

Sutton Bridge & Wingland Parish Council

Minutes of the Parish Council meeting held 7pm Tuesday, 30 July 2019 in the Farmers' Room at The Curlew Centre, Sutton Bridge.

Present: Cllrs: S.Booth (Chairman), Scarlett (Vice- chair), M Booth, Brewis, Clery, Cook, Davies, Ebbs, Goodwin, Summers, York.

Clerk: Mr R Smith

Public: 2 present

Press: Ms Lynne Harrison, Spalding Guardian

Cllr S. Booth greeted everyone present.

1 member of the public requested to speak during the public forum and the following item was discussed:

- Given the development costs, it was enquired as to the benefit the Cross Keys Marina brought to the Village. It was suggested that at the moment the marina was a line of not very deep moorings. To attract more business, it required visitor's births, available staff on duty, fuel, electricity etc. The Chairman agreed to put the Marina on the agenda for the next meeting. In the meantime the Clerk would make enquiries as to its performance with Justin Brown, Enterprise Commissioner at Lincolnshire County Council.

149.19 Apologies (1)

All members were present.

150.19 Declarations of interest and requests for dispensation (2)

- Cllr S. Booth declared a pecuniary interest in agenda item 18 regarding farm tenancies, given that he was a tenant of the Parish Council.
- Cllr M. Booth declared an interest in agenda item 18 given he was the father of Cllr S. Booth.
- Cllr York declared an interest in agenda item 15i regarding tree and grounds maintenance works, given that his business had submitted quotes to the Parish Council for some of the works.

151.19 Signing of the minutes (3)

It was **resolved** to approve the minutes of the meeting held 25/06/19 as an accurate record.

152.19 Police matters (4).

Nothing to report.

153.19 Chairman's remarks (5)

See appendix 1.

154.19 Clerk's report (6)

- The Annual Return had been submitted to auditors and published on the website with accounting information, as required. The notice of public rights had been posted on the notice board and web site.
- The website had been otherwise updated.
- Planning comments had been submitted as resolved.
- Cllr Goodwin's declaration of pecuniary interests' form had been sent to the District's Monitoring officer.
- Catering for the Propeller Service had been booked.
- The football club (SBUFC) had been told of permission to site a storage container next to the pavilion.
- Donated goal posts were now in the possession of SBUFC. The Clerk to arrange an official handover.
- The new swing and wet pour surfaces in the children's play area had been completed.
- Payment authorities for electronic payments from bank accounts was in progress.
- The superfast broadband was due to be installed 31st July 2019.
- Following concern about potato blight developing on a piece of Parish Council land, an advice letter about the disease had been sent to all tenants.
- Spares for the outside fitness equipment had been ordered at a cost of £28.50 plus Post & Packaging.
- No further work had been undertaken on the investigation into new CCTV.
- An ashes interment would be taking place at the Garden of Rest on 31st July.
- An offer had been received and accepted for the land owned at Kenzie Drive. To be further reported under agenda item 24.

155.19 To receive reports from County and District Councillors (7)

Cllr Brewis reported:

- Rail services on the East Coast Main Line and Peterborough Lincoln Line are expected to improve over the next 12 months through the building of a new two track line.
- The Chief Constable of Lincolnshire had been written to, thanking him for the Police action removing caravans on footpath of the old A17. Thanks were also expressed to those who helped clear the site and South Holland District Council for collecting the rubbish.
- Overgrown greenery on Railway Lane North had been reported.
- Concern remained about the use of on-line pharmacies. It was suggested people used local pharmacies.
- Management of traffic during the proposed major works on the bridge would consider and test the best methods for minimising congestion.

Cllr M. Booth reported:

- As a District Councillor, he had recently attended a training session on data protection. He suggested that it would be useful training for members of the Parish Council.
- Concern was expressed regarding the use of Smart Speakers (e.g. Alexa, Siri, Google Assistant).

People should be aware of their vulnerabilities and carefully consider where they were sited in homes e.g. away from answer phones.

- viii. Squirrels had been causing damage to homes in Churchgate by nibbling through cables.
- ix. The SHDC Effectiveness of CCTV Task Group were being convened as there was concern that CCTV monitoring was not providing value for money. The Police and constituency MP had been invited.
- x. Councillor budgets had been cut down to £3,000 from £4,500 this year. Cllr M. Booth and Cllr Brewis would continue paying the rent on the Police Room which took £1,000 from each of their budgets.
- xi. Work which came out of a fly tipping event held in February with the Police, was having an effect.

156.19 **Financial matters (8)**

- i. Schedule of Payments to 30/07/2019:

Payee	Detail	Type	Net £	VAT £	Total £
SHIDB	DD Discount Credit		- £ 17.92		-£ 17.92
LALC	Training Vat Payment	BP		£ 26.00	£ 26.00
Unity Trust Bank	Service Charge	SC	£ 18.00		£ 18.00
Ryman	Office Stationery	CP	£ 9.97	£ 2.00	£ 11.97
Post Office Ltd	Postage	CP	£ 61.00		£ 61.00
Mrs K Croxford	Travel Expenses	BP	£ 15.75		£ 15.75
Post Office Ltd	Postage	CP	£ 2.40		£ 2.40
GES Water Ltd	Water Testing- Pavilion	BP	£ 105.00	£ 21.00	£ 126.00
XBM LTD	Photocopier Charges	DD	£ 2.20	£ 0.44	£ 2.64
Heronwood Landscapes	Grass Cutting	1213	£ 495.00		£ 495.00
BT	Calls & Broadband	DD	£ 53.31	£ 10.66	£ 63.97
HMRC	Tax & NI	BP	£ 552.49		£ 552.49
Mr D Emerson	Salary	BP	£		£
Mrs K Croxford	Salary	BP	£		£
Mr R Smith	Salary	BP	£		£
Mr R Smith	Land Registry Expenses	BP	£ 4.00		£ 4.00
Lincs Pension Fund	Pension Scheme	BP	£ 623.82		£ 623.82
AGS	Security	BP	£ 400.00	£ 80.00	£ 480.00
Mr D Large	Tree replacement	BP	£ 31.50		£ 31.50

Late payments:

Payee	Detail	Type	Net £	VAT £	Total £
Net World Sports	Goal posts	BP	£ 816.62	£ 163.32	£ 979.94
Auditing Solutions Ltd	Internal Audit	BP	£ 280.00	£ 56.00	£ 336.00
Fenland Leisure Products Ltd	Play Equipment	B	£8,209.18	£1,641.84	£ 9,851.02

It was **resolved** to approve payments as above.

- ii. The following receipts were noted: interest £158.85; garden allotments £11.75.
- iii. Review of Annual Investment Strategy.
It was **resolved** to defer any review of the Annual Investment Strategy until October 2019.
- iv. It was **resolved** to accept the 1st quarter budget review, noting funds remaining under individual headings.
- v. It was **resolved** to delegate power to the Finance Committee to authorise August 2019 payments.
- vi. It was noted that the goal posts for SBUFC had been purchased @ of £816.62 (incl. delivery) + VAT.
- vii. There were no grant applications.

1 member of the public left the meeting at 7.52pm

157.19 **Correspondence (9)**

- i. The response from local transport company regarding littering complaint was noted.
- ii. It was **resolved** to post Information regarding the County Council's Call Connect bus services.
- iii. The letter from Rt Hon. Sir John Hayes MP regarding the new pavilion, and the response from the Chairman was noted.
- iv. Highways temporary road closure notification: Westbound A17 at Cross Keys Bridge between 16/09/19 and 25/10/19 was noted.
- v. It was **resolved** to support the proposed diversion on part of Sutton Bridge footpath No.1.
- vi. It was **resolved** to propose in the review of polling districts and places that the local polling places remain the same.
- vii. Receipt of the NALC Newsletter was noted.
- viii. Highways notice rescheduling the closure of Guys Head Road to between 23/09 & 29/09/19 was noted.
- ix. A copy of a letter from Lincolnshire FA informing Mr David Earth that he had been granted their Meritorious Award for services to football was noted as being much deserved.
- x. In response to a request for comment by Lincolnshire Free Press/Spalding Guardian about 'green burial corridors' it was **resolved** to respond that given Sutton Bridge Parish Council's Garden of Rest, locally there was no shortage of burial space.

158.19 **Planning matters (10)**

- i. New applications
 - H18-0671-19: 36 Petts Lane. Extension and alterations to dwelling. Outbuilding to be converted into

annexe and buildings linked together. It was **resolved** to support the application.

- H18-0692-19 Reserved Matters: Land north of Withington Street. 2 detached and 8 semi-detached dwellings (Outline Approval H18-1168-16). It was **resolved** to make no comment.
 - H18-0709-19: Reserved Matters: Land East: Chestnut Terrace. 6 dwellings (Outline Approval H18-1167-16 allowed on appeal). It was **resolved** to refer to the Parish Council's previous comment on the original application.
- ii. Decided applications
- H18-0120-19: Land north of Withington Street. Development of up to 70 dwellings. Refused
 - H18-0599-19: 72 Princes Street. Rear single-storey flat roofed extension. Approved.
 - H18-0352-19: 8A High Street, PE12 9UH. Conversion of shop/residential into 3 self-contained units, including new build and alterations. Approved.

159.19 **Highways & footways (11)**

i. Update on outstanding matters

- Request for 'Children at Play' sign declined by Highways with comment "we are only repairing damaged safety and mandatory signs in a reactive capacity at present due to limited resources".
- Trees overhanging the footpath from West Bank to High Street. Reported to Highways comment received "no further action to be taken but will monitor the location as part of safety inspection schedule."
- Request for more dog bins at the entrance to the old A17 footpath and beside West Bank by the Marina. Request sent no response received to date.
- Flooding outside the Church Lych gate reported again. Highways responded that they are preparing job to install new gully but it might take some time as prioritising work.
- The Bridge Road zebra crossings were in urgent need of repainting. Reminder sent to Highways, no response to date.
- The road drains and gulleys along Bridge Road required cleaning. Reported to Highways, no response to date.
- Bollards within the highway at the corner of Guy's Head Road and West Bank. Reminder sent to Highways, no response to date.

ii. New matters.

- Dog poo bin on corner of Falklands Road and Bridge Road and others have been removed. It was noted that dog poo could be put in all the standard South Holland street bins. Cllr Cook would contact SHDC to determine what bins had been removed and why. It was noted that dog poo could be deposited in the standard street litter bins.

160.19 **Working parties & committees (12)**

i. To receive reports

Nothing to report.

ii. To consider the operation of the following committees and working parties:

- a. Footpaths & Byways. It was **resolved** to defer the matter for three months.
- b. To consider the Sutton Bridge Charter of Friendship town twinning working party. It was **resolved** to defer the matter for three months.

161.19 **To receive reports outside bodies' representatives (13)**

SHPVCS Report - Cllr M. Booth read out a report received from Mr John Grimwood (co-opted representative), see appendix 2. Cllr M. Booth thanked Mr Grimwood for attending the meeting and submitting his report.

162.19 **War memorial (14)**

Cllr Brewis to report at September meeting on suggestions for refurbishing the memorial ready for the 75th Anniversary of VE day.

163.19 **Open Spaces (15)**

i. It was **resolved** to proceed with the following tree and ground maintenance works in the Memorial Park and car park, subject to TPO orders as required (tree ID's as detailed in LCC Tree Survey):

Fell tree T3 @ £380.

Fell tree T5 @ £200.

Fell tree T1 @ £1,400.

Remove ivy from T2 @ £40.

Cut Hedge @ £80.

Spray weeds @ £175.

Tidy up storm damaged tree @ £30.00

Total Cost - £2,305.00.

ii. It was **resolved** to proceed with the following works in the car park:

Clear leaves, remove debris and unblock gulleys @ £60

Excavate area in rear car park, dispose of rubbish, fit new gully pip and connect to soakaway @ £475.

iii. At Parish Council land on Sir Peter Scott Road, it was **resolved** to cut back trees, reduce canopies and

bushes from the footpath taking away all rubbish @£580.00

- iv. It was **resolved** to repair posts in the fence of the children's play area @ £170.
- v. It was **resolved** to extend the 3-month trial of security patrols by a further 3 months.
- vi. Quotes for security fencing and outward only opening gate at the rear of the Curlew Centre were awaited.

164.19 Parish Council land known as Speechley's allotments (16)

- i. The receipt of a report on the land from the Clerk was noted. It was **resolved** to record the Parish Council's appreciation to the Clerk for what was considered to be an excellent piece of research.
- ii. It was **resolved** for the Clerk to instruct solicitors Metcalfe, Copeman & Petterfar to undertake the voluntary first land registration with land registry.
- iii. It was **resolved** to authorise the appropriate land registry fee, which was expected to be either £200 or £400 depending on the estimated land value. The Clerk was to seek an indicative land value from a land agent with farming expertise.

165.19 Garden allotments (17)

- i. Following the receipt of complaints about allotment 544b, a letter had been sent by the Clerk informing the tenant that they were in breach of their tenancy agreement, in that the allotment was uncultivated and had been allowed to become overgrown and was spreading weeds to neighbouring land. Given that the allotment had now been ploughed over by the tenant and given the mitigating circumstances contained in the response received from the tenant, it was **resolved** to give the tenant a second chance. This was on the condition that the allotment was in future kept in accordance with the Council's rules and regulations.
- ii. Following the receipt of complaints about allotment 16b, a letter had been sent by the Clerk informing the tenant that they remained in breach of their tenancy agreement, in that the allotment was and had been seen to be a poor state of cultivation since at least the beginning of March 2019, it was spreading weeds to neighbouring farmland, and had volunteer potato crops which risked the spread of Potato Blight, including to neighbouring commercial plots. No remedial action was taken by the tenant, nor response received, within the timeframe requested in the letter. A letter was received from the tenant on the morning of this meeting indicating that the tenant felt singled out and unfairly treated. The letter was read out to the meeting and photographs passed around. It was noted that the tenant had previously successfully appealed to the Parish Council against a notice to quit issued on 2nd April 2019. Taking these matters into consideration, it was **resolved** that a notice to quit be issued to the tenant along with a requirement for the allotment to be cleared and vacated, else the costs incurred by the Parish Council of such clearance would be charged.
- iii. It was **resolved** to permit the erection of fence on allotment 541a up to a maximum fence height of 2m.
- iv. It was **resolved** not to allow a request to keep of guinea fowl on Parish Council allotments. The allotment rules and regulation would be amended to clarify this matter.
- v. It was **resolved** that compost bins on the Wright's Lane allotments be moved away from residences to the north end each allotment. For West Bank allotments compost bins should be moved away from housing. To allow time for compost to be usefully dug into the ground, tenants would be given until the end of October to complete the work. Allotment regulations to be amended accordingly.
- vi. As recommended by the Finance Committee it was **resolved** to increase the rent from £27 to £28 per 1/8-acre allotment from 29th September 2020.

Having an interest in the following item the Cllr M. Booth and Cllr S. Booth left the meeting at 8:40pm. The Vice-chair took over chairing the meeting.

166.19 Farm tenancies (18)

As recommended by the Finance Committee, it was **resolved** to increase the rent for Parish Council farm tenancy land from £180 to £220 per acre from 11th October 2020.

Cllr M. Booth and Cllr S. Booth returned to the meeting at 8:44pm. Cllr S. Booth resumed as Chairman.

167.19 New Pavilion (19)

It was **resolved** that the clerk should undertake a straw poll of members of the Pavilion and Projects committee on setting a date in early September for the committee's next meeting. Cllr York asked that it be noted that he was unavailable from 16th September.

168.19 Burial Ground (20)

- i. It was **resolved** to approve works for flower bed maintenance @ £40 per visit and spray paths off with weed killer @ £60 per visit, up to a maximum of 6 visits.
- ii. It was **resolved** not to allow the interment of domestic animal ashes within the Council's Garden of Rest.

169.19 Councillor requests (21)

- i. Cllr York expressed his thanks to Cllr Brewis for arranging the Power Station visit.
- ii. It was **resolved** that Cllr York follow up on his suggestion of locating a sport's facility next to the power station in order to utilise waste heat, and report back his findings at the next meeting. Clerk put the matter on the agenda.
- iii. Cllr Summers asked for street light 1611 enclosed by garden at Nene Meadows to be turned off. Clerk to contact the District Council.
- iv. Cllr Cook had been offered a large Christmas tree ~ 20 feet height. Interested parties to get in contact.
- v. Cllr Cook reminded members that the Curlew Centre had offered a room free of charge to help money

to be raised for Christmas lights. Ideas to be submitted to the Clerk.

170.19 **Office administration (22)**

It was **resolved** to subscribe to the Parish Online mapping system @ £200 p.a. First year's subscription to come from the Burial Ground earmarked reserve.

171.19 **To consider moving into closed session to discuss confidential matters. (23)**

Following a discussion, it was **resolved** that the meeting move into closed session to deal with confidential matters in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2). Cllr Clery requested that his objection and vote against the above resolution was recorded, as he considered an open discussion on the matter of the sale of Parish Council land at Kenzie Drive to be in the public interest.

Cllr M. Booth left the meeting at 9.05pm

1 member of the public and 1 member of the press left the meeting at 9.05pm

172.19 **Parish Council owned land at Kenzie Drive (24)**

- i. It was noted that an offer for the land had been received and accepted by the Parish Council, subject to contract. The Clerk stated for the record that while he considered that previous Council resolutions on the matter gave sufficient instruction for the acceptance of the offer, he had undertaken a ring round of councillors when the offer was received, and all councillors contacted had been in favour of accepting the offer. The Clerk had not been able to contact all councillors by phone and had then emailed all councillors before accepting the offer on behalf of the council. The offer remained subject to contract.
- ii. It was **resolved** to allow a request by buyers to undertake immediate foundation investigations.
- iii. It was **resolved** to instruct MCP Solicitors, Wisbech, on the sale of the land.

173.19 **Staffing & administration (25)**

It was **resolved** to approve concurrent holiday for the Clerk and the Admin Assistant for w/c Monday 19th August 2019, during which week the Parish Office would be closed.

There being no further business the meeting was declared closed at 9.20pm.

Signed:
Chair - Sutton Bridge Parish Council

Date: