

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, 28 March 2023 in the Bridge Room, The Curlew Centre, Sutton Bridge.



Clerk to Sutton Bridge Parish Council
23 March 2023
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. *To receive instructions from the chair about the pre-election period.*
4. *Public Participation.*
 01. To receive a presentation from Persimmon Homes about its proposed Sutton Bridge residential development.
 02. To receive representations from members of the public relating to matters on the agenda.
 03. To receive representations or questions from members of the public on other matters.
5. *To approve the [minutes](#) of the Parish Council meeting 28 February 2023.*
6. *To receive any police matters.*
7. *To receive the clerk's report / outstanding matters not on the agenda.*
8. *Financial matters.*
 01. To approve the February [cash book and bank reconciliation](#).
 02. To approve payments to 28 March 2023 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
Adobe Acrobat	Admin Adobe Subscription	16.64	3.33	19.97
TalkTalk	Calls & Broadband	38.99	7.80	46.79
Wave	Credit Water Rates T. Block 6/9-5/12	-40.89	-2.40	-43.29
Wave	Water Rates Toilet Block 6/9- 20/11/22	34.16	2.01	36.17
MD Surveys	Topographic Survey	685.00		685.00
Ridge & Partners	Interim Fees	3,000.00	600.00	3,600.00
The Curlew Centre	Office Hire April - June 2023	1,000.00		1,000.00
S H Everitt	Jubilee/ Coronation Electrics	954.15	190.83	1,144.98
SMC	Pavilion Monthly Legionella -July	60.00	12.00	72.00
SMC	Pavilion Monthly Legionella - Oct	60.00	12.00	72.00
Mrs K Croxford	Home Office Allowance	10.00		10.00
Mrs K Croxford	Expenses - Postage	24.72		24.72
Mrs K Croxford	SB Wombles Black Bags	43.72	8.74	52.46
Mrs K Croxford	SB Wombles Litter Picker	5.79	1.16	6.95
Mrs K Croxford	Expenses -Photocopier Paper	26.54	5.31	31.85
Mrs K Croxford	APM Refreshments	11.70		11.70
SSE	Electricity 9th Feb - 8th March 23	160.70	8.03	168.73
Wave	Water Rates Toilet Block 7/12- 6/3/23	21.69		21.69
XBM	Photocopier 21/02 -21/03/23	14.65	2.93	17.58
Mr R Smith	Home Office 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	Home Electric Allowance	11.00		11.00
Lincs Pension Fund	WYPF Pension Contributions	864.34		864.34
HMRC	Tax & NI Contributions	2,789.78		2,789.78
Total		12,469.13	854.27	13,323.40

03. To note receipts: bank interest £169.26.

04. To consider the internal auditor's [interim report](#) for y/e 31 March 2023.
05. To approve the period for the exercise of Public Rights: Monday 5 June to Friday 14 July 2023.
06. To review the need for a monthly Finance Committee Meeting.
07. To consider any grant requests.
9. *To consider recent correspondence.*
 01. Concern about loss of public access to the East Bank riverbank due to newly erected fencing.
 02. Query about the increase in the Parish Council's precept for 2023/24.
 03. Expression of thanks made by a member of the public about the provision of information at a meeting for the new pavilion project held 07 March 2023.
 04. Poster about Saturday operating hours for the CallConnect and ConnectBus operating hours.
 05. Lincolnshire NHS Dentistry Report 2023
10. *To consider planning applications.*
 01. H18-0199-23: land off New Road, PE12 9RQ. Residential dwelling.
 02. Any late applications.
11. *Update on planning appeal.*
 01. [H18-0005-22](#): 123 dwellings on land north of Sutton Bridge. An informal hearing is to be held 10:00hrs 19 April 2023 at the District Council's Spalding offices. To register an interest in attending, email your name and address to planningadvice@sholland.gov.uk.
12. *To note District Council planning decisions.*
 01. H18-0135-23: 92 Peters Point Road, PE12 9UX. Condition compliance. Approved.
13. *Highways & footways:*
 01. To receive update on outstanding matters.
 02. To consider new matters.
14. *To receive committee and working party reports.*
 01. New Pavilion Committee
 - i. To note that a meeting of the committee held 07 March 2023 was inquorate due to an insufficient number of councillors being present.
 - ii. To ratify decisions and recommendations recorded within the meeting notes, specifically:
 - a) To approve the minutes of the previous meeting held 17 January 2023.
 - b) To ratify the intention of the committee to call for a parish referendum on the building of a new pavilion, once a formal recommendation about its design, construction, & cost, has been made.
 - c) A recommendation to proceed with a quote for undertaking a flood risk assessment to be considered later in the meeting under closed session.
 02. CCTV Working Party Report
15. *To receive any outside body representative reports.*
 01. To note the draft [minutes](#) of the Annual Assembly of Sutton Bridge Parish Meeting 14 March 2023.
 02. To receive an update from the Sutton Bridge Solar Farm Community Liaison Group.
 03. Any other reports.
16. *To consider matters concerning Sutton Bridge Port.*
17. *To consider update in discussions with SHDC regarding village parks.*
18. *To consider arrangements for His Majesty King Charles III coronation event, 06 May 2023.*
19. *To note that from now until the 04 May 2023 elections, requests for items to be included on the agenda of a future meeting should be submitted in writing to the clerk in accordance with [Standing Orders 9](#).*
20. **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).**
21. *To consider quotes for works [confidential terms of tenders, proposals in negotiations].*
 01. To consider quotes relating to an unauthorised gateway into the Memorial Park.
 02. To consider quotes for flood risk assessment relating to the new pavilion project.
 03. To consider additional quotes for servicing the Council's electric utility vehicle.
 04. Other quotes
22. *To further consider the purchase of reactive speed indication signage.*
23. *To approve the signing of the Parish Agreement Scheme with LCC for highways grass verge cutting.*
24. *To consider staffing & administration matters [confidential conditions of employment, grievance or disciplinary proceedings, personal matters].*