

Minutes of the meeting of Sutton Bridge Parish Council, held 19:00hrs Tuesday, 26 April 2022, in the Curlew Centre Diamond Hall, Sutton Bridge.

Present: Cllr Simon Booth (chairman), Cllr M Booth, Cllr Chris Brewis, Cllr David Bruch, 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 Karen Croxford (admin assistant), County Councillor Jack Tyrrell, three members of the public.

Absent: None

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

22.081. All members were present.

22.082. Pecuniary or other interests and request for dispensation

01. Cllr S Booth and Cllr M Booth declared an interest in the planning application raised under agenda item 11. II., as the applicant was their landlord.
02. Cllr D Bruch declared an interest in agenda item 9.11 financial matters, as a member of the Curlew Centre committee.

22.083. It was **resolved** to approve the minutes of the meeting held 29 March 2022, noting a correction to minute ref 22.62.01. ii..

22.084. 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. A tenant had voluntarily cut back the verges at the Wright's Lane allotments. It was agreed that an expression of the Parish Council's thanks was to be sent to the tenant.

22.085. Police matters.

01. A letter from Insp. Waters about the allegations of abusive & threatening communications was noted.
02. Receipt of the latest newsletter from The Suttons Neighbourhood Policing Team NPT, was noted.

22.086. There was no Chairman's report

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

01. The website had been updated.
02. Internal bank transfers had been actioned to cover payments.
03. Councillor and staff ID cards had been circulated.
04. Mole traps had been placed in the Memorial Park.
05. The Northern Cross Pilgrimage took place 12 April 2022 and had passed off successfully.
06. Hard drive failures on the Clerk's PC and Admin Assistant's PC had been resolved without any third-party expenditure. Additional recovery and internal maintenance provisions had been put in place.
07. A Participatory Budgeting event sponsored by Lincolnshire Police had been held on Saturday 23 April 2022 and was well attended. Grants were awarded for play equipment in Princes Street Park (£10,000); Sutton Bridge Players (£4,000); and The Curlew Centre (£1,000).
08. A response was awaited from Lincolnshire County Council to concerns and suggestions submitted about the contractual arrangements and traffic control over the bridge.
09. A response was awaited from South Holland District Council about a request for a meeting to discuss Princes Street Park and other parks in the Parish controlled by the District Council.
10. A response was awaited from South Holland District Council following the submission of a complaint of dogs using the Princes Street Park and related advertising flyers produced by the Vets.

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

01. Cllr Brewis reported on SHDC matters.
 - i. Cllr Brewis had completed a successful shift with police Sgt Mosely, He had been informed that two new officers would be joining the South Holland team.
 - ii. The re-submission of plans for the provision of access for the development north of Nightingale Way would be discussed Friday 29 April 2022 at the District's Chairman Panel.
 - iii. The Participatory Budgeting event sponsored by Lincolnshire Police was well attended and first class. It was pleasing that Sutton Bridge had been chosen for this event.
 - iv. A total eclipse of the Moon would occur 16 May 2022, visible 02.32hrs to 05.10hrs, weather permitting.
02. Cllr M Booth reported on SHDC matters.

Chairman's signature:

- i. Comments on the re-submission of plans for the provision of access for the development of land north of Nightingale Way would be welcome.
 - ii. Vulnerable people were being called by scammers claiming to be from the District Council. The District Council would only contact people by post. Anyone receiving such a call should immediately hang up.
03. County Councillor Tyrell was invited by the chairman to report on LCC Matters:
- i. The Suttons area was lacking nominations for the [South Holland Pride awards](#). Local nominations for the awards would be welcome.
 - ii. The Youth Shed scheme would commence Thursday 28 April 2022.
 - iii. County Cllr R Davies (Executive Cllr: Highways, Transport & IT) had been contacted about traffic management for the Cross Keys Bridge. Cllr Tyrell had suggested that green light times for A17 traffic should be increased to six or seven minutes to allow more efficient traffic flow and to discourage queue jumping using side roads. Structural damage had been identified under the bridge and work on this, including at weekends, was not always visible to observers. Work on the bridge remained on target for completion end of June. Confirmation of bank holiday work shutdowns was to be sent to the clerk.
 - iv. A scooter event was to take place on the village green to help local businesses whilst the bridge was undergoing maintenance work
 - v. The Garden Waste Scheme would take place in King Street, Sutton Bridge, Friday 29 April 2022.

22.089. Finance

01. It was **resolved** to approve the March bank reconciliation and cash book.
02. It was **resolved** to approve the payments to 26 April 2022 as below. Cllr Goodwin and Cllr Scarlett would authorise bank payments.

Payee	Detail	Net £	VAT £	Total £
XBM Ltd	Photocopier 19/10- 21/10/21	- 15.00	- 3.00	- 18.00
XBM Ltd	Photocopier 21/5 -22/6/21	15.00	3.00	18.00
XBM Ltd	Photocopier 22/11-20/12/21	1.66	0.33	1.99
XBM Ltd	Photocopier 20/12- 21/01/22	1.12	0.22	1.34
XBM Ltd	Photocopier 20/01- 21/02/22	1.78	0.36	2.14
ICCM	Subscription Fee	95.00		95.00
Mr D Borkertas	Expenses	10.84	0.57	11.41
The Curlew Centre	Office Rent April - June 2022	1,000.00		1,000.00
Mr C Hennelly	Tree Work	380.00		380.00
SHIDB	Drainage Rates	724.24		724.24
SSE	Pavilion Electricity	59.70	2.98	62.68
Heronwood	Parish Grass Cutting	110.00		110.00
Heronwood	Garden of Rest Grass Cutting	65.00		65.00
Heronwood	Highways Grass Cutting	80.00		80.00
SBPCC	Grant	2,750.00		2,750.00
Mr R Tear	Burial Refund	550.00		550.00
Mrs K Croxford	Expenses Black Bags	20.00	4.00	24.00
Mrs K Croxford	Expenses	34.65	1.67	36.32
Mr R Smith	Expenses WD40	2.58	0.52	3.10
Mr R Smith	Expenses ID Cards	51.57	10.31	61.88
Mr R Smith	Adobe subscription	12.64	2.53	15.17
Mr R Smith	Home office allowance	26.00		26.00
Mr R Smith	Mobile phone contribution	8.33	1.67	10.00
Mr R Smith	Mileage	14.40		14.40
Staff	Salaries	2,471.83		2,471.83
LCC	WYPF Pension Contributions	816.82		816.82
Auditing Solutions	Auditors Fee	90.00	18.00	108.00
Complete Weed Control	MP Weed Control	390.00	78.00	468.00
TalkTalk	Calls & Broadband	34.00	6.80	40.80
Mr D Large	Install Post in Garden of Rest	75.00		75.00
Fenland Fire	Pavilion Fire Report	35.70	7.14	42.84
SMC LTD	Pavilion Legionella Control	60.00	12.00	72.00
SSE	Electricity 22/03- 4/04/22	189.69	37.93	227.62
XBM Ltd	Photocopier 21/3 -21/04/22	3.96	0.80	4.76
Richard King Memorials	Repair to Church Memorials	150.00	30.00	180.00
Total		10,316.51	215.83	10,532.34

03. The following delegated expenditure was noted (excl. VAT): jubilee clip £2.84; WD-40 £2.58; black bags for Wombles £20.00.
04. The following receipts were noted: precept £70,033.00; VAT reclaim £585.95; Fair £437.46; bank interest £64.77; LCC bus stop renovation grant £1,250.00; Farm Rent £4,103.34; Allotments £126.00.
05. It was **resolved** to approve the year-end budget review, including budget transfers and the earmarked reserves to be carried forward.

Chairman's signature:

06. It was **resolved** to receive the annual internal audit certificate 2021/22 (AGAR page 3 of 6).
 07. It was **resolved** to receive the detailed internal auditor's report for 2021/22. Regarding recommendation R1, it was noted that burial fees had been agreed at the last meeting.
 08. It was **resolved** to approve the financial accounts for y/e 31 March 2022.
 09. It was **resolved** to approve the bank reconciliation for the year ended 31 March 2022.
 10. It was **resolved** to approve the asset register as of 31 March 2022.
 11. It was **resolved** to approve the period for the exercise of Public Rights: Monday 13 June to Friday 22 July 2022.
 12. Considering each statement in turn, it was **resolved** to agree and approve responses to the annual governance statement 2021/22 (AGAR page 4 of 6).
 13. It was **resolved** to approve the annual accounting statements 2021/22 (AGAR page 5 of 6).
 14. It was **resolved** to approve the explanation of variances 2021/22.
 15. It was **resolved** to appoint Auditing Solutions Ltd as the internal auditor for the financial y/e 31/03/2023.
 16. It was **resolved** to approve the Council's annual investment strategy for 2022-23.
 17. There were no grant applications.
- 22.090. Correspondence
- i. The receipt and website publishing of contact information for the George Clarke Scholarship was noted.
 - ii. It was **resolved** to make a submission to the Planning Inspectorate about the lack of consultation provided by MVV Medworth for its mega incinerator proposal for Wisbech, given that the Parish Council's request for a consultation event to be held in Sutton Bridge had been disregarded.
 - iii. An invitation to the AGM of the Spalding Good Neighbour Scheme Friday 13 May 2022 was noted.
 - iv. Receipt of a poster about the County Views highways' survey was noted.
 - v. The chairman had received a request to place a donated bench on the East bank. Details to be passed to Cllr Tyrell.
 - vi. A complaint and the clerk's response about traffic chaos in the village due to traffic restrictions in place for the Cross Keys Bridge repainting works was noted.
 - vii. A complaint and the clerk's response about incidents of antisocial behaviour in the village was noted.
 - viii. LALC news update to be circulated to Councillors.
- 22.091. Planning applications, including any late received.
01. H18-0393-22: Kamarad Farm East Bank. Replacement grain drier and associated wet grain silo and overhead conveyors. It was **resolved** to make no comment.
- Cllr S Booth & Cllr M Booth declared an interest in the following item and did not participate in discussions.*
- Cllr Scarlett took over the chair of the meeting*
02. H18-0416-22: King John Farm, 134 Avenue Farm Road. Extension to agricultural building. It was **resolved** to make no comment.
- Cllr S Booth took back the chair of the meeting*
- 22.092. The following District Council planning decisions were noted.
01. H18-1174-21: Land North of Nightingale Way. Sixty dwellings and associated works (H18-1175-21).
 02. Modification of condition three relating to construction phase of estate road. Approved.
 03. H18-0141-22: Whitehouse Farm, Grange Road, PE34 4HQ. Single storey extension. Approved.
 04. H18-1282-21: Land Southeast National Grid Substation Walpole Bank. Underground cabling and infrastructure to connect solar development (Ref: H18-1126-20) to the Substation. Approved.
 05. H18-0203-22: 138 New Road. Entrance gates and feature walls. Approved.
- 22.093. Highways & footways:
01. Outstanding matters.
 - i. A response to the report of a damaged tree on the side of Bridge Road near the Beeches by Highways stated that they would not be taking any imminent action as the trees were privately owned and did not appear to be affecting the use of the highway.
 - ii. The problem of fly tipping on the footpath between Granville Terrace and Withington Street had been reported. A response from SHDC was awaited.
 - iii. SHDC had responded to a report of the missing gate to the play area at Princes Street Park stating that the gate was removed several years ago for safety reasons and was not required.

Chairman's signature:

02. New matters:
- i. In spite of repeated reports to SHDC, a footlight in Royal Close was still not working. To be reported again.
 - ii. A sign board that had been placed on the pavement outside City Store was to be reported to LCC.
- 22.094. To receive Committee and Working Party reports.
01. New Pavilion.
- i. A committee meeting with the new project manager had been arranged for 18:00hrs 03 May 2022 in the Bridge Room of the Curlew Centre.
02. Open spaces
- i. It was **resolved** to contact planning enforcement on the matter of a private gateway installed into the Memorial Park.
 - ii. A proposal had been received for a contractor to remove the twelve concrete posts in the Memorial Park free of charge. It was **resolved** to reject the proposal.
03. CCTV Working Party
- i. Cllr Bruch reported that he would get back in touch with the company that had placed CCTV in Boston and that he would report back at a future meeting.
 - ii. It was **resolved** for the clerk to obtain quotes for the purchase of battery-operated reactive speed signs.
04. Platinum Jubilee Celebrations
- i. Cllr Bruch reported that the Platinum Jubilee event was proceeding. The required documents and risk assessments had been submitted to the District's Safety Advisory Group (SAG). A poster was being produced for display on the website and social media groups.
 - ii. It was **resolved** to approve the order of a Platinum Jubilee Beacon @ £490.00 plus VAT.
 - iii. It was **resolved** to delegate authority to the event's working party for payments, made within budgeted limits, for the jubilee celebrations, in consultation with the clerk and the chair or vice-chair of the Council.
- 22.095. To receive outside body representative reports.
01. Cllr Perkins reported that new members were still needed for Community Speed Watch.
02. Any other outside body representative reports.
- i. Cllr York reported that the District Council had increased the Foodbank's service charge on the Railway Lane industrial units from £40 to £400 p.a. Cllr M Booth would take the matter up with the District Council.
- 22.096. It was **resolved** to increase football club pitch and pavilion fees by 10% to £341.00 for 2022-23, plus 50% charge of the pavilion's electricity and water charges
- 22.097. Proposals for improvements to roads and pavements arising from Cllr York's report.
01. A resolution to move the 'Sutton Bridge Gateway to Lincolnshire' sign to the Cross Keys Bridge failed. Abstentions: Cllr Robinson.
02. A resolution to request that LCC install a layby opposite The Anchor P/H failed. Abstentions: Cllr Robinson.
03. It was **resolved** to request LCC impose a 20mph speed limit on Bridge Road by the School entrance.
- 20:46hrs Cllr Davies left the meeting*
04. It was **resolved** to request LCC relocate the telegraph pole at the Bridge Road/Railway Lane North junction.
- 20:47hrs Cllr Davies returned to the meeting*
05. A resolution to request LCC implement no parking in front of Baxter's Fish & Chip shop and the pharmacy on Bridge Road failed. In favour: Cllr Perkins, Cllr York; against: Cllr Brewis, Cllr M Booth, Cllr S Booth, Cllr Bruch, Cllr Davies, Cllr Goodwin, Cllr Pitt, Cllr Scarlett; abstentions: Cllr Robinson.
06. It was **resolved** to request LCC create a box junction at the Bridge Road/New Road junction. Abstentions: Cllr Robinson, Cllr Perkins.
07. A resolution to request LCC create a box junction at the Bridge Road junction to West Bank failed. Abstentions: Cllr S Booth, Cllr Robinson.
08. A resolution to request LCC implement single yellow line parking restrictions opposite the Co-op failed. Abstentions: Cllr Robinson.
09. A resolution to request LCC install a pedestrian crossing point on New Road failed. Abstentions: Cllr Robinson.
10. It was **resolved** to request LCC widen and reduce the steepness of the dropped kerbs along New Road, at the King Street, Queen Street, Princes Street, and Wright's Lane junctions. Abstentions:

Chairman's signature:

Cllr Bruch, Cllr Pitt, Cllr Perkins.

11. A resolution to request LCC resurface the length of the New Road footpath failed. Abstentions: Cllr S Booth, Cllr Pitt, Cllr Perkins.
12. It was **resolved** to investigate the installation of a village gateway at edge of the village on New Road. Abstentions: Cllr S Booth, Cllr Pitt, Cllr Perkins.
- 22.098. It was **resolved** for the clerk to chase up the district council regarding a meeting to discuss the Princes Street Park. Cllr M Booth would raise the matter at his next District Council meeting.
- 22.099. It was **resolved** to purchase two replacement laptops and a computer monitor @ £2,685.34 + VAT.
- 22.100. Requests from members for items to be included on the agenda of a future meeting.
 01. To consider a comprehensive plan for the Memorial Park (Cllr York)
- 22.101. 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).
- 21:26 hrs Three members of the public and Cllr Tyrell left the meeting*
- 22.102. To consider quotes for works.
 01. It was **resolved** to proceed with works for the application of herbicide to the boundary of the Memorial Park @ £ 95.00 + VAT.
 02. It was **resolved** to delegate to the clerk authority to approve works for the treatment of knotweed, if found necessary, along the old railway line in the Memorial Park @ £ 413.40 + VAT.
 03. It was **resolved** to proceed with works for the application of herbicide to the paths and yew tree borders in the Garden of Rest @ £ 90.10 + VAT.
- 22.103. The clerk reported that a meeting had taken place concerning matters at the Garden of Rest and the settlement that had been agreed.
- 22.104. It was **resolved** for the chairman, clerk and allotment working party members to investigate matters relating to the garden allotments.
- 22.105. Staff & Administration matters.
 01. It was **resolved** to seek quotes for the repair of the Wright's Lane allotment roadway.
 02. The clerk reported that staff appraisals had been undertaken
 03. A Personnel committee meeting was to be arranged.

The meeting was closed at 21:31 hrs

Chairman's signature: