



SKEGNESS TOWN COUNCIL

Annual Meeting of the Council

Thursday, 18th May 2017

7.00 pm at the Town Hall, Skegness, Lincolnshire



NOTICE IS HEREBY GIVEN of the above meeting. The business to be dealt with at the meeting is listed in the Agenda set out below.

*Prior to the meeting commencing presentations will be made by
the Town Mayor, Councillor Dick Edginton*

AGENDA

1. Election of the Town Mayor for 2017/2018.
2. Town Mayor to sign the Declaration of Acceptance of Office.
3. Election of Deputy Town Mayor for 2017/2018.
4. Deputy Town Mayor to sign the Declaration of Acceptance of Office.
5. Vote of Thanks to the Retiring Town Mayor.
6. Minutes of the Last Council Meeting 5th April 2017.
7. Apologies.
8. Declarations of Interest.
9. Dispensations Granted by Town Clerk.
10. To note the Minutes of the Planning & Planning Policy Committee Meeting held on Tuesday 11th April 2017, approved by the Planning & Planning Policy Committee on Tuesday 9th May 2017. - attached
11. To receive, consider and adopt (or otherwise) the resolutions within the Minutes of the Business & Resource Committee Meeting held on Wednesday 26rd April 2017. - attached
12. To approve deferral of the appointment to Committees and other Annual Council Business until the Special Meeting of the Council to be held on 24th May 2017.
13. Official announcement of Notice of Councillor Vacancy.

Steve Larner – Town Clerk 10 May 2017

SKEGNESS TOWN COUNCIL

Minutes of the Council Meeting

Held at 7.15pm on Wednesday, 5th April 2017

PRESENT: Councillor D R Edginton (Town Mayor) in the Chair.

Councillors M C Anderson, D Brookes (Deputy Town Mayor), J Brookes, J Byford, T Burnham, D Cargill, J Carpenter, N Cooper, M Dannatt, S A Dennis, Miss E Freeman, M Gabbitas, Mrs M Gray, R Hall, and D Kirk.

Invited: Reverend C Anderson (Mayors Chaplin) and Inspector C Haigh.

Officers: Town Clerk, Deputy Town Clerk.

Thirty three members of the public and one press member were present.

C 222. MINUTES OF LAST MEETING (Agenda Item 1)

It was proposed, seconded and

RESOLVED: *That:-*

- a) *A correction to the title of the committee in the resolution for minute C210 be made to read "Business & Resources", a spelling correction be made in the title minute C211 to read "LINCOLNSHIRE" and a spelling correction in minute C218 be made to read "Tower".*
- b) *The minutes of the Council meeting held on Wednesday 1st March 2017, be confirmed as a correct record of the meeting.*

C 223. APOLOGIES (Agenda Item 2)

Apologies for absence were received from Councillors D Blackburn, Mrs S Blackburn, G Ellis, S Kirk and C Macey.

C 224. DECLARATIONS OF INTEREST (Agenda Item 3)

There were no Declarations of Interest.

C 225. PUBLIC PARTICIPATION (Agenda item 4)

Mr D Claxton spoke on Agenda item 7 commenting that Lincolnshire Police should clamp down on disrespect to the constabulary and asking what would happen if Skegness had a terrorist attack?

Inspector Haigh advised his comments on disrespect would be addressed in Agenda item 7 and that he was able to call upon full resources in the event of a terrorist attack.

Ms S Pickering spoke on Agenda item 15 to ask why she was being asked to remove items from her daughter's grave?

Mr C Parnham spoke on Agenda item 15 to ask why he cannot put a teddy and flowers on his child's grave?

Mrs C Robinson spoke on Agenda item 15 to ask where the income from the cemetery is going?

Mr M Lovell spoke on Agenda item 15 to ask why I was not told when I purchased the grave that I would not be allowed to take presents to the grave?

Ms G Russell spoke on Agenda time 15 wanting clarification on grave purchase.

It was proposed, seconded and
RESOLVED: *That the cemetery section from agenda item 15 be brought forward on the agenda to aid the management of the meeting and address the issues raised.*

**C 226. THE TOWN CLERKS MISCELLANEOUS ISSUES REPORT
(Agenda Item 15 Section 3 Cemetery Rules Enforcement Update)**

The Town Clerk presented section 3 of the Town Clerks Miscellaneous Issues Report and responded to the questions from the public. This explained the purchase of Exclusive Rights of Burial is not the purchase of the land, the process for obtaining permission for memorials and interment of additional cremated remains and advising how a Statutory Declaration may be needed when it is unclear or no proof exists to demonstrate lawful ownership of the Exclusive Rights. The Town Clerk informed Council that the rules had been in place since 1990 when St Marys Cemetery was set out as a lawn cemetery and were there to aid access to graves, help maintain the cemetery to a high standard in a cost-effective manner and ensure the health and safety of all who visit. The rules have always been displayed in the cemetery. Further details on the cemetery rules and regulations can also be found on the Town Council website.

The Town Clerk then went onto explain the main issues with the children's graves are fences/kerbs being erected and stones or beads being laid this is because it blocks access and is unsafe when cutting the grass. The Town Clerk then presented a letter from the MP regarding the cemetery and a draft response. A discussion took place.

It was proposed, seconded and

RESOLVED: *That:-*

- a) The report on Cemetery Rules Enforcement be noted.*
- b) Cemetery enforcement planned for 1st May 2017 be put on hold.*

- c) *A working group of Councillors is formed to visit the cemetery and engage with concerned residents then report back to Council.*
- d) *The working group to provide findings and recommendations to Council so that it may decide whether the existing rules are approved or modified and if/when enforcement should take place.*
- e) *The draft response to the MP be approved to include the optional paragraph amended to reflect that enforcement has been put on hold.*

**C 227. 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 and informed Council that the SELTA membership was up for renewal. A discussion took place.

It was proposed, seconded and

RESOLVED: *That:-*

- a) *The report be noted.*
- b) *Cllr Sid Dennis be appointed as the Town Council representative for SELTA.*

**C 228. THE SCHEDULE OF PAYMENTS
(Agenda Item 6)**

The Town Clerk reported on a schedule of payments made between 6th February 2017 and 31st March 2017 as shown in Appendix A to these minutes.

It was proposed, seconded and

RESOLVED: *That the schedule be approved.*

**C 229. QUESTIONS TO AND COMMENTS FROM LINCOLNSHIRE POLICE
(Agenda Item 7)**

Cllr D Cargill submitted a question-

Over the past two weeks I have observed on several occasions the public humiliation of our P.C.S.O's and our Police Officers on the beat in our main streets of Skegness. The officers are verbally abused, severely sworn at and belittled by some of our residents. I personally find this an embarrassment and feel angry.

The question is – Is there a way that these people could be arrested and charged with a public order offence including a fixed penalty? So restoring the valued status of our constabulary.

Inspector C Haigh confirmed that Lincolnshire Police have a zero tolerance policy on public order offences and that 1300 people were arrested last year for such an offence.

It was proposed, seconded and

RESOLVED: *That the response be noted*

**C 230. REPORTS FROM COUNCIL REPRESENTATIVES TO OUTSIDE BODIES
(Agenda Item 8)**

a) Cllr C Macey provided the Visit East Lincolnshire meeting minutes from 1st March 2017.

It was proposed, seconded and

RESOLVED: *That the report be noted.*

b) Cllr D Cargill presented the CCTV Partnership Report, the East Lindsey Area Forum Report and the Gibraltar Point Joint Advisory Committee Report.

It was proposed, seconded and

RESOLVED: *That the reports be noted*

**C 231. REPORTS by DISTRICT AND COUNTY COUNCILLORS
(Agenda Item 9)**

Cllr J Byford gave a verbal report on the lack of beach huts in Skegness.

It was proposed, seconded and

RESOLVED: *That the verbal report be noted.*

**C 232. THE PLANNING AND PLANNING POLICY COMMITTEE MEETING
(Agenda Item 10)**

The Council considered the minutes of the Planning and Planning Policy Committee meeting held on Tuesday, 28th February 2017 and approved by the Planning and Planning Policy committee on Tuesday 21st March 2017.

RESOLVED: *That the minutes of the Planning and Planning Policy Committee meeting held on Tuesday, 28th February 2017, be noted and the resolutions and recommendations contained therein adopted.*

The Council considered the minutes of the Planning and Planning Policy Committee meeting held on Tuesday, 21st March 2017.

RESOLVED: *That the minutes of the Planning and Planning Policy Committee meeting held on Tuesday, 21st March 2017, be approved and the resolutions and recommendations contained therein adopted. With any additional funds needed for the selected NDP tender to be drawn from reserves.*

**C233. DIRECTION AND STRATEGY COMMITTEE MEETING
(Agenda Item 11)**

The Council considered the minutes of the Direction and Strategy Committee meeting held on Wednesday, 22nd March 2017.

It was proposed, seconded and

RESOLVED: *That the minutes of the Direction and Strategy Committee meeting held on Wednesday, 22nd March 2017, be approved and the resolutions and recommendations contained therein adopted.*

**C234. HUMAN RESOURCES COMMITTEE MEETING
(Agenda Item 12)**

The Council considered the minutes of the Human Resources Committee meeting held on Tuesday, 21st March 2017.

It was proposed, seconded and

RESOLVED: *That the minutes of the Human Resources Committee meeting held on Tuesday, 21st March 2017, be approved and the resolutions and recommendations contained therein adopted.*

C 235. MOTIONS (Agenda Item 13)

Motion 1 Was withdrawn.

**C 236. PETITIONS POLICY
(Agenda Item 14)**

The Town Clerk presented the new Petitions Policy for Council to consider. A discussion took place.

It was proposed, seconded and

RESOLVED: *That the Petitions Policy be approved.*

**C 237. TOWN CLERK'S MISCELLANEOUS REPORT
(Agenda Item 15)**

The Town Clerk presented items relating to the Remembrance Parade, the Grass Cutting Contract, a Bank Balance Transfer undertaken under delegated authority and DCLG Housing Consultation Response items from the miscellaneous report. A discussion took place.

It was proposed, seconded and

RESOLVED: *That:-*

- a) The report on the Remembrance Parade, Grass Cutting, Bank Transfer and DCLG Housing Consultation be noted.*
- b) In the absence of detailed financial information, the remembrance*

parade keeps to its original route and quotes for marshalling this route are acquired for consideration.

**C 238. PROPOSAL TO GO INTO PRIVATE SESSION FOR THE NEXT ITEM
(Agenda Item 16)**

This proposal was withdrawn.

**C 239. TOWER GARDENS COMMUNITY HUB
(Agenda Item 17)**

The Town Clerk informed the Council that the CCF Round 4 funding application for the Community Hub had been unsuccessful and expressed the extreme disappointment of everyone involved in the project. The Town Clerk also expressed his pride in seeing all the Councillors united throughout the project in the quest for a better future for Skegness. A discussion took place.

It was proposed, seconded and

RESOLVED: *That:-*

- a) The CCF decision be noted.*
- b) A vote of thanks be given to everyone who worked on the project.*

The meeting closed at 9:30pm

Skegness Town Council

Current Account

List of Payments made between 06/02/2017 and 31/03/2017

<u>Date</u>	<u>Payee</u>	<u>Ref</u>	<u>Amount</u>	<u>Detail</u>
06/02/17	Intellectual Property Office	CC-7	720.00	Trade Mark fees
15/02/17	Travis Perkins	EB127	332.72	Public Property Materials
15/02/17	East Lindsey District Council	EB127	416.67	Rent Unit 1A & 1B
15/02/17	Viking Direct	EB127	14.43	Milk satchets for meetings
15/02/17	Sid Dennis	EB127	134.18	Waste disposal
15/02/17	Sid Dennis	EB127	236.24	Cemetery Bins
17/02/17	A R Button	005151	300.00	Dyking at St Mary's
20/02/17	Burdetts Garage	005150	65.70	Fiat Van Repairs
22/02/17	Burdetts Garage	005152	194.40	Central locking repairs
27/02/17	Staff Salaries	EB128	10,084.46	Staff Salaries Month 11
27/02/17	Cllr Dick Edginton	EB128	240.00	Mayors Allowance Mth 11
28/02/17	Lloyds Bank	99	15.55	Service Charges
01/03/17	Lincolnshire County Council	EB129	3,503.10	Pension Contributions mth 11
01/03/17	HM Customs & Excise	EB129	2,605.92	Month 11 PAYE
01/03/17	Tudor Environment	EB129	116.99	Bin bags and first aid kits
01/03/17	Eastern Shires Purchasing Org	EB129	61.21	Office Stationery
01/03/17	P and R Decorators	EB129	177.33	Paint and Brushes re Benches
01/03/17	Kinoca Minolta	EB129	78.26	p'copier lease 27.01-26.04
01/03/17	Pitney Bowes Post	EB129	41.68	Franking machine service chge
01/03/17	Wickstead Leisure Ltd	EB129	136.80	Sunshine playground inspection
01/03/17	Zurich Municipal Insurance	EB129	974.25	Vehicle insurance
03/03/17	Zurich Municipal Insurance	EB130	3,260.24	Insurance 2017-18
03/03/17	LALC	EB130	8.00	IT Skills training
03/03/17	RBS Software Solutions	EB130	187.20	Allotments Software
12/03/17	Opus Energy	DD	15.85	Electricity Units 1A & 1B
13/03/17	FuelGenie	DD	135.86	Petrol & Diesel
14/03/17	LALC	EB131	16.00	Member Training
14/03/17	2Commune Ltd	EB131	510.00	Website hosting & Support
14/03/17	Fish 4 Development	EB131	250.00	Staff Training
14/03/17	East Lindsey District Council	EB131	593.83	Office Rent
14/03/17	Charles H Hill Ltd	EB131	275.51	Strimmer repairs
14/03/17	Sid Dennis	EB131	229.36	St Mary's Bins
14/03/17	Jewson Builders	EB131	705.69	Timber and tools
14/03/17	Travis Perkins	EB131	294.68	Public Property Materials
14/03/17	Purple Zebra Products Ltd	EB131	189.18	Crystal award
14/03/17	Eon	EB131	251.99	Electricity - xmas lights
18/03/17	O2	DD	24.31	Mobile phone

20/03/17	Eco-Loos.Com	EB132	2,020.00	Composting Toilet
20/03/17	NALC	EB132	60.00	Local Council Award Scheme
20/03/17	East Lindsey District Council	EB132	416.67	Unit 1A & 1B Rent
20/03/17	Daisy Communications	EB132	17.16	Office telephone
20/03/17	Lion Containers Ltd	EB132	3,408.00	2x Shipping Containers
22/03/17	Anglian Water	DD	16.00	Unit 1A Water Rates
22/03/17	Anglian Water	DD	23.00	Unit 1B Water Rates
24/03/17	TalkTalk	DD	25.54	Broadband
28/03/17	Staff Salaries	EB133	9,765.33	Staff Salaries Month 12
31/03/17	Cllr C Macey	EB134	96.40	Councillor Allowance 4th 1/4
31/03/17	Cllr D Brookes	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr D Edginton	EB134	367.83	Councillor & Mayor Allowance
31/03/17	Cllr J Carpenter	EB134	100.00	Councillor Allowance 4th 1/4
31/03/17	Cllr M Anderson	EB134	100.00	Councillor Allowance 4th 1/4
31/03/17	Cllr N Cooper	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr S Dennis	EB134	100.00	Councillor Allowance 4th 1/4
31/03/17	Cllr G O Ellis	EB134	100.00	Councillor Allowance 4th 1/4
31/03/17	Cllr E Freeman	EB134	100.00	Councillor Allowance 4th 1/4
31/03/17	Cllr D Blackburn	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr D Cargill	EB134	100.00	Councillor Allowance 4th 1/4
31/03/17	Cllr D Kirk	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr J Brookes	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr J Byford	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr M Dannatt	EB134	100.00	Councillor Allowance 4th 1/4
31/03/17	Cllr M Gabbittas	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr T Burnham	EB134	100.00	Councillor Allowance 4th 1/4
31/03/17	Cllr M Gray	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr S Blackburn	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr S R Kirk	EB134	125.00	Councillor Allowance 4th 1/4
31/03/17	Cllr R Hall	EB134	100.00	Councillor Allowance 4th 1/4

Total Payments 45,763.52

SKEGNESS TOWN COUNCIL

Minutes of the Planning & Planning Policy Committee Meeting

Held at 7.00 pm on Tuesday, 11th April 2017

PRESENT: Councillor C Macey in the Chair.

Councillors T Burnham, D Cargill, D R Edginton (Town Mayor), Miss E Freeman, M Gabbitas and Mrs M Gray.

Officers: Town Clerk, Deputy Town Clerk.

Absent: Councillors J Carpenter, G O Ellis and D Kirk.

One member of the public was present.

P193. MINUTES OF LAST MEETING (Agenda Item 1)

*It was proposed, seconded and
RESOLVED: That the minutes of the Planning & Planning Policy Committee meeting held on Tuesday, 21st March 2017, approved by Council on Wednesday 5th April 2017 be noted.*

P194. APOLOGIES (Agenda Item 2)

Apologies for absence were received from Councillors D Blackburn and D Brookes (Deputy Mayor).

P195. DECLARATIONS OF INTEREST (Agenda Item 3)

Cllr C Macey item 4.1 – Category A, similar business.

P196. APPLICATION S/153/00419/17 – Mr. M. Damms – 9 Lumley Avenue, Skegness, PE25 2AH (Agenda Item 4.1)

Proposal: Planning Permission - Change of use, conversion of, extension and alterations to existing office building to provide a mixed use comprising of a restaurant with a first floor flat over, provision of a fire escape and external extraction flue.

Cllr C Macey declared a category A interest and withdrew from this item.

Meeting inquorate unable to discuss this item.

P197. APPLICATION S/153/00492/17 – Mr. & Mrs. W. Witherow, 10 Burgh Old Road, Skegness, PE25 2LN (Agenda Item 4.2)

Proposal: Planning Permission - Extension and alterations to existing bungalow to provide a first floor bedroom with ensuite and dressing room and provision of a dormer window on the front elevation and erection of a detached single garage and store on the site of existing garage which is to be removed.

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

P198. APPLICATION S/153/02211/16 – Mr. G. Hill, 100 Kingfisher Drive, Beacon Park Home Village, Skegness, PE25 1TQ (Agenda Item 4.3)

Proposal: Planning Permission - Extension to existing park home to provide a conservatory (works completed).

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

P199. APPLICATION S/153/00498/17 – Mr. S. Clarke – 31-33 Rutland Road, Skegness, PE25 2AY (Agenda Item 4.4)

Proposal: Planning Permission - Alterations to and conversion of existing top floor flat to provide 2no. flats (works started).

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

P200. APPLICATION S/153/00528/17 – Blue Anchor Leisure Limited, Seaways Caravan Sales, Roman Bank, Winthorpe, PE25 1JA (Agenda Item 4.5)

Proposal: Planning Permission - Alterations to existing vehicular access.

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

P201. APPLICATION S/153/00517/17 – Pets at Home, Burgh Road, Skegness, PE25 2RJ (Agenda Item 4.6)

Proposal: Consent to Display 1no. internally illuminated fascia sign (sign 1), 2no. internally illuminated signs (sign 2), non-illuminated signs (sign 3), 4no. non-illuminated poster signs (sign 4) and 1no. non-illuminated sign (sign 5).

It was proposed, seconded and

RESOLVED: *That the application be supported.*

P202. APPLICATION PL/0041/17(E)S153/0513/17 – Lincolnshire County Council, Skegness Countryside Business Park, Wainfleet Road, Skegness (Agenda Item 4.7)

Proposal: For the construction of 19 commercial business units (Use Classes B1, B2 and B8) including vehicular access and parking.

It was proposed, seconded and

RESOLVED: *That the application be supported.*

P203. APPLICATION S/153/00424/17 – Barham Caravan Co Ltd, The Kiosk, Lumley Road, Skegness, PE25 3ND (Agenda Item 4.8)

Proposal: Planning Permission - Provision of glass panelled wind breaks surrounding the existing outdoor seating area.

It was proposed, seconded and

RESOLVED: *That the application be supported.*

P204. APPLICATION S/153/02549/16 – Mr. R. V. Mawhood, Richmond Drive Business Park, Richmond Drive, Skegness (Agenda Item 4.8)

Proposal: Planning Permission - Erection of 4no. pairs of semi-detached houses and 4no. blocks of 3no. houses (20no. dwellings), erection of 4no. garages, together with associated vehicular and pedestrian access, internal road, car parking on the site of existing buildings which are to be demolished.

The deadline for comments on this application had been reached, an extension had been requested which was not granted, therefore previous comments on this application had been submitted.

P205. DECISION NOTICES (Agenda Item 5)

It was proposed, seconded and

RESOLVED: *That:-*

- a) The decision notice for Grosvenor House Hotel be noted.*
- b) The decision notice for Land Rear of 81 Burgh Road be noted.*

The meeting closed at 7.10 pm.

SKEGNESS TOWN COUNCIL

Minutes of the Business & Resources Committee Meeting

Held at 7.00 pm on Wednesday, 26th April 2017

PRESENT: Councillor D Brookes (Deputy Mayor) in the Chair.

Councillors J Brookes, J Byford, D Cargill, J Carpenter, D Edginton (Mayor), Miss E Freeman, Mrs M Gray and C Macey

Officers: Town Clerk and Deputy Town Clerk

One member of the public was present.

B 20. MINUTES OF LAST MEETING (Agenda Item 1)

It was proposed, seconded and

RESOLVED: *To note that the minutes of the Business & Resources Committee meeting of Wednesday, 25th January 2017 were approved and adopted by Council on Wednesday, 1st March 2017.*

B 21. APOLOGIES (Agenda Item 2)

Apologies for absence were received from Councillor D Blackburn.

B 22. DECLARATIONS OF INTEREST (Agenda Item 3)

There were no Declarations of Interest.

B 23. GOVERNANCE AND RISK MANAGEMENT (Agenda Item 4)

The Town Clerk presented a report on Governance and Performance Monitoring to report the end of financial year financial position and the four quarter's finances, risk and performance so that the Committee can identify any exceptions or new controls needed and make appropriate reports to Council. The Town Clerk reminded the committee of their financial and legal responsibilities and went through the income & expenditure sheet, balance sheet, end of year bank reconciliations and petty cash, outstanding actions list and risk management table. The Town Clerk gave a correction to a payment record and answered any questions. A discussion took place.

It was proposed, seconded and

RESOLVED: *That:–*

- a) The report for the final quarter of 2016/17 be noted.*
- b) The recommendations set out in section 2 of the report be approved.*
- c) The Risk Register as set out in Appendix D be approved.*
- d) The additions to the Task List be noted and the removal be approved as set out in Appendix E.*
- e) The recommendations relating to the Jolly Fisherman image/logo as set out in 5.2 of the report be approved.*
- f) The correction to the payment record be approved.*
- g) No issues of concern or actions were identified.*

B 24. CEMETRY WORKING GROUP (Agenda Item 5)

The Town Clerk presented the Cemetery Rules Task and Finish Group report to appoint to the group and set the terms of reference for the group. A discussion took place.

It was proposed, seconded and

RESOLVED: *That:–*

- a) The following Councillors be appointed to the Cemetery Rules Task and Finish Group:
D Brookes
J Byford
T Burnham
S Dennis
E Freeman
M Gray
C Macey*
- b) The initial terms of reference as set out in 2.3 and 2.4 of the report be approved with allowance given for the Cemetery Rules Task and Finish Group to develop these to ensure a comprehensive review.*

The meeting closed at 8.56pm