



**Minutes of the Annual Town Council Meeting held on Wednesday 14th June 2023
in the Committee Room, Festival Hall, Caistor Road, Market Rasen.**

Present: Councillors: S. Bunney (Chairman/WLDC/LCC), A. Dale, F Easters, J. Pilley, A Gray and N Taylor

In attendance:

Anna Lawson –Town Clerk and Responsible Financial Officer
Faye Lambkin-Smith – Community Manager
DCllrs E. Bennett and M. West
5 members of the public including a local press representative

The meeting opened at 7pm

1. **Open meeting**

Cllr S Bunney, Chairman, Market Rasen Town Council opened the meeting.

2. **Apologies**

Apologies received from Cllrs Taylor and Hassan

3. **Public Forum**

No questions raised

4. **Declarations of Interest**

None received

5. **Co-option**

The Chairman explained the process and the requirement for the voting system to be based on absolute majority.

- a) To invite candidates to address Council and those present
- b) To **VOTE** and **ELECT** new Councillors for the five co-option places
- c) New Councillors to sign the Declaration of Acceptance of Office form
- d) Invite new Councillors to take their place with Council

It was UNANIMOUSLY resolved that the follow people were elected onto Market Rasen Town Council; Sarah Edwards, Jesse Adekoya, David Strachan and David Bowns

A vote was taken as to whether the candidate who did not attend could be considered for Co-option and five abstentions were received.

6. **Minutes**

PROPOSED Cllr Pilley, SECONDED, Cllr Dale and the Minutes were UNANIMOUSLY accepted by council.

7. **Action Points**

Updates were provided to council.

8. **District & County Councillor Reports**

Cllr Stephen Bunney, in his role as District and County Councillor explained that adjustments were taking place within WLDC following the change in political party holding the majority of seats. The importance of using Fix My Street to report issues was highlighted, as the system is used for data analysis by LCC and WLDC and is used to prioritise repairs.

The Portfolio Holder for Highways will be visiting the area next month to discuss Traffic Regulation Orders (TRO's).

District Cllrs are requesting additional visits from the road sweeper, however the current WLDC operative only appears to do litter picking.

Sponsorship funding has been received by MRTC to fund the race meet on Sunday 9th July.

Lincolnshire Waste Partnership - WLDC collect the waste and LCC process it. The aim is to make the waste collection at zero cost. This aim is linked to the Environment Act Part 3 2024 which includes the following;

- a) All households will be provided with a caddy for food waste.
- b) Green garden waste will be FOC
- c) A levy on manufacturers who create non recyclable material.
- d) A bottle deposit will be introduced.

LCC are looking to introduce more 20moh zones however the problem will be enforcement.

WLDC are predicting problems with disposing of sofas due to skip companies being no longer able to accept them.

9. **West Lindsey District Council Expressions of Interests for Community Funding**

The Chairman explained the process and that an increase in funding will be available from the Central Government based Levelling Up fund.

10. **Planning Application**

A planning application for 6 detached bungalow dwellings and associated garages on land to the south of, Legsby Road, Market Rasen, LN8 3DZ. Cllr Bunney made a Declaration of Interest due to owning adjacent land.

The application was considered and the council requested that the following points are registered with WLDC;

1. That the proposal for six dwellings on the site would create over crowding. However in accordance with the existing outline planning permission, MRTC would support four bungalows as this would comply with CLLP S53 3.b, 3.c & 3.d ;

3b) Be appropriate for its context and its future use in terms of its building types, street layout, development block type and size, siting, height, scale, massing, form, rhythm, plot widths, gaps between buildings, and the ratio of developed to undeveloped space both within a plot and within a scheme;

3c) Achieve a density not only appropriate for its context but also taking into account its accessibility;

3d) Have a layout and form that delivers efficient and adaptable homes in accordance with Policy S6 and Policy S20.

2. That a decision regarding the development should only be made once a full SUDS/drainage survey has taken place as the site has a history of flooding. Due to the number of existing sites within a 1 mile radius of the location, either currently being developed or with full/outline planning, extra consideration should be made of the cumulative impact on the drainage systems in the area. Conditions should also be made to ensure that the water dispersal flow rates are adequate.

3. That the Public Right of Way remains in place and no amendments made.

4. That all conditions levied against the outline planning permission remain in place and are not removed. The Town Council also request that this application is put to the Planning Committee for consideration.

PROPOSED Cllr Pilley, SECONDED, Cllr Gray, and the proposal was UNANIMOUSLY accepted.

11. **Public Footpaths and Bridleways**

Discussion took place in relation to areas of the existing footpaths which require capital improvement. An email is to be sent to the County Councillor requesting that a section of public footpath close to Chapman Street is considered with regards to capital investment.

PROPOSED Cllr Pilley, SECONDED, Cllr Gray, and the proposal was UNANIMOUSLY accepted.

12. **Town Events Working Group**

Cllr Dale explained the proposal, which would then be supported by Council staff. Agreed in principle to consider Terms of Reference for the group at the July meeting.

PROPOSED Cllr Dale, SECONDED, Cllr Pilley, and the proposal was UNANIMOUSLY accepted.

13. **Bank Reconciliations**

- a) **RECEIVED** the current account reconciliation to 31 May 2023
- b) **RECEIVED** the savings account reconciliation to 31 May 2023
- c) **RECEIVED** the Town Partnership reconciliation to 31 May 2023

- a) It was noted that a transfer of £500 from the Town Partnership account to the Market Rasen Environment Group had taken place.
- b) It was **resolved** to transfer the remaining balance of £3.53 from the Town Partnership account to the current account and close the Town Partnership account
- c) It was resolved to authorise the accounts for payment

A composite vote was taken. PROPOSED Cllr Bunney, SECONDED, Cllr Pilley, and the proposal was UNANIMOUSLY accepted.

14. **Accounts for Payment**

Market Rasen Town Council Accounts for payment June 2023						
Ref	Payee	Description	F/Hall £	General £	VAT £	Total £
pre-authorised automated payments since the last meeting - To note						
DD	BT	Phones and broadband		£71.56	£14.31	£57.25
DD	Now Pensions	Employer / Employee contributions				567.22
DD	GAS	Gas		121.6	6.08	£115.52
DD	GAS	Gas FH	431.7		21.59	£410.12
DD	Total	Electricity FH	100.37		5	£95.37
DD	Total	Electricity OPS		£32.67	£1.63	£31.04
DD	Total	Electricity MP		£10.70	£0.53	£10.17
DD	Total	Electricity Office		£114.21	£22.84	£91.37
DD	EE	Mobile Phones		£226.33	£45.26	£181.07
DD	Now Pensions	Employer service Charge		£15.00	£3.00	£12.00
DD	WLDC	Refuse & Recycling	£66.95			£0.00
DD	WLDC	Non Domestic rates Office		£287.00		£287.00
DD	WLDC	Non Domestic rates OPS		£183.00		£183.00
DD	WLDC	Non Domestic rates Market		£37.00		£37.00
DD	WLDC	Non Domestic rates FH	£576.00			£0.00
DD	WLDC	Annual parking permit part payment		£22.00	£4.40	£17.60
DD	MarketTrader	PWLB		£2,947.60		£2,947.60
Sub totals						£5,043.33
						£5,043.33

Festival Hall deposit/b or refunds paid since last meeting						
FH 20-25	Hall hirers	x 6	£420.00			
Sub total						
June 2023 Payments for authorisation (Authorised for electronic payment where required)						
UTB453	AJ Williams	Grounds Maintanance	£582.00	£116.40	£698.40	
UTB454	Amazon	Medical supplies	£8.25	£1.65	£9.90	
UTB455	Amazon	Stationery	£13.32	£2.67	£15.99	
UTB456	Amazon	Medical supplies	£2.92	£0.58	£3.50	
UTB457	Amazon	Stationery	£2.91	£0.58	£3.49	
UTB458	Amazon	Medical supplies	£1.77	£0.36	£2.13	
UTB459	Amazon	Gardening supplies	£17.87	£3.57	£21.44	
UTB460	Amazon	Stationery	£1.57	£0.31	£1.88	
UTB461	Amazon	Office supplies	£7.89	£1.58	£9.47	
UTB462	David Beer	Website support	£250.00	£0.00	£250.00	
UTB463	HAGS	Playground equipment	£97.32	£19.46	£116.78	
UTB464	Huws Gray	Maintenance equipment	£241.39	£48.28	£289.67	
UTB465	Konica Minolta	Printing	£98.54	£19.71	£118.25	
UTB466	Margaret Flowers	Cllr Bunney expenses	£32.55	£0.00	£32.55	
UTB467	Microshade	Hosting	£89.70	£17.94	£107.64	

UTB468	Microshade	Hosting		£89.70	£17.94	£107.64
UTB469	Nicholsons	Payroll services		£55.00	£11.00	£66.00
UTB470	PESTCOT EK	Mole Inspection		£100.00	£20.00	£120.00
UTB471	Rasen Appliance Services	Kitchen supplies		£28.29	£5.66	£33.95
UTB472	Lincoln Web design	Software supplies		£301.00	£0.00	£301.00
UTB473	Stance Security	SIA Officer supplied	£132.88		£26.58	£159.46
UTB474	Wiksteed	Playground Equipment		£152.49	£30.50	£182.99
UTB475	The Jockey Club	Sponsorship of two Races		£2,000. 00	£400.0 0	£2,400. 00
Sub totals			£374.27	##### ##	##### ##	£5,233. 13
	Payment Totals		£5,607.4 0			
<p>Town Partnership Expenses - to be paid by MRTC as administrators (Please note due to current banking constraints these are paid from MRTC Funds which are then refunded by bank transfer)</p>						
REF	Payee	Description	Total £			

Total Transferred to refund MRTC	£0.00
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15. **Festival Hall Interim Business Plan**

- a) To **RECEIVE** the projected income and expenditure report (Appendix J)
- b) To **CONSIDER** any associated questions to advance the report

The Chairman agreed to move this item to the closed session.

16. **Town Band Sponsorship**

The Vice Chair explained the history of the band and the Community Manager provided a report into the current situation. Options were considered with Cllr Pilley proposing Option 3 and Cllr Dale proposing Option 1 with a condition. Council concluded that there was not enough information to move forward with this issue and wish for a meeting to take place in order to clarify details.

17. **July's Agenda**

Cllr Easters asked for the Committee membership to be discussed.

PROPOSED Cllr Bunney, SECONDED, Cllr Pilley, and the proposal was UNANIMOUSLY accepted.

18. **Confidential Business**

To **RESOLVE** that under the public bodies (admission to meetings) act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Should this resolution be passed the public and press will be required to leave the meeting at this stage.

- a) To **RESOLVE** the Festival Hall bar contract

The meeting closed 9.10pm



Minutes of the CLOSED SESSION of the Council Meeting held on Wednesday 14 June 2023 in the Committee Room of the Festival Hall, Caistor Road, Market Rasen.

Present: Councillors: S. Bunney (Chairman/WLDC/LCC), J. Pilley (Vice-Chairman), A. Dale, F. Easters, A. Gray,

In attendance:

A. Lawson – Town Clerk and Responsible Financial Officer

F. Lambkin-Smith – Community Manager

19. Confidential Business

To **RESOLVE** that under the public bodies (admission to meetings) act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Should this resolution be passed the public and press will be required to leave the meeting at this stage.

- a) To **RESOLVE** the Festival Hall bar contract
The Community Manager was asked to confirm sections 5 and 6 and represent to council at the next meeting. Agreed in principle.

15. Festival Hall Interim Business Plan

- a) To **RECEIVE** the projected income and expenditure report
- b) To **CONSIDER** any associated questions to advance the report

It was agreed that the report required further input from the Community Manager and then represented to council at the next meeting.

The meeting closed at 9.12pm