

Sutton Bridge Parish Council

Meeting Notice & Agenda

Notice is hereby given, and all members of the Council are duly requested to attend, a meeting of the Parish Council to be held 7pm Tuesday, 27 October 2020. In accordance with [The Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) (LAPCP 2020), this meeting will be held via remote attendance.

The meeting may be joined using the following link:

<https://us02web.zoom.us/j/89933544402?pwd=TXlpaitaTjBLWUFUQXILU0hVZkNYUT09>

Telephone: 0203 901 7895 / 0131 460 1196 / 0203 051 2874 / 0203 481 5237 / 0203 481 5240

Meeting ID: 899 3354 4402, Passcode: 173905

Information for members of the public & press:

Members of the public and press are welcome. To join the meeting, click on above link 10 minutes before the time of the meeting. This can be done via computer, android/apple device, or by telephone. Late arrivals may not be admitted into the meeting.

At agenda item 3. Public Participation, 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. If you wish to speak, when invited by the chair please raise your hand (using the virtual hand raise button) and wait to be asked. A question shall not require a response nor start a debate. Unless otherwise indicated on the agenda, members of the public should not speak at any other time, and microphones should be muted.

Please note that the meeting may be recorded, and attendees' images captured.



Clerk to Sutton Bridge Parish Council
22 October 2020

AGENDA

1. To note members' attendance and to receive apologies for absence
2. To receive declarations of disclosable pecuniary or other interests and to consider any written request for dispensation.
3. Public Participation
 - i. To receive representations relating to matters on the agenda.
 - ii. To receive representations or questions on other matters.
4. Minutes of previous meetings
 - i. To approve the minutes of the ordinary meeting held on Tuesday, 29 September 2020
5. To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill a vacancy arising from the resignation of Mr P. Clery, in accordance with the [Representation of the People Act 1985](#) s.21 (2)(a), and the Parish Council's [co-option policy](#).
6. To note any police matters
7. To receive the chairman's report
8. To receive the clerk's report
9. To receive reports from District & County Councillors
10. Financial matters
 - i. To approve payments to 27 October 2020 as table below and any late payments reported by the clerk, and to appoint two Council signatories to authorise bank payments.

Table 1: payments to 27/10/2020

Payee	Detail	Net £	VAT £	Total £
Unity Trust Bank	Quarterly Bank Charges	18.00	0.00	18.00
ICO	Data Protection Registration	35.00	0.00	35.00
TSB	Service charge	0.00	0.00	0.00
TalkTalk	Calls & Broadband	26.95	5.39	32.34
XBM LTD	Photocopier C/N 22/08-21/09	0.06	0.01	0.07
Anglian Water WAVE	Water charges Pavilion	15.93	0.00	15.93
Mr D Large	Pavilion drainage repairs	140.00	0.00	140.00
Heronwood	Parish Grass Cutting 11/09 & 25/09	220.00	0.00	220.00
Heronwood	Highways Grass Cut	160.00	0.00	160.00
Heronwood	LCC Picnic Area Grass Cut	30.00	0.00	30.00
Heronwood	Cemetery Grass Cut	130.00	0.00	130.00
Sutton Bridge Community Larder	S137 Grant	1,000.00	0.00	1,000.00
Mr R Smith	Travel	3.15	0.00	3.15
Mr R Smith	Adobe Acrobat monthly subscription	12.64	2.53	15.17
Mr R Smith	Zoom meetings monthly subscription	11.99	2.40	14.39
Mr R Smith	Mobile telephone - September	8.33	1.67	10.00
Mrs K Croxford	Travel	8.37	0.00	8.37
Mrs K Croxford	Adobe Acrobat monthly subscription	12.64	2.53	15.17
Mrs K Croxford	Mobile telephone - September	8.33	1.67	10.00

Staff	Salaries	2,042.00	0.00	2,042.00
Lincs Pension Fund	Pension Scheme	801.81	0.00	801.81
Total		4,685.20	16.20	4,701.40

- i. To note any delegated expenditure as reported by the clerk
 - ii. To note receipts: bank interest £117.28; burial ground fees £50.00; garden allotment rent £135.00.
 - iii. To consider applications for grant as allowable under LGA 1972 s.137.
11. To consider recent correspondence, including any late received.
 - i. [Community Larder report](#) regarding grant application
 - ii. [LALC autumn training programme](#)
 - iii. Lincolnshire Police [recruitment campaign](#)
 - iv. [Lincolnshire Children Centres - South Holland.](#)
 - v. [Sports Holiday Club Proposal](#)
 - vi. [Covid-19 guidance poster](#)
 12. To consider new planning applications
 - i. [H18-0824-20](#): Land Adj. Nightingale Way, Granville Terrace, Withington Street & Chestnut Terrace. Residential development of 129 dwellings (including 32 affordable units), site access and associated external works.
 - ii. [H18-0774-20](#): Roffes Transport, West Bank. Temporary siting of caravans – retrospective.
 - iii. [H18-0826-20](#): 258 Bridge Road. Extension & Alterations.
 - iv. [H18-0883-20](#): Rear of Bridge Hotel. S73A continuation. Erection of pair of 2 bed semi-detached houses approved H18-0734-17. Modification of Condition 2 to allow amendments to previously approved plans.
 - v. [H18-0922-20](#): Former Royal British Legion Club, Gas House Lane. Change of Use to Veterinary Practice including single front extension and new fencing.
 13. To note District Council planning decisions.
 - i. H18-0647-20: Salon Beautiful, 134a Bridge Road. Change windows on front elevation and new front door. Approved.
 - ii. H18-0675-20: Adj. 223 Bridge Road. Details of design and position of external boxes, gas flues and soil vent pipes (Condition 3 of H18-0704-17). Approved.
 - iii. H18-0713-20 174 Rookery Road. PE12 9QG Extension & alterations including detached garage. Approved.
 - iv. H18-0247-20 Off Kenzie Drive, PE12 9SW. Scheme to deal with contamination (Condition 5 of H18-1028-19). Approved.
 14. To consider County Council response to the Parish Council's query about the Cross Keys marina.
 15. Farm Business Tenancy (FBT) Agreements
 - i. To receive an update report from the clerk and to resolve as appropriate.
 - ii. To resolve to appoint a signatory for the Parish Council's FBT agreements.
 16. To consider the 2020/21 grass cutting contract.
 17. To consider quotes for the upkeep and maintenance of Parish Council assets.
 18. To receive requests from members for items to be included on the agenda of a future meeting
 19. To resolve on the time and location of the next ordinary Council meeting.
 20. To resolve on moving into closed session on the grounds of confidentiality by virtue of the Public Bodies (Admission to Meetings) Act 1960 s.1(2).
 21. To consider staffing & administration matters. [CONFIDENTIAL as matters relate to staff engagement; terms of service; staff conduct; or disciplinary matters].