

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, 24 November 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/89038140752?pwd=YnJjNHdkUFpyS1VBczlxd0tocFdGUT09>

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

Meeting ID: 890 3814 0752, Passcode: 723414

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
19 November 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. To approve the minutes of the ordinary meeting held on Tuesday, 27 October 2020
5. To note any police matters
6. To receive the chairman's report
7. To receive the clerk's report
8. To receive reports from District & County Councillors
9. Financial matters
 - i. To approve payments to 24 November 2020 as table below and any late payments reported by the clerk, and to appoint two Council signatories to authorise bank payments.

Payee	Detail	Net £	VAT £	Total £
Talk Talk	Calls & Broadband	26.95	5.39	32.34
Fenland Leisure Products	Play Area Inspection	100.00	20.00	120.00
Complete Weed Control	Memorial Park Weed Control	80.00	16.00	96.00
Complete Weed Control	Burial Ground Maintenance	600.00	120.00	720.00
LALC	Zoom Subscription	50.00	10.00	60.00
Mr R Smith	Travel	5.40		5.40
Mr R Smith	Adobe Acrobat Subscription	12.64	2.53	15.17
Mr R Smith	Mobile Telephone - November	8.33	1.67	10.00
Mrs K Croxford	Adobe Acrobat Subscription	12.64	2.53	15.17
Mrs K Croxford	CSW Jackets	106.20	21.24	127.44
Mrs K Croxford	Mobile Telephone November	8.33	1.67	10.00
Staff Salaries	Salaries November	2,042.00		2,042.00
Lincs Pension Fund	Pension Scheme	801.81		801.81
Mr D Large	Tree work	160.00		160.00
Mr D Large	Allotment Maintenance	250.00		250.00
Mr D Large	TPO Tree works	990.00		990.00
Mr D Large	Tree work	150.00		150.00
Total		5,404.30	201.03	5,605.33

- i. To note any delegated expenditure as reported by the clerk
- ii. To note receipts: bank interest £117.08; burial ground fees £200.00; garden allotment rent £0.50.
- iii. To consider the draft budget for 2021/22

10. To consider recent correspondence, including any late received.
 - i. Response from the Environment Agency regarding the Nene jetty at the West Bank lighthouse
 - ii. Freedom of Information request, with draft response, relating to the Council's Farm Business Tenancies.
 - iii. Complaint and clerk's response regarding overfull Parish Council bins on Bridge Road.
 - iv. Complaint received regarding fire on allotment at Wright's Lane
 - v. Consultation on proposed main modifications to the Cambridgeshire & Peterborough Minerals Waste Local Plan
 - vi. Consultation on proposals for bus stop clearway on Bridge Road.
11. To consider planning applications, including any late received.
 - i. H18-0945-20: Clear View King John Bank. Erection of garden shed – retrospective
 - ii. H18-0940-20: 122 Bridge Road. Proposed Conservatory. Deadline 02/12/20
12. To note District Council planning decisions.
 - i. H18-0874-20: Land East of Chestnut Terrace. Details of foul and surface water disposal/drainage and storage and disposal of refuse and recycling (Conditions 6, 7 and 8 of H18-1167-16) - allowed on appeal 07-10-20. Condition compliance. Approved.
 - ii. H18-0814-20: Land off Bridge Road, PE12 9EG. Construction of temporary vehicle access. Approved.
13. To consider Christmas office closure dates: from Friday 18th December 2020 to Monday 4th January 2021, as recommended by the Personnel Committee.
14. To consider matters relating to the Christmas lights.
15. To consider County Council response to the Parish Council's query about the Cross Keys marina.
16. To consider communications with Environment Agency about the future of the Nene jetty at West Bank Lighthouse.
17. To receive an update on Community Speed Watch.
18. To consider matters relating to the new sports pavilion.
19. To consider matters relating to South Holland District Council (SHDC) proposed electric vehicle charging point in the Curlew Centre carpark.
20. To consider matters relating to the closure by SHDC of the Memorial Park car park toilets.
21. To consider quotes for the upkeep and maintenance of Parish Council assets.
22. To consider a reduction in the number of seats on the Parish Council (Cllr M. Booth).
23. To consider membership of Committees and Working Parties
24. To consider changes to the Personnel Committee's Terms of Reference
25. To consider changes to the Garden Allotments Rules & Regulations
26. To receive requests from members for items to be included on the agenda of a future meeting
27. To resolve the date, time, and location of the next ordinary Council meeting.
28. 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).
29. To consider matters relating to the release of confidential Parish Council Information [Confidential, as matters potentially involve legal proceedings].
30. To consider tenant request relating to Farm Business Tenancy [Confidential, as matters relate to commercial negotiations].
31. To consider staffing & administration matters. [Confidential as matters relate to conditions of employment or pending grievance or disciplinary proceedings].
 - i. To consider matters related to staff terms of service as recommended by the Personnel Committee
 - ii. To consider the draft salaries budget as recommended by the Personnel Committee