

**MINUTES OF THE MEETING OF SUDBROOKE PARISH COUNCIL HELD ON
THURSDAY 6TH JUNE 2019 IN THE VILLAGE HALL, SUDBROOKE**

PRESENT: Councillors Peter Heath (Chairman), Bob Waller (Vice Chairman), Andy Cottam, Mrs Lyn Etheridge, Stuart Hewson, Ian Russell, Mike Turnbull
County Councillor Mrs Sue Rawlins,
Christine Myers (Clerk), Bridget Solly (Treasurer)

37 – 19/20 PARISHIONERS ITEMS

- Items had been brought to the attention of the Parish Council as follows:-
- Parking problems on Beresford Drive along with possibility of a business being conducted. That the Police be notified and advice sought from WLDC unanimously **Resolved**.
- Damage to a fence on West Drive had occurred – Police were aware.
- Request for footpath and sweep around the Church – Clerk to organise with WLDC Street Team.
- A resident had expressed concern about potholes on West Drive caused by construction traffic.
- An overgrown hedge was reported on Wragby Road, tree overhanging footway on Holme Drive and hedge overgrown on Church Lane towards junction at Scothern Lane – That the Clerk write to property owners requesting that these be cut back unanimously **Resolved**.
- That the grass verge on Wragby Road was encroaching onto the footpath severely affecting the width of the footway in places. That an enquiry be made to the Rapid Relief Team to see if they could cut back the verge unanimously **Resolved**.

**38 – 19/20 SIGNATURE OF DECLARATION OF ACCEPTANCE OF OFFICE OF VICE
CHAIRMAN– COUNCILLOR BOB WALLER**

Councillor Waller duly signed the Declaration of Acceptance of Office.

39 – 19/20 APOLOGIES

Councillor Mrs Barbara Bingham - that the reason given be accepted unanimously **Resolved**.

40 – 19/20 DECLARATIONS OF INTEREST

None declared.

**41 – 19/20 NOTES OF MEETING HELD ON 9TH MAY 2019 TO BE APPROVED AND SIGNED
AS MINUTES**

That the notes be signed as minutes unanimously **Resolved**.

Initialled.....Chairman

Date.....

42 – 19/20 POLICE MATTERS

Reports of incidents in Sudbrooke 1.5.2019 – 4.6.2019

- 04/05/2019 – St Edwards Drive – Alarm, audible only – Neighbours away and house alarm going off.
- 09/05/2019 – St Edwards Drive – Vehicle Offences – Possible cloned plates.
- 18/05/2019 – Wragby Road - Traffic Offence – Child not properly restrained in vehicle.
- 20/05/2019 – Wragby Road – Concern for safety – Male on all 4s with face near to the found – unsure if he is poorly.
- 30/05/2019 – Holme Drive - Possible burglary in progress – Householder thinks someone in the garage – all in order – no signs of a break in.
- 31/05/2019 – Holme Drive – ASB (anti-social behaviour) – Youths causing problems outside the shop.
- 31/05/2019 – Parklands, West Drive – Criminal Damage – Windows broken in new build properties.

Please note that not all incidents have been included such as domestics as they are not in the public interest.

43 – 19/20 COUNTY COUNCILLORS REPORT

CC Mrs Sue Rawlins reported that she had attended the AGM of Lincolnshire County Council on 17th April 2019 and gave a brief report of the meeting.

She also stated that there was 4M being held in reserves for the highways budget.

44 – 19/20 DISTRICT COUNCILLORS REPORT

DC Bob Waller stated that in the recent elections the Conservative party had maintained a majority of seats on West Lindsey District Council and that he was now Vice Chairman of the Planning Committee.

Councillor Giles McNeill was the new Leader of WLDC.

45 – 19/20 REPORTS ON MATTERS OUTSTANDING

- a) Fun Day – 30th June 2019** – A Councillor would be in attendance at the Fun Day, this to be arranged between members.
- b) Pruning of Beech Trees, Beech Tree corner** – As no response had been received from the owners of the trees that an inspection of the trees be made by the WLDC Trees Officer unanimously **Resolved**.

Initialled.....Chairman

Date.....

- c) **Siting of Village Sign** – A quotation had been received from a local company who had demonstrated capability for siting the sign in the Jubilee Garden. Due to the problems encountered in appointing a company to site the sign that this quotation be accepted in the sum of £920.00 unanimously **Resolved**.
- d) **Fitting of gate at new sportsfield** – Two quotations received - Company (a) in the sum of £917.00, Company (b) in the sum of £800.00. That quotation (b) be accepted unanimously **Resolved**.

46 – 19/20 REVIEW OF POLICIES

- a) **Communications Protocol** – Reviewed without amendment unanimously **Resolved**.
- b) **Complaints Procedure** – a new Complaints Procedure was discussed and that it be adopted unanimously **Resolved**.

47 – 19/20 PLANNING MATTERS

- a) **Park Development** – A progress report on road access from Holme Drive and the potential opening of the pathway from Main Drive had been received.

However a number of residents had approached the Parish Council with requests for information due to the increased traffic flow down Holme Drive relating to the Parklands Development, the PC having only the original Traffic Management Plan produced for the original CDM Construction Phase Plan for the project which does not include Home Drive.

It was noted also that the site entrance to the Parklands appears to not have anyone controlling it being open all day for anyone to enter posing a safety risk.

That the Parish Council request a copy of the latest revision of the Traffic Management Plan and an indication of how this may develop as the access from Holme Drive, unanimously **Resolved**.

- b) **Application 139392 – 91 Wragby Road** – side and rear extension together with replacement garage roof – No objections by Parish Council.
- c) **Application 139357 – The Old Apiary, Wragby Road** – comments submitted to WLDC by Clerk following circulation of plans to members – No objections.
- d) **Renovated property, Manor Drive** – WLDC Planning Enforcement had sent a report as follows:-
 'We have investigated this property and monitoring site.
 We have been informed that the house has been purchased by a company for people to live independently alongside a care package.
 Providing there are no more than 6 people and they are living in the house as one, for example eating, cooking and using the facilities as a family then planning permission would not be required. If they were in effect renting a room or living in connection with a HMO arrangement then planning would be required.'

Initialled.....Chairman

Date.....

48 – 19/20 FINANCE

- a) **Parish Council Risk Assessment Review** – Reviewed without amendment – unanimously **Resolved**.
- b) **Comments from Internal Auditor** – Request from Internal Auditor to include salaries as a collective figure in the accounts for payment. This would be included.
- c) **Fixed Asset Register** – This was reviewed with amendments.
- d) **Accounts to be paid:-**

e.on – electricity account - £11.58
Parish Magazine Printing – Sudbrooke News - £275.88
Glendale Countryside Ltd – May cut – Net £554.56, VAT £110.91, Gross - £654.47
LALC Two copies of Good Councillors Guide for new councillors - £7.00
G Cullen – repair and varnishing of Park Gates noticeboard - £85.00
Mrs C Myers – expenses May - £43.78
Lynx Outdoor Products – two benches – Net - £690.00, VAT £138.00, Gross £828.00

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

49 – 19/20 CLERKS REPORT

- The Clerk reported that the new seats had been fitted to the front of the Village Hall.
- That those Councillors who had undergone First Aid training in 2016 would be requiring training again this year. Members instructed the Clerk to arrange a further course.
- The Village Hall Committee would be meeting on 12th June – PC members had no items to be brought to the VH Committees attention.
- That the Clerk would be unavailable to attend the PC meeting on 5th September 2019. Members agreed re-scheduled date of 12th September – unanimously **Resolved**.

50 – 19/20 CHAIRMANS COMMENTS

The Chair drew attention to children being at home during the school holidays and out and about around the village. He requested that parents advise their youngsters on the community spirit in the village and that they not cause mischief for other residents.

Agenda item for next meeting – Formal Entrance for pedestrians – New Sportsfield, Scothern Lane.

It was noted that the seat to the rear of the village hall, overlooking the children's play area was in need of repair or replacement – agenda item for next meeting.

Councillor Stuart Hewson had offered to take on the responsibility for village furniture which was currently not covered by a councillor.

Initialled.....Chairman
Date.....

51 – 19/20 CORRESPONDENCE RECEIVED SINCE LAST MEETING AND CIRCULATED TO MEMBERS

13.5.2019 – WLDC agenda for Annual meeting
13.5.2019 – Revd Penny Green's Blog – for printing in Sudbrooke News
13.5.2019 – LALC Weekly News
15.5.2019 – News from Community Lincs
16.5.2019 – Neighbourhood Planning Newsletter
18.5.2019 – LALC Newsletter
21.5.2019 – Reminder of Annual Resilient Communities Conference
27.5.2019 – Pension Regulator News
2.6.2019 – Bus timetable updates
2.6.2019 – Report of damage to fence on Main Drive
3.6.2019 – WYPF Pension News
3.6.2019 – LALC Weekly News
3.6.2019 – Report from resident re traffic along West Drive - forwarded to Contracts Manager, Jackson and Jackson Developments.

52 – 19/20 DATE OF NEXT MEETING

Thursday 4th July 2019 – 7.30pm, Bramham Lounge of the Village Hall.

Signed.....Chairman

Date.....