

Minutes for a meeting of the Burgh le Marsh Town Council
Tuesday 10th October 2023
Burgh le Marsh Town Council, Tinkers Green, Jacksons Lane, Burgh Le Marsh

Present: Chairman: Cllr Jim Moss
Deputy Chairman: Cllr Sue Nutman
Cllr Lisa Broomfield, Cllr Neil Cooper, Cllr Pauline Cooper, Cllr David Hartley,
Cllr Amanda Willis, Cllr Mike Greenhalgh, Cllr Pat Phillips, Cllr Victoria Driver.
Clerk: Kelly Stevenson

Public No members of the public present

202.23 Receive apologies.

Apologies were received and accepted from Cllr Chris Sanderson. Cllr Colin Wright did not attend.

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

No declarations received.

204.23 Chairman's remarks.

Welcomed all attending, the next litter pick is this coming Saturday, 14th October 2023.

205.23 Approve and adopt as minutes the notes from the meeting held on 26th September 2023.

Approval of notes from the meeting held on 26th September 2023 are to be added to the next meeting agenda.

206.23 Consider and comment on the following Planning Matters:

1. Planning correspondence received:(see appendix 1)

Council noted the following planning correspondence received.

Full planning permission received, application – S/023/01353/23.

Applicant Mr and Mrs Thein, erection of 2 no. temporary ancillary facilities blocks at existing licenced campsite.

Land adjoining, The Lilacs, The Common, Burgh le Marsh.

Full Planning permission, application S/023/01523/23.

Applicant Mr and Mrs Oakley, erection of 1 no. house and construction of vehicular access, 83 Station Road, Burgh le Marsh PE24 5EW.

2. Application: S/023/01833/23
Applicant Mr J Epton
Proposal Planning Permission - erection of 1 no. dwelling incorporating the existing agricultural building, which is to be converted and the construction of vehicular access.

Location Agricultral Building on land off Marsh Lane, Burgh le Marsh.

Council noted the application and current use of the land and agricultural building. council commented on the vast size of the redevelopment.

After discussion, council made no observation to the application. It was therefore agreed a neutral observation is submitted on the ELDC Planning Portal.

207.23 Clerks Report on completed and outstanding tasks (see appendix 2)

Council noted the previously received report and made the following comments regarding historic council tasks/ actions:

Glebe Rise, Cemetery Land: Council need to decide on use of this land and if there is still a need for cemetery land. Past meetings with church's previous priest indicated there was sufficient space in the Church Yard.

ACTION: The Clerk to Contact the Parish Church to confirm capacity of the church yard for burial plots.

Cllr Cooper gave an update to the council on possible change of use of the land and planning permission requirements for building plots. There would be significant reporting and heritage reports required due to the proximity of the land to Church, a listed building. Planning permission for the land could be costly, council asked about the process for pre- application. Following discussion, council would like to know if there is a need for burial land before pursuing alternative uses.

Cricket Field: There have been no communications received from Trustees of the field, other than a verbal comment that one of the trustees would like to meet with the council.

Church yard lighting: A further copy of the quote for installation of LED lighting at the church yard is now required given the time since the last quotation.

ACTION: The Clerk to arrange this quotation and submit to the Church PCC for approval and agreement of a contribution.

War memorial: What is happening with the cleaning? The Clerk and Cllr Jim Moss confirmed research was being completed by a member of our community for three names that needed to be added.

Grants for cleaning costs were also being researched. This will be followed up again.

Marsh Lane, football field: following discussion Council actioned the clerk to speak with the football club currently using the field for an update on management of the field.

A meeting with trustee members of the Burgh Sports Association remains outstanding.

Council request the Clerk contact the trustee and if he is not available to come to Burgh le Marsh, Councillors go visit his location.

Council requested this matter is listed on the next council agenda.

208.23 Review and vote on requirements for Christmas Trees and lighting for December 2023 (See appendix 3)

Following discussion council resolved to proceed with purchase of the village trees for December 2023.

ACTION: The clerk to order Christmas trees for December 2023.

Council noted further structural testing of the street light columns is required as the current testing certificate expires in November 2023.

It was resolved to delegate to the Clerk and Chairman to instruct a structural test company to complete certification for a further two years up to the quoted cost of £1300.00.

ACTION: The clerk to arrange completion of structural testing of the street lighting columns.

The clerk confirmed installation of Christmas lighting is scheduled for week commencing 27th November 2023. This will be final year of the lighting contract with Lite Ltd. Council resolved to list on an early agenda for 2024 renewal of Christmas lighting.

Following Christmas lighting discussions, it was Proposed to consider holding a small Christmas market in the Market Place on Saturday 2nd December 2023. Cllr S Nutman and Cllr A Willis have approx. 6 – 9 stalls who would like to attend.

Council agreed the principal of hosting the Market if further details can be presented and listed and on the next agenda for council resolution.

ACTION Cllr S Nutman and Cllr A Willis to finalise Christmas Market Plans and present at the next council meeting.

209.23

Review of maintenance and refurbishments requirements of the public toilets (see appendix 4)

Council notes the following possible refurbishment needs for the public toilets.

- Water tank removal
- Replacement of urinal
- Replacement of approx. 3 taps to push taps.
- Deep clean (steam clean of floor / tiles) quote awaited.
- Replacement of safety mirrors
- Signage
- Cupboard storage
- Replacement baby changing facilities.
- Replacement toilet seats.
- Replacement windows

Following discussion, it was resolved for the Clerk and Cllr J Moss to prepare a specification to support contractors with supplying quotations. It was agreed to list this matter on a future council agenda.

Action: The Clerk and Cllr J Moss to prepare a specification of refurbishment requirements and obtain quotations. List on a future council agenda.

210.23

Discuss initial precept budget requirements for the forthcoming financial year 2024/25 (See appendix 5)

Council noted draft budget template for 2024/25. Following discussion and update on budget setting and precept claim to new councillors it was Resolved to delegate budget preparation to a working group of: The Clerk (RFO), Cllr J Moss, Cllr Neil Cooper, Cllr Mike Greenhalgh, Cllr Sue Nutman and Cllr David Hartley.

ACTION: The clerk to arrange a working group meeting and email councillors with suggested dates.

211.23

Policy approval (see appendix 6)

Council approved the Grant Awarding Policy and Grant Application form. It was Resolved adopt the policy and application form for council use and list on the council website.

ACTION: The clerk to issue the application form upon request to any Burgh le Marsh community group and upload to the council website.

1. Email from resident 05/10/2023 - reposition / moving of bench near 17 – 18 Hall Lane. Council notes the correspondence and request. Following discussion council voted against re-positioning of the bench as a bench has been situated in this position as far back as memory allows. It is sited near the top of a hill and provides a valuable resting point for the less abled when out walking. Relocating an individual bench may set a precedence for future requests that the Council could not meet because of the lack of suitable alternative sites. Ultimately, bench locations are approved by LCC Highways.
2. Emails from resident regarding full fibre broadband.
The clerk confirmed a meeting with this resident on Thursday 12th October 2023 at the library. Council will be updated at the next council meeting on 31st October 2023.
3. Email regarding parish engagement session, Lincolnshire Police, together with newsletter. Noted by Council.
4. Email from resident, of 28/09/23 regarding potholes.
Council acknowledges concerns and request the resident is directed to Fix My Street.

There being no further business the meeting closed at 8.50am