

Sutton Bridge & Wingland Parish Council

Minutes of the Parish Council meeting held 7pm Tuesday, 29 October 2019 in the Farmers' Room at The Curlew Centre, Sutton Bridge.

Present: Cllrs: S. Booth (Chair), Scarlett (vice- chair), M Booth, Brewis, Clery, Cook, Davies, Ebbs, Goodwin, Summers, York
Clerk: Mr R Smith. Admin Assistant: Mrs K Croxford
Public: 9 present
Press: Ms Lynne Harrison, Spalding Guardian
District: Cllr R Gambba-Jones

Cllr S Booth greeted everyone present.

Two members of the public requested to speak during the public forum and the following items were discussed:

- An update on an offer by a resident to clean the milestone was requested. The clerk reported that the offer to help had been forwarded to Lincolnshire County Council (LCC) Highways for it to make a direct response.
- A resident reported rubbish being fly tipped outside a business address on Wharf Street. This was further discussed under agenda item 10. (213.19 ix.).
- An update on an offer to assist organising the cleaning of the war memorial. Cllr Brewis said that he would arrange a meeting with the resident concerned.
- A resident gave opinion that the response received by the clerk from LCC regarding the performance of the Marina was unsatisfactory and mendacious (see [Appendix 1](#)). The Marina was further discussed under agenda item 18 (221.19)

204.19 Apologies (1)

None

205.19 Declarations of disclosable pecuniary or other interests not previously notified to the Monitoring Officer and any written requests for dispensation. (2)

None.

206.19 Signing of the minutes (3)

- i. Cllr Clery queried the correctness of the verbal report of a meeting recorded under minute 192.19 i. The chairman ruled that as this did not affect the accuracy of the minutes, any statement regarding what occurred at the meeting concerned should properly be made under agenda item 13 (216.19).
- ii. It was **resolved** to approve the minutes of the meeting held 24/09/19 as an accurate record.

207.19 Bridge Hotel (4)

At 7.30pm, it was **resolved** to suspend Standing orders to allow members of the Council, the public, and the clerk, to ask questions of District Councillor Roger Gambba-Jones, Portfolio Holder – Place, on the matter of the Bridge Hotel and similarly derelict properties in the District.

Cllr Gambba-Jones thanked the Council for the invitation and responded to questions raised.

- He explained that following the death of the owner of the Bridge Hotel, the estate was still in probate.
- Currently the District had approximately 6 other buildings within the district with similar issues and a further 6 that they were keeping a close eye on.
- Building Control were inspecting the Bridge Hotel on a regular basis.
- SHDC were setting up a single point of contact for reporting faults and liaising with different departments, in order to calculate the best course of actions on these buildings. Implementation of this would take time.
- Compulsory purchase orders could only be obtained by a public authority working in partnership with a plan of action that would demonstrate a benefit to the community.
- Cllr Gambba-Jones agreed to chase up a previous legal enquiry on the matter made to the District by the clerk. The clerk would forward the relevant details.

The chairman thanked Cllr Gambba Jones for attending the meeting.

At 9.10pm, it was **resolved** to reinstate standing orders. Cllr Gambba-Jones then left the meeting.

208.19 Police matters (5).

- i. It was **resolved** to request drop-in PCSO engagement sessions in Sutton Bridge.
- ii. A report of sheds being broken into at the Wright's Lane allotments was noted.
- iii. Cllr M Booth reported that hare coursing had restarted in the area.

209.19 Chair's remarks (6)

See [Appendix 2](#).

210.19 Clerk's report (7)

- i. The website had been updated.
- ii. Planning comments had been submitted as resolved.
- iii. The formal handover of the goal posts donated to SBUFC had taken place as previously reported.
- iv. Matters relating to disputed invoices received from BT continue. A refund of a payment already made

under the Direct Debit Guarantee had been secured.

- v. Letters and notices had been sent to garden allotment holders as resolved.
- vi. The trial of security patrols had now ended.
- vii. Support for Windows 7 used on the Parish office laptops was ending on 14th January 2020. Clerk to submit IT proposals in the light of this.
- viii. Burials at the cemetery had increased recently with 1 grave and 3 ashes interments in the last month
- ix. Work on next year's budget had started and a draft will be circulated prior to next month's meetings.
- x. For general information, on 09/10/19 HM Treasury increased the cost of PWLB borrowing by 1% on top of existing lending terms, effective immediately. The increase will remain in place indefinitely.
- xi. SHDC were still considering the placement of an electric charge point in the Curlew Centre car park (subject to Parish Council approval). They are currently looking at using the Parish Council's electrical supply point for the pavilion which is located in the car park near to Memorial Park entrance and proposing to charge 30p / kWh at all their charge points in the district.
- xii. An application for the cemetery signage was yet to be submitted.
- xiii. A dead fox had been found in the Memorial Park and had been removed by SHDC.

211.19 **To receive reports from County and District Councillors (8)**

Cllr M. Booth reported:

- i. South Holland tenants were now able to access their tenancy details online.
- ii. A review of polling stations was taking place. The Curlew Centre continued to be considered suitable.
- iii. With the recent national news of deaths in a lorry container it highlighted the continued need for the Sutton Emergency Committee and for everyone to be vigilant.

Cllr Brewis reported:

- iv. Sutton Bridge Footpaths & Bridleways had been printed off and were now available in the Parish office. It was hoped that councillors would volunteer to walk and inspect one footpath each.
- v. Thanks were expressed to those involved in the recent maintenance of the cross keys bridge.
- vi. The 505-bus timetable had been updated and new copies were available on line at <https://bustimes.org>
- vii. NHS healthy conversation 2019 consultations will be held in the new year.
- viii. Improved train timetables to Lincoln and increased carriages were being made.
- ix. The rare event of the transit of Mercury across the face of the sun will begin around 12.35pm 11/11/19.

212.19 **Financial matters (9)**

i. Schedule of Payments to 29/10/2019:

Payee	Detail	Type	Net	VAT	Total
Fenland Hygiene	CSW Hi vis vests	CP	£14.34	£2.87	£17.21
Talk Talk Business	Calls & Broadband	DD	£31.58	£6.32	£37.90
Unity Trust Bank	Service Charge	SC	£18.00		£18.00
Play Maintain	Play Inspection Report	BP	£101.25	£20.25	£121.50
N Power	Electricity Pavilion	DD	£96.40	£4.82	£101.22
Anglian Water	Water Pavilion	BP	£12.07		£12.07
The Curlew Centre	Room Hire	BP	£30.00		£30.00
Anglian Water	Water Rates - old toilet block	BP	£48.34	£2.97	£51.31
Talk Talk Business	Calls & Broadband	DD	£31.56	£6.31	£37.87
Bridge Hardware	Key cutting	CP	£9.97	£1.99	£11.96
Mr D Large	Tree Works	BP	£500.00		£500.00
Mr D Large	Repairs to play area fence	BP	£60.00		£60.00
Staff	Salaries	BP	£1,883.44		£1,883.44
Lincs Pension Fund	Pension Scheme	BP	£623.82		£623.82
XBM	Photocopier	DD	£3.69	£0.73	£4.42
LALC	LALC AGM	BP	£20.00	£4.00	£24.00
Heronwood	Parish Grass cutting	CHQ	£535.00		£535.00
Cllr Brewis	Travel Expenses	CHQ	£12.79	£2.56	£15.35
The Post Office	Postage Allotments Letter	CP	£1.90		£1.90
TOTAL			£4,034.15	£52.82	£4,086.97

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

- ii. The following receipts were noted: interest £149.30; garden allotments £204.75; Farm tenancy £2,767.50; Burial interment £400.00; cremation interments £550.00; Jelly's & Jolly's £260.00; VAT refund £1,595.98; SHDC PA System £172.50; BT DD refund £28.45.
- iii. The Memorial Park stump grind works @ £120 undertaken under Clerk's delegated powers was noted
- iv. The Clerk's report on the recommended level of General Reserves was noted.
- v. It was **resolved** to accept the 2nd qtr budget review, noting funds remaining under individual headings.
- vi. It was **resolved** to adopt the updated draft Financial Regulations.
- vii. Consideration of the Council's Annual Investment Strategy was deferred until the next meeting.
- viii. There were no grant applications.

213.19 **Recent correspondence (10)**

- i. It was **resolved** to contact the SHDC S106 officer to check that the Parish Council's S106 proposals had been accepted. Consideration on whether to petition SHDC to introduce the Community Infrastructure Levy (CIL) was deferred until the next meeting.
- ii. It was **resolved** to permit a request by U3A group to use part of the Memorial Park for soft archery.
- iii. It was **resolved** to write to LCC to inform them that the Parish Council did not support the closure of the layby and for the resident wanting the lay-by to be closed to be advised to contact LCC directly. An amendment to request that the layby should be closed at night only failed.
- iv. It was **resolved** to request a visit from the relevant LCC team to talk about its Good Neighbour Scheme.
- v. Following a resident's concerns about particularly tree in the Memorial Park, it was **resolved** to monitor the tree on the next tree report and refer the resident to the Council's tree policy.
- vi. Cllr M Booth would report the injury from glass in the Children's Play area to the SHDC anti -social behaviour along with the underage drinking that is regular being seen in the park.
- vii. The Fenland District Council consultation on new Local Plan was noted.
- viii. It was **resolved** to put the information about Flood Action Week on the Council's website.

At 9pm, it was **resolved** to suspend standing orders to allow a member of the public to speak.

- ix. Cllr M Booth said that he would report the matter on the matter of fly tipping on Wharf Street to SHDC.

At 9.05pm, it was **resolved** to reinstate standing orders.

214.19 **Planning matters (11)**

- i. New applications
 - [H18-1028-19](#): Parish Council land off Kenzie Drive, PE12 9SW. Two dwellings. It was **resolved** to support the application. Cllr Brewis did not vote due to his involvement with the planning committee.
- ii. The following SHDC planning decisions were noted:
 - H18-0692-19: Land north of Withington Street. 10 dwellings. Approved.
 - H18-0709-19: Land east of Chestnut Terrace. 6 dwellings. Approved.
 - H18-0735-19: Unit 6 Railway Lane Ind. Estate. Change of use. Approved.
 - H18-0924-19: 72 Princes Street. Flat roof extension. Approved.
 - H18-0756-19: Avenue Farm House, Avenue Farm Road. Conversion of barn. Approved.
 - H18-0782-19: 53 Stanley Drive. Extension. Approved.

9.06pm a member of the public left the meeting.

215.19 **Highways & footways (12)**

- i. Update on outstanding matters
 - Highways' Officer yet to be invited for annual Parish tour.
 - Bus stop markings had been completed by Highways.
 - Unfinished works to zebra crossing had been reported to Highways.
 - Streetlight in garden at Wharf Street had been reported to SHDC to be turned off.
 - Overgrown tree branches on the Village Green had been reported. Highways have stated that they will not be taking any action at this time but will continue to monitor.
 - Request to be made for the District's road sweeper to attend to Nenelands & Railway Lane South.
 - Blocked drain outside Curlew Centre car park was reported by Highways as repaired.
 - Letter regarding resident cleaning milestone on Bridge Road has been forwarded to Highways.
- ii. New matters.
 - Zebra crossing light covered by trees and moss. Clerk to report.
 - Pedestrian light on west side of Bridge Road not working. Clerk to report.

216.19 **Committees and working party reports (13)**

- i. New Pavilion and Projects Committee
 - Cllr Clery queried the proposed attendees at a meeting to discuss potential sports pavilion sites which had been resolved at the last meeting on the 10th September 2019. Cllr Brewis would report back at the next meeting.
 - To consider suspending the Pavilion & Projects committee meeting for 3 months – item to be put on agenda for next meeting
- ii. Open Spaces Working Party (OSWP)
 - It was **resolved** to purchase metal tags @ £30.85 to allow all SBPC trees to be marked.
 - It was **resolved** to proceed with quote for the removal of moss in the children's play area @ £230
 - It was **resolved** to replace the bark protection wire in the cemetery up to the value of £100.

Due to time restraints it was **resolved** to defer the following items to the next meeting

- To consider responsibility of OSWP for health & safety inspections of the cemetery.
- To consider authorisation for an audit of contractors' risk assessments by the OSWP.
- To consider matters relating to Princes Street Park.
- To consider policy for the Council to replace any trees it fells with 2 x English Broadleaf.
- To consider upgrading OSWP to a committee.

- iii. Personnel Committee
Meeting to be arranged.
- iv. Allotments and Farm Tenancy Working Party.
Meeting to be arranged.

217.19 **Outside bodies' representatives' reports (14)**

- i. Cllr Brewis had attended the LALC AGM in North Hykeham
- ii. The Allen's Charity had funds available if any group would like to apply before 01/11/19.
- iii. The Power Station Liaison Committee meeting was meeting 6.00pm 04/11/19.

218.19 **To consider Parish grass cutting for 2020 (15).**

The grass cutting contractor had offered to cut the designated areas in the Parish under the same terms and prices as this year. It was **resolved** to continue with the contract for 2020.

219.19 **To receive update on the sale of land at Kenzie Drive and to consider any matter arising (16).**

It was reported by the Clerk that the land sale would now not likely proceed until after the developers revised planning application had been granted. It was understood that planners had no objections in principle to the application and that a decision was due by 12th December 2019.

220.19 **To receive update on Christmas lights (17).**

- i. The Clerk reported that the lights were scheduled to be switched on Saturday 23rd November.
- ii. The purchase of new lights would be taking place in the New Year.

221.19 **Cross Keys Marina (18).**

The LCC Response to the Parish Council's enquiry about the Marina was noted.

222.19 **General Data Protection Regulations (GDPR) (19).**

It was **resolved** to adopt the customer contact privacy policy as circulated.

223.19 **To consider the purchase of Arnold Baker on Local Council Administration, 11th Edition (20).**

It was **resolved** to purchase the latest edition of Arnold Baker @ £103.99

224.19 **To receive members' requests for consideration at the discretion of the chair (21).**

Cllr M Booth advised members that if any complaint was made against them to the District's monitoring officer, any record of previous communications with the complainant should be submitted in evidence.

225.19 **It was resolved to move into closed session on the grounds of confidentiality by virtue of the Public Bodies (Admission to Meetings) Act 1960 s.1(2). (22).**

9 members of the public, one member of the press and Cllr Davies left the meeting at 9.35pm.

226.19 **Car park (23).**

Following consideration of a preliminary quote for improved drainage of the Curlew Centre car park it was **resolved** to obtain two further quotes.

227.19 **Staffing matters (24)**

Personnel Committee meeting to be arranged.

There being no further business the meeting was declared closed at 9.40pm.

Signed:

Chairman - Sutton Bridge Parish Council

Date: