



SPILSBY TOWN COUNCIL

Minutes of the Full Council Meeting held on **Wednesday 27th March, 2024** at 6:00pm in Franklin Hall, Spilsby. These are notes of the meeting until approved by the Council as a true record.

Present:

Cllrs L Day (Deputy Mayor), A Day, M Gibson, V Hemmings Diaz, D Mangion, E Marsh, L Marsh, W Rose, and M Wragg.

Town Clerk - J Sargent and Deputy Town Clerk - S Thomas.

There were no residents in attendance.

To receive a report from Lincolnshire County Councillor W Bowkett

County Cllr Bowkett was not in attendance; no written report submitted.

To receive a report from District County Councillor E Marsh

District Cllr E Marsh circulated a report via email prior to the meeting.

With no further matters it was **resolved unanimously** to move into formal session.

152. Welcome

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

153. Apologies

It was **resolved unanimously** to accept apologies from Cllrs T Kemp (Mayor), and T Taylor; and County Cllr Bowkett.

154. Declarations of Interest

None received.

Agenda item 20 was brought forward.

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

It was **resolved unanimously** to exclude members of the public and media to allow the Town Council to discuss confidential matters.

Agenda item 21 was brought forward.

156. Allotments:

- a. **To receive an update on issues at the Allotments.**
- b. **To consider further action in response to recent correspondence.**

The Town Clerk provided an explanation on current issues at the allotments and possible actions to be considered.

It was **resolved unanimously** to proceed with further actions requested by the Town Clerk.

Agenda item 8 was brought forward.

157. To consider supporting the Recreation Ground Committee with works to improve the Football Pitches.

The Recreation Ground Committee had been in contact with Cllr E Marsh regarding the drainage issues on the field. Spilsby Town Football Club had been in contact with a resident who helped install the drainage roughly around 30 years ago to try to help locate the drains which discharge into the Spinney. Two outlets have been located but others cannot be found. This means some areas of the field are too wet and unusable. Due to an increase in membership at the Football Club, all the pitches need to be used.

Cllr E Marsh suggested that additional drainage could also alleviate flooding along Ancaster Avenue, previously experienced during Storm Babet. The Football Club would like to install extra drainage and have been given an estimate for the works of £2,000 - £2,500. Cllr E Marsh asked if the Council would consider contributing a grant to the costs, if there is any available in the budget.

Cllr Gibson suggested that as are landlords of the Recreation Ground, the Council should consider a donation as it would benefit the Council, residents and groups that use the playing field. Cllr L Day complemented the work the Recreation Ground are doing as well as the Football Club and advocated supporting the groups.

It was **resolved unanimously** to donate £1,000 towards the costs of installing new drainage at the Recreation Ground.

Agenda item 9 was brought forward.

158. Local History Month

a. To receive an update

Cllr E Marsh met with the new 'Pride in Place' Officer at ELDC - Kate Giffin, to discuss ways to increase tourism and improve footfall in the town. A Local History Month was suggested by Kate Giffin to celebrate Spilsby's rich history, which could become an annual event as Local History Month is a national campaign to increase awareness and engage with the community.

Cllr E Marsh has booked the Franklin Hall on the 25th May 2024 between 10:00 - 14:00 where local residents can share their knowledge of the history of Spilsby and items can be on display. Cllr E Marsh has invited Sir Michael Palin to contribute, as he has written a book on Sir John Franklin called 'Erebus'. Cllr Marsh suggested that other events such as walking tours around Spilsby could also be arranged.

159. To approve as a correct record the minutes of the full Council Meeting held on Wednesday 28th February 2024.

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

160. To approve the accounts for February 2024.

With no matters arising the accounts for January 2024 were **resolved unanimously**.

161. To receive a bank reconciliation for February 2024.

The Clerk provided a bank reconciliation to keep Councillors up to date with the Town Council's financial status, for information purposes only.

162. 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 was absent due to an ELDC meeting, no report submitted.

Recreation Ground

No report submitted.

Grammar School Foundation

Cllr Gibson reported that at a recent meeting, grants were handed to the former students. The Committee are due to meet with the company that holds the investments on behalf of the Grammar School Foundation in May. The investment is doing well as the interest is used for the grants.

Poorlands

No report submitted.

Twinning

The Deputy Town Clerk reported that the Twinning Committee had held a 'Race Night' which was a great success, raising just over £800. The Deputy Town Clerk confirmed that approximately 20 residents from Fresnay-Sur-Sarthe would be coming to Spilsby between the 18th - 20th May 2024. The Committee have hosts for the majority of the visitors; the Chairman of the Committee has sent out an email to previous hosts to see if they would be able to assist. A schedule of events for the weekend is being put together which will include a visit to Gunby Hall, the Bubble Car Museum, walks around Woodhall Spa and Skegness and an evening reception at the Masonic Hall in Skegness in conjunction with the Burgh-Le-Marsh Twinning Committee.

Good Neighbourhood Scheme

Cllr Gibson reported a meeting is to take place on Tuesday 2nd April 2024 and an 'Afternoon Tea' is taking place on the 12th April 2024 at the Methodist Church Hall.

Community Speedwatch

Cllr L Day advised that there hadn't been any Speedwatch sessions recently due to the bad weather and lack of volunteers. Cllr L Marsh advised that he had contacted Hundleyby Parish Council about Councillors volunteering and attending training to carry out Speedwatch Sessions, using the Town Council's Equipment, but had not received any response.

Cllr Rose advised that Hundleyby have speed warning signs on display and asked the Council to consider at a future meeting considered previously. Cllr A Day wondered if the Town Council would be able to purchase and put on display signs explaining that Spilsby is a Speedwatch Area. The Town Clerk to investigate.

Spilsby Events Team

Cllr Rose reported that the committee are meeting on the 2nd April 2024 and has been very impressed with the Events Team so far.

Cllr E Marsh explained that the Spilsby Walk which took place on Sunday 24th March was organised by the Events Team and was well attended. The Nelson Butt arranged refreshments and cake for those who took part. Cllr Marsh hoped that this would be a good foundation to build on, with the intention to plan some more dates for other walks to be arranged and publicised around the Town.

Cllr E Marsh explained that the Events Team are arranged to have a Music Festival between 18:00 - 23:00 on Friday 12th July in one of the Spilsby Show Marquees. There will be a number of acts throughout the event which will be open to everyone.

Town Clerk's Report

The Clerk emailed a report to Councillors prior to the meeting and put an update in the Explorer.

Other updates included:

- The latest edition of the Spilsby Explorer Magazine has now been printed and delivered with positive feedback received.
- A Spilsby resident requested to have her husband's ashes interred at a weekend, however, it is in the Cemetery Policy that interments can only take place during the week.
- Steve Fletcher has recently carried out the Internal Audit, with only a couple of remedial actions are required. The Town Clerk has circulated the report to all Councillors.
- The Lottery Grant application for £50,000 for the play area redevelopment has been rejected, as other successful applications had demonstrated better community engagement. The Town Clerk has sent an email to the Committee asking if the Town Council could submit another application if our community engagement was improved as this is a continuing project. The Town Clerk has contacted our preferred supplier who can work within the current budget of just over £100,000.
- A donation from the Lincolnshire Co-Op for £633 has been received and other grants will be researched to help with the funding. Cllr Hemmings Diaz suggested that the 'Turn2Us' website might helpful in obtaining grants. Costings for the redevelopment to be on the next agenda for the Council to consider.
- The Pride Team have tidied up The Spinney.
- The Town Clerk attended CILCA training with further training days over the next couple of months.

Cllr E Marsh left the meeting at 6:45pm due to work commitments.

163. To consider quotations to redecorate the Office and Council Chamber.

It is in the lease agreement with Franklin Hall that the Town Council will re-decorate the Office and Council Chamber every 5 years. Three companies were invited to submit quotes, as previously only estimates were received. Two companies were VAT registered. It was **resolved unanimously** to accept the best priced quote from Vickers Decorators.

164. To consider appointing a Cleaner for the Office and Council Chamber.

The Clerk reported that the current cleaning contractor might leave soon and wanted to be prepared. It would require taking on a new cleaner as an employee rather than as a contractor, to be covered under the Town Council's Employer's Liability Insurance. It was **resolved unanimously** to appoint a cleaner once the contract with the current cleaning contractor comes to an end.

165. To approve the new Spilsby Town Council logo.

Cllr L Marsh reported that J&A International had kindly design a new logo, free of charge, to help commemorate the 50th anniversary of the formation of Spilsby Town Council. The colours used have been chosen because they are better for those with neurodiverse conditions. The new logo could be used on letterheads, email signatures, Council documents and the awards for the Recognition Day.

Councillors spoke positively about the logo and wanted to place the Town Council's thanks on record to J&A International for their generosity. It was **resolved unanimously** to approve the use of the new logo.

166. To approve Planning Permission for Erection of a House at Northorpe Farm.

This application was emailed to the Planning committee for feedback.

167. To approve the removal of a hanging branch in the Church Yard.

Cllr Rose reported that a sizable branch that was hanging potentially dangerously in the Church Yard. Cllr Rose suggested that it should be removed but that it was not too urgent. It was **resolved unanimously** for Councillors to meet at the Church Yard to assess if it's possible to remove the branch.

168. To review Policies:

- a. Advertising and Sponsorship
- b. Customer Service Charter
- c. Councillor-Officer Protocol
- d. Privacy Notice
- e. Protocol for the Passing of a Senior Figure

Cllr Gibson made some amendments to grammar and spelling but otherwise, no issues were raised. It was **resolved unanimously** to adopt all policies.

169. To consider an action plan for the Local Council Award Scheme Foundation Level.

The Town Clerk explained that an action plan was part of the criteria required for the Foundation Level. The Town Clerk provided the Councillors with a template, tailored to Spilsby Town Council. It was **resolved unanimously** to adopt the Action Plan. The Clerk reported being almost ready to be able to submit an application, which will need approving at full Council beforehand.

170. To consider an amendment to the Grant Award Policy stating what the maximum amount will be given.

The Town Clerk explained that it was one of the remedial actions required from the Internal Audit, where a maximum amount needs to be detailed in the Grant Award Policy.

Cllr Gibson explained that all applications are looked at on a case-by-case basis and that the Town Council usually give out grants of £250. Cllr L Day suggested introducing a maximum of £1,000. It was **resolved unanimously** to set the maximum allocation in the Grant Award Policy to £1,000.

171. Recognition Day Celebration Event

a. To receive and update.

Cllr L Marsh reported that approximately 140 nominations have been received. GPC Industries donated £100 for the event together with £350 from Taylors Renewables. Walnut Care and Nelson Butt Pub are sponsoring individual awards for the event. Businesses and groups supporting the event have been offered to put up stands in the Franklin Hall during and after the event to advertise what they're doing.

The Town Clerk asked if all of those being nominated would be receiving anything, such as a commemorative mug. Cllr L Marsh explained that only the winners would be invited to the Event, but that all those nominated would receive a letter from the Council explaining that they had been nominated for an award. Cllr L Marsh hoped that people who do attend will be inspired. It is also an opportunity for attendees to carry out some networking and establish working partnerships in the community. Cllr L Marsh advised that on top of the 8 awards that the public are sending in nominations for there are also other awards chosen by the Mayor and Deputy Mayor.

172. To consider the Franklin Hall Lease Agreement.

Cllr Rose asked if any amendments to the Lease Agreement been made in recent years. Cllr Gibson explained that the cost has increased last year and that it is reviewed every 3 years. With no other matters arising, it was **resolved unanimously** to agree the Lease and sign it accordingly.

With no further matters, Cllr Day closed the meeting at 7:25pm.

Signed.....
Deputy Town Mayor - Cllr L Day

Signed.....
Clerk to the Council - J Sargent

24th April 2024