



Minutes of the Council Meeting held on Wednesday 13 September 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, J Adekoya, D Bowns, D Strachan, N Taylor

In attendance:

Town Clerk – A Lawson, District Cllr Eve Bennett, four members of the public

The Meeting opened at 19:00

1. Open meeting

The Chairman advised of the sad passing of Martin Harvey, ex Deputy Mayor and ex councillor of MRTC. It was noted that Mr Harvey was a loyal servant to this council and our community. A one-minute silence was held.

2. Apologies

Received from Cllrs Hassan and Edwards

3. Public Forum

A representative from UPP Broadband advised the meeting of their intentions to expand their services to cover Market Rasen and its coverage will be rolled out over the next few months.

Two members of the public spoke in relation to issues which they are encountering in North Willingham in relation to speeding. They are concerned for their safety and believe that WLDC has a duty of care towards them following the granting of permission to create a dwelling.

The Chairman explained that MRTC do not cover North Willingham, and although the council empathise with them, the residents need to liaise with both Tealby Parish Council and North Willingham Parish Meeting, in order for action to be taken.

4. Declarations of Interest. To RECEIVE any declarations of interest in accordance with the requirements of the localism Act 2011 and to consider any applications for dispensations in relation to Disclosable Pecuniary Interests.

None received

5. To elect a Chairman

a) To VOTE and ELECT new Chairman

Cllr Jo Pilley was **ELECTED** as Madam Chairman of Market Rasen Town Council

PROPOSED by Cllr Bunney and **SECONDED** by Cllr Dale and voting was **UNANIMOUS**

b) New Chairman to sign the Declaration of Acceptance of Office form

This was actioned.

6. To elect a Vice Chairman

c) To VOTE and ELECT new Vice Chairman

Cllr Alison Dale was **ELECTED** as Madam Vice-Chair of Market Rasen Town Council

PROPOSED by Cllr Taylor and **SECONDED** by Cllr Pilley and voting was **UNANIMOUS**

d) New Vice Chairman to sign the Declaration of Acceptance of Office form

This was actioned

7. Minutes

To RESOLVE to approve the minutes of the last meeting held on 12th July 2023

The minutes were accepted as read.

PROPOSED by Cllr Pilley and **SECONDED** by Cllr Dale and voting was **UNANIMOUS**

8. Action Points & Clerks Report

The reports and subsequent updates were **NOTED** by the Council

'Unfortunately, we have a member of staff off long term sick at the moment, however I would like to take the opportunity to thank Cllr's Bunney and Pilley, along with the other members of the staff for stepping up and working together at this time. The additional support has been very much appreciated and I am very grateful.'

'A resident contacted the Council office in relation to the public right of way off Gallamore Lane. The Lincolnshire County Council Public Rights of Way team have agreed to address the overgrown weeds and will also consider options to make the area more accessible for those with disabilities.'

'There has been an increase in bookings for the Festival Hall and the processes adopted for the promotion of events has been expanded, with increased use of the electronic boards, Facebook, Twitter, 'A' boards and the new 'What's On' guides.'

'There were several events held over the summer which were well received.'

'The new shelter should be installed in the Market Place within the next month'.

9. District & County Councillor Reports

Reports were RECEIVED from the District & County Councillors covering the following topics;

- Budget consultation from WLDC
- Fixed penalty fines for fly tipping, littering and Graffiti and household waste duty of care
- The reorganisation and reduction in numbers of police in our area.
- Updates on Public Order offences
- Traffic and Public Disorder at the recent Race meeting
- Parking on Dear Street
- Water and sewage concerns.
- Proposed Traffic Regulation Orders in the Market Rasen Wolds area and the impact on Market Rasen.
- Deliveries to shops on Queen Street
- The 'rat runs' on Waterloo Street and Union Street
- Speed Restriction Zones
- The proposed Vision Statement for Market Rasen, *'We aim to provide an attractive area, in which residents and visitors can live, shop, relish regular activities and relax, enjoying the character and unique heritage of our Town.'*
 - *Challenges include creating a sustainable environment*
 - *Good quality retail provision*
 - *Trading market policy*
 - *Types of stalls*
 - *Building development*
 - *Rase House Building and land*
 - *West Lindsey Sports Centre*
 - *CCTV*
 - *Additional support for the visitor economy*
 - *Funding*
 - *State of the Roads; litter, weeds, pigeons*
 - *Suggested strategy to achieve the above.*

Cllr Taylor requested that a letter be sent to Sir Edward Leigh MP to explain our frustrations at the reduction of police numbers and asking him to raise the issue with the Home Secretary.

Cllr Bunney requested that the Clerk pursues the issue of the new CCTV cameras with the relevant manager at WLDC.

10. Planning Applications

The following applications were considered;

147053 Silver Brook, 10 Church Street, Market Rasen

No comments to report

146930 17 Queen Street Market Rasen

No comments to report

147163 Key West Cottage, King Street, Market Rasen

No comments to report

147050 Cranebridge House, Willingham Rd, Market Rasen

Although the application has been withdrawn councillors voiced their concerns regarding this application

11. Town Events Working Group

a) To CONSIDER dates for the meeting

It was agreed to hold the first meeting on Friday 15th September at 3pm

12. Bank Reconciliations

b) To RECEIVE the current account reconciliation to 31st July 2023

c) To RECEIVE the savings account reconciliation to 31st July 2023

d) To RECEIVE the Town Partnership reconciliation to 31st July 2023

e) To RECEIVE the current account reconciliation to 31st August 2023

f) To RECEIVE the savings account reconciliation to 31st August 2023

g) To RECEIVE the Town Partnership reconciliation to 31st August 2023

An amalgamated vote was taken to ACCEPT the bank reconciliations and close the Town Partnership account

PROPOSED by Cllr Bowns and **SECONDED** by Cllr Dale and voting was **UNANIMOUS**

13. Accounts for Payment

Appendix A

a) To Ratify the August payments

The August payments were RATIFIED

PROPOSED by Cllr Taylor and **SECONDED** by Cllr Dale and voting was **UNANIMOUS**

b) To RESOLVE to authorise the accounts for September 2023

Appendix B

The September payments were APPROVED

PROPOSED by Cllr Taylor and **SECONDED** by Cllr Gray and voting was **UNANIMOUS**

c) Q1/YTD Financial Information and Budget

An amalgamated vote was taken to ACCEPT the accounts for payment and Q1 reports

PROPOSED by Cllr Taylor and **SECONDED** by Cllr Dale and voting was **UNANIMOUS**

14. Committee membership

a) To SELECT members of the Finance and Premises Committee

b) To CONSIDER dates for the meeting

The following councillors were nominated for the Finance and Premises committee;

Cllrs Strachan, Gray, Easters, Dale, Adekoya and Bowns

Meeting dates to be advised

c) To SELECT members of the HR Committee

d) To CONSIDER dates for the meeting

The following councillors were nominated for the HR Committee;

Cllrs Hassan, Taylor, Pilley and Bunney

Meeting dates to be advised

15. Sponsorship of the Town Band

The Clerk and Cllr Pilley met with the Town Band in July in relation to Sponsorship options however, to date, no proposal has been received. The item was deferred.

16. Councillor Training

There is a range of training for councillors available from a variety of sources. The Clerk will forward details to councillors and it was agreed to purchase copies of the Good Councillor Guide.

17. Market Charge Review

It was AGREED to continue with the set price fee until the end of the financial year.

PROPOSED by Cllr Taylor and **SECONDED** by Cllr Pilley and voting was **UNANIMOUS**

18. Festival Hall

a). Festival Hall Dishwasher

This item was deferred awaiting quotes for a different model.

b). Festival Hall Alarm Systems

It was proposed that a budget was set of £9000 for this item and power was delegated to the Chairman and Clerk to consider the best option. This item would then be ratified at the October meeting.

c). Festival Hall Deposits

It was AGREED to remove the Festival Hall bar deposit.

PROPOSED by Cllr Pilley and **SECONDED** by Cllr Taylor and voting was **UNANIMOUS**

d). Repairs to the Festival Hall Boiler

Quotes received for new pipework in boilerhouse Festival Hall									
Work required: To replace approx. 10m of 28mm pipework from the boiler in the Festival Hall through to the gas meter in the kitchen, with 42mm pipework to accommodate both boilers working to capacity.									
	Ex VAT	VAT	Inc VAT						
Company A	£845.50	£169.10	£1,014.60						
Company B	£970.00	£194.00	£1,164.00						
Company C	£1,482.00	£296.40	£1,778.40						

It was AGREED to accept the quote from Company A who is Heatech

PROPOSED by Cllr Taylor and **SECONDED** by Cllr Dale and voting was **UNANIMOUS**

19. Gazebo

The purchase of a gazebo for use in the Market Place was RATIFIED.

PROPOSED by Cllr Pilley and **SECONDED** by Cllr Taylor and voting was **UNANIMOUS**

20. Residential Car Parking Issues

Agreed to PURSUE options 1 and 2 and revert back to council.

21. October's Agenda

Items submitted for CONSIDERATION at the October meeting;

- Finance Committee discussions
- Ratify the Placemaking document
- Better signage on King Street and Queen Street

22. To consider the following motion;

'Market Rasen Town Council agree to write to Central Government, the Environment Agency and water companies calling for them to take immediate action to end the scandal of untreated sewage dumping in our nation's rivers, seas and watercourses'.

Cllr Taylor reminded those attending of the role of the council 40 years ago in identifying and addressing pollutants in the local rivers. It was proposed that letters are sent to the Member of Parliament and the Environment Agency reminding them of the issues 40 years ago and that the recent proposed changes to the planning laws risk reversing that good work and potentially impacting on the health of our community.

PROPOSED by Cllr Taylor and **SECONDED** by Cllr Pilley and voting was **UNANIMOUS**

23. Street Cleaning

Cllr Bunney explained that street cleaning will be increased in Market Rasen with work taking place three times a week rather than two. There will also be changes to the public bin collections. A request was made to bring this item back to council on the January agenda.

Meeting closed 8.58pm

Market Rasen Town Council Accounts for payment August 2023								
Ref	Payee	Description	F/Hall £	General	VAT	Total		
					£	£		
pre-authorised automated payments since the last meeting - To note								
DD	BT	Phones and broadband July		82.61	16.52	99.13		
DD	Total	Electricity FH June	87.88		4.39	92.27		
DD	Total	Electricity OPS June		30.78	1.54	32.32		
DD	Total	Electricity MP June		10	0.51	10.51		
DD	Total	Electric MP July		10.26	0.51	10.77		
DD	Total	Electric FH July	120.15		6.01	126.16		
DD	Total	Electric OPS July		32.37	1.62	33.99		
DD	EE	Mobile Phones						
DD	Now Pensio	Employer service Charge		12.5	2.5	15		
DD	WLDC	Refuse & Recycling	66.95			66.95		
DD	WLDC	Non Domestic rates Office		287		287		
DD	WLDC	Non Domestic rates OPS		183		183		
DD	WLDC	Non Domestic rates Market		37		37		
DD	WLDC	Non Domestic rate	576			576		
DD	SSE	Gas FH July	91.93		4.59	96.52		
DD	SSE	Gas OPS July		79.34	3.96	83.3		
dd	HMRC	contributions		1494.77		1494.77		
Sub totals								
Festival Hall deposit/bar refunds paid since last meeting								
Sub total								
June 2023 Payments for authorisation (Authorised for electronic payment where required)								
UTB501	Equip	Battery for flooding generator		65.86	13.17	79.03		
UTB502	Equip	generator		599	119.8	718.8		
UTB503	Equip	single pattress	1.6		0.32	1.92		
UTB504	Equip	uniform/ppe maintenance opera		159.9	15.68	175.58		
UTB505	Equip	materials		27.8	5.56	33.36		
UTB506	Avica	multipurpose clear	16.28		3.26	19.54		
UTB507	Rialtas	Group training on Rialtas		230	46	276		
UTB508	ES Compute	repair to Town Clerk laptop		140		140		
UTB509	AJ Williams	Grasscutting 45h 11th July		582	116.4	698.4		
UTB510	Avica	cleaning materials	56.98		11.4	68.38		
UTB511	Pestcotek	mole inspection		100	20	120		
UTB512	Lincoln Web	Office/mailboxes/lease latops/v		382		382		
UTB514	Konica	inv for June underpaid		0.1		0.1		
UTB515	M Lakin Whi	Flowers for war memorial		28		28		
UTB516	Heatech	service of 2 boilers	250		50	300		
UTB517	WLDC	Annual licence Fee	180			180		
UTB518	Nicholsons	payroll services June		25	5	30		
UTB519	Nicholsons	payroll services July		55	11	66		
UTB520	WLDC	cctv 22/23		6000		6000		
UTB521	Microshade	hosted application service		89.7	17.94	107.64		
UTB522	HMRC	paye/ni 6 July to 5 Aug reminder		2660.99		2660.99		
UTB523	Stance secu	security 14 July		132.88	26.58	159.46		
UTB524	SSE	xmas lights 22/23		270.15	13.51	283.65		
UTB525	Equip	torq set and waders for MO		39.79	7.96	47.75		
		Payments already made						
UTB513	Huws Gray	materials		46.83	9.37	56.2		
	Salaries	July		5846.62		5846.62		
Totals			1447.77	19741.3	535.1	21724.1		

Appendix A

Appendix B

payment Sept 2023							
Ref	Payee	Description	F/Hall £	General £	VAT £	Total £	
pre-authoris ed automated payments since the last meeting - To note							
DD	BT	Phones and broadband Aug		£113.22	£22.64	£135.86	
DD	Total	Electricity FHAug	40.61		2.03	£42.64	
DD	Fuelcard	charges		£7.20		£7.20	
DD	Now Pensions	Employer service Charge		£12.50	£2.50	£15.00	
DD	WLDC	Refuse & Recycling	£66.95			£66.95	
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			£576.00	
DD	SSE	Gas OPS Aug		£78.99	£3.94	£82.93	
DD	SSE	Gas FH Aug	45.68		2.28	47.96	
		<u>Payments already made</u>					
	HMRC	salaries		£6,055.81		£6,055.81	
Sub total							
authorised for electronic payment where required)							
UTB526	Xmas market hirer	cancellation moving inside with Lions		£10.00		£10.00	
UTB527	Name Badges Int	new councillor badges		£40.50	£8.10	£48.60	
UTB528	AJ Williams	grasscutting 1/15/29 August		£873.00	£174.60	£1,047.60	
UTB529	Zest Print	new sign committee room	£69.00		£13.80	£82.80	
UTB530	Lincoln Web Design	Office, mailboxes laptops lease		£292.00		£292.00	
UTB531	GSmith	expenses		£42.30		£42.30	
UTB532	M Lakin-Whitworh	flowers for centotaph		£23.76		£23.76	
UTB533	Pestoczek	mole inspection		£100.00	£20.00	£120.00	
UTB534	Huws Gray	materials		£181.64	£36.33	£217.97	
UTB535	FH Hirer	reduction in hiring times/already paid	£70.00			£70.00	
UTB536	Microshade	Hosted Application		£89.70	£17.94	£107.64	
UTB537	Heattech	new gas pipework FH	£811.50		£162.30	£973.80	
UTB538	Konica	printer charges June to Sept		£77.62	£15.52	£93.14	
UTB539	TW Bell	xmas lights testing		£175.00	£35.00	£210.00	
UTB540	Nicholsons	payroll services Aug		£25.00	£5.00	£30.00	