

## SKEGNESS TOWN COUNCIL

### Minutes of the Council Meeting

**Held at 7:15pm on Wednesday, 3<sup>rd</sup> October 2018**

**Present:** Councillor S Dennis (Town Mayor) in the Chair.

Councillors: M C Anderson, Mrs S Blackburn, D Brookes, T Burnham, D Cargill, M Dannatt, D R Edginton, Miss E Freeman, G Ellis, M Gabbitas, P Gaskell, M Gray (Deputy Mayor), R Hall, D Kirk and S R Kirk.

**Invited:** Rev M Holdershaw (Mayors Chaplain)

**Absent:** Cllr N Cooper

**Officers:** Town Clerk and Deputy Town Clerk

Twelve members of the public were in attendance, one member of the press was present.

**C 90. MINUTES OF LAST MEETING (Agenda Item 1)**

*It was proposed, seconded and  
**RESOLVED:** That the minutes of the last Council meeting held on Wednesday 26<sup>th</sup> September 2018 be confirmed as a correct record.*

**C 91. APOLOGIES (Agenda Item 2)**

An apology for absence was received from Councillor J Byford, J Brookes, J Carpenter and C Macey.

**C 93. DECLARATIONS OF INTEREST (Agenda Item 3)**

No declarations of interest were made.

**C 94. PUBLIC PARTICIPATION (Agenda Item 4)**

Mrs P Philips, a previous Town Councillor for Skegness, spoke in support of the motion, item 12.

**C 95. THE TOWN MAYOR'S ANNOUNCEMENTS & CORRESPONDENCE (Agenda Item 5)**

The Town Mayor informed Council that a list of Mayoral events has been

posted on the Council website, Facebook and Twitter. The Mayor then went on to announce the sad passing of Michael Cotterill, a future presentation from the Wellbeing Service and the Town Criers recent achievements.

The Mayor then announced that Skegness Town Council had won the 2018 Cemetery of the Year Silver Award, for St Mary's Cemetery in Winthorpe. A presentation was made to the grounds team and both the Mayor, Town Clerk and Councillors congratulated the whole team on this wonderful achievement.

**C 96. SCHEDULE OF PAYMENTS FOR APPROVAL  
(Agenda Item 6)**

The Town Clerk reported on a schedule of payments made between 28<sup>th</sup> August 2018 and 24<sup>th</sup> September 2018 as shown in Appendix A to these minutes.

*It was proposed, seconded and  
**RESOLVED:** That the schedule be approved.*

**C 97. QUESTIONS TO AND COMMENTS FROM THE LINCOLNSHIRE POLICE REPRESENTATIVE (Agenda Item 7)**

None received.

**C 98. REPORTS FROM COUNCIL REPRESENTATIVES TO OUTSIDE BODIES  
(Agenda Item 8)**

None received.

**C 99. REPORTS BY DISTRICT AND COUNTY COUNCILLORS (Agenda Item 9)**

None received.

**C100. PLANNING & PLANNING POLICY COMMITTEE MEETING MINUTES  
(Agenda Item 10)**

*It was proposed, seconded and  
**RESOLVED:** That That the Minutes of the Planning & Planning Policy Committee Meeting held on Tuesday, 18<sup>th</sup> September 2018 be approved and the resolutions within be adopted.*

**C101. ELDC FORESHORE AND PARTNER FEEDBACK (Agenda Item 11)**

*It was proposed, seconded and  
**RESOLVED:** That the report be noted.*

**C102. MOTIONS (Agenda Item 12)**

*We request that Skegness Town Council on behalf of all Skegness residents look at the listing and protection of the fountain already in place and Skegness Town Council to nominate the Fairy Dell and fountain as an asset of community value under the Localism Act which is sited as a feature of the Fairy Dell southern foreshore, and that on behalf of Skegness residents we request that The Fairy Dell is a protected feature on the southern foreshore and that no future plans by ELDC will impact or lead to the removal of this such time-honoured free family-focused facility, safeguarding both the fountain and fairy Dell for Skegness Residents to enjoy for generations to come.*

Proposed by Cllr G Ellis  
Seconded by Cllr D Brookes

A discussion took place and the Town Clerk informed Council that due to other projects there was a lack of officer resource to support this and that a Councillor Task and Finish group be established to look at the listing and to prepare the nomination application for an asset of community value, in order to take this forward in a timely manner.

*It was proposed, seconded and  
**RESOLVED:** That the motion be supported.*

A Task and Finish Group was then set up with the following members: Cllrs D Brookes, M Dannatt, G Ellis, M Gabbitas and S Kirk.

**C103. ASSET TRANSFER PROGRESS (Agenda Item 13)**

The Town Clerk gave a verbal report on the progress with regards to proposed assets to be transferred from ELDC to Skegness Town Council. The Town Clerk informed Council of a delay by ELDC in getting the necessary reports to ELDC Executive Board and Council until 5<sup>th</sup> December 2018. This delay could impact the programme of work for the community building and the budget setting process. The Town Clerk also confirmed that he had communication from ELDC regarding the public toilets and that there would be an opportunity for this Council to consider being involved in any contract to maintain the public toilets in Tower Gardens. A discussion took place.





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## Skegness Town Council

### Petty Cash Payments

List of Payments made between 03/07/2018 and 24/09/2018

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<u>Date</u>	<u>Payee</u>	<u>Ref</u>	<u>Amount</u>	<u>Detail</u>
03/07/18	Morrisons	PC43	7.00	Coffee & creamer
03/07/18	Morrisons	PC43	0.50	Milk
03/07/18	Morrisons	PC43	5.00	WD40
03/07/18	Allotment Holder	PC44	5.00	Allotment deposit returned
09/07/18	PC World	PC45	69.99	Modem Router
10/07/18	Fishers	PC46	45.00	Spare key for Van
02/08/18	Fishers	PC47	7.00	2 x spare keys for office door

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Total Payments      139.49



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## Skegness Town Council

### Current Account

#### List of Payments made between 24/09/2018 and 26/10/2018

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<u>Date</u>	<u>Payee</u>	<u>Ref</u>	<u>Amount</u>	<u>Detail</u>
10/10/18	Daisy Communications	EB214	21.52	Office telephone
10/10/18	Screwfix	EB214	167.94	Replacement drill and bits
10/10/18	Workwear Express	EB214	69.07	Workwear
10/10/18	P and R Decorators	EB214	15.30	Paint & Brush
10/10/18	Tudor Environment	EB214	387.17	Public Property Materials
10/10/18	LALC	EB214	8.50	First Aid Course
10/10/18	HM Customs & Excise	EB214	3,940.45	PAYE contributions
10/10/18	Lincolnshire County Council	EB214	3,768.45	Pension contributions
10/10/18	East Lindsey District Council	EB215	410.83	Office Rent Oct
10/10/18	East Lindsey District Council	EB215	374.00	Contribution to office accommo
10/10/18	East Lindsey District Council	EB215	816.67	Units rent
10/10/18	Screwfix	EB215	29.99	Work boots
10/10/18	Charles H Hill Ltd	EB215	165.05	Husqvarna mower repairs
10/10/18	LALC	EB215	27.00	Councillor Training
10/10/18	Travis Perkins	EB215	35.94	Public Property Materials
10/10/18	Daisy Communications	EB215	25.18	Office telephone
10/10/18	Sid Dennis & Sons Ltd	EB215	227.38	Waste Disposal
10/10/18	Eon	EB215	13.38	Electricity - lamps
12/10/18	Fuelgenie	DD	729.77	Petrol & Diesel
16/10/18	Burdetts Garage	005191	193.78	Van repairs
18/10/18	O2	DD	54.91	Mobile phone
22/10/18	Anglian Water	DD	17.00	Unit 1A Water Rates
22/10/18	Anglian Water	DD	16.50	Unit 1B Water Rates
24/10/18	TalkTalk	DD	30.20	Office Broadband
26/10/18	Staff Salaries	EB217	16,247.05	Staff Salaries
26/10/18	Cllr Sid Dennis	EB217	80.00	Mayors Allowance
26/10/18	G F Tomlinson Building Ltd	EB216	19,928.55	Pre-construction charges
26/10/18	Tudor Environment	EB216	13.32	Sand bags re parade
26/10/18	Travis Perkins	EB216	34.74	Public Property Materials

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Total Payments 72,261.62





*It was proposed, seconded and  
**RESOLVED:** That the application be supported.*

**P59. APPLICATION [S/153/01829/18](#)– UK Piers Ltd, Skegness Pier, Grand Parade, Skegness, PE25 2UE (Agenda Item 4.3)**

**Proposal:** Planning Permission - Alterations to the first floor of the existing building to provide additional windows and doors and provision of decking to provide additional seating areas.

*It was proposed, seconded and  
**RESOLVED:** That the application be supported.*

**P60. APPLICATION [S/153/01784/18](#)– Mrs. P. K. Wilkinson, 67 Kingfisher Drive, Beacon Park Home Village, Skegness, PE25 1TQ (Agenda Item 4.4)**

**Proposal:** Planning Permission - Extension and alterations to the existing park home to provide a conservatory and replacement windows and doors

*It was proposed, seconded and  
**RESOLVED:** That the application be supported.*

**P61. APPLICATION [S/153/01859/18](#)– Mr. T. Pears, 17 Westfield Drive, Skegness, PE25 2DX (Agenda Item 4.5)**

**Proposal:** Planning Permission - Extension and alterations to existing dwelling to provide an en-larged kitchen diner, a reception room, a bathroom and a utility room, existing garage on site to be removed.

*It was proposed, seconded and  
**RESOLVED:** That the application be supported.*

**P62. APPLICATION [S/153/01867/18](#) – Winthorpe Community Centre, The Former Seathorne Methodist Church, Roman Bank, Skegness (Agenda Item 4.6)**

**Proposal:** Planning Permission - Change of use and conversion of the existing building used as warehouse/ storage and display to provide a community centre.

Cllrs C Macey declared a Category B interest and did not participate in this item.

Cllr M Gabbitas in the Chair for this item.

*It was proposed, seconded and  
**RESOLVED:** That the application be supported.*

**P63. APPLICATION [S/153/01851/18](#)– Mr. D. Cheney, Byron House, 104 Drummond Road, Skegness, PE25 3EH (Agenda Item 4.7)**

**Proposal:** Planning Permission - Extension and alterations to existing dwelling to provide an en-larged kitchen diner, a reception room, a bathroom and a utility room, existing garage on site to be removed.

*It was proposed, seconded and*  
**RESOLVED:** That the application be supported.

**P64. APPLICATION [S/153/01894/18](#) – Tarantino’s Restaurant, 21 Drummond Road, Skegness, PE25 3EB (Agenda Item 4.8)**

**Proposal:** Planning Permission - Change of use, conversion of and alterations to the existing taxi office to form an extension to the existing restaurant.

Cllrs C Macey declared a Category A interest and withdraw for this item.

Cllr M Gabbitas in the Chair for this item.

*It was proposed, seconded and*  
**RESOLVED:** That the application be supported.

**P65. APPLICATION [S/153/01891/18](#)– Mr. G. Hawkins, Skegness Sands Holiday Village, Winthorpe Avenue, Skegness, PE25 1QZ (Agenda Item 4.9)**

**Proposal:** Planning Permission - Erection of a building to be used for storage and maintenance, construction of an internal access road and 10no. associated parking spaces.

*It was proposed, seconded and*  
**RESOLVED:** That the application be supported.

**P66. APPLICATION [S/153/01838/18](#)– Mr. & Mrs. Moore, 23 Seacroft Drive, 104 Drummond Road, Skegness, PE25 3EH (Agenda Item 4.10)**

**Proposal:** Planning Permission - Extension and alterations to existing dwelling to provide an en-larged kitchen diner, a reception room, a bathroom and a utility room, existing garage on site to be removed.

*It was proposed, seconded and*  
**RESOLVED:** That the application be supported.

**P67. APPLICATION [S/153/01896/18](#)– Mr. R. Smith, 58-64 Lumley Road, Skegness, PE25 3NG (Agenda Item 4.11)**

**Proposal:** Planning Permission - Installation of 1no. new air conditioning condenser unit to be located on the roof of existing retail premises.

*It was proposed, seconded and  
**RESOLVED:** That the application be supported.*

**P68. APPLICATION [S/153/01929/18](#)– Mr. & Mrs. C Jones, 298 Roman Bank, Skegness, PE25 1QP (Agenda Item 4.12)**

**Proposal:** Planning Permission - Rear extension and alterations to existing bungalow to form enlarged lounge.

*It was proposed, seconded and  
**RESOLVED:** That the application be supported.*

**P69. ENFORCEMENT & INVESTIGATION NOTICES (Agenda Item 5)**

*It was proposed, seconded and  
**RESOLVED:** That the enforcement and investigation notices be noted.*

**P70. NEIGHBOURHOOD DEVELOPMENT PLAN (Agenda Item 6)**

Nothing to report

**The meeting closed at 7.17pm.**



**D 06. CEMETERY LAND (Agenda Item 6)**

The Town Clerk presented the Cemetery Land report to consider an offer made in respect of potential cemetery land. A discussion took place.

*It was proposed, seconded and*

**RESOLVED:** *That it be recommended that Council purchase the land subject to detailed agreement being reached.*

**D 07. BUDGET 2019/20 & BUSINESS PLAN 2019-23 (Agenda Item 7)**

The Town Clerk presented the Budget 2019/20 and Business Plan 2019-23 report to consider proposals and make recommendations to Council in respect of the Councils Business Plan and Budget. The Town Clerk went through the updated business plan and associated action plan, draft budget with supporting information, and projected outturn. The Town Clerk answered any questions. A discussion took place.

*It was proposed, seconded and*

**RESOLVED:** *That recommendations be made to Council to:-*

- a) approve the revised 2019-23 business plan and action plan.*
- b) approve the proposed draft budget 2019/20 in respect of those areas within the committee's remit.*

**The meeting closed at 8.40 pm.**



- a) The report Governance Report for the second quarter of 2018/19 and associated appendices be received and noted.
- b) No changes or additional governance/performance information is required for future reports.
- c) The amended Risk Register be approved.
- d) The Town Clerk was asked to investigate the condition of the bark covering on Castleton Boulevard. No other actions are identified arising as a result of the report.
- e) There are no issues of concern are identified for Council.

#### **B 5. BUDGET 2019/20 (Agenda Item 5)**

The Town Clerk presented the Budget Report and provisional Budget for 2019/20 to identify the required future operational budget to deliver the Council's current service levels and make recommendations to Council. The proposed cemetery and allotment fees for 2019/20 were also presented. The Town Clerk explained the uncertainties and risks around asset transfers and explained that actual income and expenditure would not be known until this Council were managing these assets.

The Town Clerk answered any questions on budget items and proposed fees.

*It was proposed, seconded and*

**RESOLVED:** *That recommendations be made to Council at the budget setting meeting: -*

- a) To set the allotment rent rate at £35.00 per annum from 1<sup>st</sup> April 2019.
- b) To approve the proposed cemetery fees and charges, as set out in appendix B from 1<sup>st</sup> April 2019.
- c) Approve the proposed Budget for 2019/20, subject to any subsequent changes identified.

**The meeting closed at 8.20pm**





Skegness there is often sufficient candidates for election at the main election, this is not always the case especially when a Councillor steps down mid-term. There is a need to be able to attract suitable candidates and a modest allowance covers the out of pocket expenses and opens it up to those that may otherwise struggle. In towns and larger parishes there is often a considerable number of meetings and working groups to attend as well as the cost of phone calls, printer paper and other incidentals.

- 2.2 LALC are already aware of the situation and following discussions with their Chief Executive, they have asked that if the Council wish to take this up, then to please raise the matter through the local representative. They will then liaise with other Lincolnshire Councils and NALC to see what the appetite is for NALC to raise this with Government.

### 3 **RECOMMENDATIONS**

- 3.1 a) To note the changes identified in the report and the action taken by the Town Clerk  
b) Request that the matter be raised with LALC by the local representative.

**FOR DECISION**

For information relating to this report please contact The Town Clerk, Town Hall Skegness or email [info@skegnesscouncil.org.uk](mailto:info@skegnesscouncil.org.uk)

Background papers – None



**EAST LINDSEY DISTRICT COUNCIL**  
**REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS 2018**

Current Ward	Current polling district code	Area/parish	Current Polling Place	Current Polling Station	(Acting) Returning Officer's Proposals/Comments
Burgh le Marsh	TC	Burgh le Marsh	Areas within the Parish of Burgh Le Marsh	W I Hall, Orby Road, Burgh le Marsh	No identified problems or issues <b>No change proposed</b>
Croft	TB	Bratoft	Areas within the Parish of Bratoft	Church Room, Bratoft	To relocate the electors from the current polling station to Irby & Bratoft Village Hall which is a purpose built venue. The number of electors to be affected will be 106 – 19 of which have postal arrangements. The proposed polling station would therefore be split into 2 - Polling District (TB) Bratoft and Polling District (TL) Irby in the Marsh <b>Proposed Change</b>
	TE	Croft	Areas within the Parish of Croft	Parish Room, Pinchbeck Lane, Croft	No identified problems or issues <b>No change proposed</b>
	TG	Firsby	Areas within the Parish of Firsby an Irby in the Marsh	Irby & Bratoft Village Hall, Brambleberry Lane, Irby	No identified problems or issues <b>No change proposed</b>
	TJ	Great Steeping	Areas within the Parish of Great Steeping	Great Steeping Primary School, Victorian Classroom, Main Road, Great Steeping	No identified problems or issues <b>No change proposed</b>
	TL	Irby in the Marsh	Areas within the Parish of Firsby an Irby in the Marsh	Irby & Bratoft Village Hall, Brambleberry Lane, Irby	No identified problems or issues <b>No change proposed</b>
	TM	Little Steeping	Areas within the Parish of Little Steeping	Village Hall, Station Road, Little Steeping	No identified problems or issues <b>No change proposed</b>
	TT	Thorpe St Peter	Areas within the Parish of Thorpe St Peter	Methodist Schoolroom, Fendykes, Thorpe St Peter	No identified problems or issues <b>No change proposed</b>
Friskney	TF	Eastville	Areas within the Parish of Eastville, Midville and New Leake	Village Hall, Station Road, Eastville	No identified problems or issues <b>No change proposed</b>
	TH	Friskney	Areas within the Parish of Friskney	Village Hall, Church End, Friskney	No identified problems or issues <b>No change proposed</b>
	TN1	Midville	Areas within the Parish of Eastville, Midville and New	Village Hall, Station Road, Eastville	No identified problems or issues <b>No change proposed</b>

**EAST LINDSEY DISTRICT COUNCIL**  
**REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS 2018**

Current Ward	Current polling district code	Area/parish	Current Polling Place	Current Polling Station	(Acting) Returning Officer's Proposals/Comments
			Leake		
	TN2	New Leake	Areas within the Parish of Eastville, Midville and New Leake	Village Hall, Station Road, Eastville	No identified problems or issues <b>No change proposed</b>
Halton Hologate	TQ	Stickford	Areas within the Parish of Stickford	Community Centre, Church Road, Stickford	No identified problems or issues <b>No change proposed</b>
Ingoldmells	TA	Addlethorpe	Areas within the Parish of Addlethorpe	Methodist Schoolroom, Addlethorpe	The Methodist Schoolroom is now closed due to structural problems with the building. After investigating other possibilities within the parish there are no alternatives. It is therefore proposed that the electors of Addlethorpe be relocated to St Peters Hall, High Street, Ingoldmells – this building will have 2 polling stations – <b>proposed change</b>
	TK	Ingoldmells	Areas within the Parish of Ingoldmells	St Peters Hall, High Street, Ingoldmells	No identified problems or issues <b>No change proposed</b>
Scarborough & Seacroft	TP-C	Scarborough No 1	Areas within the Parish ward of Scarborough	Methodist Church Hall, Algitha Road, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish Wards.
	TP-D	Scarborough No 2	Areas within the Parish ward of Scarborough	OAP Assembly Hall, Lincoln Road, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish Wards.
	TP-E	Seacroft No 1	Areas within the Parish ward of Seacroft	The Vine Hotel, Vine Road, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish Wards.
	TP-F	Seacroft No 2	Areas within the Parish ward of Seacroft	St Pauls Baptist Church Hall, Beresford Avenue, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish

**EAST LINDSEY DISTRICT COUNCIL  
REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS 2018**

Current Ward	Current polling district code	Area/parish	Current Polling Place	Current Polling Station	(Acting) Returning Officer's Proposals/Comments
					Wards.
	TP-K	Seacroft No 3	Areas within the Parish ward of Seacroft	St Pauls Baptist Church Hall, Beresford Avenue, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish Wards.
Sibsey & Stickney	TD-A	Carrington (North)	Areas within the Parish of Carrington (North) and West Fen	Town Hall, Main Road, New Bolingbroke	No identified problems or issues <b>No change proposed</b>
	TD-B	Carrington (South)	Areas within the Parish of Carrington (South)	Village Hall, Main Road, Carrington	No identified problems or issues <b>No change proposed</b>
	TI	Frithville & Westville	Areas within the Parish of Frithville and Westville	Village Hall, Church Corner, Frithville	No identified problems or issues <b>No change proposed</b>
	TO-A	Sibsey (North)	Areas within the Parish of Sibsey (North)	Village Hall, Northlands, Sibsey	No identified problems or issues <b>No change proposed</b>
	TO-B	Sibsey (South)	Areas within the Parish of Sibsey (South)	Village Hall, Frithville Road, Sibsey	No identified problems or issues <b>No change proposed</b>
	TR	Stickney	Areas within the Parish of Stickney	Youth Centre, Hall Lane, Stickney	No identified problems or issues <b>No change proposed</b>
	TS1	Langrville	Areas within the Parish of Langrville	Chapel Schoolroom, Gipse Bridge, Boston	No identified problems or issues <b>No change proposed</b>
	TS2	Thornton le Fen	Areas within the Parish of Thornton le Fen	Chapel Schoolroom, Gipse Bridge, Boston	No identified problems or issues <b>No change proposed</b>
	TW	West Fen	Areas within the Parish of Carrington (North) and West Fen	Town Hall, Main Road, New Bolingbroke	No identified problems or issues <b>No change proposed</b>
St Clements	TP-A	St Clements No 1	Areas within the Parish ward of St Clements	St Clements Hall, Off Church Road North, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish Wards.
	TP-B	St Clements No 2	Areas within the Parish ward of St Clements	St Clements Hall, Off Church Road North, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish Wards.

**EAST LINDSEY DISTRICT COUNCIL  
REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS 2018**

<b>Current Ward</b>	<b>Current polling district code</b>	<b>Area/parish</b>	<b>Current Polling Place</b>	<b>Current Polling Station</b>	<b>(Acting) Returning Officer's Proposals/Comments</b>
Wainfleet	TU	Wainfleet All Saints	Areas within the Parish of Wainfleet All Saints	Coronation Hall, High Street, Wainfleet All Saints	No identified problems or issues <b>No change proposed</b>
	TV	Wainfleet St Mary	Areas within the Parish of Wainfleet St Mary	Community Hall, St Michael's Lane, Wainfleet St Mary	No identified problems or issues <b>No change proposed</b>
Winthorpe	TP-G	Winthorpe No 1	Areas within the Parish ward of Winthorpe	Town Hall, North Parade, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish Wards.
	TP-H	Winthorpe No 2	Areas within the Parish ward of Winthorpe	The Miners Retreat, Winthorpe Avenue, Skegness	Closure of the Miners Retreat – Alternative - Nursery Unit, Seathorne Primary School, Count Allan Road, Skegness. <b>Proposed Change</b> See appendix A for changes to Parish Wards.
	TP-J	Winthorpe No 3	Areas within the Parish ward of Winthorpe	Town Hall, North Parade, Skegness	No identified problems or issues to polling station. <b>No change proposed</b> See appendix A for changes to Parish Wards.





**EAST LINDSEY DISTRICT COUNCIL  
REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS 2018**

**APPENDIX A**

Current Ward	Current Polling District code	New Polling District code	Current Area/ Parish	New Area/ Parish (if applicable)	Current Polling Place	New Polling Place (If applicable)	Current Polling Station	New Polling Station (if applicable)
Winthorpe	TP-G	TP-D	Winthorpe No 1	No change	Areas within the Parish ward of Winthorpe	No change	Town Hall, North Parade, Skegness	No change
	TP-H	TP-E	Winthorpe No 2	No change	Areas within the Parish ward of Winthorpe	No change	The Miners Retreat, Winthorpe Avenue, Skegness	No change
	TP-J	TP-F	Winthorpe No 3	No change	Areas within the Parish ward of Winthorpe	No change	Town Hall, North Parade, Skegness	No change



park statistics on Saturday were taken from 10.30am until the last count at 2.30pm.

4.3 The town centre was split into 4 'routes' so that all parking provision could be surveyed every hour. The areas of parking surveyed on each of the routes are shown on Map 1.

## 5.0 Analysis of Results

5.1 Set out below is an analysis of the results of the survey. At appendix 1 is the results in graph and table form.

### AMOUNT OF CAR PARKING SPACE AVAILABLE.

<b><u>Type of Car Parking</u></b>	<b><u>Overall Capacity</u></b>	<b><u>% Capacity of Overall Total</u></b>
Public Car Parking	1751	40%
Foreshore Car Parking	2101	47%
On-street Parking	593	13%
<b>Total</b>	<b>4445</b>	<b>100%</b>

5.2 This is a decrease in the number of parking spaces when compared to the previous survey carried out in 2011, when there were 4615 spaces available in total, ie. A decrease of 170 spaces. This is notably due to the loss of spaces at the Pierside car park, which is the site of the new Premier Inn Hotel, currently under construction. This site was reduced from 505 spaces to 115.

5.3 The overall capacity also takes into account the new on street location at Scarborough Avenue, which added 110 spaces. It may also be partly due to the re-estimation of parking spaces, particularly on-street spaces which are often difficult to judge, and the re-counting of public car parks which may have had parking bays re-laid out since the last survey.

## 5.4 Tuesday 7th August 2018

Tuesdays weather was clear skies and sunny, with an average temperature of 25c. There were no events during the day, representing a typical midweek Tuesday in the summer.

### Public Car Parking (Not including the Foreshore)

The overall average use for the public car parks on the Tuesday was 59%. This is a decrease on level of use on the previous survey conducted in 2011 – 68%. The peak period was at 12:30pm when 76% of spaces were used leaving a total of 419 spaces remaining until full capacity would have been achieved. There was a notably lower usage of car parking facilities earlier in the day (43% at 9:30am and 52% at 10:30am). Ida Road car park was notably lower in level of usage with an average of just 13% over the entire day. Scarborough Avenue was the only car park to achieve an overall average use of 90% or more.

### Foreshore Car Parking

The overall average use for the foreshore parks on the Tuesday was 57%. This is an increase on level of use on the previous survey conducted in 2011 – 23%. The peak period was at 2:30pm when 79% of spaces were used leaving a total of 447 spaces remaining until full capacity would have been achieved. Similarly to public car parks, there was a notably lower usage of car parking facilities earlier in the day (12% at 9:30am, 26% at 10:30am and 51% at 11:30am). North End car park was notably lower in level of usage with an average of just 30% over the entire day. Scarborough Esplanade was the only car park to achieve an overall average use of 90% or more.

### On Street Parking

The overall average use for the on street parking locations on the Tuesday was 78%. This is a decrease on level of use from the previous survey conducted in 2011 – 84%. On Tuesday the peak period was at 11:30am when 81% of spaces were used leaving a total of 113 spaces remaining until full capacity would have been achieved. Scarborough Avenue, Rutland Road, South Parade, Ida Road and Roman Bank all recorded at over 90% full during the day. Roman Bank reached full capacity at 14:30. Scarborough Avenue was the most consistently close to capacity throughout the day, with an average used capacity of 90%.

### Disabled and Parent and Child Bays

Disabled bays were used regularly throughout the day. Morrisons, Tesco and Festival car park were, at times, full to capacity. Similarly the Arcadia, Hildreds, Scarborough Esplanade and Lidl car parks all had disabled bays in use with only a small amount of spaces left to occupy.

Similar can be said about Parent and Child Bays. These are only available in Tesco, Lidl and Morrison's car parks and were popular and, at times, became full to capacity.

### Motorbikes and Cycles

There were some Motorbikes and cycles recorded during the course of the day. Motorbikes are often parked in bike spaces, which there are few of, spaces of the size to fit cars or in spaces that are not easily accessible by cars. Festival Car park has allocated motorbike spaces and recorded the highest amount of Motorbike used capacity on the Tuesday survey.

### Other Observations

Embassy car park has a permit section, this was not included in the recorded data but it is important to highlight that the permit area was close to capacity throughout the day.

Officers reported heavy use of North Parade as an on street location. This location is not included in the current survey but it is important to note the usage for inclusion in future surveys.

### Summary of the day

Over the entire day an average of 59% of public parking spaces, 59% of foreshore parking spaces and 78% of on-street parking spaces were utilised, giving an overall average of 65% used capacity of all available parking spaces.

## **5.5 Saturday 11<sup>th</sup> August 2018**

The weather on Saturday was warm for most of the morning and afternoon. Around midday it became overcast but remained at a comfortable temperature for the remainder of the day.

Due to staff availability the car park statistics were taken from 10:30am until the last count at 14:30. Although previous surveys had a wider time range, this was the best possible option to ensure a variation of data to draw conclusions on.

### Public Car Parking (Not Including the Foreshore)

The overall average use for the public car parks on the Saturday was 73%. Using the same shortened time period for the survey, this is an increase on the recorded level of use in the 2011 survey, which averaged 66%. The peak period was at 1:30pm when 97% of spaces were used leaving a total of 47 spaces remaining until full capacity would have been achieved. Scarborough Avenue was the only car park to achieve an overall average use of 90% or more.

### Foreshore Car Parking

The overall average use for the foreshore parks on the Saturday was 58%. Using the same shortened time period for the survey, this is an increase on the recorded level of use in the 2011 survey, which averaged 38%. The peak period was at 1:30pm when 77% of spaces were used leaving a total of 475 spaces remaining until full capacity would have been achieved. Similarly to public car parks, there was a notably lower usage of car parking facilities earlier in the day (28% at 10:30am, 51% at 11:30am and 66% at 12:30pm). Princess Parade car park was notably lower in level of usage with an average of just 19% over the entire day. Scarborough Esplanade, McDonalds and Pier car parks all achieved an overall average use of 90% or more.

### On Street Parking

The overall average use for the on street parking locations on the Saturday was 78%. This is a decrease on level of use from the previous survey conducted in 2011 – 90%. On Saturday the peak period was at 1:30pm when 81% of spaces were used leaving a total of 115 spaces remaining until full capacity would have been achieved. Scarborough Avenue, Rutland Road, South Parade, Lumley Road and Ida Road all recorded at over 90% full during the day. Lumley Road reached full capacity at 1:30pm. Similar to the Tuesday survey, Scarborough Avenue was the most consistently close to capacity throughout the day, with an average used capacity of 94%.

### Disabled and Parent and Child Bays

Disabled bays, were used regularly throughout the day. Disabled bays were very popular in Festival on Saturday, and recorded as full for the majority of the day. Morrison's and Tesco, which have the largest density of Disabled Bays, however they did not reach near capacity throughout the day. There were also notes by officers of the use of Disabled Badges along some of the roads in Skegness.

Parent and Child Bays are only available in Tesco, Lidl and Morrison's car parks and were popular and, at times, became full to capacity.

### Motorbikes and Cycles

There were some Motorbikes and cycles recorded during the course of the day. Motorbikes are often parked in bike spaces, which there are few of, spaces of the size to fit cars or in spaces that are not easily accessible by cars. Festival Car park has allocated motorbike spaces and, similar to the Tuesday survey, recorded the highest amount of Motorbike used capacity on the Saturday survey.

### Other Observations

Embassy car park has a permit section, this was not included in the recorded data but it is important to highlight that the permit area was close to capacity throughout the day.

As with the Tuesday survey, Officers again reported heavy use of North Parade as an on street location. A recommendation for inclusion in future surveys is required.

### Summary of the day

Over the entire day an average of 73% of public parking spaces, 58% of foreshore parking spaces and 78% of on-street parking spaces were utilised, giving an overall average of 70% used capacity of all available parking spaces.

### Comparison between Tuesday 7<sup>th</sup> August and Saturday 11<sup>th</sup> August

For the purposes of comparison data from Tuesday will use the same time period as Saturday, 10:30 to 14:30, to ensure the comparisons are reliable and valid.

Saturday was marginally busier, overall totals of cars were up compared to the Tuesday survey. The average total spaces used on Saturday was 2969 compared to Tuesday's 2862 used spaces.

Public car parking was busier on Saturday than Tuesday with the highest amount of cars recorded on Saturday at 1704, compared to Tuesday's 1332 cars recorded. The total spaces used on Saturday was 6404 compared to Tuesday's 5512 used capacity.

Foreshore Parking was down slightly on Saturday compared to Tuesday. There was a significant rise on Saturday that peaked at 1:30pm with 1626 used spaces, this represented 77% of the spaces available in use. This compares to

Tuesdays peak at 2:30pm with 1654 used spaces, which represents 79% of spaces in use.

On street parking remained consistent on both Tuesday and Saturday with both days having an average usage of 78% capacity used during the day. This shows that on street parking, being free is very popular regardless of time of day and day of the week. The used capacity for on street parking may also be contributed by those living in the area. Many of the surveyed streets are built up residential areas and resident may be parking on the side of the road adjacent to their houses.

### **Information for Future Surveys**

The next survey of Skegness Car Park will be undertaken in the summer of 2020. It is recommended that the routes will not include private car parks as the data has not been needed or used, as it gives no accurate representation of town centre parking. A private car park is considered to be a car park used by permit holders only. A public car park is considered one open to the public. A permit holder of a private car park is typically a person who visits the area regularly for work. Therefore this data is an unreliable source when representing town centre parking and it is unlikely to have any influence on shopping patterns within the town.

An additional carpark is being developed by East Lindsey at the rear of the Coach Park on Richmond Drive. It is recommended to include this as a new public car park location on the next survey.

It is also suggested that North Parade is considered an On Street location as Officers reported that cars park on the street throughout the day.

## **6.0 Conclusion**

6.1 It would appear that at the present time there is sufficient car parking within Skegness to accommodate users of the town during the peak summer period. Though there will always be those occasions when major events are taking place when car parking will be under strain, in regard to day to day usage there is sufficient space.

## **7.0 Recommendation**

7.1 That the survey be accepted as part of the evidence base of the review of the Local Plan and for use with the Foreshore Masterplan.





Graph 2

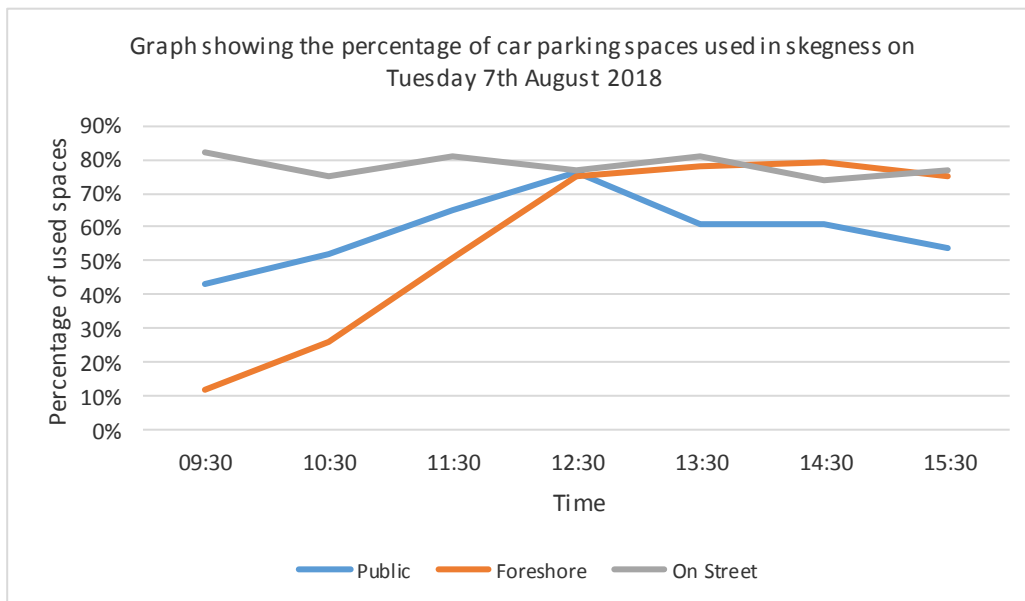


Table 3

	Saturday Peak Usage				
	10:30	11:30	12:30	13:30	14:30
Public	995	1171	1295	1704	1239
Foreshore	582	1068	1381	1626	1481
On Street	445	444	466	478	469
<b>Total</b>	<b>2022</b>	<b>2683</b>	<b>3142</b>	<b>3808</b>	<b>3189</b>

Graph 3

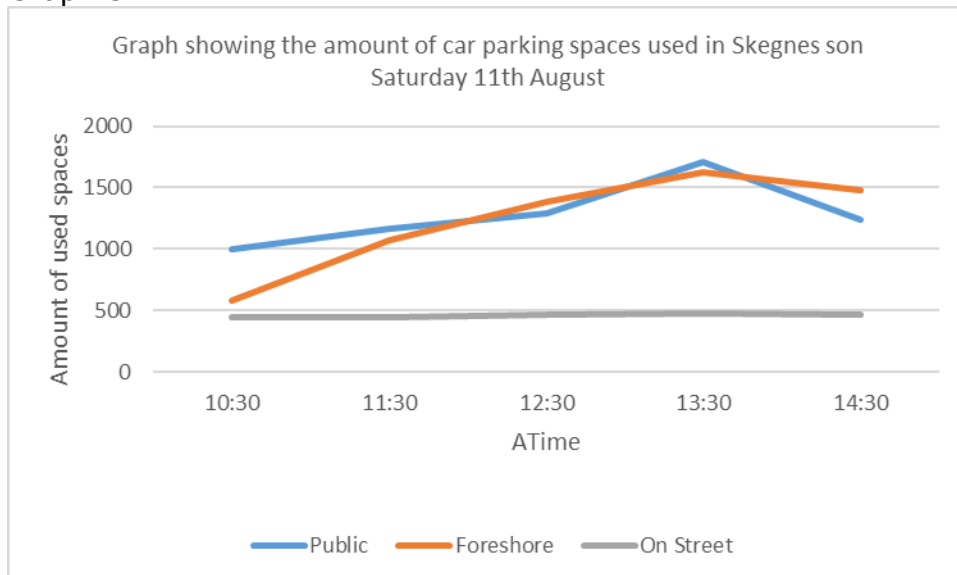
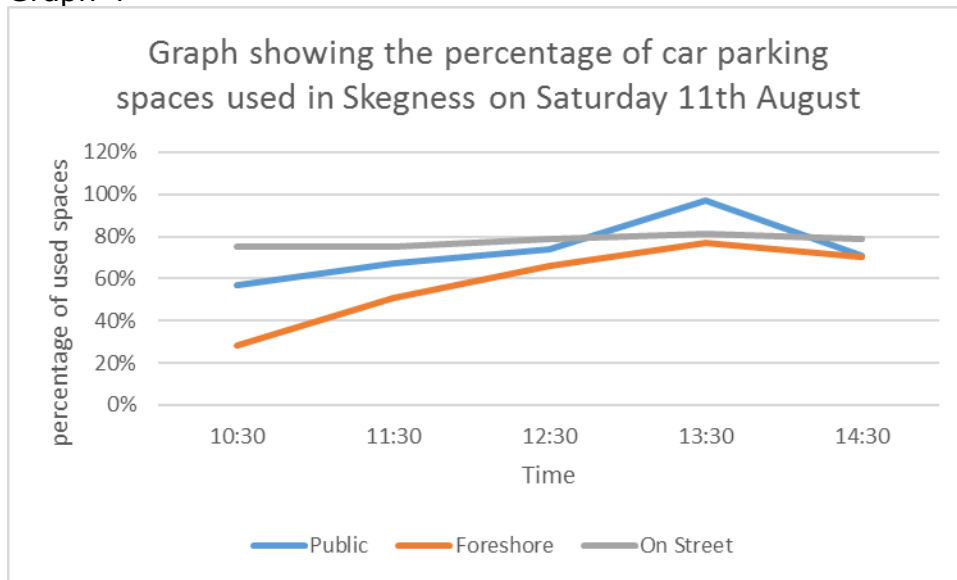


Table 4

Saturday Peak Usage - Percentage					
	10:30	11:30	12:30	13:30	14:30
Public	57%	67%	74%	97%	71%
Foreshore	28%	51%	66%	77%	70%
On Street	75%	75%	79%	81%	79%
Total	53%	64%	73%	85%	73%

Graph 4





- 2.2 The information provided will include:
- Eligibility
  - The Role of a Councillor
  - Powers and Duties of Skegness Town Council
  - The Good Councillors Guide
  - Terminology Explained
  - Reasons for and against becoming a Councillor
- 2.3 These events will be promoted via a dedicated page on the Council website, social media, emails, newsletters, notice boards and via contact with local community groups.
- 2.4 It is hoped experienced Councillors will also attend the events to provide their perspective on the role of Town Councillor and offer peer support.
- 2.5 For anyone unable to attend these events or who wants to ask questions in confidence, a suitable appointment can be made with the Town Clerk.

### 3 **RECOMMENDATIONS**

- 3.1
- a) To note the report.
  - b) To approve the “Becoming a Councillor” events as described in the report.
  - c) Provide suggestions on how to attract people from underrepresented groups to consider standing for election.

**FOR DECISION**

For information relating to this report please contact The Town Clerk, Town Hall Skegness or email [info@skegnesscouncil.org.uk](mailto:info@skegnesscouncil.org.uk)

Background papers – None

## **POLICY TITLE**

# **Customer Service Policy**

## **REVISION DATE**

November 2018

## **REPLACES POLICY**

New Policy

## **POLICY AIM**

The Town Councils' "Customers" are mainly the residents of Skegness & Winthorpe, but also includes anyone we are working with including contractors, funeral directors, suppliers and other authorities. The aim of this policy is to set Customer Care Standards to ensure we remain focused on putting customers at the heart of everything we do and that we are dedicated to serving the needs of the community.

## **EXECUTIVE SUMMARY**

This policy sets out a framework of how Skegness Town Council will aim to deliver a high level of customer service to all and be responsive to the needs and expectations of the community within its powers and resources.

## **POLICY STATEMENT**

### Customer Care Standards

Skegness Town Council makes the following Customer Care promises:

- Deal with enquires promptly and efficiently;
- Be polite, helpful and professional;
- Treat everyone with respect;
- Signpost to the correct authority, if we are unable to help;
- Treat everyone fairly;
- Maintain confidentiality and only share information with permission;
- Keep residents informed by being open and accountable whilst ensuring all information published is clear, concise and widely available;
- Encourage good working relationships;
- Listen to comments and complaints;
- Provide training and development to employees and Councillors;
- Strive to continually improve the service we offer;
- Learn from mistakes;

## IMPLEMENTATION

In order to keep these promises, Skegness Town Council will:

- Ensure all employees and Councillors are aware of the expected standards;
- Provide a training budget and encourage staff and Councillors to attend training;
- Provide clear information on Council services and how to contact the Council;
- Ensure individual needs are met by making any necessary adjustments;
- Provide details on how your information is used;
- Engage and work with the community to reach common goals;
- Monitor and respond to complaints, feedback and suggestions;
- Review this and other relevant policies and procedures to see how we can further improve.

To help us achieve our Customer Care standards we ask anyone contacting the Town Council to:

- Be courteous and respectful towards us;
- Provide us with the information we need;
- Let us know of any adjustments we can make to meet your individual needs;
- Give feedback and make suggestions on how we can improve;

### For Further information

- The Town Clerks Office in the Town Hall, North Parade, Skegness, PE25 1DA is open Monday-Friday 9.00am-4.30pm and can provide a wide range of information about Council services Tel 01754 766113;
- The Town Council's website [www.skegness.gov.uk](http://www.skegness.gov.uk) which provides links to many other useful services, including services provided by East Lindsey District Council and Lincolnshire County Council;
- The Town Council [Facebook page](#) and [Twitter page](#).

## MONITORING

This statement will be reviewed every two years or in the following circumstances:

- Changes in legislation
- As a result of any other significant change or event.

## POLICY REVIEW

This policy is to be reviewed at least every two years, next due November 2020

## POLICY APPROVAL

Due for approval