

# 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 19:00hrs Tuesday, 29 March 2022 in the Diamond Hall of the Curlew Centre, Sutton Bridge

### **Information for councillors, staff, members of the public & press:**

For the protection of the public, Council members, and staff, the following COVID-19 risk mitigation measures will be in place:

- Please do not attend the meeting if you are feeling unwell.
- Please arrive five minutes before the time of the meeting. Late arrivals may not be admitted.
- Please use hand sanitiser as provided.
- The continued use of facemasks is requested.
- Attendees are asked to maintain Covid-19 social distancing guidelines.
- If more than 15 members of the public wish to attend the meeting, those arriving after this number has been met will be asked not to enter the meeting. If members of the public insist on attending the meeting, then the Parish Council may resolve on excluding all members of the public and press for the whole of the proceedings in accordance with the Public Bodies (Admission to Meetings) Act 1960 s. 1 (2), for the reason of public safety.
- 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. Anyone wishing to speak should raise their hand and wait to be asked by the chair. A question shall not require a response nor start a debate. Unless otherwise indicated, members of the public should not speak at any other time.
- Councillors are asked to read briefing documents prior to the meeting and to keep any comments brief and to the point, to minimise the length of the meeting.



Clerk to Sutton Bridge Parish Council

23 March 2022

[clerk@suttonbridge-pc.gov.uk](mailto:clerk@suttonbridge-pc.gov.uk)

### **AGENDA**

*Est. start time (Est. duration)*

19:00 (1 min)

1. To note members' attendance and to receive apologies for absence.

19:01 (1 min)

2. To receive declarations of disclosable pecuniary or other interests and to consider any written request for dispensation.

19:02 (15 min)

3. Public Participation.

- I. To receive representations relating to matters on the agenda.
- II. To receive representations or questions on other matters.

19:17 (1 min)

4. To approve the [minutes](#) of the Parish Council meeting held on Tuesday, 22 February 2022.

19:18 (5 min)

5. Police matters.

- I. To note [Police response](#) to query to Police Constable's office and to resolve appropriately (x2).
- II. [Consultation](#) on June 2022 policing priorities.
- III. Any late received correspondence.

19:23 (3 min)

6. To receive the chairman's report.

19:26 (3 min)

7. To receive the clerk's report.

19:29 (6 min)

8. To receive reports on District (SHDC) & Lincolnshire County Council (LCC) matters.

19:35 (8 min)

9. Financial matters.

- I. To approve the February [bank reconciliation](#) and [cash book](#).
- II. To approve payments to 29 March 2022 as table below and any late payments reported by the clerk, and to note two members who will authorise bank payments.

Payee	Detail	Net £	VAT £	Total £
TalkTalk	Calls & Broadband	34.00	6.80	40.80
Savills	Land Rent	835.00		835.00

Payee	Detail	Net £	VAT £	Total £
Wave	Water Old toilets Dec - March 22	39.15	2.36	41.51
Auditing Solutions Ltd	Auditors Interim Report	220.00	44.00	264.00
Mr D Borkertas	Expenses	8.00		8.00
SSE	Credit Electricity 21/10- 30/11	-103.33	-5.41	-113.74
SSE	Electricity 21/10 - 30/11	53.01	2.65	55.66
SSE	Credit Electricity 1/12- 31/12	-97.66	-4.88	-102.54
SSE	Pavilion Electricity 1/12- 31/12	41.49	2.07	43.56
SSE	Pavilion Electricity 1/1- 21/2	104.44	5.22	109.66
SSE	Credit Electricity 1/1 - 21/2	-104.44	-5.22	-109.66
SSE	Pavilion Electricity 1/1 - 21/2	137.55	6.87	144.42
Mrs K Croxford	Mobile	8.33	1.67	10.00
Mrs K Croxford	Home Allowance	10.00		10.00
Mrs K Croxford	Adobe Acrobat Subscription	12.64	2.53	15.17
Mrs K Croxford	3 X Padlock Electric Box	32.45	6.49	38.94
LALC	Training	22.50	4.50	27.00
Wave	Water Pavilion Dec - March 22	25.24		25.24
SMC LTD	Pavilion Water Monitoring	160.00	32.00	192.00
XBM	Photocopier 22/2- 21/3	3.83	0.77	4.60
Mr D Large	Install Bin & Repair sign	110.00		110.00
Mr R Smith	Home Allowance	26.00		26.00
Mr R Smith	Mobile	8.33	1.67	10.00
HMRC	Tax & NI Contributions	2,770.88		2,770.88
Staff	Salaries	2,784.76		2,784.76
Mr R Smith	Adobe Acrobat Subscription	8.42	1.69	10.11
WYPF	Pension Fund February	801.81		801.81
WYPF	Pension Fund March	968.71		968.71
<b>Total</b>		<b>8,921.11</b>	<b>105.78</b>	<b>9,026.89</b>

- III. To note delegated expenditure for three padlocks for the electric box @ £32.45 + VAT.
- IV. To note receipts: bank interest £59.49; allotment income £27.00; District councillor grant for The Queen's platinum jubilee celebrations £1,000.00.
- V. To receive the [interim internal audit report 2021-22](#).
- VI. To consider any grant applications.

19:43 (15 min)

10. To consider recent correspondence, including any late received.
  - I. [Poster](#), [application form](#), and [Facebook link](#) about Sutton Bridge Participatory Budgeting
  - II. [Correspondence](#) with Highways about the painting of the Cross Keys Bridge.
  - III. [Complaint](#) about trees in the Memorial Park affecting neighbouring property.
  - IV. [Report of tree damage](#) in the Memorial Park affecting neighbouring property.
  - V. [Memorial Park](#)
  - VI. [Princes Street Park](#).
  - VII. [Planning Applications – s106 contributions](#) [ref: Parish Council [letter](#) 30/05/2019 about s106].
  - VIII. [Request granted](#) to put up District Council nature trail plaques in the park for the Easter holidays.
  - IX. To note the [Government's response](#) to the [Committee on Standards in Public Life \(CSPL\) review](#) and recommendations on local government ethical standards.
  - X. [SLCC request](#) for support for House of Commons [Early Day Motion](#).
  - XI. To note the [pension fund's investments in Russia](#).
  - XII. [Consultation](#) on [Holbeach drainage](#).
  - XIII. Any late correspondence.

19:58 (6 min)

11. To consider planning applications, including any late received.
  - I. [H18-0189-22](#): 2 New Road. 2 x semi-detached houses.
  - II. [H18-0241-22](#): Adj. Rylton House Mill Lane. Residential Development.
  - III. [H18-0277-22](#): The Mill House, Mill Lane, PE12 9UE. Tree works to TPO No. 4 1985

20:04 (1 min)

12. To note planning consultation response submitted under the Parish Council's Planning Policy
  - I. H18-0203-22: 236 Bridge Road, Proposed entrance gate and feature walls. The Parish Council supported the application because it was in keeping with the street scene (three councillors were in support: two councillors submitted 'no comment'; six councillors did not respond).

20:05 (1 min)

13. To note District Council planning decisions.

- I. H18-0741-21: Gunthorpe Road Solar Farm. Non-determination. [BCKLWN – Refusal. *The benefits... fail to outweigh the loss of 78 hectares of grade 1 agricultural land...*].
- II. H18-1034-21: Fenacre Farm, 92 Peters Point Road. Conversion of barn into dwelling. Refusal.
- III. H18-0053-22: 102 Bridge Road. Change of use from furniture showroom to dwelling. Approved.
- IV. H18-0019-22: 36 Petts Lane. Re-build existing small garage/store. Approved.
- V. H18-0050-22: Land south of Centenary Way. Details of land contamination condition. Approved.
- VI. H18-0059-22: The Villa 83 New Road. Proposed swimming pool building. Approved.
- VII. H18-0902-21: Falklands Road. Two-bedroom bungalow. Application withdrawn.

20:06 (5 min)

14. Highways & footways:

- I. To receive update on any outstanding matters.
- II. To note any new matters.

20:11 (15 min)

15. To receive Committee and Working Party reports.

- I. New Pavilion, clerk's update.
- II. Open spaces
  - i. To consider flailing the Memorial Park borders and clear away fallen branches (Cllr York).
  - ii. To consider applying for a Duke of Edinburgh grant to improve outside spaces (Cllr York).
- III. Garden allotments
- IV. CCTV Working Party
- V. Platinum Jubilee Celebrations

20:26 (3 min)

16. To receive outside body representative reports.

- I. Community Speed Watch
- II. Any other outside body representative report.

20:29 (5 min)

17. To review [Garden of Rest fees](#).

20:34 (6 min)

18. To receive a report on the condition of roads and pavements (Cllr York) (x4)

20:40 (6 min)

19. To consider the interpretation of the Council's previous resolution minute 21.268. *"It was resolved to record on the agenda how many months any repeated item had been carried forward."* (Cllr Robinson).

20:46 (4 min)

20. To consider repairs to the gate at the end of the old A17 (Cllr Brewis).

20:50 (4 min)

21. To consider the use of microphones at Council meetings (Cllr Robinson).

20:54 (6 min)

22. To receive requests from members for items to be included on the agenda of a future meeting.

- I. Previous requests carried forward
  - i. To consider improvements to the play equipment in Princes Street Park (Cllr Scarlett – April).
- II. New requests.

21:00 (5 min)

23. 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).

21:05 (4 min)

24. To consider quotes for works [confidential, as matters relate to commercial negotiations].

- I. Supply & install concrete post and fix wire fence at the Garden of Rest.
- II. Supply & install concrete slabs & garden bench in the Garden of Rest.
- III. To relevel two memorial stones in the Churchyard moved by fallen tree from the Memorial Park.
- IV. Any late received quotes.

21:09 (1 min)

25. To receive clerk's report on matters at the Garden of Rest [confidential as sensitive].

21:10 (5 min)

26. To report on and to consider any staffing & administration matters. [confidential as matters relate to conditions of employment, pending grievance or disciplinary proceedings, or other personal matters].

**Estimated finish time 21:15 hrs**