

## SKEGNESS TOWN COUNCIL

### Minutes of the Council Meeting

**Held at 7:15pm on Wednesday, 1<sup>st</sup> August 2018**

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

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

**Invited:** Rev M Holdershaw (Mayors Chaplain) and Inspector Matt Bennison (Police Representative), Andy Ratcliffe, LCC Highways Area Manager

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

**Absent:** Councillor R Hall

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

#### **C 55. MINUTES OF LAST MEETING (Agenda Item 1)**

*It was proposed, seconded and  
**RESOLVED:** That the minutes of the last Council meeting held on Tuesday 10<sup>th</sup> July 2018 be confirmed as a correct record.*

#### **C 56. APOLOGIES (Agenda Item 2)**

An apology for absence was received from Councillor J Byford.

#### **C 57. DECLARATIONS OF INTEREST (Agenda Item 3)**

Cllr C Macey item 12 – Category B Health Scrutiny Committee member.  
Cllr C Macey item 12 – Category B Trustee

#### **C 58. PUBLIC PARTICIPATION (Agenda Item 4)**

No issues raised, or questions asked on items in the published agenda.

**C 59. QUESTIONS AND DISCUSSION WITH LCC HIGHWAYS REPRESENTATIVE**  
**(Agenda Item 5)**

Andy Ratcliffe, LCC Highways Area Manager answered questions that had been submitted by Councillors. He explained that the roads were not in the condition he would like due to lack of resources but that some extra funding had been made available. He reported that due to the extreme weather conditions in winter the roads had deteriorated, more faults had been reported and that there is a current backlog in responding to these. He also answered further questions and responded to comments from Councillors regarding the conditions of LCC Highways and problems with communicating with LCC.

**C 60. THE TOWN MAYOR'S ANNOUNCEMENTS & CORRESPONDENCE**  
**(Agenda Item 6)**

The Town Mayor informed Council that a list of Mayoral events has been posted on the Council website, Facebook and Twitter. The Mayor then made the following statement:

As you all know, there is a small number of people who use Facebook and other social media to criticise the Council and other organisations that operate in the town. We all know who they are and the positions they previously held. It seems to lead them to believe they have a special insight or right to comment about things they clearly have little or no knowledge about. Comments about organisational decisions or policies are fine, but these comments are becoming increasingly nasty and personal, directed at individuals rather than organisations.

In the last few weeks there have been comments about the Council, Councillors and others including employees and those managing or leading other organisations in the town. Some of these comments are at best insulting and malicious and may be libellous and damaging to people's reputations. It is difficult for those targeted, in their official capacity, to easily defend themselves. The people who make these comments seem to spend a disproportionate amount of their time on Facebook and often make these comments in closed groups where the target is not a member.

I think these people are damaging Skegness. Why would anyone want to invest money, time or effort to improve Skegness, when the result is constant personal criticism from a loud, nasty (albeit small) group. One way forward would be for the public to challenge the authors to ask what their source of information is or why they are saying it. They need to be held to account, but without giving them the spotlight they crave.

I know that some of those targeted are now considering taking further action. Although I am not making any formal proposal today, I feel that Council needs to be vigilant and ready to act if necessary.

And to finish I would like to add we are an open and transparent Council. All our meetings are open and transparent and we welcome the public to come along and see democracy at work.

As you can see I've put a copy of Statement in front of you all and would ask to post on your relative social media site"

Cllr Sid Dennis - Mayor

A discussion took place.

*It was proposed, seconded and*

**RESOLVED:** *That:-*

*a) the report be noted.*

*b) The issues raised in the statement be sent to Direction & Strategy Committee to look at how these could be tackled.*

#### **C 61. SCHEDULE OF PAYMENTS FOR APPROVAL (Agenda Item 7)**

The Town Clerk reported on a schedule of payments made between 28<sup>th</sup> June 2018 and 23<sup>rd</sup> July 2018 as shown in Appendix A to these minutes.

*It was proposed, seconded and*

**RESOLVED:** *That the schedule be approved.*

#### **C 62. QUESTIONS TO AND COMMENTS FROM THE LINCOLNSHIRE POLICE REPRESENTATIVE (Agenda Item 8)**

Cllr M Anderson submitted a question-

*There are internet videos showing drug users in public spaces in Skegness that are completely out of control and in full view to the local residents both young and old. What are the Police doing to protect ordinary residents from these disturbing distressing scenes?*

Inspector Bennison confirmed that the Police had seen an increasing trend of people using psycho active drugs and that they were using anti-social legislation to try and deal with the issues around this. He also reported that several extra officers were being trained at the moment.

Cllr D Cargill submitted a question-

*From the Crime Commissioners Report: -*

- 1. Is "Operation Galileo" ongoing? Is it proving effective?*
- 2. Are our officers using the new "TASER2"? How more effective a weapon is this against the older version?*
- 3. Are the crime statistics an accurate view locally? Or are we better or worse locally?*

Inspector Bennison advised that Operation Galileo runs from Autumn to Spring with a team of specials. That training is ongoing to reach 50% of front line staff being equipped to use the new TASER2 and that the crime statistics are an accurate view locally, with the crime figures in the East having increased at 11.6% compared to crime nationally that has increased by around 10%.

A discussion around volunteer Street Wardens took place.

*It was proposed, seconded and*

**RESOLVED:** *That:-*

- a) a working group be set up to look at the feasibility of Street Wardens to support the Police.
- b) that Cllrs M Anderson, T Burnham, S Kirk and S Dennis and P Gaskell sit on the working group
- c) that a representative from the Police and the LCBID be invited to the working group meetings.

**C 63. REPORTS FROM COUNCIL REPRESENTATIVES TO OUTSIDE BODIES (Agenda Item 9)**

a) Cllr M Gabbitas presented the Gibraltar Point Strategy report.

*It was proposed, seconded and*

**RESOLVED:** *That the report be noted.*

b) Cllr D Cargill presented the CCTV report.

*It was proposed, seconded and*

**RESOLVED:** *That the report be noted.*

c) Cllr P Gaskell presented the Coastal Access for All minutes.

*It was proposed, seconded and*

**RESOLVED:** *That the minutes be noted.*

**C 64. REPORTS BY DISTRICT AND COUNTY COUNCILLORS (Agenda Item 10)**

None received.

**C 65. MOTIONS (Agenda Item 11)**

Cllr P Gaskell proposed the motion-

*Skegness Town Council supports the hard-working staff at Pilgrim Hospital but has no confidence in the United Lincolnshire Hospital Trust to resolve the*

*ongoing situation at Pilgrim Hospital and the distress this is causing the people of Skegness and all those who use the hospital.*

*It is proposed that this Council, through the Mayor and Town Clerk, work with and support our local MP in taking these concerns to Government, the Lincolnshire Health and Wellbeing Board and the United Lincolnshire Hospitals Trust.*

The motion was seconded by Cllr D Brookes.

A discussion took place and an amendment was put forward which the proposer and seconder were happy to adopt.

*It was proposed, seconded and*  
**RESOLVED:** *That Skegness Town Council recognises and supports the hard-working staff at Pilgrim Hospital. However, after years of mismanagement by United Lincolnshire Hospital Trust, it has no confidence in the Trusts ability to resolve the ongoing problems at the hospital. These problems are not only causing distress to the people of Skegness and surrounding areas but they are also proving detrimental to the quality of the healthcare the Trust is delivering. It is proposed that this Council, through the Mayor and Town Clerk, work with and support our local MP in taking these concerns to Governments, the Lincolnshire Health and Wellbeing Board and the Trust itself.*

**C 66. PLANNING & PLANNING POLICY COMMITTEE MEETING MINUTES  
(Agenda Item 12)**

*It was proposed, seconded and*  
**RESOLVED:** *That That the Minutes of the Planning & Planning Policy Committee Meeting held on Tuesday, 17<sup>th</sup> July 2018 be approved and the resolutions within be adopted.*

**C 67. CLARIFY THE USE OF THE COMMON SEAL (Agenda Item 13)**

*It was proposed, seconded and*  
**RESOLVED:** *That where Council authorise the entering into or the signing of contracts, and where that contract is required by law to have the common seal of the Council applied, that the use of the common seal is implicit within that authorisation pursuant to Standing Order 23a.*

**C 68. RATE RELIEF SUPPORT REQUESTS (Agenda Item 14)**

A rate relief support request from Seathorne Methodist Church was considered.

Cllr C Macey declared a category B interest and did not partake in discussion or voting for this item.

*It was proposed, seconded and*  
**RESOLVED:** *That Skegness Town Council supports the rate relief request from Seathorne Methodist Church.*

**C 69. PROPOSAL TO GO INTO PRIVATE SESSION (Agenda Item 15)**

Proposal that under the public bodies (admission to meetings) act 1960 due to the matters to be discussed relating to commercially confidential information, that Council go into private session to discuss the next item.

*It was proposed, seconded and*  
**RESOLVED:** *That the public be excluded for item 16.*

**C 70. CHRISTMAS ILLUMINATIONS (Agenda Item 16)**

A confidential report was tabled which Cllr S Blackburn presented to consider recommendations made by the illumination working group in relation to the Christmas Illumination tenders.

*It was proposed, seconded and*  
**RESOLVED:** *That:-*

- a) a 3-year Christmas Illuminations contract be awarded to Lumalite in the sum of £53,259 to be paid by regular instalments throughout the period.*
- b) The Town Clerk be authorised to make the necessary arrangements.*

As a result of the decision the restriction on the confidentiality of the report was lifted.

**The meeting closed at 9.06pm**

**Current Account**

**List of Payments made between 28/06/2018 and 23/07/2018**

<u>Date</u>	<u>Payee</u>	<u>Ref</u>	<u>Amount</u>	<u>Detail</u>
28/06/18	Amazon	CCMAY18	109.99	Coffee Machine
28/06/18	Amazon	CCMAY18	37.99	Fridge Lock
28/06/18	Fuelgenie	DD	626.92	Petrol and Diesel
28/06/18	O2	DD	54.91	Mobile Phone
28/06/18	Anglian Water	DD	16.50	Water Rates Unit 1B
28/06/18	Anglian Water	DD	17.00	Water Rates Unit 1A
28/06/18	TalkTalk	DD	23.82	Office Broadband
28/06/18	Lloyds Bank	4	29.77	Bank Charges
30/06/18	Cllr M Anderson	EB202	100.00	Councillor Allowance
30/06/18	Cllr D Brookes	EB202	125.00	Councillor Allowance
30/06/18	Cllr J Carpenter	EB202	100.00	Councillor Allowance
30/06/18	Cllr N Cooper	EB202	125.00	Councillor Allowance
30/06/18	Cllr S Dennis	EB202	180.00	Councillor & Mayors Allow
30/06/18	Cllr D Edginton	EB202	100.00	Councillor Allowance
30/06/18	Cllr S R Kirk	EB202	125.00	Councillor Allowance
30/06/18	Cllr C Macey	EB202	62.50	Councillor Allowance
30/06/18	Cllr M Gray	EB202	125.00	Councillor Allowance
30/06/18	Cllr T Burnham	EB202	100.00	Councillor Allowance
30/06/18	Cllr J Byford	EB202	125.00	Councillor Allowance
30/06/18	Cllr D Cargill	EB202	100.00	Councillor Allowance
30/06/18	Cllr D Kirk	EB202	125.00	Councillor Allowance
30/06/18	Cllr M Dannatt	EB202	100.00	Councillor Allowance
30/06/18	Cllr M Gabbitas	EB202	125.00	Councillor Allowance
30/06/18	Cllr S Blackburn	EB202	125.00	Councillor Allowance
30/06/18	Cllr J Brookes	EB202	188.00	Councillor Allow & Mileage
30/06/18	Cllr E Freeman	EB202	100.00	Councillor Allowance
30/06/18	Cllr G Ellis	EB202	100.00	Councillor Allowance
30/06/18	Cllr R Hall	EB202	100.00	Councillor Allowance
30/06/18	Cllr P Gaskell	EB202	100.00	Councillor Allowance

05/07/18	Charles H Hill Ltd	EB203	68.90	Mower parts
05/07/18	Tudor Environment	EB203	364.50	PPE and strimmer heads
05/07/18	Screwfix	EB203	105.96	Public Property Materials
05/07/18	Screwfix	EB203	36.99	Work boots
05/07/18	East Lindsey District Council	EB203	816.67	units rent
05/07/18	Sid Dennis & Sons Ltd	EB203	25.45	Waste Disposal
05/07/18	Eastern Shires Purchasing Org	EB203	31.56	Blue roll and stationery
05/07/18	HM Customs & Excise	EB203	4,203.69	PAYE month 3
05/07/18	Lincolnshire County Council	EB203	3,374.07	LCC Pension Fund mth 3
09/07/18	Charles H Hill Ltd	EB204	204.66	Ride on mower service
09/07/18	LALC	EB204	81.00	LCR Magazine Subscription
09/07/18	Screwfix	EB204	23.99	Public Property Materials
09/07/18	Travis Perkins	EB204	113.81	Public Property Materials
09/07/18	East Lindsey District Council	EB204	374.00	Office accommodation costs
09/07/18	East Lindsey District Council	EB204	410.83	Office Rent
09/07/18	East Lindsey District Council	EB204	816.67	Rent - Industrial Units
12/07/18	Fuel Genie	DD	692.73	Petrol & Diesel
18/07/18	O2	DD	58.56	Mobile phone contracts
24/07/18	TalkTalk	DD	23.64	Office Broadband

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Total Payments 15,175.08

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## Skegness Town Council

### Current Account

#### List of Payments made between 23/07/2018 and 28/08/2018

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<u>Date</u>	<u>Payee</u>	<u>Ref</u>	<u>Amount</u>	<u>Detail</u>
23/07/18	Media & Communications Ltd	CC20	42.00	Replacement Office Phone
23/07/18	Petty Cash	005187	150.00	Petty Cash ex bank
23/07/18	Anglian Water	DD	16.50	Water Rates Units
23/07/18	Anglian Water	DD	17.00	Water Rates Units
25/07/18	Sid Dennis & Sons Ltd	EB205	347.93	Cemetery Bins
25/07/18	Screwfix	EB205	8.45	Public Property Materials
25/07/18	Screwfix	EB205	94.88	Public Property Materials
25/07/18	Eon	EB205	13.09	Electricity - Lamp
25/07/18	Tudor Environment	EB205	30.90	100m Tape Measure
25/07/18	Daisy Communications	EB205	27.55	Office Telephone
25/07/18	Woodthorpe Garden Centre	EB205	646.99	Summer Planting
27/07/18	Staff Salaries	EB206	14,335.16	Staff Salaries
27/07/18	Cllr S Dennis	EB206	80.00	Mayors Allowance
27/07/18	Lloyds Bank	10	22.22	Bank Charges
01/08/18	Citizens Advice Bureau	005186	100.00	Grant Award
01/08/18	Lincolnshire County Council	EB207	3,794.48	Pension Contributions
01/08/18	HM Customs & Excise	EB207	3,654.33	PAYE contributions m4
01/08/18	Viking Direct	EB207	111.41	Office stationery & postage
01/08/18	Tudor Environment	EB207	101.94	Public Property materials
01/08/18	Charles H Hill Ltd	EB207	9.22	Hedgecutter parts
01/08/18	Screwfix	EB207	24.90	10 x Rigger gloves
01/08/18	Konica Minolta	EB207	69.04	Photocopier usage
08/08/18	Burdetts Garage	005188	254.24	Peugeot MOT & Service
13/08/18	Fuel Genie	DD	558.21	Petrol & Diesel
18/08/18	O2	DD	54.91	Mobile phones
22/08/18	Anglian Water	DD	17.00	Unit 1A Water Rates
22/08/18	Anglian Water	DD	16.50	Unit 1B Water Rates
24/08/18	Staff Salaries	EB209	15,033.94	Staff Salaries
24/08/18	Cllr S Dennis	EB209	80.00	Mayors Allowance
24/08/18	TalkTalk	DD	21.54	Broadband

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Total Payments     39,734.33

## SKEGNESS TOWN COUNCIL

### Minutes of the Planning & Planning Policy Committee Meeting

**Held at 7.00 pm on Tuesday, 7<sup>th</sup> August 2018**

**PRESENT:** Councillor C Macey in the Chair.

Councillors T Burnham, S Blackburn, D Cargill, M Dannatt, S Dennis (Mayor), G Ellis, M Gabbitas and M Gray (Deputy Mayor).

**Officers:** Town Clerk, Deputy Town Clerk.

**Absent:** Councillor R Hall.

Five members of the public was present.

#### **P26. MINUTES OF LAST MEETING (Agenda Item 1)**

*It was proposed, seconded and  
**RESOLVED:** to note that the Minutes of the Planning and Planning Policy Committee meeting of [Tuesday 17<sup>th</sup> July 2018](#) were approved by Council on Wednesday 1<sup>st</sup> August 2018.*

#### **P27. APOLOGIES (Agenda Item 2)**

Apologies for absence were received from Councillors M Anderson, D Brookes, J Carpenter and J Byford.

#### **P28. DECLARATIONS OF INTEREST (Agenda Item 3)**

No declarations were made.

#### **P29. APPLICATION S/153/01347/18 – Mr. & Mrs S. Gungah, Seathorne Court, Winthorpe Avenue, Skegness, PE25 1RW (Agenda Item 4.1)**

**Proposal:** Planning Permission - Extensions and alterations to existing residential care home to provide a ground floor office, dining/rest room, lounge/rest room, consultation room and enlarged kitchen and bedroom, 2no. first floor enlarged bedrooms each with en suite, 3no. additional bedrooms with bathrooms and fire escape staircase and installation of a lift.

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

**P30. APPLICATION S/153/01274/18 – Miss .M. Brennan, 30 The Meadows, Skegness, PE25 2JA. (Agenda Item 4.2)**

**Proposal:** Planning Permission - Erection of a log cabin to be used in connection with the existing dwelling.

*It was proposed, seconded and*

**RESOLVED:** *The purpose of this cabin is unclear. This Council would object if it was to be used for overnight accommodation. This objection would be removed if a planning condition prohibiting this was put in place.*

**P31. APPLICATION S/153/01427/18 – Mr. & Mrs. Lawrence, Sheeran, 45 Burlington Road, Skegness, PE25 2EW (Agenda Item 4.3)**

**Proposal:** Planning Permission - Extensions and alterations to the existing dwelling to provide a ground floor kitchen and lounge with first floor bedroom and bathroom over creating a granny annexe.

*It was proposed, seconded and*

**RESOLVED:** *That the application be supported.*

**P32. APPLICATION S/153/01481/18 – Mr. V. Fox, 113 Lumley Road, Skegness, PE25 3LZ (Agenda Item 4.4)**

**Proposal:** Planning Permission - Alterations to existing building to provide a shutter (wind break), (works completed).

*It was proposed, seconded and*

**RESOLVED:** *That Skegness Town Council objects on the grounds that this is a fundamental change to the street scene and is an obstruction to the free movement of people. Skegness Town Council would like this application to be considered by the Planning Committee rather than under delegated authority.*

**P33. DECISION NOTICE – 38 Martin Way, Skegness (Agenda Item 5)**

*It was proposed, seconded and*

**RESOLVED:** *That the decision notice be noted.*

**P34. NEIGHBOURHOOD DEVELOPMENT PLAN – (Agenda Item 6)**

The Town Clerk informed the committee that ELDC had formally adopted their local plan on 18<sup>th</sup> July 2018. There was no further update on the Neighbourhood Development Plan.

**The meeting closed at 7.25 pm.**

## SKEGNESS TOWN COUNCIL

### Minutes of the Business & Resources Committee Meeting

Held at 7.00 pm on Wednesday, 25<sup>th</sup> July 2018

**PRESENT:** Councillor M Gray (Deputy Mayor) in the Chair.

Councillors D Cargill, J Carpenter, S Dennis (Mayor), D Edginton, G Ellis, P Gaskell, C Macey

**Officers:** Town Clerk

**Absent:** Councillor D Brookes, J Brookes and R Hall

One member of the public was present.

#### **B 1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN (Agenda Item 1)**

*It was proposed, seconded and*

**RESOLVED:**

- a) *To confirm the Deputy Mayor, Cllr Mrs M Gray as Chairman for the year, in accordance with Council protocol*
- b) *To appoint Cllr J Carpenter as Vice Chairman for the year.*

#### **B 2. MINUTES OF LAST MEETING (Agenda Item 2)**

*It was proposed, seconded and*

**RESOLVED:** *To note that the minutes of the Business & Resources Committee meeting of Wednesday, 3<sup>rd</sup> May 2018 were approved and adopted by Council on Wednesday, 4<sup>th</sup> July 2018.*

#### **B 3. APOLOGIES (Agenda Item 3)**

*Apologies were received from Cllr J Byford.*

#### **B 4. DECLARATIONS OF INTEREST (Agenda Item 4)**

*There were no declarations of interest given.*

**B 5. GOVERNANCE REPORT QUARTER 1 (Agenda Item 5)**

The Town Clerk presented the Governance Report and answered Councillors questions.

The Town Clerk additionally raised the issue of implied consent to use the Common Seal of the Council where Council had instructed that a contract be signed or entered into and use of the seal was required by law to execute the contract.

A discussion took place.

*It was proposed, seconded and*

**RESOLVED:** *That*

- a) The report Governance Report for the first quarter of 2018/19 be received and noted.
- b) The Bank Reconciliations for the quarter be approved.
- c) The Risk Register be approved.
- d) The movements on the Task List be approved and the action relating to the war memorial be removed.
- e) That work on the Emergency Plan should be started as soon as resources permit.
- f) That the Town Clerk's interpretation of the use of the Council's Common Seal be supported until the matter can be considered by Council.

**B 6. LCC CONSULTATION ON PROPOSED AMENDMENTS AND EXTENSIONS TO WAITING RESTRICTIONS AND REQUEST TO SITE BENCHES (Agenda Item 6)**

*It was proposed, seconded and*

**RESOLVED:** *That*

- a) *the proposals be supported*
- b) *Skegness Town Council provide benches from existing stocks*

**The meeting closed at 7.55pm**

**SKEGNESS TOWN COUNCIL**

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**REPORT TO:** COUNCIL 5<sup>TH</sup> SEPTEMBER 2018  
**BY:** DEPUTY TOWN CLERK  
**SUBJECT:** Maximum Depth Ashes Memorial Review

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**PURPOSE:**

To make recommendations to Council in respect of the rules regarding the maximum memorial size for an ashes grave.

**1 BACKGROUND**

- 1.1 Pre-cut, standardised memorials have become more popular over recent years.
- 1.2 The current maximum depth for an ashes memorial is 15 inches, this measurement is taken from the back to the front of the memorial.
- 1.3 Funeral directors in Skegness have asked that the rules around maximum sizes for ashes memorials be reviewed to accommodate for pre-cut ashes memorials with a depth of 18 inches.

**2 RECOMMENDATIONS**

- 2.1 It is recommended that Council considers increasing the maximum depth of an ashes memorial to 18 inches to allow for pre-cut ashes memorials.

**FOR DECISION**

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

Background papers – None.

**SKEGNESS TOWN COUNCIL**

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**REPORT TO:** COUNCIL  
**5<sup>TH</sup> SEPTEMBER 2018**

**BY:** TOWN CLERK

**SUBJECT:** Disputed Amenity Grass Cutting and Other Grassed Areas

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**PURPOSE:** To update Council and present ways to resolve issues with areas of grass where the responsibility for maintenance is either disputed, unknown or unclear. These decisions are to be made to prepare and resource the amenity grass cutting team ready for next year's growing season.

**1 BACKGROUND**

- 1.1 Following Lincolnshire County Council (LCC) decision to stop cutting amenity verges, Skegness Town Council decided to take on responsibility for maintaining the grassed verges and employed its' own team.
- 1.2 Lincolnshire County Council provided a list and maps of the designated areas where they consent to STC cutting the grass and they pay approximately 4p per m<sup>2</sup> for 2 Health and Safety cuts in the year. STC funds all the other cuts.
- 1.3 A report setting out some of the issues was sent to Council on 4th July 2018, from this Council agreed to give temporary delegated authority to the Town Clerk to determine whether additional maintenance of public right of way be taken on.

**2 PROGRESS TO DATE**

- 2.1 A meeting with officers from both LCC and ELDC took place in July and the disputed areas were discussed from this it was decided further investigations would be needed with their respective legal teams to try and determine responsibility. It was made clear that STC would likely be willing to take on further areas delegated to them by LCC if necessary.
- 2.2 Overall the results from these investigations have been very disappointing with the feedback being that responsibility remained unclear or the land was unregistered with neither authority accepting responsibility for the disputed areas. ELDC have previously been helpful with getting areas cut that were found to be their responsibility or arranging for interim cuts to avoid further complaints whilst responsibility was investigated. The

expected outcome that LCC would simply add the disputed areas to our delegated list now seems unlikely as they do not want to incur the 4p per m<sup>2</sup>.

### 3 ISSUES

3.1 Whilst we have received good feedback on the areas the Council cuts and very little complaint, the complaints about other grassed areas in the town which are not on our schedule remain and we should expect further complaints next year once the grass starts growing on the areas that were cut as a one off by ELDC or in one case by a private business.

3.2 It is frustrating that the Customer Services Teams of both ELDC and LCC have been provided with inadequate information and training that has resulted in many members of the public being referred to Skegness Town Council for areas we are not responsible for. It is unsurprising that these residents become angry when it is explained that these are not areas we cut.

3.3 The areas below have been under investigation

Location	Current Situation	Options
Roman Bank adjacent to Golf Course	Despite LCC have instructed cutting for many years, they have refused to accept any responsibility. The land is unregistered but this simply could mean that there has been no update since the electronic register came into being.	<u>STC need to decide whether this area is to be incorporated into its cutting schedule</u>
Precinct Cres	LCC dispute that this is Highway Land. ELDC believe their plans show it is. LCC have refused to	<u>STC need to decide whether this area is to be incorporated into its cutting schedule</u>

	accept any responsibility	
Lumley Ave/Cres	LCC dispute that this is Highway Land. ELDC believe their documents show it is. Historically cut for many years under LCC instruction	<u>STC need to decide whether this area is to be incorporated into its cutting schedule</u>
Gleneagles Drive/Westway	Land is still owned by the developer, but has been cut by LCC/ELDC for some years	<u>STC need to decide whether this area is to be incorporated into its cutting schedule</u>
Church Rd South	LCC dispute that this is Highway Land and believe that it belongs to the Drainage Board. This has been cut by LCC/ELDC for some years	<u>STC need to decide whether this area is to be incorporated into its cutting schedule</u>
Path between Wainfleet Rd, Victoria Rd and Trainline	The tarmac path is Highway. The grass is not. The last part of the path is Public Right of Way which LCC cut no more than once per year. This was not on the previous Parish Path Agreement.	<u>STC need to decide whether this area is to be incorporated into its cutting schedule</u>

	<p>The Countryside team who manage Rights of Way will only cut on complaint and no more than once per year. They will not pay for STC to cut.</p> <p>The path is a shortcut route to school</p>	
Churchill Ave	<p>The verge in question has not yet been adopted by LCC and is the responsibility of the Developer</p>	<p>This will eventually be adopted by Highways and added to the STC list.</p>
West Way	<p>This area of West Way is not on STC cutting schedule. Responsibility unknown, but may be Drainage Board land. LCC referring people to us.</p>	<p><u>STC need to decide whether this area is to be incorporated into its cutting schedule</u></p>

3.4 During the discussions about Churchill Ave, it became apparent that there are quite significant new verge areas that have and will continue to be adopted by Highways in the future and will therefore be added to our cutting list. Concern was raised about newly adopted highway areas suddenly landing at STC's doorstep to be cut without notice. STC officers suggested that STC be incorporated into the adoption consultation process, but it seems that there is not LCC internal process that would support this. It is imperative that communications between the relevant parts of LCC and STC are improved so that we get early warning and can

adapt to include these and not be presented with them a week before a cut is due.

## **4 OPTIONS**

- 4.1 This Council must carefully consider the best way to move forward with regard to the areas of grass in Skegness where the ownership and legal responsibility is not known. Further grass cutting responsibility is coming to this Council through asset transfer and adopted Highways which will then be delegated by LCC, any additional grass that is taken on through a gradual expansion of areas will result in increased costs and risks to this Council.
- 4.2 Skegness Town Council should also consider whether any decision they make to take on responsibility for maintenance of grass with no contribution from LCC could affect their decisions to contribute and add other areas to their delegated list in the future.
- 4.3 The following options should be considered:
- 4.4 Option 1 Do not cut any grass where the ownership of the land is not known or disputed, and this has not been delegated. Make this clear to both LCC, ELDC and residents. Write to LCC to complain about the lack of engagement and willingness to resolve the issue.
- 4.5 Option 2 Accept the increase in costs and risks and cut all areas of grass in Skegness which are in need and the responsibility for maintenance is not known. Give delegated authority to the Town Clerk to determine whether these areas and any further areas be added to the grass cutting schedule.
- 4.6 Option 3 Cut the grass in an area where maintenance of the grass is not known, but only on receipt of a complaint from a resident and give the Town Clerk delegated authority to determine whether this area should be cut as a one off or added to the grass cutting schedule.
- 4.7 Council's previous decision on verge cutting allows the Town Clerk to add delegated verge areas to the list with changes reported back through B&R Committee. With Public Rights of Way there is no such delegation. Council will need to determine whether it wants to see each potential addition or if Council would like the Town Clerk to determine whether these additions should be included. In comparison with the verges these areas are likely to be quite small, but they are generally a more difficult cut as they involve brambles etc.

## 5 RISKS & IMPLICATIONS

- 5.1 The risks associated with amenity grass cutting are reviewed by the Business & Resources Committee each quarter.
- 5.2 Any additional area of grass cutting that the Town Council takes responsibility for will result in extra resource, costs and associated task risks, e.g. compensation claims if property is damaged.
- 5.3 On the other hand, taking no action will result in unsightly areas in the town, continued complaints taking up officer time and possible damage to the Councils reputation.
- 5.4 The Council may only incur expenditure where it has a statutory power to do so. Under the Highways Act 1980 s.96 a Town Council has the power, with agreement by the highways authority to maintain verges or public rights of way. If LCC are stating these are not highway amenity verges then they are not in a position to delegate the authority to maintain them and will not pay the 4p per metre square towards maintenance
- 5.5 In respect of public open spaces, recreation and sports fields, community gardens and public walks, Parish Councils have specific powers in legislation. The difficulty arises where the land to be maintained does not fall into these categories. The Council could use the General Power of Competence, but the Council needs to be aware that it would carry the same risks as anyone working on private land without permission.
- 5.6 It is estimated that taking all the areas currently identified (excluding new road adoptions) will add 188 hours of work per year. To include staffing, machine costs, fuel and associated costs is estimated to cost £5640 pa. This is currently not included in any budget.

## 6 RECOMMENDATIONS

- 6.1 Council is recommended to:-
  - a) Note the report
  - b) Consider the options as set out and whether all or any of the areas should be added to the STC grass cutting schedule or cut in response to complaints or to some other standard as Council determines.
  - c) Consider whether the inclusion of further areas should be a function permanently delegated to the Town Clerk including where the ownership of the land is disputed.

For information relating to this report please contact The Town Clerk, Town Hall Skegness or email [steve@skegnesscouncil.org.uk](mailto:steve@skegnesscouncil.org.uk)  
Background papers None

**FOR DECISION**

## SKEGNESS TOWN COUNCIL

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**REPORT TO:** COUNCIL 5<sup>TH</sup> SEPTEMBER 2018  
**BY:** TOWN CLERK  
**SUBJECT:** Budget and Business Planning – Overview

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**PURPOSE:**

This report forms the initial Budget and Business Plan review and is a starting point for Council in the development of the budget and precept setting process. It also sets the framework for the committees when they consider their input to the budget.

**1 BUDGET PROCESS**

- 1.1 The budget must be finalised by Council in time for the precept to be sent to East Lindsey District Council. East Lindsey has not yet given their timetable but usually the Town Council must set the precept by mid-January at the latest.
- 1.2 The budget process will be based on reports from the Council's Finance System, decisions that have been taken during the Council year and will be recorded on spread sheets. Operational budgets, minor service fluctuations and service fees will be examined by the Business and Resources Committee prior to presentation and recommendation to Council. The Business Plan, new services and proposed service changes will be examined by the Direction and Strategy Committee before presentation and recommendation to Council. Any staffing implications will be examined and considered by the HR Committee before presentation and recommendation to Council.
- 1.3 The Council has a 5-year business plan and the budget will show indicative costs over 4 additional future years 2020-2024.

**2 INITIAL BUDGET**

- 2.1 The 2018/19 budget was based on the Council's Business Plan and intention to develop a Community Building in Tower Gardens and an ambition to take over additional Town assets and services, but without costs being fully quantified.
- 2.2 In January the 2018/19 budget and precept were approved and this showed an ongoing intention to manage the cost of growth in services to 4.5% per annum for the next 4 years. Inflation is currently running at 2.5% (ONS) which means that non-inflationary growth will need to be managed to 2% if the Council's intention in respect of the future precept is to be met.
- 2.3 As in previous years, an initial budget will be prepared as a starting point for Council by the Town Clerk as Responsible Finance Officer. The details behind this will be examined by the Committees in due course before it comes back to Council later in the Autumn.

- 2.4 In pulling together the initial budget, some elements of the previous budget relating to the Council's Business Plan will be firmed up. The timetable for the development of the Community Building and the transfer of assets is currently in line with the budget making process so that by January 2019 when Council are required to set the precept better estimates of costs and revenues will be available.
- 2.5 Given the Council's Business Plan aims, inflation and other factors listed below, there is no room for further additional projects beyond those already planned without the 4.5% increase being exceeded.
- Lower scale wage inflation is much higher than expected being driven by the increases in the Minimum Wage.
  - Unplanned additional Grass Cutting Areas (see report on this agenda)
  - Above inflation increases in some areas (e.g. fuel)
- 2.6 At this stage, it seems unlikely the Secretary of State will impose capping for 2019/20 as the level of Precepts set by Parish Council dropped to an average of 4.9% in 2018/19 which Government are taking as a positive sign that Parish Precepts are coming under control.

### **3 BUSINESS PLAN**

- 3.1 During the budget setting period, the Direction and Strategy Committee with input from Business and Resources will update the 5 year Business Plan so that the budget and business plan are aligned.

### **4 RECOMMENDATIONS**

Council are recommended to:-

- a) Approve the budget process.
- b) Note the assumptions and comments set out in the Initial Budget and the lack of scope for further projects at this stage
- c) Identify any instructions relating to the budget for the Committees and/or Town Clerk.

**FOR DECISION**

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

Background papers  
None

**SKEGNESS TOWN COUNCIL**

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**REPORT TO:** COUNCIL 5<sup>th</sup> September 2018  
**FROM:** DEPUTY TOWN CLERK  
**SUBJECT:** NEW BUILDING IN TOWER GARDENS

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**PURPOSE:** To decide on a name for the building that is to replace the Pavilion in Tower Gardens.

**1 INTRODUCTION AND BACKGROUND**

- 1.1 As the project to replace the dilapidated building in Tower Gardens progresses the need to name the building is becoming more evident.
- 1.2 To assist with clarity when communicating with the public, for the business plan, branding, signage and to arrange the utilities, a name for the building is needed.
- 1.3 The following suggestions were considered by the property group:
  - Tower Gardens' Vista
  - Tower Gardens' Centre
  - The Bracings – Tower Gardens
- 1.4 Further recommendations were put forward from members of the group:
  - Park View Pavilion
  - New Park Pavilion
  - Tower Gardens Pavilion
- 1.5 The Property Group did not reach a consensus the recommendation is that Council shortlists three suitable names and then lets the public decide on the name for the building.

**2 RECOMMENDATIONS**

- 2.1 The Council are recommended to:
  - a) Shortlist three suitable names for the building that can then put to the public to decide on.

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.

**FOR DECISION**