

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

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PROPERTY AND SERVICES COMMITTEE MINUTES

Minutes of the Property and Services Committee held on **Tuesday 12 May 2026** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ

Councillors Present: Councillor Doug Owles (Chair)

Councillor Nicholas Coxon
Councillor Dennis Dannatt
Councillor James Plastow

Councillor Richard Craig
Councillor Paul Key
Councillor Richard Thompson

In Attendance:

Sean Alcock Operations Manager
Amanda Clarke Communities Officer
Natasha Gardener Assistant Clerk

Also Present: One member of the public.

PS27/001 Apologies for Absence

Apologies were received from Councillor Davies.

PS27/002 Vice Chair

RESOLVED: To elect Councillor Davies as Vice Chair for Property and Services Committee.

Note: Councillors Key and Coxon abstained on voting on the above resolution.

PS27/003 Declarations of Interest

No declarations of interest were received.

PS27/004 Dispensation Requests

No dispensation requests were received.

PS27/005 Items for Exclusion of Public and Press

RESOLVED: To exclude the public and press from items PS27/012, PS27/013, PS27/014, PS27/015 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1(2), due to the confidential nature of the business to be discussed.

PS27/006 Minutes of the Previous Meeting (Paper A)

RESOLVED: That the minutes of the Property and Services Committee meeting held on Tuesday 10 March 2026 be approved as a true and accurate record and signed by the Chair.

Note: Councillors Plastow and Owles abstained on voting on the above resolution.

RESOLVED: Under Standing Order 10.1f the order of business was changed to take item PS27/011 next.

PS27/011 Request for Animals on Allotments (Paper F)

Spital Hill – Quail

RESOLVED: To proceed with Option E and approve a pilot scheme to allow quail on a trial basis for a defined period of 6–12 months, with monitoring throughout the trial period. A review report is to be presented to Committee after 6 months for consideration prior to any wider adoption or policy amendment after 12 months.

Foxby Hill – Rabbits:

Councillor Coxon proposed Option B to approve with additional conditions

- As per Option A, but with further conditions:
 - Enclosures must be located within individual plots rather than shared across multiple plots;
 - Regular inspection by the Council or Communities Officer;
 - Clear waste management and hygiene requirements;
 - A review period (e.g. 6–12 months) to assess compliance, seconded by Councillor Thompson.

At the request of Councillor Plastow a recorded vote was taken:

For: Councillors Coxon, Craig, Key, Thompson

Against: Councillors Dannatt, Plastow

Abstention: Councillor Owles

Councillor Dannatt proposed Option C: Decline permission on the basis that shared enclosures and multi-plot arrangements may complicate enforcement, tenancy responsibilities, and site management, on the provision of getting further information and clarification on the health for the rabbits and site security of the rabbits, so they are not coming into contact with wild rabbits that may be on the allotment, seconded by Councillor Plastow.

At the request of Councillor Plastow a recorded vote was taken

For: Councillors Dannatt, Key, Owles, Plastow

Against: Councillors Coxon

Abstained: Councillors Craig, Thompson

As there was an equal number of votes in favour of each proposal, Councillor Owles exercised his casting vote as Chair in favour of Option C.

RESOLVED: To decline permission on the basis that shared enclosures and multi-plot arrangements may complicate enforcement, tenancy responsibilities, and site management, on the provision of getting further information and clarification on the health for the rabbits and site security of the rabbits, so they are not coming into contact with wild rabbits that may be on the allotment.

PS27/007 Town Centre Events (Paper B)

Councillor Dannatt proposed the recommendation contained within the report, seconded by Councillor Plastow.

At the request of Cllr Key a recorded vote was taken:

For: Councillors Dannatt, Owles, Plastow, Thompson

Against: Councillors Coxon, Key

Abstained: Councillor Craig

RESOLVED: To approve contributions from the 2026/27 budget as follows:

- £1,000 for Illuminate 2027 (budget code 10010);
- £3,000 for Go Festival 2026 (budget code 10050); and
- £7,500 for the Christmas Lights Festival 2026 (budget code 11000).

PS27/008 Ransomes Mower (Paper C)

Note: The member of public left the meeting.

RESOLVED: To proceed with Option 1 and continue using the existing Toro LT-F3000 mower for the cricket outfield at no additional cost.

PS27/009 Pocket Park at Spital Terrace (Paper D)

RESOLVED: Not to undertake maintenance of the Pocket Park at Spital Terrace.

Note: Councillors Coxon and Dannatt voted against the above resolution.

Note: Councillor Thompson abstained on voting on the above resolution.

Note: Councillor Coxon left the meeting at 7:49pm.

PS27/010 Love Lane Allotment Electric Gate (Paper E)

RESOLVED: To decline the request for installation of electric gates on the grounds that it does not constitute a reasonable adjustment.

PS27/012 Allotment Tenancy Breaches (Paper G)

RESOLVED: To issue a Notice to Quit to the tenant, as detailed in recommendation 2 of the report.

Note: Councillor Craig left the meeting at 8:02pm.

RESOLVED: To issue a Notice to Quit to the tenants, as detailed in the report, if no improvements are made by 21 May 2026, in accordance with recommendation 3.

Note: Councillor Dannatt requested that the same position is used when inspection photos are taken, supported by Councillor Owles.

RESOLVED: To issue a Notice to Quit to the tenant, detailed in recommendation 1 of the report.

PS27/013 Allotment Breach Appeals (Paper H)

i. Appeal 1

RESOLVED: To defer reviewing the appeal subject to receiving further information from the tenant.

RESOLVED: Under Standing Order 3.26 to extend the meeting past 2 hours.

ii. Appeal 2

RESOLVED: To uphold the decision to issue the breach notice and as previously resolved under PS27/012 for a Notice to Quit to be issued.

iii. Appeal 3

RESOLVED: To uphold the decision to issue the breach notice.

PS27/014 North Warren Cemetery Gates (Paper I)

RESOLVED: To accept the quotation from Gainsborough Building Ltd for £1,985.00 +VAT for repairs to the entrance gates at North Warren Cemetery.

PS27/015 Christmas Lights Infrastructure Overhaul (Paper J)

NOTE: Insufficient information was provided at this time and therefore the item was deferred for a future meeting.

PS27/016 Items for Notification

To receive any items for notification to be included on a future agenda (for information only)

- i. Richmond Park Potting Shed Demolition - June
- ii. Richmond Park Garden Wall Repointing - June
- iii. Love Lane Allotment Access Road - June
- iv. Richmond House & Park Condition Report - June
- v. Richmond House & Park Feasibility Study
- vi. Richmond Park Outbuilding Repair Quotes
- vii. General Cemetery Chapel
- viii. Fire Risk Assessment Remedials - Marshalls Main Pavilion
- ix. Fire Risk Assessment Remedials - Marshalls Bowls Pavilion
- x. Volunteer Recognition
- xi. Christmas Lights Infrastructure Overhaul

PS27/017 Time and Date of Next Meeting

RESOLVED: To note the next Property and Services Committee meeting is an extraordinary meeting scheduled for Tuesday 9 June 2026 at 6:30pm.

The meeting closed at 8:43pm.

Signed as a true record of the Meeting: _____ Dated _____
Presiding Chair of approving meeting