

## Minutes of the meeting of Sutton Bridge Parish Council, held 19:00hrs Tuesday, 28 February 2023, in the Curlew Centre Bridge Room, Sutton Bridge.

**Present:** Cllr Chris Brewis, Cllr David Bruch, Cllr Kim Davies, Cllr Colin Robinson, Cllr Terry York, Mr. Robert Smith (clerk), Mrs Karen Croxford (admin assistant), County Councillor Jack Tyrrell, ten members of the public.

**Absent:** Cllr Michael Booth, Cllr Simon Booth, Cllr Rachael Goodwin, Cllr Anne Scarlett, Cllr Michelle Pitt.

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

- 23.032. In the absence of the chair and vice-chair, it was **resolved** to appoint Cllr Chris Brewis as chair for the meeting. Cllr Davies voted against the motion.
- 23.033. Apologies for non-attendance were received from Cllr M Booth, Cllr S Booth, Cllr Goodwin, Cllr Pitt, and Cllr Scarlett.
- 23.034. There were no declarations of interest.
- 23.035. Representations from members of the public.
01. Questions were raised about conditions at the Port and the Byway through the Port. The chair reported that this item would be further discussed later in the meeting.
  02. Thanks were expressed to the Allotment Committee for undertaking a recent inspection. It was noted that some plots still required full cultivation.
  03. An allotment tenant thanked whoever had filled potholes on the Wright's Lane Allotments' track. The clerk said that this had not been the Parish Council but that the delivery of donated stone plannings from MCL Ltd. for further repair of the track was pending.
  04. It was reported that there was a burst pipe in the walkway between 40-42 Princes Street and St Matthews Drive. Cllr Brewis would investigate and report to the District Council.
  05. A member of the public asked if there was any report of developments at the Bridge Hotel. Cllr Brewis stated that no planning applications had been submitted and that he had no other news.
  06. A member of Long Sutton Wombles asked about a recent £500 grant to Sutton Bridge Wombles. The clerk reported that District Councillors had provided the grant to the Parish Council, through which the Wombles could be provided with supplies and equipment.
  07. It was asked if cameras would be put in laybys to deter fly tipping. Cllr Tyrell said that the District Tri-Council Partnership had contracted a company to tackle all environmental crime. Black spots would be identified, and cameras placed accordingly.
- 23.036. It was **resolved** to approve the minutes of the 31 January 2023 meeting. Cllr T York abstained.
- 23.037. Police matters.
01. It was **resolved** for the clerk to attend Participatory Budgeting review meeting in Sleaford 21 April 2023. Cllr Robinson said that he would also attend and report back to the Council.
  02. The Suttons Neighbourhood Policing Team March newsletter was noted.
- 23.038. There was no report from the chair.
- 23.039. The clerk reported on matters arising, not otherwise covered on the agenda.
01. Information had been updated on the website.
  02. Internal bank transfers had been made to cover payments.
  03. New Parish Council bank accounts were to be opened as resolved.
  04. Westmere Primary School were to be contacted about involving children and parents in future consultations on play equipment.
  05. Persimmon Homes had agreed to provide a presentation at the next Parish Council meeting about its proposed housing development in Sutton Bridge.
  06. The interim audit had been delayed, sadly due to the auditor experiencing a family bereavement.
  07. Engineers attended the EV charger units in the car park, putting them back on-line.
  08. Information for the Memorial Park on the Sport England Active Places platform had been updated.
- 23.040. Reports on District Council (SHDC) matters.
01. Cllr Brewis.
    - i. Following the recent award of the District Environmental Crime Scheme, Cllr Brewis was optimistic that this would tackle litter and fly tipping issues for the Parish.
    - ii. A meeting would take place at planning to discuss a recent application by Persimmon homes to build over 200 dwellings on land west of the village. Further details would be reported back to the Parish.
    - iii. A review of sheltered housing would be undertaken with a view to tackle residents' problems.
    - iv. The planning application for Land North of Nightingale Way had been refused and appealed. The Parish Council had sent its observations. A decision was awaited.
    - v. Cllr Brewis was moderately hopeful that Internal Drainage Board levies would be treated as outside

Chairman's signature: .....

bodies, which would free up Council budgets.

- vi. Cllr Brewis expressed thanks to the Wombles for doing such a good job around the village.
- 02. Following an invitation from the chair, Cllr Tyrrell reported on LCC matters.
  - i. Thanks were expressed to the Wombles for their hard work around the village. Not only were they collecting litter but also cutting back the edges and dykes.
  - ii. The Wombles had been nominated for an award at this year's Pride of South Holland Awards.
  - iii. The Long Sutton Youth Shed held its opening day on Sunday and around 25 children had attended.

23.041. Finance

- 01. It was **resolved** to approve the January cash book and bank reconciliation.
- 02. It was **resolved** to approve payments to 28 February 2023 as below. Cllr York & Cllr Goodwin to authorise bank payments.

Payee	Detail	Net £	VAT £	Total £
Adobe Acrobat	Clerk Adobe Subscription	£12.64	£2.53	£15.17
Adobe Acrobat	Admin Adobe Subscription	£16.64	£3.33	£19.97
SSE	Electricity 09/12- 10/01/23	£183.46	£9.17	£192.63
Cozens	Removal of Christmas Lights	£1,050.00	£210.00	£1,260.00
JAH Gardens & Grounds	Sir Peter Scott Rd Maintenance	£180.00		£180.00
TalkTalk	Calls & Broadband	£36.50	£7.30	£43.80
SMC	Pavilion Monthly Legionella -Jan	£60.00	£12.00	£72.00
Mrs K Croxford	Travel Expenses	£2.16		£2.16
Mrs K Croxford	Home Allowance	£10.00		£10.00
Oglesby & Limb Ltd	Stage 1 Interim Fee	£5,000.00	£1,000.00	£6,000.00
Savills	Land Rent Sept 22- March 23	£835.00		£835.00
Mrs K Croxford	SB Wombles Black Bags	£21.86	£4.37	£26.23
Mrs K Croxford	SB Wombles Black Bags	£21.86	£4.37	£26.23
Mrs K Croxford	SB Wombles Cable ties	£25.30	£5.06	£30.36
Mrs K Croxford	SB Wombles Litterpicker Pro	£13.74	£2.75	£16.49
Mrs K Croxford	SB Wombles Litterpicker	£5.79	£1.16	£6.95
Kwik Signs	SB Wombles Sign	£60.00	£12.00	£72.00
Kwik Signs	SB Wombles Hi -Vis	£6.25	£1.25	£7.50
SMC	Pavilion Monthly Legionella -Feb	£160.00	£32.00	£192.00
SSE	Electricity 11/01- 08/02/23	£165.35	£8.26	£173.61
The Curlew Centre	Room Hire January 2023	£52.50		£52.50
XBM	Photocopier 17/01- 21/02/23	£14.92	£2.99	£17.91
Mr R Smith	Home Allowance	£26.00		£26.00
Mr R Smith	Travel Expenses	£20.25		£20.25
Staff	Salaries	£2,597.56		£2,597.56
Mr R Smith	Mobile Phone Allowance	£10.00		£10.00
Mrs K Croxford	Mobile Phone Allowance	£10.00		£10.00
Mr D Lambert	Electric Home Allowance	£11.00		£11.00
Lincs Pension Fund	WYPF Pension Contributions	£864.34		£864.34
Brian Watson & Son	Parish Clock Service	£245.00		£245.00
<b>Total</b>		<b>£11,718.12</b>	<b>£1,318.54</b>	<b>£13,036.66</b>

- 03. Receipts were noted: burial fees £950.00; District Councillor Wombles' grant £500.00; District Councillors coronation event grant £900.00; bank interest £192.00.

23.042. The following correspondence was noted (see the meeting's [agenda](#) for document links).

- 01. Information on the National Lottery Community Partnerships Fund.
- 02. Refusal of Freedom of Information (FOI) request, due to information already being published.
- 03. Concerns about the new pavilion committee.
- 04. Concerns about plans for the proposed new pavilion.
- 05. Further concerns about plans for the proposed new pavilion.
- 06. Concerns about tree felling at the Port of Sutton Bridge.
- 07. Update on the ongoing obstruction of Sutton Bridge Public Byway No. 503.

**19:25hrs Standing orders were suspended to allow members of the public to speak on the subject.**

- i. Members of the public reported that the road which had been marked out showing the legal alignment of the Public Byway was insufficient for 2-way traffic.
- ii. The road was uneven and the supports for the Heras fencing were a trip hazard, due to which people were avoiding the area.
- iii. There were reports of dust and air pollution allegedly being generated from the Port's activities.

**19:38 hrs A member of the public left the meeting.**

Chairman's signature: .....

- iv. Cllr Brewis reported that he would make a visit to the area and asked anyone concerned to keep a diary to record any issues. These could then be sent to South Holland Environmental Department.

**19:42 hrs Standing orders were resumed. A member of the public left the meeting.**

- 23.043. Planning applications.
  01. H18-0135-23: 92 Peters Point Rd. Condition Compliance. It was **resolved** to make no comment.
  02. H18-0090-23: Rear of 2 Wharf St. Condition Compliance. It was **resolved** to make no comment.
- 23.044. Planning appeal
  01. Comments submitted in the appeal for 123 dwellings north of Sutton Bridge were noted.
- 23.045. There were no District Council planning decisions.
- 23.046. Highways & footways:
  01. Update on outstanding matters.
    - i. The following fly tipping incidents had been submitted to SHDC for action via its [web portal](#).
      - HGV tyre on the A17 layby, PE12 9UZ.
      - HGV tyre near roundabout at A17/Wisbech Road, PE12 9AG
      - Pallets and waste wood at Centenary Way, PE12 9YF.
      - Tyres, mattresses, and white goods, at Centenary Way, PE12 9YF.
  02. It was **resolved** to publicise details of The Great British Spring Clean 17 March to 2 April 2023,.
  03. As there were no objections, it was **resolved** to make no comment on proposed LCC Traffic Orders to provide for No Waiting and a 30mph speed limit extension on West Bank.
- 23.047. Committee and working party reports.
  01. New Pavilion Committee
    - i. The draft minutes of the last meeting were noted.
    - ii. MD Surveys had undertaken the site element of its Topographical Survey 20 February 2023.
    - iii. A summary of services included in Oglesby & Limb Ltd. Stage 1 interim fees was noted.
    - iv. The meeting scheduled for 21 February has been rearranged to 07 March 2023. It was noted that all details of meetings and any cancellations were posted on the website.
    - v. The application for the UK shared prosperity fund was to be raised for action at the next New Pavilion Committee meeting.
  02. It was **resolved** to call a Burial Ground Committee meeting to consider a new Memorial bench in the Garden of Rest.
  03. It was **resolved** to call a Garden Allotments Committee meeting to consider the findings of an inspection held 12 February 2023.
  04. An Open Spaces Committee meeting to discuss Memorial Park fees was still to be arranged.
- 23.048. Outside body representative reports.
  01. The Annual Assembly of the Parish Meeting was scheduled for 6pm Tuesday 14 March 2023. Details would be published on the website. Tea and biscuits would be provided.
  02. South Holland Parish Voluntary Car Service (SHPVCS)
    - i. The clerk's response to SHPVCS request for information was noted.
    - ii. The SHPVCS Special General Meeting to be held on 14 March 2023 had been cancelled.
  03. Sutton in the Wash Emergency Response Team.
    - i. Due to the absence of Cllr M Booth a response from LCC relating to an emergency planning policy would be deferred to the next meeting.
- 23.049. Council elections being held 04 May 2023.
  01. The electoral commission poster about the requirement for voter photo ID was to be publicised.
  02. A copy of the presentation given at SHDC clerks' briefing held 07 February 2023 was noted.
  03. It was **resolved** to promote the election at the Annual Assembly of the Parish Council.
- 23.050. There was no information known about the reopening of Sutton Bridge Power Station.
- 23.051. The clerk would work to have a response regarding an update on discussions with SHDC about the village's park in time for the Annual Assembly of the Parish Meeting.
- 23.052. In the absence of Cllr S Booth, the agenda item concerning the Community Wood would be deferred to the next meeting and included as an agenda item for the Annual Parish Assembly.
- 23.053. Cllr Bruch reported that Coronation Celebrations in the Memorial Park were in progress. The Curlew Centre would be live streaming the Coronation event at no cost to attendees.
- 23.054. Requests from members for items to be included on the agenda of a future meeting.
  01. To consider the need for a monthly Finance Committee meetings.
- 23.055. **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).**

Chairman's signature: .....

**20:10hrs Cllr Tyrrell and 8 members of the public left the meeting.**

- 23.056. Regarding concerns expressed about the new pavilion, it was **resolved** for the clerk to respond as drafted (see Appendix A).
- 23.057. It was **resolved** to include on the next meeting's agenda a proposal to consider a decision to hold a Public Referendum concerning the Pavilion.
- 23.058. It was **resolved** to release and publish the Parish Council's agreement with Oglesby & Limb Ltd for the design of the proposed new pavilion (see Appendix B)
- 23.059. Agency arrangements with LCC
  - 01. It was **resolved** to approve an agency agreement with LCC for the maintenance of the East Bank LCC picnic site to the value of £1,852.00.
  - 02. It was noted that a meeting was to be held between the clerk and the relevant LCC officer to review gate access to the picnic area following the recent criminal damage.
- 23.060. Quotes for works.

**20:48hrs Cllr Robinson left the meeting.**

- 01. It was **resolved** to seek two further quotes for the CCTV installation and investigate alternative funding for the project.

**20:49hrs Cllr Robinson returned to the meeting.**

- 02. It was **resolved** to obtain further quotes for the electric utility vehicle service contract.
- 03. Speed Indicator Devices.
  - i. It was **resolved** for Cllr Bruch to investigate funding possibilities from the Police Crime Commissioner.
  - ii. Following information seen on the company advertising flyer it was **resolved** for the clerk to investigate the options for a free trial. Subject to the availability of a grant and a free trial. it was **resolved** to delegate to the clerk, in liaison with the chair and vice chair, the purchase of one speed Pandora PTSC904 Slowdown/Thank you device and peripherals @ £4,100.00.
  - iii. Quotes for survey works relating to the proposed New Pavilion were noted.
- 23.061. The receipt of planning documents relating to the unauthorised gateway into the Memorial Park were noted. It was **resolved** for Cllr Robinson to provide a proposal for a barrier at the next meeting.
- 23.062. Employment matters.
  - 01. Notes of the Lincolnshire Pension Funds Annual Meeting held 21 February 2023 were received.
  - 02. Letters had been sent confirming the 2022-23 pay award of the clerk and administration assistant.
  - 03. The clerk reported on personal circumstances.

**The chair closed the meeting at 21:30hrs.**