

Sutton Bridge & Wingland Parish Council

Minutes of the Parish Council meeting held 7pm Tuesday, 26 November 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: 4 were present

Press: Ms Lynne Harrison, Spalding Guardian

Cllr S Booth greeted everyone present.

No members of the public requested to speak during the public forum.

228.19 Apologies (1)

None

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

- i. Cllr M. Booth, Cllr S. Booth and Cllr Goodwin declared an interest in planning application H18-1099-19 as members of the Constitutional Club.
- ii. Cllr Summers declared a personal interest in late correspondence submitted from a resident regarding highways matters (236.19 ix.).

230.19 Signing of the minutes (3)

It was **resolved** to approve the minutes of the meeting held 29/10/19 as an accurate record.

231.19 Police matters (4).

- i. A request had been made for PCSO drop-in engagement sessions to take place in Sutton Bridge.
- ii. Following the vandalism of the District's public toilet in the Curlew Centre car park on the evening of 4th November, CCTV footage for the evening was examined. It was evident that the toilets were left open and that underage drinking/anti-social behaviour was taking place in the car-park over the course of the evening. This had been reported to the PCSO and SHDC's anti-social behaviour team.

232.19 Chairman's remarks (5)

See Appendix 1.

233.19 Clerk's report (6)

- i. The website had been updated.
- ii. Planning comments had been submitted as resolved.
- iii. An application for the cemetery signage had been submitted, a response was awaited.
- iv. It had come to light that it was impractical to have vaulted graves at double depth. Holders of current vaulted burial rights had been contacted and chosen to transfer to a standard double depth plot, following which a refund from the Parish Council would be due.

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

Cllr Brewis reported:

- i. A police public assurance meeting had been attended. These meetings were hosted by Police and Crime Commissioner Marc Jones, with the Chief Constable Bill Skelly present.
- ii. Improved commuter rail services between Spalding and Lincoln were taking place.
- iii. New Highways contracts commencing April 2020 were expected to deliver improved services.
- iv. The NHS Healthy Conversation consultation was in purdah until after the general election.
- v. The local grit bins should be kept full. Any issues report to either Cllr Brewis or LCC.

Cllr M. Booth reported:

- vi. Improvements to the Railway Lane Industrial Units were now overdue. A report had been requested for the next District meeting and if matters were not in hand it would be requested that the matter be referred to the Policy Performance Monitoring Panel.
- vii. The Policy Development Panel was considering the setting up of a task force to look at introducing the Community Infrastructure Levy (CIL).
- viii. The District Council was looking at the acquisition of more affordable housing stock, revitalising the town centre, and the level of car parking charges.

235.19 Financial matters (8)

- i. Schedule of Payments to 26/11/2019:

Payee	Detail	Type	Net	VAT	Total
GES - Water Ltd	Water Testing	BP	£130.00	£26.00	£156.00
Mr D Large	Tree works	BP	£1,400.00		£1,400.00
Landmark Trading	Tree Tags	CP	£30.85	£6.17	£37.02
Mr D England	Complete Weed Control	BP	£303.00	£60.60	£363.60
Mrs K Croxford	Travel Expenses	BP	£11.88		£11.88
Came & Company	Insurance	BP	£2,168.18		£2,168.18
Heronwood Landscapes	Parish grass cutting	CHQ	£170.00		£170.00

Heronwood Landscapes	Garden of Rest grass cutting	CHQ	£65.00		£65.00
XBM LTD	Photocopier	DD	£1.78	£0.35	£2.13
Lincs Pension Fund	Pension Scheme	BP	£623.82		£623.82
Staff	Salaries	BP	£1,850.59		£1,850.59
Mr D Large	Additional tree works	BP	£570.00		£570.00
TOTAL			£7,325.10	£93.12	£7,418.22

It was **resolved** to defer payment of tree works until the tree concerned had been cut down to an acceptable level, otherwise payments as above were approved.

- ii. The following receipts were noted: interest £141.38; cremation interments £250.00; Christmas lights collection £560.00. Cllr Cook was congratulated on a successful Christmas Lights charity event.
- iii. It was **resolved** to approve the 2020/21 latest draft budget as circulated.
- iv. There were no grant applications.

236.19 **Recent correspondence (9)**

- i. Notice of confirmation of public path order was noted.
- ii. Available social housing in Sutton Bridge was noted.
- iii. Postponement of flood action week was noted.
- iv. A reply from Cllr Gamba-Jones re Bridge Hotel was noted.
- v. LCC Schools' admission consultation running from 22/11/19 to 03/01/20 was noted
- vi. SHDC community newsletter was noted.
- vii. It was **resolved** to put Flood warning service information on the Parish Council's website.
- viii. A complaint was noted regarding the Church graveyard including personal mementos going missing, beer cans and needles. The resident had been advised to contact the Church directly.
- ix. In response to resident's comments submitted by email:
 - It was **resolved** to request SHDC for a road sweeper on Bridge Road.
 - It was **resolved** to contact LCC to get BT to clean up the mess left following works along the old A17 public right of way. Cllr Cook said that she would take a photograph of the problem to provide evidence for Highways to act.

237.19 **Planning matters (4)**

- i. New applications
 - [H18-1099-19](#): Bridge Road, PE12 9RA. Two dwellings. Two commercial units with 2 self-contained flats above. It was **resolved** to object to the application due to the lack of any parking facility.
 - [H18-1070-19](#): Land rear of Post Office, 158 Bridge Road, PE12 9SF. Pair of semi-detached dwellings. It was **resolved** to support the application subject to Gas House Lane being improved / surfaced to an reasonable standard.
- ii. The following SHDC planning decisions were noted:
 - H18-0893-19: 101 Bridge Road, PE12 9SD. 2 detached dwellings. Approved
 - H18-0903-19: Memorial Park. Tree Preservation. Approved
 - H18-0751-19: Land adjacent to Westmere Farm, New Road, PE12 9QD. Convert existing barn to provide four-bed two-storey dwelling with office extension. Approved.
 - H18-0671-19:36 Petts Lane, PE12 9QB. Extension and alterations. Approved

238.19 **Highways & footways (5)**

- i. Update on outstanding matters
 - After being reported, LCC had stated that no further action will be taken with regard to the Belisha beacon obscured by trees and covered in moss. No reason was given. Cllr Brewis would take the matter up with Highways.
 - After being reported, LCC incorrectly stated that the faulty lights on the pedestrian crossing opposite Nene Lodge had been fixed. These have been reported again.
- ii. New matters.
 - Cllr Davies had reported dangerous mud on Bridge Road outside the Beeches / 309 Bridge Road.
 - Damaged 30mph sign on edge of Village on New Road. Clerk to report.
 - East side footpath on New Road was breaking up and was dangerous. Clerk to report.

239.19 **Committees and working party reports (6)**

- i. New Pavilion and Projects Committee
 - Receipt of letter from SBUFC was read out and noted.
 - It was **resolved** for the clerk to obtain design and build quotations for a new pavilion on the Memorial Park.
 - A resolution to authorise the clerk to work with the football club and the trustees of the Henry Smith Charity in the matter of new playing field on the charity's land was withdrawn.
- ii. Open Spaces Working Party (OSWP)
 - It was **resolved** for the OSWP to be responsible for health & safety inspections of the Parish Council's cemetery.
 - It was **resolved** for the OSWP to undertake auditing of outside contractors' risk assessments.
 - It was **resolved** that a site meeting be arranged with the relevant SHDC portfolio holder to consider

matters relating to Princes Street Park and its play equipment.

- It was **resolved** to defer any commitment to a tree replacement policy for a future meeting. Cllr M. Booth said that he would assist the committee in proposing a 'tidier' policy proposal.
- It was **resolved** not to make the OSWP a committee.

iii. **Personnel Committee**

Meeting arranged for 11am Thursday 28th November in the Parish Office.

iv. **Allotments and Farm Tenancy Working Party.**

Meeting arranged for 11am Wednesday 4th December in the Parish Office.

240.19 **Outside bodies' representatives' reports (7)**

i. It was **resolved** to correct the representatives on the Blank's charity to include Cllr Scarlett..

ii. At the last Power Station Liaison Committee, the offer of providing a tour to both councillors and members of the public was made. Interested parties to contact Cllr Brewis.

241.19 **LCC Parish grass cutting agreement (8).**

It was **resolved** for the clerk to sign up to the LCC Parish grass cutting agreement for 2020.

242.19 **Information and communication technology (ICT) proposals (9).**

i. It was **resolved** to authorise the clerk to sign up to a VoIP pay as you go service with an initial £10 top up. Any further expenditure requiring authorisation by Council.

ii. It was **resolved** to purchase two new desk top computers at a maximum total cost of £2,070.

iii. It was **resolved** that on receipt of the new desktop computers the clerk's current Toshiba laptop would be provided for use by the administration assistant after being upgraded to Window 10.

iv. In principal, the Council **resolved** that it was in favour of 1/3 purchase share of a new MacBook Pro at a cost of circa £1,500 as detailed in the clerk's ICT proposals dated 21/11/19. It was **resolved** that a provision of £500 be confirmed in the 2020/21 budget for this purpose.

243.19 **Meeting dates (16).**

i. It was **resolved** to approve the proposed meeting dates for 2020, as circulated.

ii. It was **resolved** to move the December 2019 meeting to Tuesday 17th December.

244.19 **Parish Meeting Speaker (17).**

Suggestions on a speaker for the Parish Meeting to be given to the clerk ready for consideration at next month's meeting.

245.19 **To receive members' requests for consideration at the discretion of the chairman (18).**

i. It was **resolved** that the clerk write to the Highway's officer to get the bus stop outside the Boat House defined and painted to help deter cars obstructing access to buses.

ii. It was **resolved** to give a vote of thanks to Mr Neil Wright, chair of the Curlew Centre for organising the rearrangement of the room to give more space to attendees.

iii. The chairman allowed a request from Cllr Cook to be made under closed session.

246.19 **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). (19).**

Four members of the public and one member of the press left the meeting at 8:30pm.

247.19 **To receive members' requests for consideration at the discretion of the chairman (18 Cont.).**

iv. Matters relating to park safety inspections were discussed. Cllr Goodwin offered to join the rota for undertaking Memorial Park inspections. Cllr Brewis offered to take on safety inspections of the cemetery. It was agreed that the matter of safety inspections and training would be discussed at the next Personnel Committee meeting.

248.19 **Individual allotment matter (20).**

It was **resolved** that a decision relating to the working of a garden allotment by delegated to the Allotment's Working Party.

249.19 **Staffing matters (21)**

A Personnel Committee meeting had been arranged for 11am Thursday 28/11/19 in the Parish Office

There being no further business the meeting was declared closed at 8.48pm.

Signed:

Chairman - Sutton Bridge Parish Council

Date: