

**Minutes for a meeting of the Burgh le Marsh Town Council**  
**Tuesday 31<sup>st</sup> 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 Pat Phillips, Cllr Mike Greenhalgh, Cllr David Hartley, Cllr Amanda Willis  
Clerk: Kelly Stevenson

**Public:** Four members of the public present.

**Public Session**

Parking on Orby Road, opposite the WI Hall, is causing problems with access to and from the hall safely. Following discussions Cllr Sue Nutman of LCC advised she will contact LCC Highways regarding a request for double yellow lines.

**213.23 Receive apologies.**

Apologies were received and accepted from Cllr Neil Cooper, Pauline Cooper, Cllr Lisa Broomfield, Cllr Chris Sanderson, and Cllr Victoria Driver; Cllr Colin Wright did not attend.

**214.23 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.**

Cllr Jim Moss declared an interest in Item 12, grant applications for Burgh Rainbows and Burgh School PFTA due to family members supporting both organisations.

**215.23 Chairman's remarks.**

The litter pick on 14<sup>th</sup> October 2023 was again highly successful. We have around eight regular volunteers. The next litter pick is on Saturday 11<sup>th</sup> November 2023.

The large poppies marking remembrance are going up through the village tomorrow, 1<sup>st</sup> November 2023.

The next council meeting dates are 14<sup>th</sup> November 2023 and 28<sup>th</sup> November 2023.

**216.23 Approve and adopt as minutes the notes from the meeting held on 26<sup>th</sup> September 2023 and 10<sup>th</sup> October 2023.**

It was Resolved to approve and adopt as minutes the notes the meetings held on 26<sup>th</sup> September 2023 and 10<sup>th</sup> October 2023.

**217.23 Discuss any matters relating to the District and County Council Representatives. Review alongside matters previously reported at public sessions (see appendix 1)**

Cllr Jimmy Brookes of ELDC gave apologies for not being able to attend. However, emailed a report which was read out to the Council and emailed to all councillors.

**218.23 Consider and comment on the following Planning Matters:**

1. Planning correspondence received:(see appendix 2)

Application S/023/02134/20 withdrawn. Seymour Parks Ltd,

Proposal: Section 73 application in relation to condition no. 3 (foul drainage) imposed on planning permission ref. no. S/023/00537/20 for change of use of land for the siting of 21no. static caravans for holiday use.

Location: Burgh Gardens, Skegness Road, Burgh Le Marsh, Skegness, PE24 5LN

2. Application: S/023/01983/23  
Applicant: Mr W Hawkins  
Proposal: Planning permission – erection of 2 no. detached dwellings with detached double garages and 1 no. detached dwelling with an attached garage and construction of vehicular accesses.  
Location: Land between Park Burn and Wheelhouse, Station Road, Burgh le Marsh.

Council noted the application and plans. Following discussions, it was Resolved the application was not supported, due to access; the entrance being shared, speed of traffic on the access road making it dangerous, it is on a blind bend with poor visibility due the hedges. Also access on the neighbour's property for the development. The proposed plans are oversized for the plot. Amenity of the neighbouring properties will be affected.

3. Application: S/023/02041/23  
Applicant: The Welton Group  
Proposal: Planning permission – erection of a house with integral garage which is an amendment to the previously approved under section 73 application reference number s/023/2018/21 (works already completed).  
Location: 25 Orby Road, Burgh le Marsh.

Council noted the application, following discussion it as agreed the application as supported.

## **219.23**

### **Consider financial matters:**

1. Approve payment schedule for October 2023 (see appendix 3)

Council noted and approved payments as scheduled.

| Burgh le Marsh Town Council |           |         |           |                                                                       |                                       |                                            |
|-----------------------------|-----------|---------|-----------|-----------------------------------------------------------------------|---------------------------------------|--------------------------------------------|
| October 2023 payments       |           |         |           |                                                                       |                                       |                                            |
| 31.10.2023                  | £1,300.00 | £0.00   | £1,300.00 | Structural testing ( light columns ) 2023 - 2025.                     | Intratest Integrity Based Solutions   | Lloyds Bank Current Account (a/c 00318763) |
| 31.10.2023                  | £59.01    | £11.80  | £70.81    | Summer Reading Challenge - 2023                                       | GLL                                   | Lloyds Bank Current Account (a/c 00318763) |
| 31.10.2023                  | £152.25   | £30.45  | £182.70   | Fire alarm and emergency lighting service                             | Hallgate Lincs Ltd                    | Lloyds Bank Current Account (a/c 00318763) |
| 31.10.2023                  | £17.50    | £3.50   | £21.00    | Access panel service (fire alarm)                                     | Hallgate Lincs Ltd                    | Lloyds Bank Current Account (a/c 00318763) |
| 31.10.2023                  | £750.00   | £0.00   | £750.00   | Cleaning WC Market Place - 23-09-23 -22-10-2023                       | The Captains Cleaners                 | Lloyds Bank Current Account (a/c 00318763) |
| 31.10.2023                  | £409.40   | £81.88  | £491.28   | Grass Cutting - September 2023                                        | Glendale                              | Lloyds Bank Current Account (a/c 00318763) |
| 31.10.2023                  | £409.40   | £81.88  | £491.28   | Grass Cutting - August 2023                                           | Glendale                              | Lloyds Bank Current Account (a/c 00318763) |
| 31.10.2023                  | £332.31   | £66.46  | £398.77   | Fuel ( Van Fuel - old invoices - change in their system.              | T D Motors                            | Lloyds Bank Current Account (a/c 00318763) |
| 31.10.2023                  | £2,397.99 | £0.00   | £2,397.99 | Staff Costs                                                           | Staff Costs                           | Lloyds Bank Current Account (a/c 00318763) |
|                             |           |         |           |                                                                       |                                       |                                            |
| 29.10.2023                  | £14.99    | £0.00   | £14.99    | Safe council                                                          | Safe Council                          | Lloyds Bank Current Account (a/c 00318763) |
| 26.10.2023                  | £19.99    | £4.00   | £23.99    | Cable ties (poppies)                                                  | Amazon                                | Lloyds Bank Current Account (a/c 00318763) |
| 25.10.2023                  | £16.81    | £0.84   | £17.65    | Elec - Market Place Office                                            | Engie                                 | Lloyds Bank Current Account (a/c 00318763) |
| 25.10.2023                  | £178.41   | £8.92   | £187.33   | Electricity - Tinkers Green                                           | Engie                                 | Lloyds Bank Current Account (a/c 00318763) |
| 25.10.2023                  | £2,180.00 | £436.00 | £2,616.00 | Adult Gym Equipment - Deposit (50%)                                   | Fresh Air Fitness (Hughes Harris Ltd) | Lloyds Bank Current Account (a/c 00318763) |
| 25.10.2023                  | £2,172.50 | £434.50 | £2,607.00 | Notice Board and Map ( deposit)                                       | Notice Boards Online                  | Lloyds Bank Current Account (a/c 00318763) |
| 17.10.2023                  | £33.38    | £6.68   | £40.06    | BT - phone / broadband                                                | BT                                    | Lloyds Bank Current Account (a/c 00318763) |
| 12.10.2023                  | £148.91   | £29.78  | £178.69   | PHS - Sanitary waste collection (Market Place - 25/05/23 - 31/08/2024 | PHS Group                             | Lloyds Bank Current Account (a/c 00318763) |
| 10.10.2023                  | £19.98    | £4.00   | £23.98    | Cable ties (poppies)                                                  | Amazon                                | Lloyds Bank Current Account (a/c 00318763) |
| 09.10.2023                  | £23.62    | £0.00   | £23.62    | Water Charges - Sep 2023                                              | SES Business Water                    | Lloyds Bank Current Account (a/c 00318763) |
| 03.10.2023                  | £23.57    | £0.00   | £23.57    | NFU - Van Insurance                                                   | NFU                                   | Lloyds Bank Current Account (a/c 00318763) |
| 03.10.2023                  | £168.00   | £0.00   | £168.00   | DVLA - Road Tax                                                       | DVLA                                  | Lloyds Bank Current Account (a/c 00318763) |

## 2. Approve council's financial position for October 2023 (see appendix 4)

Following issue of the payments scheduled Council approved funds at 31/10/2023 of £123,233.71, this includes reserve and earmarked funds of £77,941.63.

## 3. Review external auditors report for the financial year 2022/2023. (see appendix 5)

Council noted the approved external auditors report for financial year 2022/2023 which is to be displayed on the council website.

### 220.23 Consider Clerks report and outstanding tasks (see appendix 6)

Council noted the previously received report.

The clerk informed since the report was emailed, an installation date for the adult gym equipment at Tinkers Green has been scheduled for 15<sup>th</sup> November 2023.

### 221.23 Receive and vote on the quotation for installation of personnel door to storage container and remedial work to the library roof. (see appendix 7)

Council noted the quotation received and for installation of the personal door to the storage container and remedial works to the library roof guttering.

After discussion it was Resolved to proceed with the work at the cost of £650.00.

**ACTION:** The clerk to instruct completion of the work for the door installation to the storage container and roof guttering repairs as soon as possible.

### 222.23 Consider on vote on request to replace the undercounter fridge for the council and library building (see appendix (see appendix 8)

It was Resolved to replace the undercounter fridge for use in the council and library building.

ACTION: The clerk to arrange purchase of a fridge.

**223.23 Consider and vote on plans for a Christmas Market on Saturday 2nd December 2023. (see appendix 9)**

Council noted the Resolved the plans for a Christmas Market on 2<sup>nd</sup> December with complimentary refreshments supplied on behalf of the council. It was agreed a budget of £100.00 to supply the refreshments.

ACTIONS: The clerk to advertise the event, letters to residents in the Market Place advise of parking disruptions. Full risk assessment to be approved by council at the next meeting.

**224.23 Receive and vote on requests for community grants from Burgh Rainbows and Burgh School PFTA. (see appendix 10)**

Council noted the grant application received from Burgh Rainbows. After discussion, it was Resolved to award the full grant request of £200.00 to Burgh Rainbows to support their Christmas Fundraising.

ACTION: The clerk to make payment of £200.00 to the Burgh Rainbows.

Council noted the grant application received from Burgh School PFTA. Council noted the request of £1500.00.

Council invited representatives present from the PFTA to give details of their project, a uniform bank. They need storage for all the pre-loved clothing that will be sold on the families. The grant would support storage of a suitable container/metal shed, to be located at the school. Council asked the time scale for completion. This is planned for the end of the school year, 31<sup>st</sup> July 2024.

Following discussion, Council informed the PFTA of their usual grant awarding policy. It was Proposed and Resolved to award the following:

- £750.00 to be paid immediately, for the 23/24 financial year.
- £750.00 to be paid after 1<sup>st</sup> April 2024, for the 24/25 financial year. No further application is required for this amount.

The council ask for proof of expenditure i.e., copy invoices on the project from the grant funding by 31<sup>st</sup> August 2024.

**225.23 Review and update of:**

1. Football Field, Marsh Lane

The clerk to contact the football club to arrange a meeting with the council.

2. Cricket Field, Station Road.

It was again noted by council, no contact has been made by the trustees of the field.

It was Resolved to list both fields on a future council agenda once meetings have been arranged.

ACTION: The clerk to contact the football field to arrange a meeting.  
List on a future agenda.

**226.23 Correspondence Schedule (see appendix 12)**

1. Library statistics.

Noted by council, numbers using the library aver very pleasing. No additional comments.

Email of 24/10/2023 from Lincolnshire Resilience Forum - re: emergency planning.

Noted by council, no additional comments.

Email of 26/10/2023 form ELDC RE: Local plan – services and facilities in Burgh.

Noted by council, no additional comments.

Emai of 24/10/2023 from Rural Market Town Group re: subscription

Noted by Council. Following discussion, it was Resolved Council do not wish to join to  
subscribe to the Rural Market Town Group.

There being no further business the meeting closed at 8.15pm.