

**MINUTES OF THE MEETING OF SUDBROOKE PARISH COUNCIL HELD ON  
THURSDAY 9<sup>TH</sup> MAY 2019 IN THE VILLAGE HALL, SUDBROOKE**

**PRESENT:** Councillors Peter Heath (Chairman), Mrs Barbara Bingham, Andy Cottam,  
Mrs Lyn Etheridge, Stuart Hewson, Ian Russell, Mike Turnbull  
Christine Myers (Clerk), Bridget Solly (Treasurer)

**17 – 19/20 APPOINTMENT OF CHAIRMAN FOR THE YEAR 2019-20**

That Councillor Peter Heath be elected Chairman for the ensuing year proposed by Councillor Ian Russell, seconded by Councillor Andy Cottam and unanimously **Resolved**.

Councillor Heath duly signed his Declaration of Acceptance of Office.

**18 – 19/20 APPOINTMENT OF VICE CHAIRMAN FOR THE YEAR 2019-20**

That Councillor Bob Waller be elected Vice Chairman for the ensuing year proposed by Councillor Peter Heath, seconded by Councillor Ian Russell and unanimously **Resolved**.

**19 – 19/20 TO RECEIVE DECLARATIONS OF ACCEPTANCE OF OFFICE FROM ALL  
COUNCILLORS**

These were signed and received by the Clerk.

**20 – 19/20 PARISHIONERS ITEMS**

It was noted that many of the village litter and dog bins had not been emptied in recent weeks but that this problem had now been resolved.

There were some lights not working on West Drive – Councillor Mike Turnbull to notify Clerk of the column numbers.

There were three dead/dying trees on Manor Drive – Clerk to report these to LCC Highways.

A resident had raised concern regarding an empty property on Manor Drive and whether change of use was required. This would be referred to WLDC Planning Department.

A resident had stated that licenced tree felling was taking place around the lake in Sudbrooke Park.

A resident was concerned about the safety of some trees on Park Close. This was not considered to be a Parish Council matter but would be referred to LCC Highways.

**21 – 19/20 TO RECEIVE APOLOGIES AND REASONS GIVEN**

Councillor Bob Waller. That the reason given be accepted unanimously **Resolved**.

Initialled..... Chairman

Date.....

## **22 – 19/20 CO-OPTION TO VACANCIES OF COUNCILLOR**

Two applications for co-option to Councillor had been received to fill the two vacancies.

That both applicants – Mrs Barbara Bingham and Mr Stuart Hewson be co-opted to the Council proposed by Councillor Peter Heath, seconded by Councillor Ian Russell and unanimously **Resolved**.

## **23 – 19/20 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEMS ON THE AGENDA**

Councillor Andy Cottam declared an interest in Item 15 b on the agenda as a friend of the applicant – naming of new development at Sudbrooke House.

## **24 – 19/20 NOTES OF MEETING HELD ON 4<sup>TH</sup> APRIL 2019 TO BE APPROVED AND SIGNED AS MINUTES**

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

## **25 – 19/20 POLICE MATTERS**

Reported incidents in Sudbrooke since 7.4.2019:-

- 08/04/2019 – Wragby Road – Wildlife – Deer hit by a vehicle – Deer Group Called.
- 11/04/2019 – St Edwards Drive – Silent 999 – pocket dial – all in order.
- 13/04/2019 – Holme Drive – Traffic Offence – Report of possible drink driver.
- 15/04/2019- Wragby road – Hazard/disruption – Ford Transit with scrap on the back parked on the road – no lights.
- 16/04/2019 – Wragby Road – Traffic Offence – Report of possible drink driver – vehicle swerving and overtaking dangerously.
- 22/04/2019 – Wragby Road – Traffic Offence – Positive Breath Test – drink driving.
- 24/04/2019 – Elm Drive – Violence – Report of dog bite.
- 04/05/2019 – St Edwards Drive – Alarm – Audible.

*Please note that not all incidents have been included such as domestics as they are not in the public interest. In the area as a whole there are reports of possible Rogue Traders working in the area.*

**26 – 19/20 COUNTY COUNCILLORS REPORT** – None received.

**27 – 19/20 DISTRICT COUNCILLORS REPORT** – None received.

## **28 – 19/20 APPOINTMENT OF MEMBER RESPONSIBILITIES**

Members agreed responsibility for items as follows:-

Trees/Environment – Councillor Ian Russell  
Village Play Equipment – Councillor Mike Turnbull  
Hall Committee Representative – Councillor Mrs Lyn Etheridge

Initialled.....Chairman

Date.....

Sudbrooke News distribution – Councillor Andy Cottam  
Defibrillator inspections – Councillor Peter Heath  
CCTV at Village Hall – Councillors Stuart Hewson and Mike Turnbull  
Grass Cutting – Councillor Mrs Barbara Bingham  
Planning – Councillor Bob Waller  
Highways/Footpaths – Councillor Bob Waller

### **29 – 19/20 REPORTS ON MATTERS OUTSTANDING**

- a) **Fun Day – 30<sup>th</sup> June 2019 – Risk Assessment** – The Risk Assessment as per the previous Fun Day had been circulated. That this be adopted for the 2019 Fun Day unanimously **Resolved**.
- b) **Pruning of Beech Trees – Beech Tree corner** – Acknowledgement received from owners.
- c) **Siting of village sign** – A local company had been sourced to site the village sign. The Chairman and Clerk would meet a representative of the company for a site meeting in order for them to produce a quotation.

### **30 – 19/20 TO CONSIDER QUOTATION FOR REFURBISHMENT OF NOTICE BOARD AT PARK GATES**

Quotation received in the sum of £85.00. That this be accepted, unanimously **Resolved**.

### **31 – 19/20 PLANNING MATTERS**

- a) **Park development – anything further to consider** – That a letter be written to the Development Manager requesting for a report on progress to date and when it was likely that the road and footpath closures would be lifted. Unanimously **Resolved**.
- b) **To consider request for naming of new development at Sudbrooke House, Church Lane ‘Sudbrooke Place’** – That there be no objections to this request – unanimously **Resolved**.

*NB Councillor Andy Cottam declared an interest in this item as a friend of the owner of Sudbrooke House and took no part in the discussion.*

- c) **Application 138186 – Hall Farm, West Drive** – Erect agricultural storage building – comments conveyed to WLDC by Clerk ‘No objections’.
- d) **Application 139357 – The Old Apiary, Wragby Road – to vary conditions 1 and 3 of planning permission 134348 – minor alterations and installation of solar panels amendments to foul sewage and surface water disposal** – To be circulated between Councillors.

### **32 – 19/20 FINANCE**

- a) **Change of Bank Account** – The Treasurer reported that the Internal Auditor had commented that the length of time to change banks was taking far too long. The Treasurer therefore recommended that the Parish Council continue banking with the Co-op Bank, all Councillors being signatories. This was unanimously **Resolved**.

Initialled.....Chairman

Date.....

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b) **Audit 2018/19**

- i. **Internal Auditors Report** – The Internal Auditor had raised some queries which were currently being dealt with by the Treasurer.
- ii. **To consider and approve the Annual Governance Statement for 2018/19** – This was diligently completed and signed by the Chairman.
- iii. **To consider and approve by Resolution the Accounting Statements for 2018/19** – These had been prepared by the Treasurer. That they be approved unanimously **Resolved**.

c) **Risk Assessment review** – deferred until next meeting.

d) **To receive and approve for payment the Parish Council insurance documents for 2019/20** – These had been copied to all Councillors. It was noted that the Council had a 3 year agreement for the insurance. That the payment of the premium be paid unanimously **Resolved**.

e) **Accounts for payment:-**

Greenfield Groundskeeping – Parks Inspections April - £80.00  
Glendale Countryside Ltd – Removal of debris at village hall – net £45.00, VAT 9.00, Gross £54.00  
Mrs C Myers, expenses April - £37.93  
LALC Networking Day fee - £5.00  
LIVES Defibrillator pack (battery/pads) - £53.00  
Mrs C Myers – reimbursement of payment for BKVC fee - £24.00  
Mrs C Evans – Postcrete for siting wildflower area post - £9.50  
Came & Co – Annual insurance premium - £680.51  
Sudbrooke Village Hall Committee – hire of hall for PC meeting 9.5.2019 - £17.00  
Greenfield Groundskeeping – Play equipment inspections May - £80.00  
Mrs C Myers – reimbursement of payment for cost of printing Landscape Management Plan, Park Development – net £15.40, VAT £3.08, Gross £18.48  
Todds – paper – Net £11.25, VAT £2.25 – Gross £13.50

That the above accounts be paid unanimously **Resolved**.

**33 – 19/20 CLERKS REPORT**

The Clerk reported as follows:-

- That the entry for the Best Kept Village Competition had been submitted, judging would commence at the end of May.
- Confirmation from the Land Registry had shown that recently fenced land on Manor Drive was privately owned.
- The defibrillator pads and battery had been renewed.

Initialled.....Chairman

Date.....

- The two new benches were due to be delivered during the next two weeks.

That Councillors Mrs Barbara Bingham and Ian Russell remove the old benches and dispose unanimously **Resolved.**

The Clerk requested authority to purchase some geraniums to set at the side of the new memorial bench fronting the Village Hall. This was unanimously **Resolved.**

- A review of Parish Council policies would be on the agendas of meetings for the next two/three months.
- Councillor Ian Russell had offered to keep in touch with the Rivers Trust re beck improvement works.

### **34 – 19/20 CHAIRMANS COMMENTS**

The Chair reported of problems experienced with youngsters kicking balls on the village hall roof during times when the hall was booked. He suggested that this be reported to PCSO Jackie Parker with a request for monitoring.

Councillor Mrs Barbara Bingham requested an item to be included on an agenda for a future meeting for some planters outside the Village Hall.

### **35 – 19/20 CORRESPONDENCE RECEIVED SINCE LAST MEETING AND CIRCULATED**

10.4.2019 – Information from LALC re Lincolnshire’s shining Star Awards

15.4.2019 – LALC Weekly News (1)

12.4.2019 – News and updates from Community Lincs  
 15.4.2019 – Notification from LCC Highways - *"Lincolnshire County Council’s Executive Member Councillor Davies appreciated the feedback received from the Parish Councils over the last year. As a result, this year, the county council has agreed to invest just over £1m extra in improving the highways service. This will help us address many of the issues raised by parish councils in the past year. With this additional investment, we have brought in four extra pothole teams. In addition, we will introduce an extra grass cut and weed spray, and all highway gullies will be cleaned at least once a year. These measures will help better maintain the local environment, improving highway safety."*

14.4.2019 – WLDC Business brief

20.4.2019 – Planning approval for application 139020 – Nettleham Beck improvement works

28.4.2019 – Invitation to Annual Resilient Communities Conference, 18<sup>th</sup> July 2019

2.5.2019 – WYPF Pension Matters – April 2019

2.5.2019 – ICO Newsletter

3.5.2019 – Came and Co – Spring Newsletter

3.5.2019 – LALC Newsletter (3)

### **36 – 19/20 DATE OF NEXT MEETING**

7.30pm Thursday 6<sup>th</sup> June 2019, Bramham Lounge of the Village Hall.

Signed.....Chairman

Date.....