

Sutton Bridge Parish Council

Meeting Notice & Agenda

Notice is hereby given, and all members of the Council are asked to attend a meeting of the Parish Council 19:00hrs Tuesday, 25 October 2022 in the Bridge Room, The Curlew Centre, Sutton Bridge.



Clerk to Sutton Bridge Parish Council
20 October 2022
clerk@suttonbridge-pc.gov.uk

Information for councillors, staff, members of the public, & press.

- 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.
- As indicated below, 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 may not speak at any other time.
- To minimise the length of the meeting, councillors are asked to read briefing papers before the meeting and to keep comments brief and to the point.

AGENDA

1. *To note members' attendance and to receive apologies for absence.*
2. *To receive declarations of disclosable interests and to consider requests for dispensation.*
3. *Public Participation.*
 01. To receive representations relating to matters on the agenda.
 02. To receive representations or questions on other matters.
4. *To approve the [minutes](#) of the Parish Council meeting 27 September 2022.*
5. *To approve the [minutes](#) of the extraordinary Parish Council meeting 11 October 2022.*
6. *Police matters.*
 01. To receive monthly [newsletter](#).
 02. Community Speed Watch Police [point of contact](#).
 03. Any late correspondence.
7. *To receive the chairman's report.*
8. *To receive the clerk's report and outstanding not otherwise on the agenda.*
9. *To receive reports on District (SHDC) & Lincolnshire County Council (LCC) matters.*
10. *Financial matters.*
 01. To approve the September [cash book and bank reconciliation](#).
 02. To approve payments to 25 October 2022 as table below with any late payments as reported by the clerk, and to note the two members authorising bank payments.

Payee	Detail	Net £	VAT £	Total £
Unity Trust Bank	Bank Charges	18.00		18.00
TalkTalk	Calls & Broadband	36.50	7.30	43.80
Ridge & Partners	Interim Fee - September	4,500.00	900.00	5,400.00
The Curlew Centre	Room Hire September	105.00		105.00
The Curlew Centre	Room Hire Adjustment	22.50		22.50
Adobe Acrobat	Admin Adobe Subscription	16.64	3.33	19.97
Adobe Acrobat	Clerk Adobe Subscription	12.64	2.53	15.17
SB Foodbank	Grant application	300.00		300.00
Heronwood	Parish Grass Cutting Sept 2022	327.00		327.00
Heronwood	LCC Picnic Area Grass Cutting	25.00		25.00
Heronwood	Garden of Rest Grass Cutting	130.00		130.00
Heronwood	Highways Grass Cutting	180.00		180.00
JW Drainage	Pavilion Drain Repairs	447.50	89.50	537.00
Complete Weed Control	Garden of Rest Maintenance	470.00	94.00	564.00
SLCC	Membership Fee	234.00		234.00
Cllr D Bruch	Travel Expenses LALC AGM	48.60		48.60
Mr D Large	Repair Bench in MP	105.00		105.00
Mr D Large	Installation 5 Concrete Posts	208.00		208.00

Payee	Detail	Net £	VAT £	Total £
LALC	LALC AGM 12.10.22	20.00	4.00	24.00
Mr D Borkertas	Travel Expenses	12.60		12.60
Mr D Lambert	Travel Expenses	12.87		12.87
Mr D Lambert	Boots	24.99		24.99
Mrs K Croxford	Black Bags	19.21	3.84	23.05
Mrs K Croxford	Waterproof Trousers	11.09	2.22	13.31
Mrs K Croxford	Postage	16.32		16.32
Tears of Sutton Bridge	Repairs & MOT Electric Vehicle	339.91	67.98	407.89
XBM	Photocopier 20 Sept - 18 Oct 22	36.41	7.28	43.69
Mrs K Croxford	Home Office Allowance	10.00		10.00
Mrs K Croxford	Travel Expenses	1.08		1.08
Staff	Salaries	2,351.51		2,351.51
Staff	Mobile phone allowances	20.00		20.00
Mr R Smith	Home office allowance	26.00		26.00
Mr R Smith	Travel Expenses	9.90		9.90
Lincs Pension Fund	WYPF Pension Contributions	816.82		816.82
Total		10,915.09	1,181.98	12,097.07

03. To note delegated expenditure (excl. VAT): Outside operative PPE £36.08; Black bags £19.21.
 04. To note receipts since last meeting: bank interest £127.91; FBT rent £4,408.00; allotments £49.00.
 05. To approve the [second quarter budget review](#), including any budget transfers, noting all category totals are within budget.
 06. To consider the draft budget 2023/24.
 07. To consider opening a [CCLA Public Sector Deposit Fund](#).
 08. To consider [grant application](#) from the Mad Hatters group for £750.00.
11. *To consider recent correspondence.*
01. To note [letter](#) sent about an unauthorised gate installed on the Memorial Park's boundary.
 02. To consider [request](#) for the Sutton Bridge Cinema to erect advertising boards in the car park.
 03. To note the Government's [support factsheet](#) on the cost-of-living challenge.
 04. [Invitation](#) to attend an extraordinary meeting of South Holland Parish Voluntary Car Service.
 05. Update on the [Good Cause Community Lottery](#).
 06. To note Lincolnshire [bus service updates](#). A link has been added to the Parish Council [website](#).
 07. [Notice of acceptance, with update](#), of an application for a development consent order for proposed combined heat and power facility on land south-west of Wisbech.
 08. To note receipt of [notice of the closure](#) of the East Elloe Good Neighbour Scheme.
 09. Any late correspondence.
12. *To consider planning applications.*
01. [H18-0898-22](#): Herons Path, East Bank. Modification of H18-0295-88 condition 3, to allow occupation of dwelling by persons not employed at adjoining coal yard which has ceased trading.
 02. Any late applications.
13. *To note District Council planning decisions.*
01. H18-0847-22: Little Curlew Guys Head Road. High-level window in southern elevation and a door into the rear wall of the garage wall and new 1.8m boundary fence. Approved.
14. *Highways & footways:*
01. To receive update on outstanding matters.
 02. To consider new matters.
15. *To receive committee and working party reports.*
01. New Pavilion Committee
 - i. To note the appointment of an architect and design consultant.
 02. Personnel Committee
 - i. To note the draft minutes of the last meeting 18 October 2022.
 03. Garden Allotments Committee
 - i. To receive notes of the last allotments inspection.
 04. Community Speed Watch (CSW).
 - i. To note the continued need for a new local organiser.
 - ii. To note Zoom training session 7pm, 07 November 2022. Contact the clerk for joining details.

05. Any other reports
16. *To receive any outside body representative reports.*
 01. To receive report from Cllr Brewis and Cllr Bruch on the LALC AGM & conference.
 02. To note [draft minutes](#) of the meeting of the Sutton Bridge Solar Farm Community Liaison Group.
17. *To consider update in discussions with SHDC regarding village parks.*
18. *To consider plans for the old toilet block and the carpark garden previously maintained by Sutton Bridge Bloomers.*
19. *To consider [administration arrangements](#) for the EDF Solar Farm Community Benefit Fund.*
20. *To resolve to allow councillors, on request, access to the Council's Online mapping service.*
21. *To resolve to cancel the Parish Council meeting 29 November 2022, delegating authorisation of the November payments to the Finance Committee.*
22. *To receive requests from members for items to be included on the agenda of a future meeting.*
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).*
24. *To consider quotes for works [confidential terms of tenders, proposals in negotiations].*
25. *To review Operation London Bridge procedures [confidential sensitive information].*
26. *To consider Christmas lights issues [confidential terms of tenders / negotiations].*
27. *To consider a village Christmas tree. [confidential terms of tenders / negotiations].*
28. *To consider staffing & administration matters [confidential conditions of employment, grievance or disciplinary proceedings, personal matters].*
 01. To approve the salaries budget 2023/24, as recommended by the Personnel Committee.
 02. To consider any other personnel matters.
29. *To consider the representation on the Curlew Centre committee [confidential terms of tenders / negotiations].*