

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, 13 December 2022 in the Bridge Room, The Curlew Centre, Sutton Bridge.



Clerk to Sutton Bridge Parish Council
07 December 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 25 October 2022.*
5. *Police matters.*
 01. To note incident reported to the Police of attempted arson of fly-tipped furniture on the Memorial Park near to the back of the Curlew Centre.
 02. Any late correspondence.
6. *To receive the chairman's report.*
7. *To receive the clerk's report and outstanding not otherwise on the agenda.*
8. *To receive reports on District (SHDC) & Lincolnshire County Council (LCC) matters.*
9. *Financial matters.*
 01. To approve the November [cash book and bank reconciliation](#).
 02. To approve payments to 13 December 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 £
Adobe Acrobat	Clerk Adobe Subscription	12.64	2.53	15.17
TalkTalk	Calls & Broadband	36.50	7.30	43.80
The Curlew Centre	Room Hire	45.00		45.00
The Curlew Centre	Office Hire Jan - March 2023	1,000.00		1,000.00
Ridge & Partners LLP	Interim Fees	3,000.00	600.00	3,600.00
SSE	Pavilion Electricity 7/9 - 10/10/22	81.16	4.05	85.21
SSE	Pavilion Electricity 11/10 - 08/11/22	78.00	3.90	81.90
Wave	Water Rates Public Conveniences	40.89	2.40	43.29
Mr R Smith	Home Office Allowance	26.00		26.00
Mr R Smith	Travel Expenses	7.61		7.61
Staff	Payroll	2,552.56		2,552.56
Lincs Pension Fund	WYPF Pension Contributions	864.34		864.34
HMRC	Tax & NI contributions	3,113.13		3,113.13
Total		10,857.83	620.18	11,478.01

03. To note delegated expenditure (excl. VAT): None.
04. To note receipts since last meeting: Garden of Rest receipts £50.00.
05. To receive the [notice](#) of appointment of the external auditor by Smaller Authorities' Audit

Appointments (SAAA) for the 5-year period until 2026-27 and the scale of fees.

06. To approve the [draft budget 2023/24 rev.2](#), as recommended by the Finance Committee.
 07. To resolve to open a new deposit account as recommended by the Finance Committee.
 08. To ratify approval [of grant application for £1,000 from the Long Sutton Men's Shed](#) as previously resolved 22.175.09.ii and as recommended by the Finance Committee.
- 10. To consider recent correspondence.**
01. To resolve on [request](#) to use the Curlew Centre Car Park for sale of products from a desserts van.
 02. To note the felling of trees allegedly protected by Tree Preservation Orders at Sutton Bridge Port.
 03. [LCC](#) and [LALC](#) requests for information on community emergency plans.
 04. To note [email](#) about the recent closure of New Road (to be considered under item 15.02.ii.)
 05. To receive [Christmas Bus Service Information](#).
 06. To consider [correspondence](#) with the Rt Hon Sir John Hayes CBE MP about accessible play equipment in Sutton Bridge parks.
 07. To consider [email](#) from Sedlec-Prčice, the Czech Republic about co-operation.
 08. Any late correspondence.
- 11. To consider planning applications.**
01. [H18-1168-22](#): 85 Princes Street. Single storey rear extension to create garden room.
 02. [H18-1156-22](#): 11 Wharf Street. Works to Tree Preservation Order No. 19 2004.
 03. Any late applications.
- 12. To consider pre-application public consultation on planned residential development on land south of Bridge Road by Persimmon Homes.**
- 13. To note planning application comments submitted under the Parish Council's Planning Policy.**
01. H18-1020-22: 24 Bridge Road. Change of use of first floor premises to self-contained flat – retrospective. Support as it restores former use.
 02. H18-1032-22: Land 37-39 Falklands Road. Incorporate within residential curtilage – retrospective. Object as the Council believes this to be an inappropriate land grab of previously open land.
- 14. To note District Council planning decisions.**
01. H18-0621-21: Clear View King John Bank Walpole St Andrew Wisbech. Construction of open fronted storage shed. Non-determination.
 02. H18-0865-22: 2 Wharf Street. Erection of Dwelling & Garage. Approved.
 03. H18-0937-22: Metalair Feldbinder (U K) Ltd Tydd Bank. Works to a preserved tree. Approved.
 04. H18-0898-22: Herons Path, East Bank. To allow occupation of dwelling by persons not employed at adjoining coal yard which has ceased trading. Approved.
- 15. Highways & footways:**
01. To receive update on outstanding matters.
 02. To consider new matters.
 - i. [Road Closure Notice](#) affecting East Bank and Gunthorpe Road 03 January to 21 February 2023.
 - ii. To consider previous road closure affecting New Road 29 November to 06 December 2023 [TTR002059] and traffic restrictions affecting Bridge Road 06 December – 08 December 2023 [AD02961534407].
 - iii. To consider restriction and diversion of Byway Open to All Traffic (BOAT) at Sutton Bridge Port.
- 16. To receive committee and working party reports.**
01. New Pavilion Committee
 - i. To receive the draft [minutes](#) of the last meeting.
 - ii. To resolve to submit grant application to the Grange Wind Farm Community Fund for £5,000.
 02. Any other reports
- 17. To receive any outside body representative reports.**
01. To receive the draft [minutes](#) of the extraordinary assembly of Sutton Bridge Parish Meeting 01 November 2022.
 02. EDF Sutton Bridge Solar Farm Liaison Meeting
 - i. To receive draft [minutes](#) of the last meeting.
 - ii. To consider representation on the Community Benefit Fund panel.

03. Any other reports.
18. *To consider update in discussions with SHDC regarding village parks.*
19. *To resolve to offer the Sutton Bridge Foodbank use of an allotment plot.*
20. *To resolve to offer a voluntary organisation use of up to four allotment plots to teach and encourage the youth of Sutton Bridge to grow their own food (Cllr Robinson).*
21. *Civility & Respect*
 01. To resolve to sign up to the [civility and respect pledge](#).
 02. To resolve to adopt [training and development policy](#).
 03. To resolve to adopt [dignity at work policy](#).
 04. To resolve to adopt the revised [equality, diversity, and inclusion policy](#) to replace the existing equality policy.
22. *To consider ways to improve the Council's communications with the community (Cllr Bruch).*
23. *To receive requests from members for items to be included on the agenda of a future meeting.*
24. *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).*
25. *To consider complaint relating to the garden allotments [confidential as potential dispute].*
26. *To consider complaint relating to a business farm tenancy [confidential as potential dispute].*
27. *To consider quotes for works [confidential terms of tenders, proposals in negotiations].*
28. *To consider staffing & administration matters [confidential conditions of employment, grievance or disciplinary proceedings, personal matters].*
 01. To approve amended Salaries Budget 2023/24 rev.1, as recommended by the Finance Committee.
 02. Any other personnel matter.