

**MINUTES OF THE ANNUAL MEETING OF SADBROOKE PARISH COUNCIL HELD ON  
THURSDAY 11 MAY 2023 IN THE VILLAGE HALL, SADBROOKE**

**PRESENT:** Councillors Peter Heath (Chairman), Simon Crampton, Sandra Clayton, Paul Fido, Bhikhu Mistry, Dave Scott  
Clerk Mrs Christine Myers, Treasurer Mrs Bridget Solly

**15 – 2023/24 ELECTION OF CHAIR OF THE PARISH COUNCIL FOR THE YEAR 2023/24 AND  
SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**

That Councillor Peter Heath be elected Chairman proposed by Councillor Paul Fido, seconded by Councillor Simon Crampton and unanimously Resolved. The Declaration of Acceptance of Office of Chairman was signed by Councillor Heath.

**16 – 2023/24 ELECTION OF VICE CHAIR OF THE PARISH COUNCIL FOR THE YEAR  
2023/24 AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**

That Councillor Tracey Bowman be elected Vice Chair proposed by Councillor Peter Heath, seconded by Councillor Simon Crampton and unanimously Resolved.

As Councillor Bowman was not present at the meeting the Declaration of Acceptance of Office would be signed at the next meeting.

**17 – 2023/24 SUSPEND THE MEETING TO ALLOW A PERIOD OF PUBLIC  
PARTICIPATION/PARISHIONERS ITEMS AND RESUME THE MEETING AFTER THIS ITEM**

A resident had requested the use of the Village Hall car park to park six cars during the evening of Sunday 14 May. There were no objections to this request providing the hall had no prior booking at that time.

A report was made of a beech hedge overhanging the footway on Wragby Road, making it difficult to walk or cycle on the footpath. Resolved that a written request be sent to the property owner politely asking that this be cut back.

A complaint had been received to a Councillor that the recently slurred footpaths on Manor Drive/West Drive were not completed to an acceptable standard. The Clerk to notify County Councillor Mrs Sue Rawlins.

The condition of the road surface on Church Lane had again been reported to LCC Highways.

**18 – 2023/24 TO CONFIRM THAT ALL ELECTED COUNCILLORS HAVE SIGNED  
APPLICABLE FORMS**

All newly elected members had signed Declarations of Acceptance of Office. Some members had yet to complete Register of Interest forms and Receipt of the Code of Conduct. When received by the Clerk they would be forwarded to WLDC.

**19 – 2023/24 TO RECEIVE APOLGIES AND REASONS GIVEN**

County Councillor Mrs Sue Rawlins and Councillor Tracey Bowman. That reasons given be accepted unanimously Resolved.

Initialled.....Chairman

Date.....

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**20 – 2023/24 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA**

None declared.

**21 – 2023/24 CO-OPTION OF MEMBER TO VACANCY**

No application received. Chair to submit an article for publication in Sudbrooke News.

**22 – 2023/24 NOTES OF THE MEETING HELD ON 6 APRIL 2023 TO BE APPROVED AND SIGNED AS MINUTES**

That the notes be signed as minutes, proposed by Councillor Bhikhu Mistry seconded by Councillor Paul Fido and unanimously Resolved.

**23 – 2023/24 COUNTY AND DISTRICT COUNCILLORS REPORTS**

None received

**24 – 2023/24 TO APPOINT MEMBERS WITH RESPONSIBILITY FOR THE FOLLOWING**

- Representative on Village Hall Committee – Councillor Mrs Tracey Bowman
- Trees and Environment – Councillor Paul Fido
- Grass Cutting – Councillor Bhikhu Mistry
- Village Furniture – Councillor Bhikhu Mistry
- Village Play areas/equipment/Weekly visual inspections – Councillor Mrs Sandra Clayton
- Sudbrooke News distribution – Councillor Sandra Clayton
- Highways/Footpaths – Councillor Paul Fido
- CCTV – Councillor Bhikhu Mistry/Clerk
- Defibrillator – Councillor Peter Heath
- HR/Staffing – with delegated authority to deal with Staffing Matters - Councillors Mrs Tracey Bowman and Dave Scott
- New Cemetery Working Group – Councillors Peter Heath, Dave Scott, Simon Crampton, Paul Fido
- Neighbourhood Plan Review Working Group – Councillors Dave Scott, Simon Crampton, Bhikhu Mistry, Paul Fido
- Planning – to be agreed at a later date

**25 – 2023/24 TO APPOINT MEMBERS WITH RESPONSIBILITY FOR THE FOLLOWING**

- Representative on Village Hall Committee – Councillor Mrs Tracey Bowman
- Trees and Environment – Councillor Paul Fido
- Grass Cutting – Councillor Bhikhu Mistry
- Village Furniture – Councillor Bhikhu Mistry
- Village Play areas/equipment/Weekly visual inspections – Councillor Mrs Sandra Clayton
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- Highways/Footpaths – Councillor Paul Fido
- CCTV – Councillor Bhikhu Mistry/Clerk
- Defibrillator – Councillor Peter Heath

Initialled.....Chairman

Date.....

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## **26 – 2023/24 REPORTS ON MATTERS OUTSTANDING**

**A Burial Space/New Cemetery** – Nothing further to report. Clerk to try to ascertain the ownership of land behind the church.

**B Overgrown hedge/grass encroachment /upgrading of path to Cycleway, Wragby Road** – The hedge had been cut back, however no cutting back of the verge had taken place to enable the path to revert to its original width. County Councillor Mrs Sue Rawlins had been asked to pursue this matter with LCC Highways due to walkers having to walk close to the road.

**C Scothern Lane** – Report re speeding survey by Lincolnshire Road Safety Partnership – Nothing to report – Councillor Dave Scott to pursue.

**D Coronation Celebrations in the village** – The Event had been a huge success for families and the sun had shone. Many favourable comments and thanks had been received for the organisation of the event. An anonymous donation of £90 towards the event had been received.

**E Trees/Shrubs adjacent 12 Northfield Avenue** – to ratify cutting back and removal of debris at a cost of £410.00 – proposed by Councillor Paul Fido, seconded by Councillor Bhikhu Mistry and Resolved.

## **27 – 2023/24 PLAY EQUIPMENT**

**A To consider the most recent inspection report and any works required** - The inspection had revealed that the small climbing frame at Northfield Park may be coming to the end of its life. Councillor Bhikhu Mistry to contact EKM regarding possible repair.

**B To receive BHIB insurance company’s instructions that the play areas should be checked on a weekly basis** – Whilst noted that a monthly technical inspection by a qualified person of EKM Ltd was carried out to ensure that all working parts of the play areas were safe, advice received from the Parish Council insurers was that a ‘sweep’ of the area be carried out on a weekly basis to establish if anything could be hazardous and if the need for maintenance going forward was required.

Councillor Mrs Sandra Clayton offered to check the play areas on a weekly basis.

## **28 – 2023/24 TO RATIFY THE USE BY NETTLEHAM FOOTBALL CLUB OF THE STUART CURTIS FIELD, USE OF GOAL NETS AND SUPPLY OF DUPLICATE KEYS TO GATE AND CABIN AT A COST OF £250 FOR THE SEASON**

The above unanimously Resolved.

Initialled.....Chairman

Date.....

## **29 – 2023/24 FINANCE**

**A** To ratify the adding to Grounds Maintenance contract the cutting of verges on the south side of Wragby Road at a cost of £12.00 per cut - This be ratified unanimously Resolved.

**B** In accordance with Financial Regulations to confirm that the Council continue to use Bacs payments – Unanimously Resolved.

**C** In accordance with Financial Regulations to confirm that the Council continue to authorise Direct Debit payments to the ICO, Tesco (Mobile phone) and Eon (electric to lights at Millennium Stone) - Unanimously Resolved.

### **D Accounts for payment/Income/Bank Balances**

#### **Payments made ahead of the meeting:**

The ALS Group – Bouncy Castle for Coronation Picnic Event – net £90.00, VAT £18.00, Gross £108.00

#### **Payments to be made 11th May 2023 – to be paid via BACS**

Mrs C Myers – Expenses – £75.95

Mrs C Myers – Expenses – Coronation event - £45.87

Glendale Countryside Ltd – April cut – net £558.00, VAT £111.60, Gross £669.60

Mrs C Myers – Key cut for Stuart Curtis Field (for Nettleham football club use) - £6.00

Imprint Colour Printers – Printing Sudbrooke News - £314.00

BHIB Councils Insurance – Insurance Renewal - £769.40

Sudbrooke Village Hall Committee – Hire of hall for PC Meeting May - £18.00

Sudbrooke Village Hall Committee – Hire of hall for PC Meeting June - £18.00

Cllr A Cottam – Mileage for attendance at Planning meeting – WLDC - £18.00

DD – Tesco Mobile – PC Mobile Phone bill - £7.50

LALC – Renewal of PC Website hosting – net £170.00, VAT £34.00, Gross £204.00

Mrs B Solly – Expenses – Renewal of Microsoft Office on PC Laptop £59.99

Mrs B Solly – Expenses – Coronation event – Face paints – £34.70

Bates Sound Ltd – Public Address equipment for Coronation Event - £250.00

Salaries = £998.66 - will be paid via BACS on 30th May 2023

#### **Income**

Chloe Wilkinson – Advertising Sudbrooke News - £32.00

Donation for Coronation Event - £90.00

#### **Bank Account position**

Current Account - £2,003.20

Instant Access Account – £58,029.45

14 Day Account - £4,459.51

Fox Covert Account - £2,171.93

Northfield Park Account – £19,286.95

Sportsfield Account - £3,946.61

**Total in Accounts as of 11th May 2023 = £89,897.65**

Initialled.....Chairman

Date.....

## **30 – 2023/24 PLANNING**

**A Review of Sudbrooke Neighbourhood Plan – update from Working Group** – Councillor Dave Scott reported that this was work in progress. A grant application would be required to be made to Groundwork UK for the cost of additional professional support from Mr Luke Brown. Clerk to arrange.

**B Application 146474 - Station Yard, Station Road, Langworth - Planning application for partial change of use of builders yard to incorporate office, external alterations and reduction in height of perimeter fence and gates – To ratify comments made – ‘No objections’** - That these comments be ratified unanimously Resolved.

**C To consider the reviewed Nettleham Neighbourhood Plan and make any comments** - The Parish Council had no comments to make.

**D Planning application 146441 – Land at Hall Farm, West Drive - for erection of 1no. agricultural workers dwelling with integral mixed use living room/function room – To ratify the following comments forwarded to the WLDC Planning Department:-**

**‘Due to the time scale between meetings this application has not been able to be discussed formally, however details have been circulated to members. Under delegated authority I am instructed to refer the applicants to the Sudbrooke Neighbourhood Plan – ‘Guidance for proposed developers’ (attached). This should be adhered to as Sudbrooke has reached its quota for additional new properties/development in the village. Therefore until the need for this development has been demonstrated, the application cannot be considered.’**

That the above comments be ratified unanimously Resolved.

## **31 – 2023/24 CORRESPONDENCE RECEIVED SINCE LAST MEETING**

30.3.2023 - Central Lincolnshire Local Plan Inspectors Report

30.3.2023 - LALC Media Release: Councillor Elections - May 2023

\*1.4.2023 – West Lindsey News and Events

3.4.2023 – LALC Weekly E News

6.4.2023 - WYPF ‘Pension Matters’

6.4.2023 - Latest news from the ICO

11.4.2023 – Fix My Street Update re Church Lane footpath – ‘In progress’

11.4.2023 – Fix My Street – Grassed area around the Millennium Stone – Investigating and will report back in 14 days

11.4.2023 - Fix My Street – Area at junction of Holme Drive/Scothern Lane – Investigating and will report back in 14 days

\*12.4.2023 – Nettleham Medical Practice spring newsletter

12.4.2023 – Lincolnshire Pension Fund Employer representative vacancy

\*14.4.2023 – Information on Bus Updates

\*14.4.2023 - Notification of forthcoming road works on A158 at North Greetwell

17.4.2023 - LALC Weekly ENews

20.4.2023 - Notification of adoption of the Central Lincolnshire Local Plan on 13 April 2023

20.4.2023 - Play Equipment inspection lists for NP and VH sites

Initialled.....Chairman

Date.....

24.4.2023 - Notification of PROW Cutting of PF 159  
24.4.2024 - Groundwork UK Neighbourhood Planning Team End of Grant Report request - Treasurer to complete  
26.4.2023 - LCC Town and Parish update  
26.4.2023 - Crime figures for Sudbrooke and neighbouring villages – 7.3.2023 – 26.4.2023  
28.4.2023 - LALC Training Bulletin – April 2023  
2.5.2023 – LALC E News  
2.5.2023 - LALC Website maintenance service update

Members confirmed that listing of correspondence received continue to be noted on the agenda.

### **32 – 2023/24 CLERKS REPORT**

The Clerk confirmed that the CCTV at the Village Hall would be serviced in June.

### **33 – 2023/24 CHAIRMANS REPORT**

The Chairman reported that he and the Vice Chair had met with the Project Manager of the Parklands along with two residents and the designer of The Parklands.

The Developers would like to build a smaller pub and use the redundant car park space for four more houses. Additional land could be made available for a sports field or a burial site although it had been pointed out that the land was not suitable for this purpose due to the close proximity of the water course. The suggestion of additional houses would require to go through the planning process. The provision of the Neighbourhood Plan was pointed out with regard to additional housing.

The residents raised concerns about the exact location of the pub with regard to open space/car parking and the likely problems with children playing in the area.

Apparently the pub is now being offered to smaller businesses but with no further information as to whether it would provide daytime snacks/coffee, lunches or an evening service with full meals etc.

The building of Sudbrooke Holme apartments is still on course with no change of status.

Coronation Event – The Chair added special thanks to resident Dave Barrett who had given much time and effort in helping to organise the Coronation Event.

### **34 – 2023/24 DATE OF NEXT PARISH COUNCIL MEETING**

7.30pm Thursday 1 June 2023 – Bramham Lounge, Village Hall.

Signed.....Chairman

Date.....