

Minutes of the meeting of Sutton Bridge Parish Council held 7pm Tuesday, 26 January 2021 via remote attendance.

Present: Cllr Simon Booth (chairman), Cllr Anne Scarlett (vice-chair), Cllr Michael Booth, Cllr Chris Brewis, Cllr Kim Davies, Cllr Ray Perkins, Cllr Terry York, Mr Robert Smith (Clerk), Mrs Karen Croxford (Admin. Assistant.), Ms Victoria Fear (Press - Spalding Guardian).

Cllr S Booth greeted everyone present and informed them that the meeting would be recorded.

- 21.001. Apologies for absence were received from Cllr Goodwin & Cllr Summers both being due to a death in the family.
- 21.002. There were no declarations of interest.
- 21.003. As no members of the public were present, there was no public participation.
- 21.004. It was **resolved** to approve the minutes of the meeting held 15 December 2020.
- 21.005. Police matters:
 01. Receipt of The Suttons Neighbourhood Policing Team newsletter was noted.
 02. It was resolved to contact the Police concerning incidents of trial bikes driven dangerously in Royal Close as reported by Cllr Perkins. Cllr M Booth and Cllr C Brewis would also report as anti-social behaviour at the next District Council meeting.
- 21.006. Chairman's report
 01. Everyone was welcomed to the meeting.
 02. Condolences were expressed on the recent passing of Mr Derek Emerson who had worked for the Parish Council as an outside operative. A minute's silence was held.
 03. Thanks were expressed to staff and members of the public for their help in collecting litter around the village. It was hoped that the role for the outside operative would soon be filled.
 04. Best wishes for a happy New Year were given. News of when vaccines would be rolled out to everyone was awaited, so hopefully life could return to normal.
- 21.007. Clerk's report
 01. The website had been updated.
 02. The Parish Council's precept requirement had been submitted as resolved.
 03. Planning applications comments had been submitted as resolved.
 04. Following concern about New Year Eve fireworks being set off in the Memorial Park and after a request by the Police, in consultation with the chairman and vice-chair, a news release was posted on the Parish Council's website.
 05. The Environment Agency had been written to objecting to proposed removal of the jetty at the West Bank lighthouse.
 06. The final agreement regarding the electric vehicle charging point was still awaited prior to submission to the Parish Council for approval.
 07. A trial email address for the chairman had been organised. It was **resolved** to apply for a 'gov.uk' domain address.
 08. As resolved, a resident had been informed that requests relating to the Council's farm business tenancies were vexatious. No further response would be given to communications on the matter. The Monitoring Officer at South Holland District Council (SHDC) had confirmed receipt of redacted copies of correspondence.
 09. Lincolnshire County Council (LCC) had confirmed the arrangement for the Parish Council to provide grass cutting and litter picking services at the East Bank lighthouse picnic area, for the twelve-month period from 1 April 2021 to 31 March 2022.
 10. As previously agreed with LCC, a bench at the East Bank picnic site had been repaired. Also, quotes for the installation of a new bin provided by LCC and tree works had been submitted to LCC for consideration.
 11. Following the loss of a set of keys for the pavilion, these had been replaced at the Football Club's cost.
- 21.008. To receive reports from District & County Councillors
 01. Cllr Brewis reported:
 - i He would be attending a virtual meeting with TSB regarding the closure of the Long Sutton branch and report back at the next meeting.
 - ii There was still no emergency treatment centre at the Johnson hospital despite the need.
 - iii There was a possibility of some news on the marina which could be reported at the next meeting.
 - iv Pictures of potholes and faults had been sent through to Lincolnshire County Council.
 - v It was understood that Coronavirus vaccinations would shortly be provided at Long Sutton surgery. However, some parishioners had been offered bookings all over the country.
 - vi Bus services were less frequent, copies of revised timetables could be obtained from Cllr Brewis or online.

- vii Thanks were expressed to all delivery services, refuse collectors, main road gritters and all those that had worked for the community over during the pandemic.
02. Cllr M Booth reported.
- i Many people within the village had helped continue to provide services during the pandemic. Thanks were given to the following:
- Sutton Bridge shop keepers
 - Bridge Hardware store
 - Litter pickers
 - Lorry drivers, refuse, and waste collectors
- ii It was sad news to hear that Ms Lynne Harrison and Mr Winston Brown had left their posts at 'Spalding Today'. It was asked if Ms Fear would pass on thanks to them both.
- iii Both waste collections and fly tipping had increased last year. The District Council needed to understand the cause of littering and fly tipping to find solutions to stop it. It was requested that members of the public continued to report cases to the Police so that fines could be issued which would act as a deterrent.
- iv Hare coursing had continued unabated during lockdown. Thanks were expressed to the Police for dealing with the matter and issuing COVID-19 penalties to those coming from outside the area.

21.009. Financial matters

01. It was **resolved** to approve payments to 26 January 2021 as below, with Cllr Brewis & Cllr Scarlett agreeing to authorise on-line bank payments.

Payee	Detail	Net £	VAT £	Total £
GES Water Ltd	Legionella risk assessment	375.00	75.00	450.00
GES Water Ltd	Water testing - January 2021	140.00	28.00	168.00
Heronwood	Grass cutting	140.00	-	140.00
TalkTalk	Calls & Broadband	26.95	5.39	32.34
Anglian Water WAVE	Water charges Pavilion	17.43	-	17.43
XBM LTD	Photocopier 22/11-21/12	27.68	5.54	33.22
Cozens (UK) Ltd	Take down Christmas lights	650.00	130.00	780.00
Mr R Smith	Expenses	42.75	3.36	46.11
Mrs K Croxford	Expenses	87.12	8.36	95.48
Mrs K Croxford	Home allowance overpayment	-144.00	-	- 144.00
Staff	Salaries - January	2,042.00	-	2,042.00
WYPF	Pension Scheme	801.81	-	801.81
XBM LTD	Photocopier 22/12-21/01	5.65	1.13	6.78
Total		4,212.39	256.78	4,469.17

02. The following receipts were noted: bank Interest £225.12 (Dec & Jan); Burial Ground fees £400.00; wayleave £201.42.

03. It was **resolved** to accept the third quarter budget review, noting all major headings remained within budget.

21.010. Recent correspondence

01. The Sutton Bridge Community Larder, Chairman's Annual 2020 report was noted.
02. The clerk's response to correspondence received about the Memorial Park trees was noted.
03. It was noted that essential COVID-19 contact numbers had been posted on the website.
04. An email had been received from the Lincolnshire Co-operative about litter picking in the Princes Street play area, where seven bags of rubbish had been collected. Thanks were expressed to those involved.
05. A notice of the official cemetery address had been received from South Holland District Council. It was noted that internal documents should refer to the cemetery as the Parish Council's Garden of Rest.
06. Sutton Bridge United Football Club pitch availability in the Memorial Park was noted.
07. A letter had been received from lives requesting financial support. It was **resolved** to contact Lives and invite them to submit a formal grant application.

21.011. There were no planning applications to be considered.

21.012. To following District Council planning decisions were noted:

01. H18-0922-20: Former Royal British Legion Club Gas House Lane. Change of use to veterinary Practice with single front extension and new fencing. Approved.
02. H18-0950-20: Former Old Barn Antiques 48-50 Bridge Road. Proposed Signage. Approved.
03. H18-0945-20: Clear View King John Bank Walpole St Andrew. Garden shed – retrospective. Approved.
04. H18-1099-20: Land at Kenzie Drive. Amendments showing garages for approved dwellings. Approved.
05. H18-0824-20: Land Adj. Nightingale Way, Granville Terrace, Withington Street & Chestnut Terrace. Residential development of 129 dwellings, site access and associated external works. Refused.
06. H18-1073-20: 10 Falklands Road, PE12 9XF. Single storey extension & alterations. Approved.

- 21.013. Highways & footways
01. Update on outstanding matters.
 - i Overgrown vegetation on the pavement near the village green had been reported.
 - ii LCC had stated Pat's garden, at the corner of Harriet Close, was not their responsibility. Other options were being followed up.
 02. To report any new matters
 - i None.
- 21.014. The clerk to contact the chairs of the committees / working parties to arrange meeting dates.
- 21.015. There were no reports from the Committees and Working Parties
- 21.016. There were no reports from representatives of outside bodies.

19.56pm Cllr T York left the meeting.

- 21.017. Discussions took place about the perceived lack lighting on the Nightingale Estate, Falklands Estate, and Sir Peter Scott Estate. It was **resolved** not to take any further action at this time.

20.00pm Cllr T York returned to the meeting.

- 21.018. Community activities for Christmas 2021 as proposed by Cllr Perkins were considered. However, due to the current pandemic, it was difficult to make any further plans and the matter was deferred to a later date. Cllr Perkins volunteered his services to transport residents needing help getting to a vaccination centre.
- 21.019. It was **resolved** for the clerk to sign the LCC Parish grassing cutting agreement 2021-22 as circulated and to decline the SHDC proposal for it to undertake highway verge grass cutting on the Parish Council's behalf.
- 21.020. It was **resolved** to hold an Open Spaces working party meeting and report back any findings regarding the play area inspection reports.
- 21.021. It was **resolved** to obtain further quotes for new signage in the Memorial Park children's play area.
- 21.022. The following request from members was to be included on the agenda of a future meeting.
01. Cllr Scarlett – Update on Pavilion
- 21.023. **It was resolved to move into closed session on the grounds of confidentiality by virtue of the Public Bodies (Admission to Meetings) Act 1960 s.1(2)**

Ms Fear left the meeting at 20.18 pm.

- 21.024. Regarding quotes for the upkeep and maintenance of Parish Council assets.
01. It was **resolved** to proceed with works for high risk's items identified on the latest Legionella risk assessment,
 02. It was **resolved** to submit a grant application to LCC for the bus stop renovation.
 03. It was **resolved** to proceed to properly mark out new garden allotments using suitable marking poles.
 04. it was **resolved** to proceed with works to fit a new lockable manhole cover by the pavilion and a new road gully cover in the car park @ £450.00.
 05. Due to the plans for a new pavilion, it was **resolved** not to proceed with a further CCTV report exploring the pavilion drain in the Memorial Park.
- 21.025. Liaising with Cllr Brewis, Cllr M. Booth would continue to chase up SHDC for requested advice with the New Pavilion project.
- 21.026. Staffing & administration matter:
01. The clerk declared an interest in the outside operative appointment, as a close family member was one of the candidates. It was **resolved** to move the item to the end of the meeting.
 02. Councillors were reminded to submit staff appraisals to Cllr Anne Scarlett as soon as possible.
- 21.027. It was **resolved** to treat an interment of ashes as a parishioner due to their long history within the village.
- The clerk declared a personal interest in the litter picker appointment, as a close family member had applied for the post. Mr Smith left the meeting at 8:33pm.**
- 21.028. It was **resolved** to conduct interviews for the role of outside operative w/c 1 February 2021.

There being no further business the meeting was declared closed at 8.40pm.

Signed:
Chairman - Sutton Bridge Parish Council

Date: