles through the town. Councillor Carol Rudkin proposed that the Parish Council request a weight restriction for the town, which was within a conservation area, and the problems it caused to buildings, and the underground works and wanted the same restrictions applied as Long Sutton and Spalding. Councillor Martin Howard informed Members that there had been five accidents over the Christmas period that had resulted in diversions through parts of the town which again cause problems with heavy traffic. He also mentioned that there used to be sign up along Battlefields Lane stating it was not suitable for heavy vehicles, but this had now been removed, and proposed that the old A17 be used as a diversion and not the town.

Councillor Kathy Rooke suggested that some of the problems of HGV's in the town are caused by foreign lorry drivers using satellite navigation systems which often take the shortest route.

Councillor Peter Savory suggested that policing any restrictions would be the biggest problem.

County Councillor Nick Worth commented that it could be beneficial contacting the Police to suggest alternative diversions and Lincolnshire County Council in regard to weight restrictions, but agreed that policing them would be the hardest problem. He also agreed to look into the missing sign removed from Battlefields Lane.

It was proposed that the Clerk would write a letter to the Police and Lincolnshire County Council regarding alternative diversions and a weight restriction. **All agreed**

(c) The Clerk informed members that he was in receipt of a letter from [REDACTED] of Holbeach St Johns, requesting the Parish Councils support in relation to speeding and lighting within that village (as per Open Forum) and that he had already agreed with the Police to conduct a speed survey within the village for five days in February . Councillor Paul Foyster proposed that the Parish Council give it all the support that it could. **All Agreed.**

The Clerk also informed Members that he had received a similar request from a resident of Holbeach Hurn.

Councillor Jenny Worth proposed that the Clerk request a similar speed survey in that ward also. **All agreed**

3 member of the public left the meeting.

9. Allotments:

(a) Councillor Graham Rudkin reported that all allotment rents had been received with the exception of one, to whom a final demand had been sent. One vacant plot was still available on the Northons Lane site.

The development of the garden allotments within Battlefields Lane was progressing well, with 14 of the sites taken, and 3 more awaiting agreement. He had also received requests from two existing tenants to take an additional one each and proposed that the Council allow this. **All agreed**. He had obtained a quantity of free seeds that had been offered to the tenants of the smaller allotments and this had been taken up well so far.

The work on completing the fencing at Battlefields Lane site as well as contractor work at the entrances to Callow's and Bass's sites were in hand.

(b) Crown Field- Holbeach Bank: the Clerk explained to Members that the return of this land to the Crown was still on-going. Suggestions had been received from the Crown to solve an existing problem by the AD MEDIUM FILUM rule, the Land registry had disagreed with this and suggested the basis of ADVERSE POSSESSION. The Parish Councils solicitor did not feel that this would work, and suggested that the Crown be contacted to enquire if they had any experience of using any of these two rules. The Clerk was awaiting reply from the Crown

(c) Crown Field Holbeach Bank- Request from [REDACTED]-Update.

The Clerk informed Members that he had written to SHDC on 13 December 2013 with regard to the boundary dispute, and enclosed all of [REDACTED]'s information and evidence and requested that they look into whether planning permission should have been sought for change of use and if enclosed without the appropriate planning permission, what action they would be taking.

The Clerk also informed Members that he had received a letter from John Hayes MP, asking what action he was taking on behalf of [REDACTED], as [REDACTED] had obviously been lobbying him also. The Clerk had replied to Mr Hayes and enclosed copies of correspondence that had been sent to SHDC.

The Clerk then informed Members that a reply had been received from SHDC (circulated and annexed) that basically it was down to the landowner or leaseholder to pursue this matter through civil law, and that even then it would be highly unlikely that SHDC would consider taking formal action on a small amount of land. The Clerk requested further instruction.

Councillor Arthur Male stated that this problem had tried to be resolved in the past, although not under the change of use situation and even the Crown had stated that the area of land was so small they would not take action.

Councillor Peter Savory proposed no further action on the Clerks behalf, as all reasonable things had been attempted. Councillor Paul Foyster seconded. **All agreed**

(d) Outstanding Rents- resolve to go 'In Committee'- **All agreed**.

10. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting. He reported that the dog walking area had been closed for a two week period to give the grass / ground a chance to recover. He remarked on the comment made in the press, reported from the previous Council Meeting that had been taken out of context. The 'eyesore' comment was meant as no reflection on the work that staff carry out, it was meant as a comment on the trees and hedging that were past their best and needed urgent attention. He also informed Members that a letter had been received regarding the possibility of starting up a new cricket club within the Park. (To go on next month's agenda). Councillor Isobel Hutchinson enquired on an alleged incident regarding the Football Club using the outfield as a training area prior to a match, which they are not supposed to do. Councillor Spencer replied that he was unaware of the incident and to the best of his knowledge they do not use the outfield, but agreed to remind them of the rules.

(b) Councillor Spencer explained to Members that now that the replacement fencing within the Park was approved, he would be seeking to order it pre April, so that [REDACTED] could start erecting it, the fencing being one of priorities as it is full of patched areas, broken stakes and gaps. He would keep Members informed

(c) A meeting had taken place with [REDACTED] (SHDC Tree Expert) and she had suggested that the best way to solve the problem of overgrown trees along the Park Road side of the Park, was to reduce their height by approximately one third and then to make decision on whether to replace the conifers with limes or similar. To be able to do this would require the hire of a 20 metre cherry picker, and the cheapest obtained quote had been £800 for the week, which would still be more cost effective than getting contractors to do the work, and if agreed he proposed for the work to be carried out in February, during the half term week, when traffic would be much lighter and before the birds start nesting. Permission would be needed from the highways department and they required seven day's notice, there would be no charge for this. **All agreed**

(d) Councillor Spencer informed Members that he had received two requests from Holbeach United Football Club. The first being permission to erect a covered standing area, behind the goal mouth at the southern end of the pitch, the same as the north end erected last year. Councillor Peter Savory proposed that the Parish Council agree on condition they can removed if the area needs to be used for other purposes such as the establishment of a Cricket Club as per agreement. **All agreed** The second request was for the erection of two additional floodlights to be situated either side of the halfway line on the football pitch. Councillor Savory proposed that the Parish Council do not allow this, as it would be a permanent structure and be unable to be removed if the area was needed as above. **All agreed**

(b) Bowls Club rabbit situation. The Clerk informed Members that he had written a letter to the Bowls Club seeking clarification on the killing of the rabbits within Carters Park as reported in the local and national press, and then read out the reply letter that he had received. **Annexed.**

A discussion took place concerning insurance implications, people's rights to speak, poaching, vermin and other opinions.

The Clerk asked for clarification on the next steps the Parish Council required him to pursue. Councillor Martin Howard proposed that the Parish Council write a strong letter to the Bowls Club, and labour the fact that they should have sought permission. Councillor Peter Savory seconded this proposal. **All agreed.**

11. Parish Playing Field and Stukeley Grounds:

Councillor John Spencer reported winter pruning was being carried out within Stukeley Grounds and that the goal areas within Netherfields playing field had been repaired.

10. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth reported that within Park Road Cemetery, the tree stumps have not been ground out as yet, and the Clerk was in the process of chasing the contractor.

She also reported many rabbits were within Park Road and Hallgate cemeteries. Within Hallgate Cemetery, the Drainage Board had been contacted, regarding the dyke bordering the cemetery which is full of brambles; they had said that the dyke will be cleared but are waiting until the ground dries out a little.

Councillor Worth informed Members that she had received a suggestion from Councillor Carol Rudkin to mark the centenary of World War 1 with the planting of one hundred trees. She thought this a good idea and would seek advice from SHDC regarding the type of tree and such. Councillor Worth concluded her report with the information that the Heritage Lottery Fund had requested a meeting in the forthcoming week, which the architect had indicated that was an unusual request, before work had started, and could be perceived as a good sign.

(b) Memorial Inscriptions and Burial reserved plots – there were none requested

(c) The Clerk reported that the Park Road Burial Register dated from 1854 had been returned from the book restorer and invited Members to inspect it. It had been in very poor condition and the restorer had done a wonderful job in bringing it back to life. Councillor Jenny Worth enquired as to where it was kept and what protection it received. The clerk replied that it was kept within the Parish Council safe but was still in use most days. Councillor Worth volunteered to seek advice on the best way of preserving it and the possibility of using white gloves to handle it.

13. Closed Churchyard:

Councillor Jenny Worth reported that [REDACTED] had visited the Closed Churchyard with her and advised that the Oak tree that has been pollarded remain for a further two years to see if it can recover. Three tree guards are to be removed from established young trees and placed around the newly planted saplings. A further tree guard has been ordered to protect another new tree that will be purchased.

14. Holbeach Bank Playing Field:

(a) Councillor Jayne Cornwell reported that the cutting of the hedges had been completed and the field was looking good

(b) Playing Field Lease. The Clerk informed Members of a letter from [REDACTED], agent for the Crown, notifying him that the lease for Holbeach Bank Playing Field had expired on 10 October 2013, but they were willing to offer a new lease for a 15 year period at a cost of £650 per annum plus an initial charge of £750 for the drawing up of the new lease, and was seeking Members permission to renew it. The costs had been allowed for in next years estimates.

Councillor Peter Savory proposed that the Council renew the lease. **All agreed.**

15. Planning Applications:

Councillor Maureen Male reported all but the previous weeks had been dealt with.

16. Property:

(a) Councillor Isobel Hutchinson's reported that there would be a room available to rent within Coubro Chambers as from the end of February 2014.

(b) Band Hall lease: The Clerk reported that a letter had been received from the Holbeach Town Band, thanking the Parish Council for extending their lease for a further two years, they also enquired into the possibility of purchasing the Band Hall. Councillor Peter Savory proposed that this item be placed on the agenda for February. **All agreed.**

17. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

A schedule of payments of £10.088 was circulated as per **Annexed** and **Agreed**

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

As at end of December 2013, the tracker accounts contained £8418, with the combined current account and higher interest account containing £97,125. Cheques not cleared at 31 December totalled £605, cheques due for payment £10,088, and direct debits of £1100, leaving a balance of £93,750.

18. Crime Prevention – CCTV.

The Clerk reported that he had contacted the Police regarding the positioning of the cameras, but had received a reply that they knew nothing of it. He also reported that he had received correspondence from SHDC requesting the Parish Councils preferences, to which he had replied.

Councillor Peter Savory stated that there was some confusion regarding the information the Parish Council were receiving, as Parish Council had previously been told new equipment was to be installed and new locations to be looked at, and advised that an expert would help to advise us. He suggested that clarification was

needed and the Parish Council must receive new equipment and it to be of the same standard as viewed on the DVD promotional video that had been seen.

Councillor Savory proposed that the Clerk write and ask that the Parish Council are furnished with all the information and clarification that the equipment is new. **All agreed.**

19. Localism Act 2011:

The Clerk reported that there was to be a NALC conference in London on 26 March 2014 if members wished to attend. Details would be circulated.

20. Staffing: No matters to report.

21. Town access for Pedestrians- Due to Councillor Joan Woolards absence this item was deferred and to be placed on next agenda.

22. Parish Council Notice Board. The Clerk informed members an offer had been made by two very generous benefactors to replace the current dilapidated Parish Notice Board. The request was that it should be of good quality and appearance. The Clerk reported that he had done substantial enquiries on both the internet and local suppliers and the one offering the best value and quality of build was made by [REDACTED], of Norfolk.

It would be hand crafted from English Oak with the same dimensions as the current one, with three doors instead of four and able to display 27 A4 posters. If Members agreed the benefactors would arrange for the purchase price to be refunded to the Parish Council. A further decision would be required, as the Parish Council had a choice of Vinyl lettering at no extra cost or hand carved at an additional cost of £80, which the Parish Council would need to fund.

Councillor Jenny Worth stated that [REDACTED] work was of excellent quality and proposed the Parish Council accept the kind offer and pay extra for the hand carved lettering. **All agreed.**

The Chairman expressed that the Parish Council were very grateful for the donation

23. Litter Pickers: A request had been made by District Councillor Francis Biggadike, he believed that the two Parish Council litter pickers and the SHDC litter picker overlap on some of their routes, and sought Parish Councils permission to be able to use information he had from SHDC to meet with the Clerk to liaise and arrange a better system that would benefit the appearance of the town. Councillor Isobel Hutchinson made comment that she agreed with District Councillor Biggadike and proposed that reorganisation went ahead. **All agreed**

24. Any other business by leave of the Chairman:

The Chairman stated that the Clerk had two other items to bring to Members attention:

(a) The Norfolk Green Bus Company had been taken over by the Stagecoach Company, there would be no changes to service, but in time the livery would change.

(b)Lincolnshire County Council – Business Support Project & Training Team were looking for a ‘Broadband Champion’ from within the Parish Council Members, who would be willing to share information with local residents on the advantages of superfast broadband that was currently being installed within the town. Councillor Paul Brighton volunteered.

25. Confirm date and venue for next meeting:

Next Meeting 10 February 2014 at the Methodist Church Meeting Room

24. Agenda Items for next Meeting.

- Band Hall
- CCTV
- Town Access for Pedestrians
- Cricket Club

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

**The meeting ended and closed at approximately 9.20 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 10 February 2014 at The Methodist Church Meeting Room, Albert Walk, Holbeach, commencing at 7.10 p.m. following the Open Forum

Present:

As per the register.

Nine members of the public, and the Press were also in attendance.

1. Apologies:

Councillors Jenny Worth had offered her apologies.

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available. Councillors Carol and Graham Rudkin declared an interest under allotments.

3. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 20 January, as circulated were **approved and signed** by the Chairman as a true and accurate record.

4. Police and County matters

(a) Police matters: With the Police not in attendance, the Chairman invited Members to make any comments that they required the Clerk to bring to their attention. No issues were raised.

(b) County Matters: With Councillor Nick Worth not in attendance the Chairman invited Members to make any comments that they required the Clerk to bring to Lincolnshire County Councils attention.

Councillor Peter Savory reported that the road from Red Cow Drove had been closed for 8 days to date for road repairs, causing heavy traffic to use Holbeach St Marks as a diversion, which was causing pot holes and damage to the verges and proposed the Clerk write to the Highways Department requesting remedial work after the diversion had stopped. **Agreed.**

8. Highway Matters:

(a) Road Closures: the Clerk informed the meeting that the only road closure he had been informed of had already been concluded, that being Holbeach High Street on 2 February, between 12.45 and 13.15 for the Holbeach Air Training Corps Annual Parade.

(b) Stukeley Hall Drive Footpath: Councillor Carol Rudkin informed Members that this issue had at last been resolved as per copy notice. **Annexed.**

(c) Roadside Signs: Councillor Jayne Cornwell explained to Members that she believed there were too many road signs and empty posts alongside the A17- Foxes Low Road – Park Road area, and that they bombarded drivers and distracted them and proposed that the Clerk write to the Highways Department to resolve the situation. **Agreed.**

(d) Holbeach St Johns traffic calming: The Clerk informed Members that letters had been sent to the Highways Department and the Police requesting speed monitoring and traffic calming measures, to which no reply had been received at that time.

(e) Heavy Goods Vehicles through the town. The Clerk informed Members that letters had been sent to the Highways Department and the Police requesting HGV restrictions through the town, to which no reply had been received at that time. A letter had also been written regarding alternative routes in the event of diversions, and although a formal reply had not been received, the Clerk informed Members that he had received information from [REDACTED] of LCC highways, that the Police should not have diverted traffic along Battlefields Lane as a diversion from an 'A' road, should only be diverted to another 'A' road. The reason they did not divert along the old A17/Washway Road was that this was now classified as a 'B' road. Councillor Martin Howard proposed that the sign stating 'not suitable for heavy vehicles' be reinstated within Battlefields Lane. **Agreed.** Clerk to contact LCC.

(f) Holbeach Hurn-speed survey: The Clerk informed Members that letters had been sent to the Highways Department and the Police requesting a speed monitoring survey within the ward, to which no reply had been received at that time.

(g) Traffic Incident –Marshland Drive/The Hollies: Councillor John Spencer informed Members that there had been incidents within this area of cars and motorcycles driving along the footpath and across the green, causing damage and proposed that the Parish Council request that SHDC be asked to reinstate bollards to prevent this. Councillor Martin Howard volunteered to take this matter up with the District Council. **Agreed.**

9. Allotments:

(a) Councillor Graham Rudkin reported that one tenant had been issued with notice to quit and that the vacant plot at Northons Lane would be let by March. Councillor Rudkin also informed Members that the offer of free seeds to smaller allotment holders had been received well, with 28 tenants taking up the offer to date, and that arrangements had been made to tidy up the entrances to Bass' site and Callow's site.

(b) Crown Field- Holbeach Bank: the Clerk explained to Members that the return of this land to the Crown was still on-going. Suggestions had been received from the Crown to solve an existing problem by the AD MEDIUM FILUM rule, this was passed on to the Parish Councils solicitors and the suggestion from them was that the Crown should be asked to pay the costs, estimated at approximately £300. The Clerk had requested such from the Crown.

(d) Councillor Graham Rudkin reported that the last increase to Parish Council allotment tenants had been in 2002, and there had been considerable increase in rents charged by other landlords in the area. While not wanting the Parish Council to appear greedy, he believed that the Council had a duty to the ratepayers of the Parish to obtain a fair rent.

Councillor Rudkin proposed that :

Dog Drove- to increase rent from £108 per acre to £130 per acre.

Callows- to increase rent from £108 per acre to £150 per acre.

Plank Hook- to increase rent from £108 per acre to £150 per acre.

Bass'- to increase rent from £108 per acre to £130 per acre.

as from October 2014. **Agreed** . 3 members abstained

8. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting.

He reported that the dog walking area was still closed due to the poor condition of the grass. He also reported that he had received notice from the Bowls Club that the situation had returned regarding damage to the bowling green caused by rabbits.

Councillor Spencer proposed that they are allowed to engage a qualified contractor to remedy the situation in a professional manner. Councillor Arthur Male agreed on the condition that the Clerk obtain advice from environmental specialists and feed the information back to the Bowls Club via Councillor Spencer, **Agreed**.

Councillor Peter Savory asked of any developments regarding the problem footballers training on the outfield. Councillor Spencer replied that he had investigated the problem and they had only gone onto the outfield to retrieve the ball, but had taken the opportunity to remind them of the rules.

(b) Cricket Club: The Chairman informed Members that there was in place, a long standing arrangement that if a cricket club applied to restart within the Park, then they should be allowed to and asked for Members opinions.

Councillors Peter Savory stated that he would welcome the re-introduction of a Cricket Club to add to the Football Club and Bowls Club and that it would be an additional amenity for the Parish. Councillor Arthur Male endorsed the same opinion. The Chairman stated that minor adjustments would need to be made, but they were not insurmountable.

Councillor Isobel Hutchinson proposed that permission be granted to allow the Cricket Club to play within Carters Park. **Agreed**.

9. Parish Playing Field and Stukeley Grounds:

Councillor John Spencer stated that he had little to report in respect of Stukeley Grounds and Parish Playing Field other than it was very wet.

10. Park Road and Hallgate Cemeteries:

(a) With the absence of Councillor Jenny Worth there was not a report.

The Clerk informed Members that the tree stumps had now been ground out.

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

11. Closed Churchyard:

With the absence of Councillor Jenny Worth there was not a report.

12. Holbeach Bank Playing Field:

Councillor Jayne Cornwell stated that she had nothing to report other than the very wet state of the ground.

13. Planning Applications:

Councillor Maureen Male reported all had been dealt with, but requested that Members send their comments back.

14. Property:

(a) Councillor Isobel Hutchinson's report: **Annexed**.

(b) Band hall –Letter from [REDACTED]: **Annexed** and circulated: The Clerk reported a letter in support of Holbeach Town band

(c) Band Hall lease: *Councillor Martin Howard and the Chairman, Terry Harrington declared an interest*

Councillor Isobel Hutchinson informed Members of a meeting she had held with the Town Band, and it was necessary for the Parish Council to decide if they wished to continue leasing the hall or deciding whether to sell. If the route was to lease, did Members wish to keep the rent at £5 per annum providing that we sell it after two years or if not did the Council wish to increase the rent.

Councillor Peter Savory proposed that the lease and rent remain the same for the next two years and then to develop the site to the benefit of the Parish Council, with the possibility of a new Meeting room which could give benefit in freeing up further rooms to lease within Coubro Chambers.

Councillor Paul Foyster seconded the suggestion and also proposed that a letter be written to the Holbeach Town Band stating that the Parish Council was not 'anti band' and would support them with help where possible. **Agreed**. Decision to be given to the band in writing, with regular meetings with them during next two years.

15. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

A schedule of payments of £9794 was circulated as per **Annexed** and **Agreed**

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

Bank Reconciliation as at 31 January 2014
screen

CURRENT ACCOUNT	3903.58
LESS UNPRESENTED CHEQUES	<u>117.10</u>
	3786.48
TRACKER ACCOUNT	5413.58
TRACKER ACCOUNT	3004.79
BUSINESS SAVER	85068.53
TREASURY STOCK	300.00
COIF	<u>50.00</u>
	97623.38

CASH BOOK

BALANCE BROUGHT FORWARD	30140.68
ADD RECEIPTS	<u>223638.90</u>
	253779.58
LESS PAYMENTS	<u>156156.20</u>
	97623.38

Forecast as at end of February

Tracker accounts £8418+ business saver& current account £88972 +treas.

Stock/coif £350 =£ 97740

Less cheques to clear £117 less cheques due for payment £9794 less direct debits
£470 =(£10381) £87359

Plus estimated receipts £2281 leaves balance £89640

(c) Financial Statement (**Annexed** and circulated) was approved and signed by the Chairman.

(d) Financial Regulations – update (**Annexed** and circulated) was approved and signed by the Chairman.

(e) Risk Assessment- update (**Annexed** and circulated) was approved and signed by the Chairman.

(f) Internal Controls Document- (**Annexed and circulated**) was approved and signed by the Chairman.

17. Crime Prevention – CCTV.

Councillor Peter Savory informed Members that the information the Parish Council was receiving still differed depending where it came from, and the latest conclusion was that the Parish Council would be receiving new cameras and monitors, with a choice in their siting.

18. Magistrates Court: Letter circulated and annexed.

The Chairman explained that with the Magistrates Court in Spalding closing, which would involve those going to attend to travel to either Grantham or Lincoln, this was an opportunity for Members to make a comment.

Councillor Martin Howard expressed the opinion that the closure was a false cost cutting exercise, that he believed ridiculous and proposed that the Parish Council write a letter objecting to the closure.

Councillors Peter Savory, Arthur Male, Paul Foyster and Joan Woolard supported Councillor Howard's views.

The Chairman concluded that all Members had made valid points and a strong letter of complaint be sent. **Agreed.**

18. Localism Act 2011:

The Clerk reported again that there was to be a NALC conference in London on 26 March 2014 if Members wished to attend.

19. Staffing: Resolve to go 'In Committee' - Agreed.

20. Town access for Pedestrians-

Councillor Joan Woolard informed Members of her concerns regarding the lack of access via walkways along the High Street to enable access to Park Road for pedestrians and the closure of previous walkways.

A debate took place on possible ways to enliven the High Street, shops and premises.

It was agreed that at present there was very little that the Parish Council could do, as the majority of the issues involved private properties.

21. SHDC Surgeries

Councillor Martin Howard thanked Members on behalf of himself and other District Ward Members for their help in allowing the setting up of surgeries within Coubro Chambers. He informed Members that the first one would be held on 8th March 2014 between 10am-12 noon and then every Saturday prior to the Parish Council Meeting.

24. Any other business by leave of the Chairman:

The Chairman stated that he had not received any other requests for additional business to be discussed.

25. Confirm date and venue for next meeting:

The next meeting would be the Annual Parish Meeting followed by a brief Parish Council Meeting on 10 March 2014 at the Methodist Church Meeting Room

24. Agenda Items for next Meeting.

- CCTV
- Spalding Magistrates Court

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

**The meeting ended and closed at approximately 8.55 p.m.
It was then resolved that the Parish Council go "Into Committee".**

Chairman.....

Holbeach Parish Council

Minutes of the Annual Parish Meeting was held on Monday 10 March 2014 at the Methodist Church Hall, Albert Walk, Holbeach commencing at 7.00 p.m.

Present:

As per the register.

Ten members of the public were in attendance together with County Councillor Nick Worth.

1. Apologies:

The Clerk reported that he had received apologies from: Councillor Peter Savory, Councillor Joan Woolard, Councillors Maureen and Arthur Male, and Councillor Martin Howard

2. Minutes of previous meeting:

The Minutes of the previous Annual Parish Meeting held on Monday 11 March 2013 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:

No matters were brought up from the previous year's minutes.

4. Any Other Business:

[REDACTED], a tenant of the garden allotments within Battlefields Lane, expressed concern regarding vermin, theft and vandalism, and requested the Parish Council to erect a gate to deter entry by non-tenants.

The Chairman stated that the Lincolnshire County Council had refused permission previously, and advised subject to Members agreement; it could be placed on the agenda at next meeting.

[REDACTED] and [REDACTED], both allotment tenants stated that although the proposed increase in rent for allotments were not out of line with the current prices, they felt the sudden increase of 45% was too severe in a single rise and should have risen in stages.

The Chairman of Allotments responded by stating that the rents had not been increased for 12 years and the advice received had been that the proposed increase was still below current commercial rents..

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 so the Meeting of the Parish Council could commence.

Minutes of a Meeting of Holbeach Parish Council held on Monday 11 March 2014 at the Methodist Church Hall, Albert Walk, Holbeach following the Annual Parish Council Meeting.

Present:

As per the register.

Eight members of the public, and County Councillor Nick Worth were also in attendance

1. Apologies:

Councillors Peter Savory, Joan Woolard, Martin Howard, Maureen and Arthur Male had offered their apologies.

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available.

3. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 10 February 2014, as circulated were **approved and signed** by the Chairman as a true and accurate record.

4. Police and County matters

(a) Police matters: With the Police not in attendance, the Chairman invited Members to make any comments that they required the Clerk to bring to their attention. Councillor Graham Rudkin proposed that the Police be asked to monitor activity near the Battlefields Lane allotment site. **Agreed.**

(b) County Matters: County Councillor Nick Worth stated that the items he had information on would be covered in later agenda items. Councillor Isobel Hutchinson asked County Councillor Worth if he had any update on the meeting regarding parking within Holbeach, promised for Spring 2014. County Councillor Worth assured Members that he would chase the Highways Department for a date.

5. Highway Matters:

(a) Roadside Signs: the Clerk informed Members that a reply from LCC Highways had confirmed that all the signs along the A17 within Holbeach were a statutory requirement.

County Councillor Nick Worth stated that he had requested a replacement sign-Unsuitable for HGV's – at Battlefields Lane to be erected.

(b) Holbeach St Johns traffic calming: The Clerk informed Members a reply had been received from [REDACTED] Lincolnshire Road Safety Partnership, with the results of the Traffic Survey. Traffic had increased from 3045 to 3137 and the average speed had reduced since the last survey in 2011. Only one injury related incident had been recorded between 1/10/11 to 31/1/13. It therefore followed that they could not justify

a local safety scheme and the only form of enforcement the Road Safety Partnership could carry out would be with the use of speed cameras and this area does not reach the criteria required to do so.

County Councillor Nick Worth advised Members there was the option of the Parish council purchasing a flashing speed indication sign at a cost of approximately £2000.

(c) HGV's through Holbeach: The Clerk reported LCC Highways reply regarding this issue was when the last traffic survey was carried out, the actual number of HGV's going through the town without a legitimate reason was very low and they emphasised that any enforcement could only be carried out by a uniformed police officer. They did state that the issue of weight restrictions throughout the whole County is being considered by its Members and guidance would be given at a later date.

Councillor Paul Foyster proposed that the Parish Council ask them to reconsider due to problems unique to Holbeach, those being the Holbeach River and the high silt/subsidence within the area. **Agreed**

(d) Holbeach Hurn-speed survey: The Clerk informed Members a reply had been received from [REDACTED], Lincolnshire Road Safety Partnership that the local police do not feel there is a speeding problem within Holbeach Hurn. The equipment is in high demand and the Partnership find it difficult to justify placement of another survey to record such low volumes. Unless there was an increase in traffic flow due to significant changes, they do not intend to carry out another Archer Survey in Holbeach Hurn.

Councillor Jenny Worth stated that there was an increased volume of traffic at specific times, such as harvesting and proposed that the Parish council could request a further visit at the end of August. **Agreed**

(e) Marshlands Drive: In the absence of Councillor Martin Howard, the Clerk informed Members that the situation would be resolved by the District Council within the next three weeks.

(f) Road Closures: the Clerk informed the meeting of the following road closures:

- Hallgate (vicinity of no. 47) between 7/4/14 to 10/4/14. Essential maintenance by Crusader Hire Ltd.
- A17 Washway Rd (A151 Link Road to A16 Sutterton Roundabout) between 27/3/14 to 10/4/14 (5 nights between these dates). Carriageway patching work.
- Jekils Bank(B1168 to Eugate Road, Moulton) 1/4/14 to 30/4/14 (2 days in this period). Carriageway patching work.

6. Allotments:

(a) Councillor Graham Rudkin reported that a notice to quit on Northons Lane had not been responded to and the plot has been re-let, there still remains one vacant plot on that site.

17 out of the 22 Garden Allotments have now been taken at the Battlefields Lane site and also all the fence posts there were now in place awaiting the wire to be erected. Arrangements were in place to tidy up entrances to Bass's and Callows sites.

(b) Crown Field- Holbeach Bank: the Clerk informed members that the Chairman of the Parish Council had made a statutory declaration confirming the Parish Councils position in this matter and the solicitors were now in a position to apply for the 'Ad Medium Filum' rule to be applied to the entrance to Bass's site.

(c) The Clerk informed Members that he had received a request from a new tenant on the Bass's allotments as to whether the Parish Council could offer any leniency towards the rent on that plot as it was riddled with weed, which would have to start to regrow to allow the spraying of it and so delaying cropping.

The Chairman proposed that a site visit take place by the Clerk and the Chairman of Allotments and this be an agenda item for April Parish Council Meeting, **Agreed**.

7. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting.

He reported that the Park area was not looking too bad, coming out of the Winter period, and the dog walking area was again reopened.

Councillor Spencer informed Members that the trees could not be cut back now until September due to the birds nesting season. Councillor Spencer proposed two items to be taken 'In Committee'. **Agreed**

(b) Cricket Club: the Clerk informed Members that he had received notification from [REDACTED] that it was with regret that the new Cricket Club will not be stating this year within Carters Park. Letter **Annexed**

(c) Councillor Isobel Hutchinson informed Members that when the dog walking area was agreed within carters Park, it was agreed that it would be reviewed.

Due to excessive dog fouling, 'polite' notices had now been put up asking dog walkers to be responsible for their animals at the risk of losing this facility.

Councillor Hutchinson proposed that we monitor the situation for two months and then make a decision as whether to keep the area for dog walking open. **Agreed**

8. Parish Playing Field and Stukeley Grounds:

Councillor John Spencer stated that he had little to report in respect of Stukeley Grounds other than a spring clean and Parish Playing Field had no problems.

9. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth reported that following a meeting with the Heritage Lottery Fund representative, they seemed in favour for the Cemetery Chapel project although this was a very competitive process. Councillor Worth explained she had a further meeting on Friday 14th March with the Chief Executive of Lincolnshire Heritage.

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

[REDACTED]

10. Closed Churchyard:

Councillor Jenny Worth reported that a Hornbeam tree had been purchased and planted and that some tree guards had been removed from some of the larger trees and would be re-positioned around the new ones, which would save some expense.

11. Holbeach Bank Playing Field:

Councillor Jayne Cornwell stated that she had nothing to report.

12. Planning Applications:

In Councillor Maureen Male's absence, the Clerk read out an e-mail from the Chairman of Planning asking for more support from fellow Councillors. **Annexed.** After discussion, the Chairman proposed that the Clerk send out the planning applications to all ward members and they be asked to send their views and comments direct to Councillor Male. **Agreed.**

13. Property:

Councillor Isobel Hutchinson reported that regarding the work to be done on 4 High Street, the builder had agreed to undertake all work in the week the tenant is away on holiday.

Councillor Hutchinson proposed that the external decorating work that is required to Coubro Chambers be put out to tender with three or four contractors. **Agreed.**

14. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

A schedule of payments of £10007 was circulated as per **Annexed** and **Agreed.**

Councillor Brighton proposed that although the law only required one signatory on a cheque, that Holbeach Parish Council continue with the requirement of two. **Agreed.** He informed Members that the insurance company required an updated valuation of Parish Council assets and proposed that permission be given to get this done by Hix & Son, who gave the cheapest quote. **Agreed.**

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

Bank Reconciliation as at 31 January 2014

CURRENT ACCOUNT	2540.15
LESS UNPRESENTED CHEQUES	<u>1380.95</u>
	1159.20
TRACKER ACCOUNT	5413.58
TRACKER ACCOUNT	3004.79
BUSINESS SAVER	81524.76
TREASURY STOCK	300.00
COIF	<u>50.00</u>

91452.33

CASH BOOK

BALANCE BROUGHT FORWARD	30140.68
ADD RECEIPTS	<u>227806.39</u>
	257947.07
LESS PAYMENTS	<u>166494.74</u>
	91452.33

Forecast as at end of March

Tracker accounts £8418+ business saver& current account £84065 +Treas.

Stock/coif £350 =£ 92833

Less cheques to clear £1381 less cheques due for payment £10007 less direct debits £470 =(£11858) £80475

Plus estimated receipts £2000 leaves balance £82475

15.Crime Prevention – CCTV.

County Councillor Nick Worth informed Members that LCC have approved the CCTV being taken over by Boston Borough Council, who will be coming back to the Parish Council in regard to the siting of the cameras and where the Parish Council wanted them.

16. Magistrates Court:

The Clerk informed Members of the reply from John Hayes MP in respect of the letter written to him in regard to the Magistrates Court closure.

County Councillor Nick Worth informed Members that he had attended a meeting with John Hayes MP on the previous Friday, and they are currently putting together evidence and a strong case, to present to the Lord Chancellor against the closure of the Court and invited all Members send to him any evidence in support within the next two weeks.

17. Localism Act 2011:

The Clerk reported that he had forwarded to all Members

- The Local Audit Accountability Act- Openness- draft regulations
- Local Government Regulations-draft

which Members had until the current day (10th March)to respond their comments on via online.

18. Staffing: Resolve to go ‘In Committee’- Agreed.

19. Any other business by leave of the Chairman:

The Chairman stated that he had received three requests for additional business to be discussed.

- The Clerk had been invited to attend a meeting of Society of Local Council Clerks at Sleaford on Friday 14th March and requested Members permission. **Agreed.**
- The Butterfly Hospice Boston had requested an opportunity to present its progress at a future Parish Council Meeting. It was proposed that the June Parish Council Meeting would be best suitable for both sides. **Agreed.**
- The Clerk had been notified by SHDC (**annexed**) that D.Brown, Builders had proposed that the two roads serving the development on Lefley's site be called 'Belle View Close' and 'Tindalls Court' and gave Members an opportunity to object. The Chairman explained that his only observation had been that the spelling of 'Belle View' should read 'Belle Vue', in keeping with the name of the garage on the site previously and the original which was situated on the High Street. Councillor Paul Foyster proposed that the Parish Council agree with the names providing they go with the 'Belle Vue' spelling. **Agreed**

The Chairman concluded these items with congratulations to Councillor Kathy Rooke, whose efforts had helped raise over £2000 for Holbeach Hospital funds at the Ladies Night on Friday 7th March.

20. Confirm date and venue for next meeting:

The next meeting would be on 14 April 2014 at Holbeach St Marks Village Hall

21. Agenda Items for next Meeting.

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

**The meeting ended and closed at approximately 8.20 p.m.
It was then resolved that the Parish Council go "Into Committee".**

Chairman.....

Minutes of an Extra Ordinary Meeting of Holbeach Parish Council held on Monday 24 March 2014 at Coubro Chambers, 11 West End, Holbeach

Present: As per register

No members of the public attended

The Chairman reminded Members to consider the fact that they needed to adhere to government legislation and risk breaking the Code of Conduct if discussing 'In Committee' items outside Chambers.

1. Apologies

Apologies had been offered by Councillors Peter Savory, Carol Rudkin and Jenny Worth

2. Staffing Matters- propose to take 'In Committee'

Councillor John Spencer declared an interest and left the meeting.

Councillor Jayne Cornwell proposed this item be taken 'In Committee, seconded by Councillor Arthur Male. **Agreed.**

Holbeach Parish Council

A Meeting of Holbeach Parish Council was held on Monday 14 April 2014 at The Village Hall, Holbeach St Marks, commencing at 7.09 p.m. following the Open Forum

Present:

As per the register.

Five members of the public, County Councillor Nick Worth and the Press were also in attendance.

1. Apologies:

Councillors Peter Savory, Joan Woolard, Mark Smith, Isobel Hutchinson, Paul Gunn, David Hudson, Jayne Cornwell and the Police offered their apologies.

2. Declarations of interest:

Members were made aware that the Declaration of Interest book was available. Councillors Carol and Graham Rudkin declared an interest under allotments and Councillor Jenny Worth declared an interest under QV Foods and the Cemetery Chapels.

3. Minutes of previous meeting and matters arising:

The minutes of the previous meeting held on 10 March, as circulated were **approved and signed** by the Chairman as a true and accurate record.

Three members of the public left the meeting.

4. Police and County matters

(a) Police matters: With the Police not in attendance, the Chairman invited Members to make any comments that they required the Clerk to bring to their attention. Councillor Kathy Rooke informed members of a motorcyclist that goes through the town most mornings that is extremely noisy, far beyond anything that is acceptable and proposed that the Clerk contact the Police and ask them to monitor. **Agreed.**

(b) County Matters: County Councillor Nick Worth explained to Members that with regard to the Library, nothing had changed since December except that a Judicial review had been implemented that could delay the taking over of the Library by the Academy. He assured Members that the Library was not going to close. He further explained that the Judicial review were not able to change the decision that the County Council had made, they could only ensure that due processes had been followed. The current reduced hours were only an interim measure and eventually the Library would be open for longer hours than had been previously.

5. Highway Matters:

(a) Road Closures: The Clerk informed Members that Woodhouse Lane, Holbeach and St Marks Road, Holbeach St Mathews would both be closed for one day for carriageway patching work between 28/4/14 and 9/5/14.
Also the Public Right of Way between Barrington Gate and Farrow Avenue would be closed for essential maintenance work between 28/4/14 and 2/5/14

(b) Driver Feedback Sign: The Clerk informed Members of the availability of mobile speed feedback signs that could be purchased at a cost of approx. £2200, which could be used in different locations and would maybe alleviate some of the speeding issues within the villages and town. Information **Annexed**.

The Chairman informed Members that the cost was not allowed for within the estimates but suggested that it could be looked at the halfway stage during the financial year depending on balances. Councillor Arthur Male proposed that Members look at this option in September. **Agreed**.

Councillor Martin Howard informed Members that he would approach the other two Holbeach District Councillors to enquire as to availability of their Members Budgets with the possibility of purchasing a speed feedback sign for the Parish.

(c) The Clerk informed Members of the information received from the meeting with [REDACTED], Highways Officer LCC on 8.4.14. Notes circulated and **Annexed**.

One of the relevant points was regarding parking for residents in parking bays along Church Street and Barrington Gate. [REDACTED] had pointed out that it was up to the District Council to make the decision to allow parking permits for residents or not and both District Councillors Martin Howard and Francis Biggadike had volunteered to make enquiries into the possibility of establishing them.

6. Allotments:

(a) Councillor Graham Rudkin reported that all allotment rents had been sent out with notification of rent increase. There remained two vacant plots at both Northon's Lane and Battlefields Lane that had been advertised. 21 of the 22 garden allotments had now been let.

Councillor Rudkin also advised Members that a meeting with LCC had taken place regarding the placing of a gate across the entrance to Battlefields Lane to prevent vandalism; they would agree to this but the legal fees would be in the region of £2500 to £5000, and he proposed this not be taken forward at present. **Agreed**.

(b) Councillor Rudkin reported that he had visited the Bass' allotments with the Clerk to assess the condition of one of the plots as reported at the March meeting, and he proposed because of the poor condition that the rent from October 2013 until April 2014 be not charged to allow the tenant the time to resolve the problem. **Agreed**.

7. Carters Park:

(a) Councillor John Spencer gave a verbal report to the meeting including an update on the new fencing situation.

(b) Annual Inspection of playground equipment: The Clerk reported that the price for the Annual inspection by Wicksteed Playscapes had been quoted at £146 for both play areas; the same price as last year. Councillor Arthur Male proposed the inspection by them go ahead. **Agreed.**

(c) The Clerk reported that he had received a request from Holbeach United Football Club to hold QV Foods Fun Day on 6.7.14. Members **Agreed.**

(d) The Clerk reported that he had received a request from Holbeach United Football Club to hold the Boxer Dog Rescue Show on 20.7.14. Members **Agreed.**

(e) The Clerk reported that he had received a request from Holbeach United Football Club to hold the Music in the Park Event on 27.7.14. Members **Agreed.**

(f) The Clerk reported that he had received a request from [REDACTED], who wanted to know what was happening regarding the installation of disabled toilets within Carters Park. He reported that it was agreed at the January Meeting when the precept was set, the figures for this were taken out and it was agreed to re-look at the situation in September/ October at what the financial situation was, and also that Councillor Isobel Hutchinson was investigating the possibility of grant funding for this project. The Chairman proposed that the Clerk write to [REDACTED] and explain the situation to date. **Agreed.**

(g) Skate Park: Councillor John Spencer informed Members that he had met with County Councillor Nick Worth within Carters Park, to look at a possible site for the installation of a small piece of skateboarding equipment. A possible site was identified on the area near Tesco's and the old cricket ground.

After discussion regarding maintenance, policing and ownership, the Chairman proposed a site meeting for Members to look at the area suggested. **Agreed**, The Clerk to arrange time and date and place this item on the **agenda** for the next meeting

8. Stukeley Grounds:

Councillor John Spencer stated that there was still a lot of work to be done in the grounds, but that it was in progress.

9. Parish Playing Field:

Councillor John Spencer informed Members that a considerable amount of litter was being picked up from the site and proposed the installation of an additional litter bin, which was agreed the previous year and allowed for within the precept. **Agreed**

10. Park Road and Hallgate Cemeteries:

(a) Councillor Jenny Worth reported that a lot of tidying and spraying was being done within both of the Cemeteries; however the dyke within Hallgate Cemetery was still waiting to be cleared. Clerk to chase Drainage Board. **Agreed.**

(b) Councillor Worth informed Members of a request received from the Cemetery Chapel Charity, seeking a draft lease for the Chapels, following advice from the Heritage Fund, to make it easier to obtain grants. Letter **Annexed**. This was originally agreed at the Parish

Council Meeting on 14 November 2011. Councillor Arthur Male proposed that we sanction the drawing up of a draft lease. **Agreed.**

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

[REDACTED]

11. Closed Churchyard:

(a) Councillor Jenny Worth reported that all the tree guards were now in place and she felt that the Churchyard was looking nice in readiness for the festival in May.

(b) Bedding Plants- The Chairman proposed to Members that he would obtain three quotes for the Closed Churchyard bedding plants to find best value. **Agreed.**

12. Holbeach Bank Playing Field:

In the absence of Councillor Jayne Cornwell there was nothing to report.

13. Planning Applications:

Councillor Maureen Male reported all had been dealt with, but requested that Members send their comments back. The Clerk to contact SHDC Planning to ensure that we receive all applications. **Agreed.**

14. Property:

(a) Councillor Isobel Hutchinson's report: **Annexed.**

(b) Consider Tender for the painting of Coubro Chambers: Eight tenders were sent out, four replied that they were unavailable and only one tender was received. This was duly opened and was from [REDACTED] with a quote for £960. Councillor Paul Brighton stated that this was a reasonable price for the work involved and proposed that the tender be accepted. **Agreed.**

15. Financial statement and accounts for approval:

(a) Councillor Paul Brighton's Report:

A schedule of payments of £16649 was circulated as per **Annexed** and **Agreed**

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

Bank Reconciliation as at 31 March 2014

CURRENT ACCOUNT	3280.00
LESS UNPRESENTED CHEQUES	<u>60.52</u>
	3219.48
TRACKER ACCOUNT	5414.25
TRACKER ACCOUNT	3005.16
BUSINESS SAVER	70737.13
TREASURY STOCK	300.00
COIF	<u>50.00</u>
	82726.02

CASH BOOK

BALANCE BROUGHT FORWARD	30140.68
ADD RECEIPTS	<u>229402.92</u>
	259543.60
LESS PAYMENTS	<u>176817.58</u>
	82726.02

(c) The Clerk reported to Members that the Council had been invited to purchase three hanging baskets for Coubro Chambers at a cost of £35 each – the same price as last year.
All Agreed.

16.Website – Establishing a Forum page: Councillor Paul Brighton informed Members that there was the facility to place a Forum page on the website, which would enable people to leave comments on it. Councillor Paul Foyster proposed that the Parish Council trial it for six months with initially only Councillors having access to it. **Agreed.**

17.Crime Prevention – CCTV.

The Clerk reported on the meeting with SHDC/Police/ Wavesight (CCTV Engineers) on 19.3.14. notes **Annexed**. The Clerk also reported on the visit to the Control Room at Boston to view equipment and procedures.
Councillor Martin Howard informed Members that the quality of images and the camera ability were extremely impressive.

18. Localism Act 2011:

The Clerk had nothing new to report.

19. Staffing: Resolve to go 'In Committee' - **Agreed.**

20. Best Kept Village / Small Towns Competition

The Clerk informed Members that the Parish Council had been invited to participate in this competition. **All agreed.** and asked for volunteers to complete paperwork for each village / town.

Councillor Paul Brighton- Holbeach St Johns

Councillor Kathy Rooke – Holbeach Town

Councillor Jenny Worth – Holbeach Hurn

Councillor Arthur Male – Holbeach St Marks

Councillor Jayne Cornwell – Holbeach Bank

Members agreeing to return information to the Clerk by Friday 25 April 2014

21. Any other business by leave of the Chairman:

The Chairman reminded Members that the Tuesday following the meeting was a very busy day for the Clerk and requested that he only be contacted for important requirements.

The Clerk read out a letter from [REDACTED] thanking Members for their gifts and support at her recent retirement presentation.

Councillor Graham Rudkin informed Members that Holbeach in Bloom had provision for 103 hanging baskets within the town and were seeking permission from LCC to place an additional 20 on lamp posts.

Councillor Martin Howard informed Members that he would be holding his next SHDC Surgery within Coubro Chambers on 10 May.

22. Confirm date and venue for next Parish Council Meeting:

The next Parish Council Meeting will be on 12 May 2014 at the Methodist Church Meeting Room

23. Agenda Items for next Meeting.

- Skate Park

The Chairman reminded Members that they were able to add items to next agenda by contacting the Clerk prior to the meeting.

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

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

Chairman.....