

Minutes for a meeting of the Burgh le Marsh Town Council
31st March 2026
Burgh le Marsh Town Council, Jacksons Lane, Burgh le Marsh

Present: Chairman: Cllr David Hartley
Deputy Chairman: Cllr Mike Greenhalgh
Cllr Jim Moss, Cllr Chris Sanderson, Cllr Pat Phillips,
Cllr Andy Wardell, Cllr Mandy Willis, Cllr Graeme Driver,
Clerk: Kelly Stevenson

Public: Five members of public
Cllr Jimmy Brookes from ELDC / LCC

Public Session.

No comments from the public present.

297.1 Receive apologies.

Apologies were received and accepted from Cllr Lisa Broomfield.
Cllr Neil Cooper, Cllr Pauline Cooper absence was noted.

298.2 Receive declarations of interest under the Localism Act 2011, being any pecuniary interest on agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation.

Non received. Councillors reminded to raise any declaration if necessary to do so throughout the meeting.

299.3 Chairman's remarks.

The memorial stone at Elm Crescent has had the cleaning work completed, it is looking fantastic.

300.4 Approve and adopt as minutes the notes of the meeting held on 24th February 2026.

It was Proposed, Seconded and Resolved to approve and adopt as minutes the notes from the meeting on held 24th February 2026.

301.5 Discussion and reports relating to the District and County Council.

Report from Cllr Brookes:

LCC Highways Officer has attended a walk round with Cllr Brookes. Glebe Rise and Chapman Avenue are to be referred for spray surfacing, however, no time scale for completion is given.

Skegness South, Beresford Avenue is down for re-surface around Sept 2026.

Reporting of potholes is coming down and repair teams have doubled.

Please everyone report any concerns on Fix My Street, the number of reports for say one area can be the trigger for inspection.

Food waste collections for the East Lindsey Area is scheduled to commence in Autumn 2026.

Local Government Reorganisation for Lincolnshire is still unknown. Central Government will make this decision. Areas that have been announced and is Essex, Hampshire, Norfolk and

Suffolk. It should be noted that the criteria for numbers residing in the areas for re-structure has been removed.

Council enquired with Cllr Brookes to support a one-way system of the Market Place. Cllr Brookes will raise this this Highways.

302.6

Consider finance matters:

a. Payments and Receipts for March 2026 (see appendix 1)

Council noted the previously received financial reports.

Following discussion, it was resolved to issue payments for March 2026.

Payments - March 2026						
Date	Net	VAT	Total	Description	Supplier	Bank
Column1	Column2	Column3	Column4	Column5	Column6	Column7
14/03/2026	7.12	-	7.12	Litter Pick refreshments:	Cash account	Petty Cash
03/03/2026	237.91	11.90	249.81	Electricity - Festive lights, 2024	SSE Energy	Lloyds Bank Current Account (a/c 00318763)
03/03/2026	30.97	-	30.97	GILL Photocopying - library	GILL	Lloyds Bank Current Account (a/c 00318763)
05/03/2026	82.50	-	82.50	Footpaths - contract Gardener	Edward Crick	Lloyds Bank Current Account (a/c 00318763)
09/03/2026	7.50	1.49	8.99	Amazon prime delivery	Amazon	Lloyds Bank Current Account (a/c 00318763)
10/03/2026	35.00	7.00	42.00	LALC	LALC	Lloyds Bank Current Account (a/c 00318763)
10/03/2026	20.00	-	20.00	Training - Clerk - Gilca refresh	LALC	Lloyds Bank Current Account (a/c 00318763)
16/03/2026	83.33	16.66	99.99	Canva - Software subscription	Canva	Lloyds Bank Current Account (a/c 00318763)
16/03/2026	22.18	1.11	23.29	Electricity - WC Market Place	Total Energies	Lloyds Bank Current Account (a/c 00318763)
17/03/2026	40.95	8.19	49.14	BT - phone / broadband	BT	Lloyds Bank Current Account (a/c 00318763)
17/03/2026	4.25	-	4.25	Bank Charges	Lloyds Bank	Lloyds Bank Current Account (a/c 00318763)
18/03/2026	264.83	-	264.83	Water Charges - public toilets	Anglian Water	Lloyds Bank Current Account (a/c 00318763)
18/03/2026	4.07	0.82	4.89	Password Book	Amazon	Lloyds Bank Current Account (a/c 00318763)
23/03/2026	9.75	-	9.75	TV Licence	TV Licensing	Lloyds Bank Current Account (a/c 00318763)
24/03/2026	59.82	2.99	62.81	Electricity - WC Market Place	Total Energies	Lloyds Bank Current Account (a/c 00318763)
26/03/2026	15.40	0.77	16.17	Electricity: Market Place Meeting Room (above WC)	Engie	Lloyds Bank Current Account (a/c 00318763)
26/03/2026	338.75	16.94	355.69	Electricity - Tinkers Green	Engie	Lloyds Bank Current Account (a/c 00318763)
26/03/2026	60.00	-	60.00	Footpaths - contract Gardener	Edward Crick	Lloyds Bank Current Account (a/c 00318763)
26/03/2026	60.00	-	60.00	Footpaths - contract Gardener	Edward Crick	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	9.38	-	9.38	Water Charges - Glebe Rise	Water Business	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	97.00	-	97.00	Printing Costs - reimbursement to Clerk (12 months)	Clerk/ Councillor - reimbursement of expenditure	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	2,325.85	-	2,325.85	Staff Costs	Staff Costs	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	60.00	-	60.00	Councillor allowance	Councillor Allowances	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	60.00	-	60.00	Councillor allowance	Councillor Allowances	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	60.00	-	60.00	Councillor allowance	Councillor Allowances	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	60.00	-	60.00	Councillor allowance	Councillor Allowances	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	60.00	-	60.00	Councillor allowance	Councillor Allowances	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	60.00	-	60.00	Councillor allowance	Councillor Allowances	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	75.00	-	75.00	Councillor allowances - HMRC	Councillor Allowances	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	2,538.07	-	2,538.07	PWLB - Loan payment, (6 monthly)	PWLB	Lloyds Bank Current Account (a/c 00318763)
31/03/2026	728.00	-	728.00	Cleaning - WC Market Place	The Captains Cleaners	Lloyds Instant Access Account (30-97-67 31021768)
31/03/2026	75.00	-	75.00	Councillor allowance	Councillor Allowances	Lloyds Instant Access Account (30-97-67 31021768)
	7,532.63	67.87	7,600.50			

Council resolved receipt of interest totalling £57.35 for March 2026.

b. Financial position, March 2026 (see appendix 2)

Council noted the previously received reports. Council resolved funds following the issue of all payment and receipts schedule above of £149,980.52. This includes as general reserve of £43,670.59 and earmarked funds of £98,326.88.

303.7

Update from working group regarding maintenance of Council Assets at Tinkers Green

a. Play area equipment (large multi-play) see quote revised quotation, meeting all ROSPA proposed repairs (See appendix 3)

Following discussion, Council resolved to accept the quote to remove the cargo netting, remove the support requiring repair, and block up the end. Council made this resolution due to the cost of repair, but more importantly because the annual ROSPA report

identified that the support occupies space within the required fall distance. Removal will ensure compliance with current guidelines as highlighted in the inspection.

Following further discussions, it was agreed to obtain quotes to complete both footpaths previously commenced at Tinkers Green. Concerns were raised regarding the gradient of the slopes and whether they meet all relevant health and safety requirements.

Council resolved that Cllr Wardell will obtain the necessary quotations. These will be reviewed at the next meeting.

Actions:

- Cllr Wardell to obtain quotations for completing the footpaths at Tinkers Green.
- Clerk to include this item on the next meeting agenda.

b. Review of working group members and future requirements.

Cllr Mike Greenhalgh has unfortunately had to step back from the work required on this working group. Following discussion, it was Resolved that Cllr Mandy Willis join the Tinkers Green Maintenance Working Group.

The Working Group now consists of:

- Cllr Andy Wardell
- Cllr Mandy Willis
- The Clerk

The Clerk will arrange a meeting of the Working Group to progress the actions and requirements recommended in the ROSPA Inspection Report (August 2025).

304.8

Receive and consider quotations for replacement of windows at the Public Toilets, Market Place (see appendix 4)

Council noted that the windows must be replaced on a like-for-like basis using wooden construction, as the building is located within the Burgh le Marsh Conservation Area.

Council further noted that the single quotation received to date was significantly higher than expected.

Following discussion, it was proposed and resolved to seek advice from ELDC Planning regarding the possibility of replacing the windows with glass bricks, as this may offer a more cost-effective alternative.

It was also resolved to obtain at least two additional quotations for the replacement windows.

Actions:

The Clerk to contact ELDC Planning for guidance on the potential use of glass bricks.
The Clerk to obtain two further quotations.

Item to be listed on the next meeting agenda for review.

305.9

Consider planning matters

Application	00215/26/FUL
Applicant	Mr Gary Rice
Proposal	Planning permission – erection of a dwelling with a garage, stable and excavation of land to form a wildlife pond.

Location: Land adjacent to Omega House, Wainfleet Road, Burgh le Marsh, Lincolnshire.

Council noted the application and plans.

Following discussion, it was Resolved to support the application.

- b. Application: 00246/26/RES
Applicant: Mrs J Rounce
Proposal: Reserved matters, application relation to the erection of 7no. dwellings with associated garages, fencing and construction of vehicular access (outline planning permission ref S/023/02383/22)
Location: Land South of Station Road, Burgh le Marsh, Skegness PE24 5EL

Council noted the application and accompanying plans. Council further noted that outline planning permission has already been granted, and that this submission relates to the reserved matters and detailed proposals for the dwellings.

Following discussion, it was agreed that the Council supports the application. However, members request that specific attention is given to the mature Ash tree located in the field, believed to be approximately two hundred years old, and ask that a Tree Preservation Order be placed on it.

- c. Application: 00336/26/RVC
Applicant: Sycamore Farm Park Limited
Proposal: Section 73 application to vary condition no.5 (holiday occupancy) previously imposed on planning permission ref no. S/023/01094/22 for change of use of land to site 41no. caravans (lodges).

Council noted the application and plans which is specifically a required for 52 weeks occupancy.

Following discussion, it was resolved this application was not support by the majority of councillors.

Action:

The clerk to upload all council comments relating the planning applications viewed to the ELDC Planning portal.

306.10 Consider Correspondence (see appendix 5)

1. Email from Post Office Ltd, 23/05/2026. Mobile service to commence on Thursday 16th April 2026 at the Methodist Church, Jacksons Lane 12.45 to 13.45pm
For Council information: Poster and social media posts displayed.
No further action from Council.
2. Resident email of 25/03/2025 concerns regarding Chapman Avenue Road surface and speeding traffic.
Concerns also sent to Cllr Brookes for him to refer to Highways.
As reported by Cllr Brookes, Chapman Avenue is being recommended for surface spraying.
No further action from council.

3. Resident email 06/3/2026 and 26/03/2026: Verge damage, The Causeway by Platform Housing.
Complaint raised to Platform. Housing and LCC Fix My street.
No further action from council
4. Resident letter received 23/03/2026: nomination for a community award.
Council noted the anonymous nomination received.
Following discussion, council agreed to review nominations at a future meeting.
5. PFK Littlejohn email regarding annual governance return
Noted by the Council.
Action: Clerk to complete the annual governance return.

307.11

Receive update on purchase and refurbishment of the Methodist Church (see appendix 6)

Purchase: update regarding purchase, noted by Council. All enquires raised by the Council's solicitors are with the sellers' solicitors. We therefore awaiting communications.

Refurbishment: The Working Group has now agreed and put forward a recommendation for the floor in the church room to be levelled, with the library relocating into this space and an office added for the Clerk. This option is being recommended as it requires the least amount of renovation and is therefore considered the most cost-effective approach.

The Working Group will also review the possibility of relocating the kitchen into the middle space at a later stage.

This proposal leaves the rear community room untouched and immediately available for council meetings, community use, and hire.

Following discussion, Council unanimously resolved to approve the recommendation.

The Working Group will now proceed with the next steps, including:

- Obtaining quotes for the required works
- Contacting ELDC regarding change-of-use requirements.
- Researching potential grant funding opportunities

There being no further business the meeting closed at 8.25pm

Signed

Dated 28/04/2026.