

Sutton Bridge Parish Council

Meeting Notice & Agenda

Notice is hereby given, and all members of the Council are duly requested to attend, a meeting of the Parish Council to be held 7pm Tuesday, 26 January 2021, to be held via remote attendance.

The meeting may be joined using the following link:

<https://us02web.zoom.us/j/81977341648?pwd=em1EemVuejFKVkgkgrMC8xd1ZSU0NyQT09>

Telephone: 0203 901 7895 / 0131 460 1196 / 0203 051 2874 / 0203 481 5237 / 0203 481 5240

Meeting ID: 819 7734 1648, Passcode: 054544

Information for members of the public & press:

Members of the public and press are welcome. To join the meeting, click on above link 5 minutes before the time of the meeting. This can be done via computer, android/apple device, or by telephone. Late arrivals may not be admitted into the meeting.

At agenda item 3. Public Participation, 15 minutes is set aside when a short statement may be made, or a question asked, individual members of the public may speak for a maximum of 5 minutes. If you wish to speak, when invited by the chair please raise your hand (using the virtual hand raise button) and wait to be asked. A question shall not require a response nor start a debate. Unless otherwise indicated on the agenda, members of the public should not speak at any other time, and microphones should be muted.

Please note that the meeting may be recorded, and attendees' images captured.



Clerk to Sutton Bridge Parish Council
18 February 2021

AGENDA

1. To note members' attendance and to receive apologies for absence.
2. To receive declarations of disclosable pecuniary or other interests and to consider any written request for dispensation.
3. Public Participation
 - i. To receive representations relating to matters on the agenda.
 - ii. To receive representations or questions on other matters.
4. To approve the minutes of the ordinary meeting held on Tuesday, 15 December 2020
5. To note any police matters
 - i. The Suttons Neighbourhood Policing Team newsletter.
6. To receive the chairman's report
7. To receive the clerk's report
8. To receive reports from District & County Councillors
9. Financial matters
 - i. To approve payments to 26 January 2021 as table below and any late payments reported by the clerk, and to appoint two Council signatories to authorise bank payments.

Payee	Detail	Net £	VAT £	Total £
GES Water Ltd	Legionella risk assessment	375.00	75.00	450.00
GES Water Ltd	Water testing - January 2021	140.00	28.00	168.00
Heronwood	Grass cutting	140.00	-	140.00
TalkTalk	Calls & Broadband	26.95	5.39	32.34
Anglian Water WAVE	Water charges Pavilion	17.43	-	17.43
XBM LTD	Photocopier 22/11-21/12	27.68	5.54	33.22
Cozens (UK) Ltd	Take down Christmas lights	650.00	130.00	780.00
Mr R Smith	Expenses	42.75	3.36	46.11
Mrs K Croxford	Expenses	87.12	8.36	95.48
Mrs K Croxford	Home allowance overpayment	- 144.00	-	- 144.00
Staff	Salaries - January	2,042.00	-	2,042.00
WYPF	Pension Scheme	801.81	-	801.81
Total		4,206.74	255.65	4,462.39

- ii. To note any delegated expenditure as reported by the clerk.
 - iii. To note receipts: bank Interest £225.12 (Dec & Jan); Burial Ground fees £400.00; wayleave £201.42
 - iv. To consider third quarter budget review.
10. To consider recent correspondence, including any late received.
 - i. Sutton Bridge Community Larder, Chairman's Annual Report 2020.
 - ii. Correspondence with resident regarding Memorial Park trees.

- iii. COVID-19 essential contact numbers.
 - iv. Litter pick by Lincolnshire Co-operative.
 - v. SHDC notice of cemetery address.
 - vi. Memorial Park football pitches availability
11. To consider planning applications, including any late received.
 - i. None.
 12. To note District Council planning decisions.
 - i. H18-0922-20: Former Royal British Legion Club Gas House Lane. Change of use to veterinary Practice with single front extension and new fencing. Approved.
 - ii. H18-0950-20: Former Old Barn Antiques 48-50 Bridge Road. Proposed Signage. Approved (see delegated decision).
 - iii. H18-0945-20: Clear View King John Bank Walpole St Andrew. Garden shed – retrospective. Approved.
 - iv. H18-1099-20: Land at Kenzie Drive. Amendments showing garages for approved dwellings. Approved.
 13. Highways & footways:
 - i. Update on outstanding matters.
 - ii. To report any new matters.
 14. Committee and Working Party Reports
 15. Outside body representative reports
 16. In relation to a perceived lack of footway lighting in some of Sutton Bridge's residential areas, to consider the LCC's street lighting policy and note a more recent article about LCC street lighting changes.
 17. To consider community activities for Christmas 2021 – Cllr Perkins.
 18. To resolve for the clerk to sign LCC Parish grass cutting agreement 2021-22 for which the Parish Council would receive a contribution of £1,020.88 (£1,008.17 2020/21) and to decline the proposal from SHDC to undertake highway verge grass cutting on the Parish Council's behalf @ £4,636.84.
 19. To consider the play area inspection reports for the Memorial Park and the Princes Street park and to resolve appropriately.
 20. To consider the requirement for new signage (see example) at the Memorial Park children's play area.
 21. To receive requests from members for items to be included on the agenda of a future meeting.
 22. **To resolve on moving into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 s.1(2).**
 23. To consider quotes for the upkeep and maintenance of Parish Council assets. [confidential, as matters relate to commercial negotiations]
 - i. To receive the legionella risk assessment report for the pavilion and to consider quotes for the remedial works and control program quotation arising.
 - ii. To consider quote for bus stop renovation and submission of associated grant application to LCC.
 - iii. To consider marking out of garden allotments on Wright's Lane and associated estimate for works.
 - iv. To consider quote for new lockable manhole cover by the pavilion and new road gully grate in car park.
 - v. To consider pavilion drain report and a quote for further CCTV exploration & report.
 24. To consider the appointment of a consultant to assist with the implementation of the proposed sport's pavilion [confidential, as matters relate to commercial negotiations]
 25. To consider staffing & administration matters. [confidential as matters relate to conditions of employment, pending grievance or disciplinary proceedings, or other personal matters,].
 - i. To consider applications for the position of outside operative.
 - ii. To confirm staff appraisal arrangements.