

**Minutes of the meeting of Sutton Bridge Parish Council, held 19:00hrs Tuesday, 29 March 2022, in the Curlew Centre Diamond Hall, Sutton Bridge.**

**Present:** Cllr Simon Booth (chairman), Cllr M Booth, Cllr Chris Brewis, Cllr Kim Davies, Cllr Rachael Goodwin, Cllr Ray Perkins, Cllr Michelle Pitt, Cllr Colin Robinson, Cllr Anne Scarlett (vice-chair), Cllr Terry York, Mr. Robert Smith (clerk), Mrs Karem Croxford (admin assistant), County Councillor Jack Tyrrell (from 19:10 hrs), four members of the public.

**Absent:** Cllr David Bruch

*Unless otherwise stated, actions to be undertaken by the clerk.*

22.055. Apologies were received from Cllr Bruch.

22.056. There were no declarations of pecuniary or other interests, or requests for dispensation.

22.057. It was **resolved** to approve the minutes of the meeting held 22 February 2022.

22.058. Public Participation

01. There were no representations from members of the public on matters on the agenda

02. One member of the public made a representation on other matters.

i. Could something to be done about the large potholes in the roadway at the Wright's Lane allotments.

22.059. Police matters.

01. An email from Sgt Mosley, about the allegations of abusive and threatening communications as previously forwarded to the Chief Constable, was noted. The email indicated that the Police would only take the matter further if complaints were also received from the individual councillors affected.

02. The Police consultation on local priorities April to June 2022 was noted. Anyone wishing to get involved contact the Suttons Neighbourhood Policing Team [thesuttons@lincs.police.uk](mailto:thesuttons@lincs.police.uk).

22.060. There was no Chairman's report

22.061. The clerk reported the following matters not otherwise covered on the agenda.

01. The website had been updated including the addition of posters as previously resolved.

02. Internal bank transfers had been actioned to cover payments.

03. Councillor and staff ID cards were on order.

04. The new litter bin in the car park had been reset but had again been moved by vandals whilst setting.

05. As no quotes were obtainable from local garages, an agreement for a single service of the electric utility vehicle had been agreed @ £295.00 + VAT, plus maintenance required.

06. As recent ground conditions were favourable, the fair had set up on the Memorial Park 28 March and would leave 04 April 2022.

07. Work on mole control in the Memorial Park was pending the departure of the fair.

08. Prices had been accepted by the County Council for the continued maintenance of the lighthouse picnic area. The prices fully reflected the increased price quotations received from the contractor

09. The Northern Cross Pilgrimage was to take place 12 April 2022, the use of the Pavilion showers would be made available for its use.

10. An updated letter of authority had been submitted to Utility Aid <https://utility-aid.co.uk/> to act as an energy consultant on behalf of the Parish Council. The letter did not permit the company to commit to any contracts.

11. The revised Employer's Discretion Statement had been published and sent to the pension fund.

12. The quarterly VAT reclaim submission had been made to HMRC.

13. The verge grass cutting agreement with the County Council had been signed for which the Parish Council would receive a contribution towards the grass cutting costs in 2022-23 of £1,058.80.

14. A quotation from the District Council to undertake Highway's verge grass cutting @ £5,010.20 had been declined.

15. A full grant had been approved by the County Council to provide for the costs to renovate the bus stop at the east end of the village. Work to proceed in due course.

16. After sending a warning notice to the company providing maintenance for the Parish Council's photocopier, incorrect charges had been removed and it was hoped that the matter was now settled.

17. The Nation Joint Council for Local Government Services (NJC) had agreed the new pay scales for 2020-21. Back pay had been calculated from 01 April 2021, as previously resolved.

18. A meeting with the football club had been rescheduled to 19 April 2022, in the Parish Office.

Chairman's signature: .....

19:10hrs County Cllr Jack Tyrell joined the meeting.

22.062. District Council (SHDC) & County Council (LCC) matters

01. Cllr Brewis reported on SHDC matters.
  - i. Cllr Brewis had been appointed a governor at King's Lynn Queen Elizabeth Hospital and as a member of the South Lincs Public Transport working party
  - ii. £100 had been given to the South Holland Players drama group from the district councillors' budget.
  - iii. Cllr Brewis would be undertaking a full working shift with Police Sergeant Rick Mosely.
  - iv. Following representations to government, drainage boards were being allowed to continue to use red diesel from April 2022.
02. Cllr M Booth reported on SHDC matters.
  - i. The Policy Development Panel, of which Cllr M Booth was a member, had prepared a draft policy for dealing with untidy sites for cabinet approval. It was noted that the ownership of the Bridge Hotel remained in probate.
  - ii. Industrial firms had been invited to contract use of the power station, unfortunately none had come forward. It could take up to six weeks to restart power generation.
  - iii. The Port of Sutton Bridge had ceased operations. Regrettably, this would make a big difference to many businesses in the area.
03. County Councillor Tyrell was invited by the chairman to report on LCC Matters:
  - i. Cllr Tyrrell agreed with Cllr M Booth's comments on the loss to the area of the Port closure.
  - ii. The Youth Shed would be starting in Long Sutton 28 April 2022. A photographic group with similar aims was also being set up in Sutton Bridge. Cllr Tyrell would contact this new group to see if a link between the two groups could be established.
  - iii. Cllr Tyrrell apologised for the short report but stated that he had been unwell with Covid-19 and had not been to any recent County Council meetings.

22.063. Finance

01. It was **resolved** to approve the February bank reconciliation and cash book.
02. It was **resolved** to approve the payments to 29 March 2022 as below. Cllr Goodwin and Cllr York would authorise bank payments.

Payee	Detail	Net £	VAT £	Total £
TalkTalk	Calls & Broadband	34.00	6.80	40.80
Savills	Land Rent	835.00		835.00
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	-108.33	-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
SMC Ltd	Pavilion Water Monitoring March	60.00	12.00	72.00
<b>Total</b>		<b>8,976.11</b>	<b>117.78</b>	<b>9,093.89</b>

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03. Delegated expenditure for three padlocks for the electric box @ £32.45 + VAT was noted.
04. To following receipts were noted: bank interest £59.49; allotment income £27.00; district councillors' grant for The Queen's Platinum Jubilee celebrations £1,000.00.
05. The interim internal auditor's report 2021-22, with recommendations, was received and thanks were expressed to staff for the good work.
- i. Regarding recommendation R1, it was noted that burial fees were to be reviewed later in the meeting.
  - ii. Regarding the auditor's suggested use of an accounting package, as previously resolved 25 May 2021 minute 21.105.08, it was noted that this still required investigation.
06. There were no grant applications
- 22.064. Correspondence
01. Poster, application form, and Facebook link about Sutton Bridge Participatory Budgeting, which had been added to the Council's website, was noted
  02. Correspondence with Highways about the painting of the Cross Keys Bridge.
- 19:25hrs standing orders were suspended to allow County Cllr Tyrell to participate in discussions*
- i. Cllr Tyrell reported that he had been in discussions with highways over ongoing issues concerning the traffic at the Bridge. He asked for the Parish Council to also contact highways to inform them of the problems being experienced.
- 19:26hrs standing orders were reinstated*
- ii. It was **resolved** to write to the LCC highways engineer about the Parish Councils concerns over traffic delays, specifically: relating to blue light emergency vehicles with the holiday period coming up and; to request that both lanes on the bridge should kept open when work was not in progress, both overnight and during weekends. A copy to be sent to Cllr Tyrell
03. A complaint about trees in the Memorial Park affecting neighbouring property was noted. It was **resolved** to return to an annual tree inspection from the current triennial inspection, this being undertaken by a qualified person. The inspection would include checking trees for their potential to cause damage to neighbouring properties.
04. A report of tree damage in the Memorial Park affecting a neighbouring property was noted
05. An email received regarding the children's play area in the Memorial Park was noted. This would be further discussed once plans had started on the new pavilion project.
06. It was **resolved** for the clerk to contact SHDC to restart discussions on the Prince's Steet play area. To be further discussed at the April meeting
07. It was **resolved** to inform SHDC that the new vets practice was reportedly distributing leaflets promoting the use of Princes Street Park to exercise pets, in spite of park signage to the contrary.
08. Advice on s.106 contributions from SHDC was noted. It was **resolved** that the clerk draft a standard letter making specific s.106 funding requests (based around national Community Infrastructure Levy (CIL) levels) to be used for relevant planning application submissions.
09. It was noted that the clerk had granted a request from SHDC to put up nature trail plaques in the park for the Easter holidays. Details about the Easter Bunny Hunt would be posted on the website.
10. The Government's response to the Committee on Standards in Public Life review and recommendations on local government ethical standards was noted
11. A request for support for a House of Commons Early Day Motion was noted.
- 20:13 hrs Cllr Perkins left the meeting*
12. The pension fund's investments in Russia were noted
  13. A consultation on Holbeach drainage was noted. Councillors who wished to comment should do so individually.
- 20:16hrs Cllr Perkins returned to the meeting*
14. An email from a parishioner concerning items dumped in the footpath between Granville Terrace and Withington Street had been received. It was **resolved** to contact SHDC environmental services to report the matter and to enquire whether the District Council had any powers to enforce the removal of items from private land.
- 20:18 hrs Cllr M Booth left the meeting*
15. A letter from South Holland Drainage Board about maintenance access to watercourses was noted.
- 20:20hrs Cllr M Booth returned to the meeting*
- 22.065. Planning applications, including any late received.

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01. H18-0189-22: 2 New Road. 2 x semi-detached houses. Cllr M Booth & Cllr S Booth declared an interest in the application and abstained from voting. It was **resolved** to oppose the application because of the lack of onsite parking.
  02. H18-0241-22: Adj. Rylton House Mill Lane. Residential Development. Cllr M Booth & Cllr S Booth declared an interest in the application and abstained from voting It was **resolved** to submit the observation that flood mitigation requirements could mean that the building would be too tall and not in keeping with its surroundings.
  03. H18-0277-22: The Mill House, Mill Lane, PE12 9UE. Tree works to TPO No. 4 1985. It was **resolved** to make no comment.
- 22.066. Planning consultation response submitted under the Parish Council's Planning Policy
01. 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).
- 22.067. District Council planning decisions.
01. 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...].
  02. H18-1034-21: Fenacre Farm, 92 Peters Point Road. Conversion of barn into dwelling. Refusal.
  03. H18-0053-22: 102 Bridge Road. Change of use from furniture showroom to dwelling. Approved.
  04. H18-0019-22: 36 Petts Lane. Re-build existing small garage/store. Approved.
  05. H18-0050-22: Land south of Centenary Way. Details of land contamination condition. Approved.
  06. H18-0059-22: The Villa 83 New Road. Proposed swimming pool building. Approved.
  07. H18-0902-21: Falklands Road. Two-bedroom bungalow. Application withdrawn.
- 22.068. Highways & footways:
01. There were no outstanding matters.
  02. No new matters were reported.
- 22.069. To receive Committee and Working Party reports.
01. New Pavilion
    - i. It was **resolved** for the clerk to respond to Ridge & Partners LPP proceeding with Milestone A @ £6,750.
  02. Open spaces
    - i. A meeting with the football club had been re-scheduled for Tuesday 19 April 2022, in the Parish Council office.
    - ii. It was **resolved** to obtain quotes to flail the boundary of the Memorial Park and Arnie Broughton Walk removing fallen branches and any concrete posts found in the vegetation.
    - iii. It was **resolved** for Cllr York to apply for a Building Better Bridges grant on behalf of the Parish Council subject to this being applicable.
  03. Garden allotments
    - i. The working party would arrange a site visit to look at the potholes in the roadway at the Wrights Lane allotments.
  04. CCTV Working Party
    - i. A meeting had been arranged Wednesday 30 March to discuss speed watch and speed indication devices with the LCC road safety manager.
    - ii. Cllr Bruch was looking into a possible local CCTV supplier.
  05. Platinum Jubilee Celebrations
    - i. The working party working party reported that good progress was being made arranging events.
- 22.070. To receive outside body representative reports.
01. Community Speed Watch
    - i. The admin assistant reported that a speed watch event had recently taken place and that additional administration requirements were being drawn up with the speed watch coordinator.
  02. Any other outside body representative report.
- 21:00hrs Standing orders were suspended to allow County Cllr Tyrell to participate in discussions

Chairman's signature: .....

- i. Cllr Tyrell reported that 103 bags and 50 tyres had been collected by the wombles at the weekend. With help from a county councillor grant, the Long Sutton Wombles had purchased a safety at work sign for use whilst they were collecting litter.

*21:01hrs Standing orders were resumed.*

- ii. It was **resolved** to invite the Sutton Bridge wombles to submit a grant application to the Parish Council to provide for signage. Thanks were expressed to the wombles for all their hard work; Cllr Pitt would pass on the information.

22.071. It was **resolved** not to increase the 2022-2023 fees for the Garden of Rest. Cllr S Booth abstained.

*21:11 hrs Cllr Davies left the meeting. Cllr Robinson left the meeting*

22.072. Cllr York read out his report on the condition of roads and pavements.

- i. It was **resolved** to report non-capital items to the relevant authorities and for the remaining items to be resolved on at the April meeting.

*21:12 Cllr Davies returned to the meeting. Cllr Robinson returned to the meeting*

22.073. Regarding the interpretation of the Council's previous resolution minute 21.268. Cllr Robinson stated that if he was concerned about resolved matters not progressing in future he would raise these matters as appropriate.

22.074. It was **resolved** to contact LCC regarding repairs to the gate at the end of the old A17.

22.075. It was **resolved** to request the use of the Curlew Centre's microphones for the next Council meeting.

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

01. To consider improvements to the play equipment in Princes Street Park (Cllr Scarlett).

02. To consider the location of the Children's Play area and its play equipment.

03. To consider improvements to the old A17 (Cllr Scarlett)

04. To resolve on improvements to roads and pavements as recommended on Cllr York's report.

05. To consider moving the village sign (Cllr York)

22.077. 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).

*Four members of the public and Cllr Tyrrell left the meeting.*

22.078. To consider quotes for works.

01. It was **resolved** to install a concrete post and fix wire fence at the Garden of Rest @ £75.00

02. A quote to install concrete slabs & garden bench in the Garden of Rest @ £120.00 was noted.

03. It was **resolved** to relevel two memorial stones in St Matthews Churchyard moved by a fallen tree from the Memorial Park @ £150.00.

22.079. The clerk reported that a meeting had been rearranged to 05 April 2022 concerning matters at the Garden of Rest.

22.080. Meetings had been arranged to carry out staff appraisals within the next two weeks.

**The meeting was closed at 21:58 hrs**

Chairman's signature: .....