

Minutes of Sutton Bridge Annual Parish Meeting, held on Tuesday, 12 October 2021, 19.00hrs, held in the Bridge Room at the Curlew Centre

Present:

Parish Council Chairman: Cllr Simon Booth

Parish Clerk: Mr Robert Smith, Admin Assistant: Mrs Karen Croxford

Parish Council Members: Cllr Michael Booth (also District Councillor), Cllr Chris Brewis (also District Councillor), Cllr David Bruch, Cllr Ray Perkins, Cllr Colin Robinson, Cllr Anne Scarlett (Vice-Chair).

County Councillor: Cllr Jack Tyrrell

Other Local Electors: 16

1. Welcome

The chairman, Cllr Simon Booth, welcomed all those present.

2. Signing of Minutes

It was agreed to approve the minutes of the Annual Parish Meeting held on 10 March 2020 as an accurate record.

3. Report from the chairman of the Parish Council

The chairman presented a report summarising matters arising during the year (see Appendix 1).

4. Report from clerk to the Parish Council

The clerk presented a report summarising financial matters for the year to date (see Appendix 2).

5. Matters raised by local electors

1. Were there any plans to deal with speeding along Bridge Road?

- The clerk reported that it had been resolved at the last Council meeting that the Community Speed Watch (CSW) co-ordinator be contacted to discuss how CSW could be moved forward. The Parish Council had previously petitioned Lincolnshire County Council to introduce a school safety zone, but this had been rejected. An article had recently been run by the Lincolnshire Free press about a new 20mph speed limit proposal approved by Lincolnshire County Council. This item would be on the agenda of the next Parish Council meeting.
- Cllr Brewis reported that the Police speed van had been present in the village recently. He commented on how effective he thought the speed reduction measures were at Tydd St Giles and at Elm. He suggested that people went to look.
- Cllr Michael Booth reported that in the past a negative response had been received when the Parish Council had asked about the installation of speed cameras within the village. However, other villages had put up speed reactive signs, which informed drivers of the speed that they were traveling which could be moved to various areas of the village. This would be added to the agenda for the next meeting.

2. Could the crossing near the school be upgraded to a button pedestrian crossing?

- The clerk reported that the Parish Council had previously asked that a pelican crossing be installed, but that this had been rejected by the County Council on the grounds of cost.

3. How could parking on pavements be stopped?

- The clerk reported that any car parked on the pavement causing an obstruction should be reported at the time of the offence to the Police.

4. What speed deterrents could be employed in the Village?

- The clerk reported that non-reactive signs had been put up around the village. Reactive signs were another option. Previously, LCC had informed the Parish Council that accident and driving statistics had been carried out and that these did not warrant putting up speed cameras at the time.
- Cllr Tyrrell reported that reactive signs had been put up in Long Sutton which had proved helpful to the Police. Letters were sent to drivers to inform them that they had exceeded the speed limit. The statistics from the reactive signs could also be used to produce evidence in support of further speed reduction measures. Community Speed Watch needed at least three volunteers to organise a CSW event. Cllr Tyrrell noted that the yellow lines along the

highway had faded and advised the Parish Council to contact the highways officer about this.

- The clerk reported that if anyone wanted to volunteer for the CSW please email their details to him at clerk@suttonbridge-pc.gov.uk. The Parish Council had resolved to arrange a highways officer visit to the Parish. The matter advised by Cllr Tyrrell would be added to the list of items to be raised.
- The chairman commented that Community Speed Watch training was undertaken in one evening session. Consideration for the purchase of the reactive signs would be put on the agenda of the next Parish Council meeting

5. What publicity was there for outside Organisations?

- The clerk reported that any social organisation or charity could forward posters or information details to the clerk to request inclusion on the Parish Council's website.

6. Why didn't the Parish Council make use of social media?

- The clerk reported that the Parish Council had decided not to directly engage through social media due to time constraints on what was a part time office. All information was available on the website and Parish Council notice board. If any residents or members wished to put this information on social media, they were welcome to do so.

7. How could the problems of Anti-Social Behaviour be dealt with?

- The clerk reported that the majority of CCTV cameras were working (a camera on the outside of the Curlew Centre had recently been stolen), but that it was a relatively old system and the video quality was not very good. CCTV footage was made available to the Police when requested. Anti-social behaviour was regularly reported to the Police by the Parish Council. Residents were asked to report any incidents immediately to the Police when they occurred.
- Cllr Brewis reported that PSCO Walker had been using the Police Room.
- Cllr Perkins reported that Council was investigating the options of upgrading the CCTV.
- Cllr Robinson reported that anti-social behaviour needed to be addressed and that the community should work together. If anyone had ideas of how to curtail this problem, then please let the Parish Council know. He reported that he was involved with an outside organisation to form a youth club to give the youth something to get involved with.
- Cllr Tyrell reported that he had set up a 'Men's shed' in Long Sutton which included the older and younger generation working together in activities such as brick laying, carpentry etc. This had worked well.
- Cllr Michael Booth thanked Cllr Brewis and Cllr Tyrell, reporting that a meeting was arranged for the 19 October with the Police Inspector. All items discussed at this meeting would be passed on to him.

20.27hrs One member of the public left the meeting.

8. It was asked why it had been reported that the Parish Council did not support a Youth Group?

- The chairman reported that the Parish Council had supported the youth club and other youth organisations in the past and would continue to do so. In his opinion the Parish Council were not the right body to run these groups. Any request made to the Parish Council for financial support would be seriously considered.
- Cllr Scarlett commented that those members against the Parish Council having a youth committee believed that an independent youth group would be able to apply for more funding not being a part of the Parish Council. Local government authorities were barred from financial awards by some grant awarding organisations.

20.38hrs Cllr R Perkins left the meeting

9. Parish Council notices

- A resident offered to put up Parish Council notices and information elsewhere around the Village. The clerk said that if she forwarded her contact details to him, he would be happy to email notices to her so she could do this.

10. Pavement faults

- Following a report from a resident about the poor state of a pavement in the Village, Cllr Brewis said that this path was the responsibility of South Holland District Council housing department, and that he would report the matter to them.
- The clerk reported that all highways' faults including uneven pavements and road potholes could be reported to Lincolnshire County Council <https://fixmystreet.lincolnshire.gov.uk/>

11. What was being done about footpaths that had dangerous overhanging branches?

- The clerk reported that the County Council had declined a Parish Council request to cut back overgrown trees obstructing the footpath on the village green. When the Parish Council had asked about highway's intervention criteria, unfortunately, this request had been misinterpreted. It was intended that this was to be added to a list of matters to be raised with the County's highways officer.
- Thanks were expressed to the Council for cutting back the branches along the Arnie Broughton Walk.

There being no other business, the meeting closed at 20.51hrs.

Signed
Chairman

Date

Chairman's report Parish Meeting

12th October 2021

Simon Booth

Good evening ladies and gentlemen and welcome to the parish meeting

The Chairman's report.

I would first like to start with thanking our team of employees for their work and keeping the council running this last 18 months.

Unfortunately our outside operative died during the last year, and his replacement left for another job, but we now have a new outside operative, and I would like to thank them all for doing a wonderful job of keeping the village tidy with the time we allow them for doing so. The electric vehicle is proving a worthwhile edition to assist the outside operative, and I hope continues to do so.

Special thanks to Karen and Robert, who have had so much to cope with this last 18 months, to keep the council running the way they have has been no easy task. The pandemic has thrown up many challenges not least having to move to remote meetings and a new way of working and communicating with local authorities and contractors to get the job done. They have both gone beyond the call of duty to achieve this.

Reading through my last report which was pre pandemic, seems so long ago, but which the whole country has been in limbo, so has Sutton Bridge in many aspects, the Bridge Hotel is still in its sorry state but apparently still in probate, on a plus point their has been some interest shown in developing the site.

The Marina is expanding but still falls short of what it should and could be, personally I hope we can move forward with a dialogue with LCC and make it a more attractive area and an asset to the village.

Work on the new pavilion is still ongoing with a site identified, and after my report I hope Cllr Brewis will update you all on its current position as chairman of the pavilion committee.

Some aspects of the memorial park improvements rely on the completion of the pavilion such as new cctv, and possible relocation of childrens play area,

A working party has been set up with the view to delivering a community wood as previously agreed at the council, this would also show the council is willing to move to be a greener more environmentally sensitive council.

To conclude thankyou for attending tonight's meeting.

Parish Meeting, 12 October 2021

Clerk's Report

The notice of conclusion of audit for the Parish Council's Annual Return for the year-end 31 March 2021 was received from the Council's external auditors on 16 August, with no matters of concern raised. Documentation relating to the Annual Return and other Parish Council financial information is published on the Parish Council's website (<https://sutton-bridge-parish.lincolnshire.gov.uk>). This is a relatively new website launched in August 2020. As well as financial reports, information about the council's meetings, activities, and procedures, can be found on the site.

Returning to financial matters. In summary, for the y/e 31 March 2021:

- The Parish Council's total receipts were £194,007 excl. VAT refunds. This included an exceptional receipt of £102,547, for the sale of Parish Council land at Kenzie Drive, net of final professional fees. As this money may only be spent on capital projects, this is accounted for within an internal capital reserves account.
- The main other receipts of the Parish Council for the y/e 31 March 2021 were:
 - Precept £65,759 an increase of 3.0% on the previous year.
 - Garden allotment receipts £663, down £5.
 - Farm business tenancy receipts £11,742, up £442.
 - Garden of Rest receipts £4,820, down £430.
 - Lincolnshire County Council (LCC) grant for bus stop refurbishment £1,450. A further grant for the refurbishment of the bus stop at the east end of Bridge Road is now being sought.
 - LCC grass cutting agreement (an agreement whereby the Parish Council cuts county highways grass on behalf of the County Council) £1,008, up £30.
 - LCC picnic site agreement (an agreement whereby the Parish Council litter picks and cuts the grass at the East Bank lighthouse picnic site on behalf of the County Council) £2,096.
 - The agency litter picking grant usually received from South Holland District Council (SHDC) each year amounting to £1,260 was late received and not in time to be included for the y/e 31 March 2021.
- Total expenditure for the year was £75,899, excluding VAT, significantly down £16,562.
- The major reductions in expenditure were:
 - Expenditure on the Electric Utility Vehicle was £264, down £9,586 following its outright purchase in 2019/20.
 - Expenditure on play equipment was £100, down £8,109 following the purchase of new equipment and play surface in 2019/20.
 - Expenditure on office equipment was £54, down £2,805, following the purchase of new IT equipment in 2019/20.
 - Staff costs were £38,285, down £1,395. The reduction was mainly due to not having our outside operative, David Emerson, for a large part of the year. David passed away in December last year and is sadly missed. David Borkertas has taken over the role and is continuing the good work.
 - Security costs were down £1,200, following the decision to withdraw private security patrols.
 - Office Rent and hall hire cost £3,516, down £665, largely due to fewer physical meetings during the pandemic.
 - Following a review, insurance costs fell to £1,547, down £621.
- Significant extra expenditure was seen in the following areas:
 - Car Park drainage works costing £5,000.

- Professional fees of £2,413, relating to the Kenzie Drive land sale.
 - Subscriptions were £1,812, up £716. Additional subscriptions added during the year included Office 365 (£226), Adobe Acrobat (£202), Parish Online mapping (£200, now included with our insurance premium), Zoom (£132), .gov.uk domain name (£110 for 2 years).
 - Open spaces grass cutting costs (excludes the burial ground) were £2,930.00, up £265.00. However, this increase in costs was more than offset by the increase in grass cutting agency fees which totalled £1,908.17 up £929.65 on the previous year.
- With regards to grant support given by the Parish Council
 - Annual grant to support grass cutting in St Matthew's Churchyard £2,500.
 - Grant to support the Volunteer Car Scheme £1,141.
 - The Council's General Grant Fund, for the benefit of local community groups, awarded grants to Sutton Bridge Community Larder of £1,000, Jelly's & Jolly's of £500, and to Sutton Bridge in Bloom of £400.
- Council's earmarked reserves at the beginning of this financial year were as follows.
 - Capital reserves: £102,547
 - Garden allotment account: -£704
 - Christmas lighting account: £3,895
 - Burial ground account: £25,114
 - Burial ground contract retention: £10,169
 - Play equipment: £8,626
 - Pavilion £2,140
 - Office equipment: £1,000
 - Bus shelters: £1,500
 - War memorial maintenance: £1,000
 - Planning/architect fees: £250
 - Elections: £2,500
 - Twinning: £2,000
 - Contingency: £1,000
 - **Total: 161,038.**
- For the current financial year 2021/22, the Parish Council precept requirement was set at £65,759, the same as for 2020/21.
 - For the first half of this year all major expenditure headings are within budget and this is expected to remain the case up to the year end.
 - The budgeting process for next financial year y/e 31 March 2023, is expected to start later this month. With the recent hike in gas prices likely to lead to a more inflationary environment, careful budgeting will need to be undertaken.

Robert Smith
Clerk to Sutton Bridge Parish Council

12 October 2021