

# Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

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## FULL COUNCIL MINUTES

Minutes of the Town Council meeting held on **Tuesday 7 November 2023** at **7:00pm** in the Ceremony room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

**Councillors Present:** Councillor James Plastow (Vice Chairman)

Councillor Dennis Dannatt  
Councillor Richard Doy  
Councillor Paul Hooton  
Councillor Liam Muggridge  
Councillor Kenneth Woolley

Councillor David Dobbie  
Councillor Michael Devine  
Councillor Stuart Morley  
Councillor James Ward

**In Attendance:**

Rachel Allbones

Stephen Coulman

Interim Town Clerk (ITC)

Operations Manager (OM)

**Also Present:**

1 member of the public

### Open Forum      Public participation

A member of the public asked the following questions: -

- 1) Why was an asbestos shed allowed on Love Lane allotments?
- 2) Why did the Allotments Officer not rod the drain on Love Lane allotments?
- 3) Who agreed to 2 recent letters they received from the ITC?
- 4) Were recent investigations carried out by an independent person?

It was advised that a response would be provided within 28days.

### FC24/102      Groundwork presentation

Members received a presentation from Groundwork regarding Tesco Stronger Starts Grants <https://tescostrongerstarts.org.uk/>

### FC24/103      Apologies for Absence

Apologies for absence were received from Councillors N Bowler, R Craig, C Davies, T Davies, P Key, K Panter.

### FC24/104      Declarations of Interest

No declarations of interest were made.

### FC24/105      Dispensation Requests

No dispensation requests were received.

**FC24/106 Items for Exclusion of Public and Press**

**RESOLVED:** to exclude the public and press from item FC24/115 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

**FC24/107 Minutes of the Previous Meeting (Paper A)**

**RESOLVED:** that the minutes of the Council meeting held on Tuesday 3 October 2023 be approved as a as a true and accurate record and signed by the Chairman.

Note: Councillors Devine, Muggridge and Ward abstained from voting on the above resolution.

Note: Councillor Morley voted against the above resolution.

**FC24/108 Committee Meeting Minutes**

Paper B - Property and Services Committee, Tuesday 10 October 2023

Paper C – Personnel Committee, Wednesday 11 October 2023

Paper D – Finance and Strategy Committee, Tuesday 17 October 2023

Paper E - Planning Committee, Tuesday 24 October 2023

**RESOLVED:** to **NOTE** the draft minutes of the Committees.

Councillor Dobbie gave a vote of thanks to the Operations teams for the swift action erecting the speed awareness signs on Whites Wood Lane.

Note: Councillor Morley abstained from voting on the above resolution.

**FC24/109 Committee / Working Group Vacancies**

**RESOLVED:** to appoint Councillors Devine and Hooton to the Neighbourhood Plan Working Group.

**FC24/110 Recommendations made by Committees**

Members considered a recommendation from Property & Services Committee held 10 October 2023 (PS24/085):

**RESOLVED:**

- a) That contractor A be appointed as soon as possible to undertake the works to repair the windows to the first floor (£13,920 plus VAT) as soon as the weather and their work schedule permits.
- b) That contractor A be appointed as soon as possible to undertake the works to paint the first floor and ground floor windows and doors (i.e., the entire house), (£10,060 plus VAT) as soon as the weather and their work schedule permits.
- c) That a 10% discretion (£2,398) be given to the Operations Manager to allow for any price fluctuations or unforeseen works.
- d) That the necessary funds come from the Richmond House Reserve.
- e) The budget be adjusted accordingly.

**FC24/111 AGAR 2022/23 (Paper F)**

**RESOLVED:** to **NOTE** the outcome of the completed review of the Annual Governance & Accountability Return (AGAR) for Gainsborough Town Council for the year ended 31 March 2023.

**FC24/112 Parish Council Engagement Session - Lincoln and West Lindsey - 14th December 2023 (Paper G)**

**RESOLVED:** to appoint the Leader, Councillor Richard Craig to attend the Parish Council Engagement Session with Lincolnshire Police on 14<sup>th</sup> December.

**FC24/113 January Meetings (Paper H)**

**RESOLVED:** to amend January meetings to the following: -

Tuesday 9 January 2024 – Full Council

Tuesday 16 January 2024 – Property and Services Committee

Wednesday 17 January 2024 – Personnel Committee

Tuesday 23 January 2024 – Finance and Strategy Committee

Tuesday 30 January 2024 – Planning Committee

**FC24/114 Rotary Christmas Celebration and Fireworks Event (Paper I)**

Members considered an application from the Gainsborough Rotary Club to use Marshall's Sports Field for a Rotary Christmas Celebration and Fireworks Event. This is to replace the postponed event due to take place on Saturday 4 November 2023.

**RESOLVED:** to approve the application subject to provision of a final event plan, proof of Public Liability Insurance, PPL, RAMS etc to officers and evidence of consultation with the Safety Advisory Group with the caveat that the Operations Manager alongside the football club and Rotary Club will inspect the ground the week before and has the authority to remove the access to the grassed area should the ground conditions not improve.

**FC24/115 Hedge Cutting (Paper J)**

Deferred to the end of the meeting.

**FC24/116 Interim Town Clerk's Report (Paper K)**

**RESOLVED:** to **NOTE** the Interim Town Clerk's report.

It was requested by a Member to receive reports from the local Lincolnshire County Councillors.

**FC24/117 Correspondence (Paper L)**

**RESOLVED:** to **NOTE** the correspondence circulated.

Note: The member of the public left the meeting.

**FC24/115 Hedge Cutting (Paper J)**

**RESOLVED:** to

- a) That contractor A be appointed as soon as possible to undertake the works detailed in 2.1 to 2.5 as soon as the weather and their work schedule permits (£6,540 +VAT).
- b) That contractor B be appointed as soon as possible to undertake the works detailed in 2.6 as soon as the weather and their work schedule permits (£3,800 +VAT).

- c) That a 10% discretion (£1,000) be given to the Operations Manager to allow for any price fluctuations or unforeseen works.
- d) That the budgets be adjusted accordingly.

**FC24/118 Time and Date of Next Meeting**

**RESOLVED:** to **NOTE** the date and time of the next Full Council meeting scheduled for Tuesday 5 December 2023 at 7.00pm at Richmond House, Morton Terrace.

The meeting closed at 8:24pm

Signed as a true record of the Meeting: \_\_\_\_\_ Dated \_\_\_\_\_  
Presiding chairman of approving meeting