

**UNAPPROVED NOTES OF THE MEETING OF SADBROOKE PARISH COUNCIL  
HELD ON THURSDAY 8<sup>TH</sup> MARCH 2018 IN THE VILLAGE HALL, SADBROOKE**

*Meeting scheduled for 1<sup>st</sup> March cancelled due to snow*

**PRESENT:** Councillors Peter Heath (Chairman), Bob Waller (Vice Chairman), Andy Cottam, Miss Rose Dobbs, Mrs Lyn Etheridge, Paul Rignall, Ian Russell  
County Councillor Mrs Sue Rawlins, 2 residents  
Christine Myers (Clerk), Bridget Solly (Treasurer)

**177 – 17/18 PARISHIONERS ITEMS**

- A resident had commented that during the recent heavy snowfall, some snow clearance had been piled on the footway causing problems for pedestrians. Members felt this could be mentioned in the Sudbrooke News.
- A resident had complained of damage to the verge on Courtfield Close/Sibthorpe Drive caused by vehicles driving on it. This item to be also mentioned in Sudbrooke News.
- Photographs of the weed filled gutters on the feeder lane on Wragby Road, Barfield Lane and the layby at the bus stop opposite Scothern Lane junction which were preventing the water draining away. This item to reported to LCC Highways for their attention.
- Request from Revd Penny Green that the church have permission to swop over the locations of the Parish Council noticeboard and the Church noticeboard sited at the church. Members had no objections to this request.
- The Chairman reported that he had met the new owners of the village shop which it was hoped would be opened during April 2018.

**178 – 17/18 CO-OPTION OF COUNCILLOR**

This item was deferred until the next meeting of the Parish Council.

**179 – 17/18 TO RECEIVE APOLOGIES AND REASONS GIVEN** – None

**180 – 17/18 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA** – None

**181 – 17/18 NOTES OF MEETING HELD ON 1<sup>ST</sup> FEBRUARY 2018 TO BE APPROVED AND SIGNED AS MINUTES**

Amendment – Present add ‘Councillor Andy Cottam’

Save for the above Unanimously **Resolved** that the minutes be signed as a correct record of the meeting.

**182 – 17/18 POLICE MATTERS**

Police alerts received and circulated.

**183 – 17/18 COUNTY COUNCILLORS REPORT**

CC Mrs Sue Rawlins reported as follows:-

- That the LCC budget had been set for the forthcoming financial year and that there would be an increase in the Council tax. There were still budget constraints and the County Council were 'dipping into reserves'.
- She was in correspondence with the Highways Officer to ascertain whether any there were any weight restrictions on village roads.
  - A new contractor had been appointed for the Lincoln Eastern Bypass.

### **184 – 17/18 DISTRICT COUNCILLORS REPORT**

DC Bob Waller reported as follows:-

- That there would be a 3% increase on the West Lindsey element of the Council tax.
- There had been a good take up for the green wheelie bins with residents paying for their collection.

### **185 – 17/18 REPORTS ON MATTERS OUTSTANDING**

- Village Sign** – Nothing further to report
- CCTV – Village Hall** - Work required to housing cupboard – The Chair reported that in accordance with minute 166b of the February 2018 meeting of the Parish Council the work to the cupboard had been given to a local contractor at a cost of £140.00. The work would take place on 16<sup>th</sup> March 2018.
- Tripping of electrical circuit by CCTV** – This would be monitored following the moving of the CCTV.
- Litter Pick – 17<sup>th</sup> March 2018** – Arrangements were in hand for the Litter Pick.
- Wildflower area, Jubilee Garden** – It was noted that the Gardening Club Committee had voted against taking responsibility of the Jubilee Garden. However some members of the Gardening Club would work on it on an ad hoc basis.

The Chairman extended thanks to five volunteers who had cleared debris, trimmed back shrubs and planted snowdrops, in the garden making a noticeable improvement to the area.

### **186 – 17/18 HIGHWAY MATTERS**

- Church Lane works** – CC Mrs Sue Rawlins stated that she had spoken to the LCC Highways Officer regarding the works required on this Lane and AW had stated they would reinstate the verges in drier conditions.
 

Concern was expressed about the damage caused to the road surface by machinery used during the works last year. CC Sue Rawlins would arrange a site meeting with the Highways Officer and a representative from Anglian Water.
- Overgrown area, junction of Scothern Lane/Holme Drive** – This area was considered to be causing a restricting view to traffic and members felt that a working party could be organised to clear back some of the area.

- c) **Grassed verge, Northfield Park** – concern by residents of damage caused by vehicles – A resident had complained that the grassed verge was being used as a turning area. Members considered that this was a matter to be resolved by residents living in that area.

### **187 – 17/18 GENERAL DATA PROTECTION REGULATIONS – TO CONSIDER TOOLKIT PRODUCED BY NATIONAL ASSOCIATION OF LOCAL COUNCILS**

This 63 page document had been circulated to all Councillors and was discussed. It was noted however that further information was still awaited from Lincolnshire Association of Local Councils and the Society of Local Council Clerks.

#### **Unanimously Resolved as follows:-**

- That the Clerk set up new email addresses for Councillors to be used for Council business only.
- That a suitable disclaimer footer be prepared for use in emails.
- That Councillor Andy Cottam and the Clerk would liaise with a Councillor of Greetwell Parish Council in order to work through the 12 steps to ensure compliance with the new Regulations.
- That all on the Residents email list be asked to confirm that they wished to remain part of the list and that notice of this be made in the Sudbrooke News.

### **188 – 17/18 SPORTS DAY 2018**

Mrs Emma Chapman had offered to organise the Sports Day in conjunction with the Village fete, date to be set by the Village Hall Committee.

Unanimously **Resolved** that Mrs Chapman organise Sports Day in conjunction with the Parish Council and that funds precepted for the event be used.

### **189 – 17/18 FINANCE**

- a) **Review of Financial Regulations** – Reviewed with amendment. Unanimously **Resolved** that the revision be adopted.

#### **b) Accounts for payment**

Lonsdale Direct – Sudbrooke News February - £2310.10
E.on – electricity Millennium Stone - £35.55
Mrs B Solly – expenses Jan and Feb - £42.80
Greenfield Groundskeeping Services – Play equipment inspections - £67.28
LALC – Annual Subscription - £453.58
Mrs C Myers – expenses - £30.03

That the above payments be made – unanimously **Resolved**.

- c) **Report from Internal Auditor on half yearly audit** - The Internal Auditor had submitted a report with some queries, copied to all members. These had been answered by the Treasurer.

Confirmation was also required that Council approved payment for the Clerk's membership of the Society of Local Council Clerks. This was unanimously Resolved.

- d) **Approval of expenditure for refreshments at Annual Parish meeting** - Unanimously **Resolved** that £25 expenditure be allocated for refreshments.

## **190 – 17/18 PLANNING MATTERS**

- a) **Sudbrooke Park development – report on meeting with developers** – Councillors Peter Heath, Bob Waller and Ian Russell had met with representatives of the Brief report as follows:-

*'Access – It is planned to still use West drive for inbound traffic but exiting site traffic will use the farm roads round onto the A158. Articulated trucks will enter and exit via the farm roads. A daily schedule will be published to show traffic coming to the site and that access will be coordinated to avoid entry and exit conflicts involving articulated vehicles.*

*The farm access roads are only single track and therefore unable to accept normal traffic flow. This means that large vehicles carrying aggregate and other materials will be using West Drive. The developers were asked to reconsider and to see if it is possible to use the track alongside the scout camp for entry or exit.*

*Development- The first phase should commence in mid-March with the delivery of equipment to start laying the support networks of roads and services. The equipment will be kept on site and workers are to be brought in by two transit vans each day*

*Phase 1 is the development of the land bounded by Holme Drive extension, Main Drive and West Drive they estimate it will take about 18 months. They will also develop the land where the Pub will stand as their Marketing Suite accessed from Holme Drive. The site office will be to the south of West Drive by the bridge over the stream.*

*Low cost Housing - They have come to an agreement with WLDC but the format is not clear. They are providing 25% of the housing as low cost but have not designated which they will be nor have they a process as yet for the public to express an interest. They have yet to sign an agreement with group for that purpose.*

*Landscaping- The current ponds will be de-silted and partly cleared as part of Phase 1. There are still trees to be removed but will not be done until the next Newt collection time has been and gone (next autumn). There is scope for different nesting boxes to be installed and house holder will be invited to have swift boxes on their houses.*

*Snow Drops – Permission was given for the removal of some snowdrops for planting in the Jubilee Garden and to a 'safe' haven where they could flourish and hopefully be replanted in the development when it is completed.'*

Concern was expressed that as the roads in Sudbrooke were currently being re-surfaced the additional heavy traffic may cause damage. **Resolved** that photographs be taken of the condition of the roads and copied to the developers prior to commencement.

- b) **Sudbrooke Neighbourhood Plan** – The application form for grant was nearing completion and this would be submitted as soon as possible.

## **191 – 17/18 CLERKS REPORT**

The Clerk reported as follows:-

- That she had sent an enquiry to Lincoln College to ask if the Painting Department would take on the painting of the Park Gates.
- She had attended a drop in session on the Transparency Code at LALC, Dunholme.
- Section 106 Agreement, Poachers Lane - The Parish Council Solicitors were following up queries on the transfer drafted by the developers' solicitors.
- Following an enquiry about a wayleave payment received it was confirmed by National Grid that future payments would be withdrawn, as they had bought rights in 1987 for an underground cable situated at the Village Hall and deed of grant had been signed under Deed Sudbrooke 6.

## **192 – 17/18 CHAIRMANS COMMENTS**

The Chair reported that he and Councillor Ian Russell had moved snowdrops to a safe area in the woods hoping that they could be replanted in the new development when complete. More snowdrops had been moved and planted by a volunteer in the Jubilee Garden.

## **193 – 17/18 CORRESPONDENCE RECEIVED SINCE LAST MEETING**

### **\*Circulated to residents**

- 1.2.2018 – Latest news from the ICO
- 6.2.2018 – Scothern Clarion
- \*6.2.2018 – Police Alert – Theft of van from Scothern
- \*7.2.2018 – Ticket fraud alert
- 10.2.2017 – Glentworth Neighbourhood Plan
- 10.2.2018 – Notice of vacancies for WLDC Remuneration Panel
- 12.2.2018 – WYPF Notice of meeting 'taking control of your costs and risks in the Local Government Pension Scheme'
- 14.2.2018 – Highway and Floods response to planning application 132795
- 23.2.2018 – Notification that LCC updated On line fault system's launch will be delayed
- 23.2.2018 - Reminder of WLDC Community Awards final date for nominations
- 26.2.2018 – News and updates from Community Lincs
- 26.2.2018 – Weather warning
- \*26.2.2018 – Police Alert – Owners of vans
- 27.2.2018 – National weather warning updates
- \*27.2.2018 – Bad weather driving
- 27.2.2018 – Invitation to LCC Funding and Networking event – 28<sup>th</sup> March
- 2.3.2018 – Latest news from the ICO
- 2.3.2018- New Review of Ethical Standards in Local Government
- 2.3.2018 – WLDC agenda for meeting 5.3.2018
- 4.3.2018 – Posters for new Magistrates in Lincolnshire
- 7.3.2018 – Permission for application 137168 – Land west of 91 Wragby Road
- 7.3.2018 – Scothern Clarion
- 7.3.2018 – More information re Data Protection from LALC

## **194 – 17/18 DATE OF NEXT MEETING**

Thursday 5<sup>th</sup> April - Annual Parish Meeting 7.30pm, followed by Parish Council meeting at 8.00pm.

