



# **Full Council Meeting**

**13<sup>th</sup> December 2023**

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Dear Councillor,

You are hereby summoned to the next Meeting of Market Rasen Town Council, which will be held on Wednesday **13th December 2023** commencing at **7.00pm** in the Committee Room of the Festival Hall, Caistor Road, Market Rasen.

Members of the public and the press are invited to attend.

Anna Lawson

Signed:

Town Clerk & Responsible Financial Officer  
Market Rasen Town Council

Date: 28th November 2023

For further information, or to request copies of non-confidential reports please contact the Clerk at [townclerk@marketrasentc.co.uk](mailto:townclerk@marketrasentc.co.uk) or on 01673 842479. There will be a 20-minute public forum.

### **Agenda**

1. **Open meeting**

Chairman to welcome those attending and make any announcements

2. **Apologies**

To **RECEIVE** apologies for absence

3. **Public Forum**

To **RECEIVE** any questions and listen to observations made by members of the public (limited to 20 minutes)

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.

Members may make any declarations of interest at this point but may also make them again at any time during the course of the meeting.

5. **Minutes**

(Appendix A)

To **RESOLVE** to approve the minutes of the last meeting held on 13<sup>th</sup> September 2023

6. **Action Points & Clerks Report**

(Appendix B)

To **NOTE** any updates on the action points

7. **District & County Councillor Reports**

(Appendix C)

To **RECEIVE** the reports from the District & County Councillors

8. **Planning Applications**

(Appendix D)

To **DISCUSS** applications received since the last full council meeting

9. **Town Events Working Group**

To **RECEIVE** updates of meetings

10. **Bank Reconciliations**

- a) To **RECEIVE** the current account reconciliation to 31st October 2023 (Appendix E)
- b) To **RECEIVE** the savings account reconciliation to 31st October 2023 (Appendix F)
- c) To **RECEIVE** the current account reconciliation to 30th November 2023 (Appendix G)
- d) To **RECEIVE** the savings account reconciliation to 30th November 2023 (Appendix H)

11. **Accounts for Payment**

To **RESOLVE** to authorise the accounts for payment (Appendix I)

12. **Policing in the Community**

- a) To **RECEIVE** update from correspondence sent to Sir Edward Leigh MP regarding police numbers.
- b) To **RECEIVE** update from request to the Police Inspector for an officer to attend the meeting.
- c) To **CONSIDER** issues relating to Pavement Parking.

13. **Information from the Racecourse**

To **RECEIVE** update from the Racecourse regarding the SAG for Boxing Day meet.

14. **Community Energy Scheme**

To **CONSIDER** options in relation to adopting a Community Energy Scheme

15. **A631 Speed Limit**

To **CONSIDER** the recent update from Lincolnshire County Council in relation to the A631 Speed Limit implementation going back to public consultation.

16. **Devolution**

To **CONSIDER** the recent proposal from Lincolnshire County Council and Local Government to pursue devolution for Greater Lincolnshire.

17. **Next agenda**

To **RECEIVE** any items for the January agenda

18. 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.***

19. **HR Committee.**

- a) To **APPROVE** the minutes of the HR Committee meeting held 16th November 2023
- b) To **CONSIDER** further medical reports received
- c) To agree and **RESOLVE** any action in response to the above



## **Minutes of the Council Meeting held on Wednesday 8th November 2023 in the Committee Room of the Festival Hall, Caistor Road, Market Rasen.**

**Present:** Councillors: J. Pilley (Chairman), S. Bunney (District Cllr/County Cllr), A. Dale (Vice-Chairman), J Adekoya, D Bowns, M Hassan, N Taylor, S Edwards

**In attendance:**

Town Clerk – A Lawson, a member of the press and one member of the public

**The Meeting opened at 19:00**

**1. Open meeting**

The Chairman opened the meeting

**2. Apologies**

Received from Cllrs Easters and Gray

**3. Public Forum**

A member of the public spoke in relation to planning application 147461. Cllr Taylor raised the issue of seven vehicles being parked on the pavement on Queen Street close to the food outlets.

**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. Minutes**

The minutes from the meeting held 11<sup>th</sup> October were **ACCEPTED** as read.  
PROPOSED Cllr Taylor, SECONDED Cllr Dale and accepted UNANIMOUSLY

**6. Action Points & Clerks Report**

The reports and subsequent updates were **NOTED** by the Council  
Correspondence has been received in relation to;

- Parking issues
- Planning applications
- A suggestion of humane ways to reduce the pigeon population

**7. District & County Councillor Reports**

Cllr Bunney's report included the following;

- An overview of the recent flooding, subsequent action taken and grant funding available. There will also be a multiagency evaluation of all flooding since 2021, including operation of the flood defence reservoirs.
- WLDC Cleaning have purchase a weed ripper machine which will also deal with the pigeon mess.
- Planning applications received for 146685 & 147461
- Information regarding the public consultation for additional CCTV.
- Policing numbers and cover for Market Rasen.
- WLDC new tools for reporting Fly Tipping.

**8. Planning Applications**

147461 Planning application to erect 2no. dwellings. Land off Bridle Way Market Rasen LN8 3PT. **Page 4**  
Planning Application Proposed to **OBJECT** to the application on the following grounds;

- Impact on the infrastructure
- Not in keeping with surrounding properties
- Infilling and therefore has restricted access
- Important ecological site,

147521 Advertisement consent to replace existing fascia sign & external illumination.  
5 Queen Street Market Rasen Lincolnshire LN8 3EH Consent -Display Advertisement  
Proposed to **OBJECT** to the application on the following grounds;

- Not in keeping with a conservation area
- Against the design scheme for Market Rasen as stated in the Central Lincolnshire Local Plan

## 9. Town Events Working Group

A report was **NOTED** from the meeting on 27<sup>th</sup> October 2023

## 10. Bank Reconciliations

- To **RECEIVE** the current account reconciliation to 31st October 2023  
Deferred to December due to information not being available
- To **RECEIVE** the savings account reconciliation to 31st October 2023  
Deferred to December due to the information not being available

## 11. Accounts for Payment

- RESOLVED** to authorise the accounts for payment  
PROPOSED Cllr Taylor, SECONDED Cllr Hassan and accepted UNANIMOUSLY
- To **ACCEPT** the recommendations from the Finance and Premises Committee from meeting held 31<sup>st</sup> October  
PROPOSED Cllr Taylor, SECONDED Cllr Hassan and accepted UNANIMOUSLY
- RESOLVED** to accept the draft budget  
PROPOSED Cllr Taylor, SECONDED Cllr Dale and accepted UNANIMOUSLY
- RESOLVED** to accept the provisional precept increase of 5%  
PROPOSED Cllr Taylor, SECONDED Cllr Bunney and accepted UNANIMOUSLY

## 12. Remembrance Sunday

Cllr Pilley stated appreciation for all those who had decorated the town in remembrance of the fallen.  
Cllr Dale responded that it was a result of multiple organisations working together.  
It was agreed that thanks should also be sent to Paul Taylor for cleaning the Cenotaph in preparation.

## 13. Police Numbers in the Community

To **RECEIVE** update from correspondence sent to Sir Edward Leigh MP  
No response received.

## 14. Next agenda

Items for inclusion;

- Parking on the Pavement
- Driving on the Church Path
- December Bank Reconciliation

Cllr Taylor asked for thanks to be noted the Maintenance Officer and Town Clerk for their work during the recent floods.

**Meeting ended 8.09pm**

Market Rasen Town Council Accounts for payment November 2023						
Ref	Payee	Description	F/Hall £	General £	VAT £	Total £
pre-authorised automated payments since the last meeting - To note						
DD	Fuelcard	petrol Maintenance		£61.60	£12.32	£73.92
DD	Fuelcard	Fees		7.2		£7.20
DD	Initial Service	washroom services fees for Office/	262.74		52.54	£315.28
DD	sum up	fees for bar payments (monies before fees £888.00) 27 Oct event		£14.99		£14.99
DD	Now	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
			905.69	£603.29	£67.36	£1,576.34

<b>Total</b>						
Payments already made						
	HMRC	salaries Nov				£6,349.23
	refunds	damage deposits refund		£250.00		£250.00
	solutions	HR support Medical Capability		£500.00		£500.00
	market refund	trader cancelled booking		£10.00		£10.00
	Small Beer	for event 27 Oct		£202.89	£40.58	£243.47
	Cleaning Services	cleaning w/c 14/5 and 21/8		£90.00		£90.00
<b>Sub total</b>				<b>£1,052.89</b>	<b>£40.58</b>	<b>£7,442.70</b>

for electronic payment where required)						
UTB559	Equip	saw and blade		£11.34	£2.27	£13.61
UTB560	Equip	key and socket set		£10.89	£2.18	£13.07
UTB561	Equip	screws market stalls		£5.00	£1.00	£6.00
UTB562	Avica	cleaning supplies	£30.75		£6.16	£36.91
UTB563	PKF	audit fees		£630.00	£126.00	£756.00
UTB564	SLCC	membership fee		£279.00		£279.00
UTB565	Bridge McFarland	Fees re land registry Festival Hall	£733.00		£100.60	£833.60
UTB567	AJ Williams	Grasscutting 1st and 9th Oct		£291.00	£58.20	£349.20
UTB568	Stance Security	Security MP 30Oct/27 Oct		£265.76	£53.15	£318.91
UTB569	Microshade	Hosted Application service		£89.70	£17.94	£107.64
UTB570	Occupational Health	Telephone consultation 23 Aug		£180.00	£36.00	£216.00
UTB571	Rase Hardware	plugs	£9.30		£1.86	£11.16
UTB572	Zest printing	Remembrance Day Programme		£93.00		£93.00
UTB573	Huws Gray	Flooding materials and toilet seat office		£345.67	£69.13	£414.80
UTB574	Lincoln Web Design	Office, mailbox, laptop lease		£292.00		£292.00
<b>Sub Total</b>			<b>£773.05</b>	<b>£2,493.36</b>	<b>£474.49</b>	<b>£3,740.90</b>
<b>Total</b>			<b>£1,678.74</b>	<b>£4,149.54</b>	<b>£582.43</b>	<b>£18,606.76</b>

# Action Log

Appendix B

Action Point	Owner	Notes	Status
<b>Full Council 8<sup>th</sup> February</b>			
<i>Lease negotiations to begin OPS</i>	<i>Community Manager</i>		With leaseholder for signing
Full Council – 12 <sup>th</sup> July 2023			
Grant notification of interest	<i>Clerk</i>		Actioned and awaiting response
Full Council – 13 <sup>th</sup> September 2023			
Letter to Sir Edward Leigh regarding reduction in Police numbers	<i>Clerk</i>		Awaiting reply
Letter to Sir Edward Leigh regarding pollution in our seas and waterways	<i>Clerk</i>		Awaiting reply
Full Council – 11 <sup>th</sup> October 2023			
Wreath laying by businesses	Clerk and Chairman		Ongoing



Guildhall  
Marshall's Yard  
Gainsborough  
Lincolnshire DN21 2NA  
Telephone 01427 676676  
Web [www.west-lindsey.gov.uk](http://www.west-lindsey.gov.uk)

Clerk to Market Rasen Town Council  
Market Rasen Town Council Area Office  
Caistor Road  
Market Rasen  
Lincs  
LN8 3HT

Your contact for this matter is:

Ian Elliott  
[ian.elliott@west-lindsey.gov.uk](mailto:ian.elliott@west-lindsey.gov.uk)  
01427 676638

6 December 2023

Dear Sir/Madam

**APPLICATION REFERENCE NO: 147654**

**PROPOSAL:** Outline planning application to erect 1no. dwelling with access to be considered and not reserved for subsequent applications - resub of 144905

**LOCATION:** Land to the rear of 12 The Grove Caistor Road Market Rasen LN 8 3HX

**APPLICATION TYPE:** Outline Planning Application

**APPLICATION CATEGORY:** Minor - Dwellings

I refer to the above application, the planning application forms, plans and other documents may be viewed on the Council's website at [www.west-lindsey.gov.uk/planning](http://www.west-lindsey.gov.uk/planning).

Please make your observations by filling in the attached pro-forma and returning it to me **within 28 days of the date of this letter**. I would advise you to keep a copy for your records. Any observations made will be taken into account by the District Council when a decision on the application is made. If the application goes before the Council's Planning Committee for determination, your Council will have the opportunity to speak at the meeting. I will write to inform you if the application is to be determined at committee.

If you do not reply within 28 days of the date of this letter I will assume that your Council has no observations to make.

I would point out that, under the Local Government (Access to Information) Act 1985, any written observations received that are reported to the Planning Committee will become "background papers" to the report, and as such will be made available for public inspection in accordance with the Act.

**Bank Reconciliation Statement as at 31/10/2023  
for Cashbook 1 - Current A/c - Unity 20451176**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current UTB	31/10/2023		18,916.33
			<u>18,916.33</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			18,916.33
<u>Unpresented Receipts (Plus)</u>			
31/10/2023 - Receipted in error - to be reversed.		64.00	
			<u>64.00</u>
			18,980.33
Balance per Cash Book is :-			<b>18,980.33</b>
Difference is :-			<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

**Bank Reconciliation Statement as at 31/10/2023  
for Cashbook 2 - Reserves - Unity 20451189**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Savings 20451189	31/10/2023		167,736.79
			<u>167,736.79</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			167,736.79
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			167,736.79
		<b>Balance per Cash Book is :-</b>	<b>167,736.79</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

**Bank Reconciliation Statement as at 30/11/2023  
for Cashbook 1 - Current A/c - Unity 20451176**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current UTB	30/11/2023		23,385.59
			<u>23,385.59</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			23,385.59
<u>Unpresented Receipts (Plus)</u>			
31/10/2023 <i>Input twice - to be reversed</i>		64.00	
			<u>64.00</u>
			23,449.59
		<b>Balance per Cash Book is :-</b>	<b>23,449.59</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

**Bank Reconciliation Statement as at 30/11/2023  
for Cashbook 2 - Reserves - Unity 20451189**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Savings 20451189	30/11/2023		152,736.79
			<u>152,736.79</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			152,736.79
<u>Unpresented Receipts (Plus)</u>			
30/11/2023 <i>Receipted to wrong a/c Tfr done.</i>		332.00	
			<u>332.00</u>
			153,068.79
		<b>Balance per Cash Book is :-</b>	<b>153,068.79</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

Lincolnshire County Council  
Place Directorate  
Highways Services  
Minor Works & Traffic Team  
County Offices  
Newland  
Lincoln LN1 1YL

Ref: FAO Bryan Gault  
Date: 4<sup>th</sup> December 2023

Tel: 01522 782070  
Email: TRO@lincolnshire.gov.uk

Dear Sir/Madam

**RE: MARKET RASEN TO LOUTH, A631 – PROPOSED SPEED LIMITS**

As you will be aware, Lincolnshire County Council has recently been pursuing new lowered speed limits on several lengths of the A631 between Market Rasen and Louth.

The scheme was publicly advertised in the local newspapers in late 2021, and, from the end of this period, we had 2 years to make the scheme operative and get the signs installed on site. Unfortunately, due to issues with the signing and illumination requirements, this time has just expired and, as such, we are having to re-consult and re-advertise this scheme again.

I have therefore enclosed the plans illustrating these proposals and I would be pleased to receive any comments you may wish to make. If I do not receive a response by 29<sup>th</sup> January 2024, I will assume that you have no objections to the proposal.

Yours Faithfully

For Programme Leader Minor Works & Traffic