

## Minutes of the meeting of Sutton Bridge Parish Council held 7pm Tuesday, 27 April 2021 via remote attendance.

**Present:** Cllr Simon Booth (chairman), Cllr Anne Scarlett (vice-chair), Cllr Michael Booth, Cllr Chris Brewis, Cllr Kim Davies, Cllr Ray Perkins, Cllr Dave Summers, Cllr Terry York, Mr Robert Smith (Clerk), Mrs Karen Croxford (Admin. Assistant.), 5 Members of the Public, Ms Victoria Fear (Press – Spalding Guardian)

**Absent:** all members were present

Cllr S Booth greeted everyone present and informed them that the meeting would be recorded.

21.074. No apologies were received.

21.075. There were no declarations of interest or requests for dispensation. Cllr M Booth stated that he would not asking for a written dispensation relating to allotments for the forthcoming year.

21.076. One member of the public made representations to the Council (see appendix 1).

21.077. It was **resolved** to approve the minutes of the meeting held 30 March 2021.

### **19.09pm A member of the public joined the meeting**

21.078. Police matters:

01. Receipt of the Suttons newsletter was noted. This had been posted on the Parish Council's web site.
02. Cllr Brewis reported that he had met the new PCSO and that his additional presence would be welcomed.
03. Cllr Perkins reported that he had received correspondence relating to violence in the Park. It was **resolved** to contact Ms K Wiles, Head of Westmere School for further information concerning the incident and report matters to the Police and Community Wardens.
04. It was resolved for Cllr M Booth to contact the District Community Wardens and requested their attendance to patrol the Parks for anti-social behaviour.

21.079. Chairman's report

01. The Chairman welcomed everyone to the meeting.
02. Condolences were expressed on the recent passing of Bet Ling who had worked hard on various organisations in the village throughout the years.

21.080. Clerk's report

01. The website had been updated.
02. Planning applications comments had been submitted as resolved.
03. Two new councillors have been elected unopposed to the Parish Council, Mr David Bruch and Mr Colin Robinson. As notified by SHDC, in accordance with legislation, they will be taking office on Monday 10<sup>th</sup> May 2021.
04. The quarterly VAT reclaim had been submitted to HMRC.
05. Rateable value information had been submitted to the Valuation Office Agency for the Garden of Rest. The Parish Council receives full rate relief on the cemetery land.
06. After making enquiries to SHDC planning and contact with EDF's PR company, on behalf of EDF, Cadno Communications had restated EDF's commitment to a Community Benefit Fund and will be in contact in due course regarding arrangements. The planning officer had also agreed to contact EDF about the matter.
07. During the community consultation with Enso Energy for the proposed solar farm on land south of Gunthorpe Road, no mention had been noted about a community benefit fund. It was **resolved** to contact Enso Energy to thank them for their presentation last month and enquire about any information on the community benefit fund.
08. Six monthly rent demands for the Farm Business Tenancies, including drainage rates, had been sent out.
09. The rent demand for football club pitch fees & hire charges for 2021/22 had been sent out.
10. PAT safety checks had been completed on Parish Council's electrical equipment and equipment used by the clerk at home for Parish Council business.
11. Instructions had been given for improvement works identified in the Legionella risk assessment to go ahead by a local contractor, as resolved.
12. Legionella training had yet to be completed by clerk and admin assistant.
13. The administration assistant will be attending cemetery management & compliance training on 11 & 12 May 2021.
14. Interest has been lodged with LALC training on the following topics;
  - i New Councillors
  - ii Allotments.
15. The local Police team had been informed about the Parish Council's concerns over children's safety on riding scooters along the pavement, with a copy sent to Westmere Primary School.
16. Litter picking equipment for the local Wombles had been purchased. Costs to be reclaimed with donation from District Councillors.

17. COVID-19 signs had been put up in the Memorial Park and no dogs allowed had been put up in the children's play area.
  18. A poster promoting the George Clarke Scholarship had been posted on the Parish Council's website. The Scholarship is available to students under 25 who attend courses of higher education (level 4 or above) and whose home address is in the parishes of Long Sutton or Sutton Bridge.
  19. The SHDC litter picking agency fee reclaim for 2020/21 had been chased up with SHDC and its officers had stated that this is now being processed.
  20. The clerk and Cllr Brewis attended a further meeting for the planning of a Mutual Gain World Café. The public participatory event was provisionally scheduled for Saturday 11 September 2021.
  21. Work on the internal audit should be completed by the end of the week.
- 21.081. To receive reports from District & County Councillors
01. Cllr Brewis reported:
    - i He was pleased to see that a large number of potholes had now been repaired. However, Cocklehole Road and Sluice Road still required attention.
    - ii Various work on the A17 were taking place in the evenings.
    - iii Moderately good news had been received in that the TSB would now hold a customer banking service in the Market Hose, Long Sutton every Tuesday.
  02. Cllr M Booth reported.
    - i Breckland and SHDC shared management of the District comes to an end at the end of the month.
    - ii District Council will reimburse the Parish Council for the recent purchase of litter picking equipment for Sutton Bridge Wombles.
    - iii Three meetings at SHDC concerning untidy sites had taken place this would be progressed in stages. The first stage would be the legal aspect. It was **resolved** to send correspondence to SHDC to receive information on the policy for untidy sites for our records.
- 21.082. Financial matters
01. It was **resolved** to approve payments to 27 April 2021 as below.

Payee	Detail	Net £	VAT £	Total £
Unity Bank	Service Charge	18.00		18.00
LALC	Annual Subscription	739.85		739.85
Savills	Land Rent	835.00		835.00
Mrs K Croxford	Expenses	58.42	9.37	67.79
Heronwood	Parish Grass Cutting	15.00		15.00
Heronwood	Highways Grass Cutting	80.00		80.00
ICCM	Annual Subscription	95.00		95.00
SBPCC	Churchyard Grass Grant	2,750.00		2,750.00
Kwik Signs	Hi- Vis Jackets & Stickers	95.00	19.00	114.00
Talk Talk	Calls & Broadband	26.95	5.39	32.34
GES Water Ltd	Pavilion water monitoring	140.00	28.00	168.00
EON	Pavilion Electricity 1/12 -28/2	184.03	9.20	193.23
HM Land Registry	Land Title Search	6.00	-	6.00
Mr R Smith	Expenses	42.75	3.36	46.11
Staff	Salaries	2,439.96		2,439.96
WYPF	Pension Scheme	822.28		822.28
SHIDB	Drainage Rates	682.70		682.70
XBM	Photocopier	0.21	0.04	0.25
SHPVCS	Vol. Car Service 2021/22	1,139.28	-	1,139.28
A.J Electrical	PAT safety Testing	68.00	-	68.00
<b>Total</b>		<b>10,238.43</b>	<b>74.36</b>	<b>10,312.79</b>

02. Delegated expenditure (excl. VAT) by the clerk included above was noted: land title search £6.00; PAT safety testing £68.00; cable ties for notices £4.41; first aid kit for utility vehicle £7.68, Zoom meeting £11.99.
03. The following receipts were noted: precept £65,759.00; bank Interest £65.94, allotment rent £415.94, memorial rights £20.00; farm business tenancy rent (incl. drainage rates) £1,883.89.
04. It was **resolved** to approve the final quarter budget review with budget transfers, as circulated.
05. It was **resolved** to approve the end of year accounts as circulated, including the ear-marked reserves to be carried forward.
06. It was **resolved** to defer the approval of the asset register to the next meeting.
07. It was **resolved** for an audit of the Council's outside assets with photography to be undertaken by the Outside Operative.
08. It was **resolved** to confirm the dates set for the period for the exercise of public rights are as commencing Monday 14 June and ending on Friday 23 July 2021
09. There were no applications for grants.

21.083. Recent correspondence

01. It was noted that reports of a vandalised Parish Council fence on the Memorial Park giving an unauthorised access route to the Park had been reported to the Police. The installation of a stronger fence was raised under minute ref 21.093.02
02. It was noted that a Citizen's Advice EU settlement scheme poster had been posted on the web site.
03. Receipt of the LALC e-news update was noted.
04. A letter from Mr Brandon-King was noted.
05. A letter from Messrs Brandon-King, Clery and Middleton was noted.
06. An email reporting general untidiness in the Village was noted.
07. Notification of the Environment Agency's intention to remove the Nene Jetty at West Bank Lighthouse and that the clerk had written to Rt Hon Sir John Hayes CBE MP objecting the intended action was noted.
08. A County Council update on the extension of the marina pontoons was noted. Responding to a query from Cllr Scarlet about the original marina proposals for a promenade along the bank, Cllr Brewis stated that it had been confirmed that this would be done and was in hand. It was **resolved** to write to LCC to note that the part of pontoon nearest to the bank was unusable because it was silted up, and to enquire from LCC what land side improvements were being made to make the bank area and approach to the marina more attractive.
09. Update on electric vehicle charging points in the carpark was received. It was hoped that the charge points would be installed over the next few months.

**19.55pm Two members of the public left the meeting.**

21.084. The following planning applications were considered:

01. H18-0338-21: A17 Roundabout Sutton Bridge. Install and display 4 non-illuminated roundabout sponsorship signs. It was **resolved** to object to the application on the grounds that this is a busy roundabout complicated by its closeness to the swing bridge and village access and these signs will be a dangerous distraction to motorists.
02. H18-0339-21: A17/Bridge Road Roundabout Sutton Bridge. Install and display 3 non-illuminated roundabout sponsorship signs. It was **resolved** to object to the application on the grounds that this is a busy roundabout complicated by its closeness to the swing bridge and village access and these signs will be a dangerous distraction to motorists.
03. H18-0382-21: 4 Grange Farm Cocklehole Road. Extensions & Alterations. It was **resolved** to support the applications because it is in keeping with the street scene.
04. H18-0387/8-21: East Lighthouse, East Bank, PE12 9YT. Basement conversion, removal of modern masonry walls and re-instatement of Sir Peter Scott's Sketching Window. Also listed building consent. It was **resolved** to support the application as because it is in keeping with the character of the property.

21.085. To following District Council planning decisions were noted:

01. H18-0125-21: 25 Railway Lane North. Extension to existing garage including upper floor with Velux windows. Approved.
02. H18-0134-21: 220 Bridge Road. Proposed rear extension. Approved.
03. H18-0143-21: 61 Stanley Drive. Extension & Alterations. Approved.
04. H18-0120-21: 11 Kinderley Close. Single storey rear extension. Approved.

21.086. Highways & footways

01. Update on outstanding matters.
  - i Highways had been written to informing them of the urgent attention needed on Avenue Farm Road and Sluice Road.
  - ii Following a polite request being made to the company owning a van regularly parked on Bridge Road, which obstructed the visibility splay from the Allenby's Chase junction, the company has agreed to find a more suitable parking location.
  - iii Highways had informed that their intention was still to replace the bollards along the Bridge Road with a suitable fixture but unfortunately priorities of other work had delayed this, no date of works could be given yet.
02. To report any new matters
  - i It was **resolved** to contact LCC Highways informing them that reports had been received that tables and chairs placed outside the Riverside Bar and Restaurant were obstructing the highway.
  - ii Cllr York had received an offer to install village gateways on New Road at the edge of the 30mph signs. Cllr York was to provide pictures of what is proposed, so further discussions could take place.

21.087. Committee and Working Party Reports

01. Pavilion
  - i The Clerk reported that five members of the Pavilion Committee and the clerk would visit Marshland Hall on Thursday 29 May to inspect the building and its facilities.

- ii It was understood that the football club had not had any response to a request to visit the Terrington Sports Hall from Terrington FC.
- iii A trustee of the Marshland Hall committee had provided a brief commentary of the process they had used in undertaking the project.
- iv A generally positive response was received from five pavilion committee members to the Hethersett Parish Council sports pavilion design with a number of suggested amendments and with a note and a sketch of requirements provided by the secretary of the football club.
- v The consultant, who was not able to assist with the design brief, had put forward several names of consultants who might be able to help in this respect and in an email refers in brief to the process followed by Hethersett Parish Council.
- vi As anticipated the provisional grant offer from the East Coast Community Fund of £15,000 towards the new pavilion project has been withdrawn by the grant panel. Although not guaranteed for acceptance, a reapplication would be welcomed by the fund, with the next application closing date being 28 July 2021.
- vii Next steps include:
  - Obtain information about Hethersett Parish Council's design process.
  - Investigation of required government outsource tender process.
  - Date to be arranged for the next pavilion committee meeting.

## 02. Open Spaces

- i Glass bottles half buried in the Memorial Park had been removed by the Outside Operative and reported to South Holland District Council (SHDC) anti-social behaviour team.
- ii A den constructed in the Memorial Park had been dismantled by the Outside Operative and reported to the Police and SHDC anti-social behaviour team.
- iii Fly tipping on land near the Wright's Lane allotments had been collected by the Outside Operative and located for collection by SHDC clean up team.
- iv A fly tipped BBQ left for collection for the SHDC clean-up team had now been collected.
- v Requests had been made for the vandalised benches in the Memorial Park armed forces memorial area to be removed. Cllr M Booth would report as anti-social behaviour to the District Council. It was **resolved** to arrange a visit to the Memorial Park for all Councillors to attend and report back at the next meeting items which needed attention.
- vi A damaged boundary fence in the Memorial Park has been reported to Princes Foods for their action.
- vii Repair options for the football target wall in the Memorial Park were being considered.

## 03. Allotments

- i A contractor had been contacted about marking out the land newly allocated to garden allotments. A response was awaited.
- ii Cllr Brewis would report back at the next meeting findings from the recent allotment inspection.
- iii It was **resolved** to contact tenants at Wrights Lane to inform them that cockerels being kept on the allotments is in breach of the Council's allotment rules and regulations.

21.088. There were no outside body representative reports.

21.089. Noting the relevant legislation, it was **resolved** to schedule the next Annual Parish Meeting for 08 March 2022.

21.090. Noting the relevant legislation, it was **resolved** to delegate any decision on the time, location, and form of the Annual Parish Council Meeting to the clerk, chairman, and vice-chair. Arrangements would be dependent on a pending High Court decision on whether legislation should be interpreted as allowing for virtual meetings. The Court's decision was expected by the end of April.

21.091. The following requests from members were agreed to be included on the agenda of a future meeting.

01. Update on Community Speed watch and Road Safety

02. Any further updates on the Bridge Hotel and the former British Legion.

21.092. **It was resolved to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2).**

**3 members of the public and a member of the press left the meeting at 20.41pm.**

21.093. To consider quotes for the upkeep and maintenance of Parish Council assets. [confidential, as matters relate to commercial negotiations]

01. It was **resolved** to proceed with quote for the annual play inspections @ £110 + VAT.

02. It was **resolved** to replace vandalised fencing on the Memorial Park with Triton V mesh preferably with powder coating specification up to the value of £300 + VAT.

03. To consider quotes for new play equipment. Proposals and quotes awaited. To be deferred to future meeting.

04. Maintenance and parts for the outside exercise equipment were no longer available. Attempts to obtain universal hand grips and find other solutions for equipment repair were being investigated.

- 05. There were no other quotes to consider.
- 21.094. To report on and to consider staffing & administration matters. [confidential as matters relate to conditions of employment, pending grievance or disciplinary proceedings, or other personal matters].
  - 01. To consider appropriate cost for recharging the electric vehicle. It was **resolved** to agree a charge of £8 per month payable to the Outside Operative for charging the electric vehicle.
  - 02. It was noted that the new Outside Operative had started work today, with the current member of staff providing an induction, this being his final week of notice.
  - 03. There were no other staffing & administration matters.

**There being no further business, the meeting was declared closed at 21.03pm.**

Signed: ..... Date: .....  
Chairman - Sutton Bridge Parish Council

## Appendix 1

Questions for public forum 27<sup>th</sup> April 2021

Mr Chairman, I wish to make a statement and ask a couple of questions. I will be brief. I will provide a copy of them to the Clerk for the record.

I wish to remind Cllr M Booth, that the only 'undemocratic' aspect of the 'marina' project, as he and Cllr Brewis well know being on the Council at the time, was the setting up of Nene Marine, in secret, by then sitting Parish Cllr's and others. As I explain in my letter to the Council [*accepting Cllr Perkins' challenge to provide evidence of my claims*], I am ONLY trying to get some return for the benefit of Sutton Bridge, for the use of those s106 funds by LCC.

I am asking the Parish Council to instruct Cllr's Booth and Brewis as District and County Cllr's to seek some return/recompense from LCC or SHDC for the use of Sutton Bridge's EDF Energy's s106 funds in the building of the marina. It is totally undemocratic that LCC are refusing to provide ANY return to Sutton Bridge for the use of those funds; and SHDC may have breached the terms of the Development Fund in granting the award to LCC!

I am asking Cllr Brewis to respond to my correspondence of 15<sup>th</sup> April to his e-mail addresses. He has not even had the courtesy to acknowledge their receipt!

Thank you, Mr Chairman