

**MINUTES OF THE MEETING OF SUDBROOKE PARISH COUNCIL HELD REMOTELY AT
7.30PM ON THURSDAY 3 DECEMBER 2020**

**Present: Councillors Peter Heath (Chairman), Bob Waller (Vice Chairman), Andy Cottam, Stuart Hewson, Ian Russell, Mike Turnbull, Mrs T Bowman (following co-option), Mrs Christine Myers (Clerk), Mrs Bridget Solly (Treasurer),
Two residents**

51 – 20/21 PARISHIONERS ITEMS

- A resident drew attention to an enquiry raised some time ago re the possible enlargement of the culvert on Elm Drive.
- County Councillor Mrs Sue Rawlins had contacted LCC Highways and been informed that the culvert had been inspected and that they did not plan to take any further action with the request.
- The poor condition of the footpaths at the top of Scothern Lane and on St Edwards Drive towards Oak Close was noted. It would be reported to LCC Highways on Fix My Street.
- A report had been received that the public footpath alongside 30 Wragby Road had been impeded. On inspection it was found to be accessible.
- The footpath and road around the church was requiring a good sweep. The Clerk would arrange this with WLDC.
- A letter had been received from the landowner of the area containing abandoned vehicles which stated that he would not exert pressure for the removal of the vehicles at this time.

52 – 20/21 TO RECEIVE APOLOGIES AND REASONS GIVEN

County Councillor Mrs Sue Rawlins had sent apologies.

53 – 20/21 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEMS ON THE AGENDA

None declared.

54 – 20/21 NOTES OF THE MEETING HELD ON 5 NOVEMBER 2020 TO BE APPROVED FOR CHAIRMAN TO SIGN AS MINUTES

That the notes be signed as minutes proposed by Councillor Bob Waller, seconded by Councillor Andy Cottam and Resolved.

55 – 20/21 CO-OPTION OF COUNCILLOR TO VACANCY

Two residents had offered themselves for co-option and each gave a short address of why they would like to become a Sudbrooke Parish Councillor.

Both residents left the meeting during the selection process.

Initialled.....Chairman

Date.....

That Mrs Tracey Bowman be co-opted, proposed by Councillor Peter Heath, seconded by Councillor Bob Waller and Resolved.

56 – 20/21 POLICE MATTERS

It was understood that the antisocial behaviour was still continuing with youngsters reported as being along Main Drive in the early hours of one morning.

57 – 20/21 COUNTY AND DISTRICT COUNCILLORS REPORTS

No report from CC Mrs Sue Rawlins.

District Councillor Bob Waller stated that the WLDC Budget was currently being worked on and it was hoping to be capped at a 2% increase.

58 – 20/21 CHRISTMAS TREE 2020

The tree had been sited and lights put on by three local residents. There had been no official switch on due to Covid 19 restrictions. Thanks were extended to the residents involved.

59 – 20/21 REQUEST BY TAKEAWAY PIZZA COMPANY TO SITE TAKEAWAY VAN ONE NIGHT PER WEEK IN THE VILLAGE

Due to the area required by the company to site their vehicle and gazebo no alternative site could be offered to them other than the Village Hall car park. A request by the company had been made for use on alternate Fridays. The Village Hall Management Committee were in agreement providing insurance detail was provided. This had now been received.

That permission be given for the company to use the VH car park on alternative Friday evenings, the agreement to be reviewed after three months. Resolved.

60 – 20/21 REVIEW OF STANDING ORDERS

That there be no amendments to the Standing Orders proposed by Councillor Bob Waller, seconded by Councillor Ian Russell and Resolved.

61 – 20/21 FINANCE

a. To consider the Grass cutting contract for the 2021 season received from the current contractors – The contract was reviewed and was offered at minimal increase.

That the contract be renewed with the current contractors they being local and reliable proposed by Councillor Peter Heath, seconded by Councillor Stuart Hewson and Resolved.

It was also agreed to share with Scothern Parish Council the cost of flailing the hedge from Church Lane to Scothern therefore making the footpath more accessible, at a cost of £187.50 per Council.

Initialled.....Chairman

Date.....

b. To consider the invitation from LCC to join the Parish Agreement Scheme – urban Highway Grass Cutting 2021-22 – That the Parish Council continue with this Agreement for the next season which would benefit the village by approximately £1500 Resolved.

c. To consider request for grant by Marie Curie (Lincolnshire) – Request received for a £500 grant. The Parish Council Resolved not to make a grant on this occasion.

d. To consider and set the Precept for 2021/22 – The budget for the next financial year was considered as follows:-

General Administration	£11,600.00
LALC Publications	£0.00
Insurance	£750.00
Membership Subscriptions	£600.00
Data Protection Fee	£35.00
Training Courses	£130.00
Computer Cartridges	£50.00
Audit Fees	£350.00
Office Equipment (incl. Maintenance)	£50.00
Stationery	£100.00
Parish Council Elections	£0.00
Misc. (General Repairs, Litter Bins, Noticeboards)	£250.00
Noticeboard	£500.00
LIVES Defib Pack	£0.00
Conservation / General Grounds Works (incl Parks)	£2,225.00
Hire of Village Hall	£0.00
Grass Cutting	£6,000.00
Sudbrooke News (Printing and Management Fee)	£2,650.00
Play Equipment Inspections Services	£800.00
Christmas Tree	£300.00
Sports Day	£0.00
Woodcarving maintenance	£100.00
Millennium Stone Lighting	£250.00
VH Play Equipment Maintenance	£800.00
Tennis Courts Maintenance / Repairs	£0.00
Sports field Expenses	£0.00
Purchase of benches	£0.00
CCTV	£100.00
Neighbourhood Plan	£0.00

That the Parish Council Precept upon West Lindsey District Council the sum of £27,640.00, proposed by Councillor Bob Waller, seconded by Councillor Andy Cottam and Resolved.

Initialled.....Chairman

Date.....

e. Accounts for payment:-

Mrs C. Myers - Clerks expenses = £34.00
EKM Ltd – Village Hall Tennis Courts Repairs – Net = £350.00, VAT = £70.00, Gross = £420.00
EKM Ltd – Play Area Inspections – Net = £160.00, VAT = £32.00, Gross = £192.00
SLCC – Membership Fees - £166.00
AKO Groundworks Ltd – Installation of new notice board – Net = £83.33, VAT = 16.67,
Gross = £100.00
Glendale – Village Hall Tree Works – Removal of trees / shrubs on banked area – Net = 375.00,
VAT = 75.00, Gross = £450
Parish Magazine Printing – Printing Sudbrooke News November - £244.40
Salaries for December = £848.06

f. To review the Parish Council Risk Assessment

This was reviewed to include an additional item re Covid 19. That it be accepted with amendment Resolved.

g. Audit 2019/20 – The Treasurer confirmed she had received the External Auditors Report which was all in order.

62 – 20/21 PLANNING

a. To consider adoption of Planning Policy – That the Planning Policy circulated to members be adopted Resolved.

b. To ratify ‘Guidance for developers linked to the Neighbourhood Plan’ document – That this document be adopted Resolved.

63 – 20/21 CLERKS REPORT

The Clerk reported as follows:-

- That Councillor Mrs Lyn Etheridge had resigned from the Parish Council and the process of advertising the vacancy had commenced.
- An invitation had been received for up to four members of the PC to meet at the Parklands to view progress on 10th December 2020. *It was felt that due to Covid 19 restrictions such a meeting should wait until after further guidance released by the government on 16th December.*
- Following advice from LIVES the defibrillator had been registered on ‘The Circuit’ a national database in line with the British Heart Foundation. Supplies of pads and batteries will be still be supplied through LIVES.
- That she had asked WLDC for a road sweep of the village.
- The new noticeboard had been sited at the Park Gates.
- The Village Hall Committee had had a request to site a Textile bank on the car park of the hall. Members felt that this would take up valuable car parking space on the car park and would likely attract persons to remove items.

Initialled.....Chairman

Date.....

64 – 20/21 CHAIRMANS REPORT

The Chairman recorded his thanks to former Councillor Mrs Lyn Etheridge who had been a member of the Parish Council since 2008.

65 – 20/21 CORRESPONDENCE RECEIVED SINCE LAST MEETING

- 23.10.2020 – LALC Weekly news
- 29.10.2020 - 2022-2023 Lincolnshire Schools Admissions Policy Consultation 2 between 30 October 2020 - 14 December 2020
- *29.10.2020 – WLDC Energy cost funding
- 1.11.2020 – Nettleham Policing News – November
- 3.11.2020 – Notification of iGas funding
- 9.11.2020 – LALC Weekly News – change of email addresses for Councillors and Clerks Groups
- *10.11.2020 WLDC Business Brief
- *17.11.2020 – WLDC update on Green bin collections
- *17.11.2020 – WLDC Business Brief
- 18.11.2020 – Notification of permission for application 141579
- 21.11.20 – LCC County News
- 21.11.2020 – YMCA Community Lincs News
- *26.11.2020 – Notice of Big Energy Saving Network Coffee Chats
- 26.11.2020 – WLDC Climate Strategy – Phase 2 Consultation

66 – 20/21 DATE OF NEXT MEETING

14th January 2021, 7.30pm – to be held remotely by Zoom.

Signed.....Chairman
Date.....