

# July 2023 DRAFT Minutes

**Minutes of the Full Council Meeting held on Wednesday 26th July, 2023 at 6:30pm in Franklin Hall, Spilsby. These are notes of the meeting until approved by the Council as a true record.**

Present:

Cllrs T Kemp (Mayor), L Day (Deputy Mayor), A Day, M Gibson, L Marsh, W Rose, T Taylor, and M Wragg; East Lindsey District Councillor E Marsh and Lincolnshire County Councillor W Bowkett.

Town Clerk - J Sargent and Deputy Town Clerk - R Ford.

Public Session

One member of the public attended; no questions were put to the Council.

To receive a report from Lincolnshire County Councillor W Bowkett

Cllr Bowkett reported that LCC will donate bike racks to Spilsby Town Council, however, a location needs to be selected and approved. LCC Highways are also looking into the possibility of installing a drop off/pick up zone on Eresby Avenue for the school. Cllr Bowkett will be meeting with Gleasons to discuss the housing development planned off Halton Road and recommended writing to the Recreation Ground Committee and Spilsby Town Football Club regarding parking issues. The pavements on Boston Road will continue to be maintained until funding is secured to replace the current pavement with a new surface.

To receive a report from District County Councillor E Marsh

Cllr Marsh sent a report via email, distributed to the Councillors prior to the meeting. No follow up questions were put to Cllr Marsh.

38. Welcome

Cllr T Kemp welcomed all present, reminding Councillors about emergency exits and safety protocols; to turn phones off and appropriate conduct.

39. Apologies

It was resolved unanimously to accept apologies from Cllr D Mangion.

40. Declarations of Interest

Cllr E Day and A Day declared an interest in item 15. Cllr Rose declared an interest in 18a.

41. To approve as a correct record the minutes of the full Council Meeting of the on 21st June, 2023.

With no matters arising, it was resolved unanimously to accept the minutes for June as a true and accurate record of the meeting.

42. To approve the accounts for June, 2023.

With no matters arising the accounts for June were resolved unanimously.

43. To receive a bank reconciliation for June, 2023.

The Clerk provided a bank reconciliation to keep Councillors up to date with the Council's financial status.

44. To receive a budget review for the first quarter of the financial year.

The Clerk provided a budget review for the first quarter of the financial year to keep Councillors up to date with the Council's income and expenditure.

Cllr Taylor asked the Clerk and Council to monitor staff costs and expenses closely as these might be subject to change.

45. To approve access to online banking for the new Administration Assistant.

After a brief discussion on banking and staff responsibilities, it was resolved unanimously to approve access to online banking for the new Administration Assistant.

46. To approve an application for a business debit card for the Town Clerk and Administration Assistant.

After a brief discussion on banking and staff responsibilities, it was resolved unanimously to approve the application for a business debit card for both the Town Clerk and Administration Assistant.

47. To receive brief reports from the Town Mayor, Town Council's working groups, representatives on outside bodies and the Town Clerk.  
Mayor's Report

Cllr Kemp informed Councillors that he had attended Spilsby Show, the event seemed to be a great success. However, Cllr Kemp commented that he was unaware of certain requirements expected from the Show committee and asked that next year there is better instruction and communication from the Show committee.

Cllr Rose commented that the signposting for the location of the show could have been better. Councillors asked the Clerk to relay this feedback to the Show committee as well as congratulate them on putting on a successful show.

Cllr Kemp also attended an event held by the Twinning Association, meeting the representatives from Spilsby's German twin town - Bassum.

#### Recreation Ground

Cllr Taylor updated Councillors on the progression of plans for the redevelopment of the facilities at the Recreation Ground. Plans were continuing and funds being raised.

#### Grammar School Foundation

Cllr Gibson reported that the old Honours Boards are to be sited at the Franklin Hall.

#### Poorlands

No report submitted.

#### Twining

No report received from the Twinning Association, however, Cllr Kemp reported previously of attending an event with the Twinning group and that the German visitors attended the Spilsby Show. Union and German flags were put up around the town for the weekend of the visit.

#### Community Speed Watch

Cllr Day reported that the group had not been out due to the poor weather as the speed gun does not operate in the rain. District Cllr E Marsh added that when speeding motorists are caught, they are getting letters from the Police and that it was pleasing to know their work was being followed up by the Police.

#### Good Neighbourhood Scheme

Cllr Gibson reported that the AGM was held recently at the Franklin Hall. The group are averaging about one request for help a month, as such were on the verge of folding, which is to be discussed at the next meeting in August. The group continue to struggle for volunteers.

#### Spilsby Business Partnership

No report received.

#### Town Clerk's Report

A report had been sent out to Councillors prior to the meeting. No follow up questions were put to the Clerk.

48. To consider the disposal of old laptops and headsets.

Councillors considered the possibility of donating these laptops and headsets to various groups in the town. It was resolved unanimously to offer the equipment to Spilsby Christian Fellowship, Spilsby Scouts and the New Life Centre. For any that are not taken by these groups, they are to be advertised in the next edition of the Spilsby Explorer.

Councillors mentioned that before donating the laptops, their memories must be cleared and restored to factory settings.

49. To consider providing the facility to live stream Council meetings for increased accessibility.

Cllr Marsh led the discussion on providing the facility to live stream Council meetings with the idea to assist Councillors who work shift patterns or with child care as this worked well during the Covid lockdowns and more members of the public attended. However, the Clerk advised that although meetings could be broadcast, Councillors are required to attend in person in order to speak and vote. The Clerk also mentioned that a letter had been sent to the MP Victoria Atkins asking the Government to consider making the provision for Councillors to attend meeting via video link.

Cllr Taylor advised the cost to live stream would be approximately £300.00. Councillors questioned whether it would be worth the costs considering very few members of the public attended meetings. Cllr Marsh advised other Councils live stream meetings which would provide the opportunity for members of the public to tune in. It was resolved unanimously to conduct some research in the form of a survey in the next edition of the Spilsby Explorer.

50. To consider installation of a new bench.

The New Life Centre have a bench to donate and would like to place it somewhere in the town. The bench includes details of BroPro UK - the mens mental health charity. It was resolved unanimously to offer space in the orchard behind the car park on Post Office Lane for the bench to be installed.

51. To receive an update on the Christmas Market preparations for 2nd December, 2023.

Cllr Rose spoke with Alan Chambers who is leading the organisation of the Christmas Market in 2023, confirming that Cracker Day and the Christmas Market will be on 2nd December, 2023. Planning for the events continues.

52. To consider a grant application from Spilsby Scouts to purchase new Tents.

After a brief discussion over previous donations to Spilsby Scouts and the merits of the request submitted, it was resolved unanimously to donate the full costs outlined in the application to the Scouts group.

53. To consider appointing a supplier to provide the equipment for the redevelopment of the play area at the recreation ground.

The Clerks explained that the intention to consider a supplier rather than a design, to take into the supplier who most engaged with the Council during the initial quotation period and had the best equipment on offer that would suit the Councillors plans, in keeping with the explorer theme.

Councillors considered the initial quotes presented, which offered best value, the best design, and which supplier seemed to offer the best customer service. It was resolved unanimously to appoint Proludic as the supplier and work with them to design a play area to fit the Councils ideas and personify the town's identity.

54. To consider a 12-week sponsorship for the Monday market stalls for:

a. Jason Godrich - Food and Drink Stall

Councillors suggested that some shops and cafes in the town were closed on a Monday and that more stalls were needed on a market day. It was resolved unanimously to approve the 12-week sponsorship.

55. Allotments:

a. To consider the allotment garden rent fees.

Councillors expressed their desire for the allotments to become cost neutral, which at present was not the case. Many grant schemes for allotment gardens require an allotments association which is not in place at present. Considering the price increase in the previous year, it was resolved unanimously to keep the pricing structure at 12p per square metre.

b. To consider a dispute between allotment holders on plots 27a and 27b.

Councillors were provided with a report from the Clerk on the dispute as well as points of view from both allotment holders. Councillors were also provided with the relevant information from the allotment garden tenancy agreement and policy, which detailed disputes must be settled by the Council, behaviour standards expected of allotments holders and details of when a plot is vacated by a tenant.

Councillors considered the information provided, bearing in mind the content of the allotment garden tenancy agreement and policy, it was resolved unanimously that the items on Mr. Samson's plot remain in his possession, as they were not claimed in the 28-day period provided by the previous plot holder. The Council asked the Clerk to write to both parties to explain the decision and to include a reminder of the behaviour expected of allotment holders.

c. To consider the allotment garden tenancy agreement and policy.

There were no updates to the allotment garden tenancy agreement or policy. It was resolved unanimously to continue with the tenancy agreement and policy until the next review in 2025.

d. To consider a resolution for allotment holders in breach of the tenancy agreement.

Councillors were advised of issues at the allotments, such as untidy plots not being cultivated, livestock being kept, a rat problem causing a health and safety issue and behaviour standards not being met. The Council asked the Clerk to write to allotment holders in breach of the tenancy agreement, warning that their agreement will be terminated unless they follow the criteria of the tenancy agreement.

e. To consider an application to install a shed and polytunnel.

It was resolved unanimously to approve the application for the shed and polytunnel.

56. To resolve to exclude the public and the media to discuss confidential matters in accordance with The Public Bodies (Admission to Meetings) Act 1960.

It was resolved unanimously to exclude the public and the media to discuss confidential matters.

57. To consider and approve staffing matters referenced in the confidential report.

All confidential matters were resolved unanimously.