

UNAPPROVED NOTES OF THE MEETING OF SUDBROOKE PARISH COUNCIL HELD ON THURSDAY 13 JULY 2023 IN THE BRAMHAM LOUNGE OF SUDBROOKE VILLAGE HALL

PRESENT: Councillors Peter Heath (Chair), Simon Crampton, Paul Fido, Pauline Loven, Bhikhu Mistry, Dave Scott

48 – 23/24 PARISHIONERS ITEMS

A To consider a Parishioners suggestion of requesting LCC that a pedestrian crossing be constructed across the A158 to provide access to the bus stop near to the Cherry Tree Garden Centre - That this request be pursued unanimously Resolved. County and District Councillors to be asked to direct this request through appropriate channels.

C To consider a resident's request that the Parish Council arrange cutting back of one of the trees at the Park Gates - Tree at Park Gates overhanging residents' property. That arrangements be made for cutting back by a contractor unanimously Resolved. Councillor Paul Fido to liaise.

D Further Parishioners Items

- An overhanging hedge had been reported on Windsor Close – A polite letter to be sent requesting cutting back.
- Report received of blocked drain in Manor Court causing flooding into several residents gardens during rainfall. This had been reported several times to Fix My Street by residents and no action taken. Clerk to report and also refer the matter to County Councillor Sue Rawlins to pursue.
- Report that trees covered by a TPO had been taken down on Main Drive had been reported to the WLDC Enforcement Officer who was currently investigating.
- A request made that a street sweep be made, particularly into the Park Gates. Clerk to arrange with WLDC and to include the village.
- Report that the directional sign to the village shop and post office on Wragby Road was beginning to look unsightly. Owner to be asked if a new one could be provided.
- Weeds becoming untidy on the pathway between Holme Drive and Northfield Park. Glendale to be advised as in Grounds Maintenance contract for spraying.
- Overgrown hedge on St Edwards Drive reported. That it be reported to Fix My Street unanimously Resolved.
- Kokoo Hairdressers had asked if they could put a planter outside the shop. This suggestion was welcomed.

49 – 23/24 TO RECEIVE APOLOGIES AND REASONS GIVEN

Councillors Mrs Tracey Bowman and Sandra Clayton – That reasons given be accepted unanimously Resolved.

50 – 23/24 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA

None received.

51 – 23/24 CO-OPTION OF MEMBER TO VACANCY – TO CONSIDER APPLICATION/SIGNATURE OF ACCEPTANCE OF OFFICE

Mrs Pauline Loven, long-time resident of the village had requested co-option to the Council. That Mrs Loven be co-opted proposed by Councillor Peter Heath, seconded by Councillor Simon Crampton and Resolved.

Councillor Loven signed the Declaration of Acceptance of Office.

52 – 23/24 NOTES OF MEETING HELD ON 1 JUNE 2023 TO BE APPROVED AND SIGNED AS MINUTES

That the notes be signed as minutes proposed by Councillor Dave Scott, seconded by Councillor Simon Crampton and Resolved.

53 – 23/24 COUNTY COUNCILLOR/ DISTRICT COUNCILLOR REPORTS

None received.

54 – 23/24 REPORTS ON MATTERS OUTSTANDING

A Burial Space/New cemetery – Nothing further to report.

B Grass encroachment/upgrading of path to cycleway, Wragby Road – Nothing further to report.

C Scothern Lane – Report re speeding survey by Lincolnshire Road Safety Partnership – Nothing further to report.

D Play Equipment – Update from Councillor Bhikhu Mistry from meeting with EKM Ltd re repairs to climbing tower, Northfield Park - The meeting had established that water was seeping into the support but there was still life left in the equipment. Councillor Mistry would look at undertaking some maintenance himself.

E Butterfly Garden - update – Councillor Paul Fido reported that the area was awaiting rotavating. Once this was done it would be planted up.

That the area by called the ‘Coronation Butterfly Garden’ unanimously Resolved.

F Policy for parking on verges – this had not been received from CC Sue Rawlins.

G Overhanging hedges in village – to consider what action the Parish Council should take if no response made to a request for trimming back a hedge – This was discussed regarding a hedge causing poor visibility at a junction. Councillor Dave Scott agreed to visit the resident on this occasion to establish if there was a problem with cutting the hedge back.

H Reply to Chairmans letter from Marc Jones, Police and Crime Commissioner – if received – Acknowledgement only received. The Clerk was instructed to send the email again asking for a reply.

#### 55 – 23/24 TO CONSIDER THE ADOPTION OF A SAFEGUARDING POLICY FOR THE PARISH COUNCIL

A prepared document had been circulated to members for consideration. That the Councillor/Senior lead for safeguarding and child protection be Councillor Mrs Tracey Bowman, the Deputy child protection lead be Treasurer Mrs Bridget Solly, and that the Policy be adopted unanimously Resolved.

#### 56 – 23/24 SUDBROOKE NEWS – TO REVIEW THE ADVERTISING POLICY FOR SUDBROOKE NEWS

The Policy was reviewed and that it include an addition that Events and items relating to Sudbrooke would not be charged for advertising unanimously Resolved.

#### 57 – 23/24 GROUNDS MAINTENANCE IN SUDBROOKE

It was noted that problems had been encountered with the grounds maintenance recently in that areas had not been cut or sprayed, plants strimmed down which had been planted and were in flower, and there clearly appeared to be some misunderstanding about what is expected.

Councillor Paul Fido and Bhikhu Mistry offered to attend a meeting with Glendale to explain how the Parish Council perceives the Grounds Maintenance contract. Clerk to arrange.

#### 58 – 23/24 TO NOTE THE VILLAGE FURNITURE INSPECTION CARRIED OUT BY COUNCILLOR BHIKHU MISTRY

Seats, noticeboards, bus shelters and wood carvings had been examined by Councillor Mistry and all found to be of an acceptable standard. It was noted that the noticeboard by the Park Gates was letting in water. Councillor Mistry had sealed this and would carry out some more maintenance on it.

#### 59 – 23/24 TO CONSIDER A VILLAGE LITTER PICK AND OFFER OF EQUIPMENT FROM LCC FOR RESIDENTS INDIVIDUAL USE

It was agreed that an article be printed in the Sudbrooke News asking for a person to organise a Village Litter Pick.

It was also noted that LCC were offering Litter Picking kits for resident's individual use. It was agreed to accept this offer.

#### 60 – 23/24 TO AGREE TO ARRANGEMENT FOR A SWEEP OF THE MULTI-PURPOSE SPORTS AREA – PROPOSED BY COUNCILLOR MRS TRACEY BOWMAN

Councillor Mrs Tracey Bowman had offered to arrange this sweep which was agreed by members.

## 61 – 23/24 FINANCE

A To receive electrical box certification/consideration of quotation for replacement lights to the Millennium Stone.

Councillor Crampton reported that the box had received its required three yearly test and was satisfactory.

However, the lights to the Millennium Stone had been found to have water ingress and required replacing.

Quotations had been found to be difficult to obtain for what was considered a 'small job'.

An estimate for the work had been received in the sum of £646.56 from Roy Chambers Ltd. That this be accepted, the company being local and having carried out work on the lights previously, unanimously Resolved.

B LALC Summer Conference 19<sup>th</sup> July – to consider Parish Council representatives attending at a cost of £25.00.

That the Clerk attend this Conference and the cost be shared with Greetwell Parish Council unanimously Resolved.

C Accounts for payment/Income/Bank balances

### **Payments made during June 2023**

RJ Chambers – Electrical testing @ millennium stone – Net £96.00, VAT £19.20, Gross £115.20  
Glendale Countryside Ltd – Lift Trees – Net £140.00, VAT £28.00, Gross £168.00  
Glendale Countryside Ltd – May Cut – Net £1025.00, VAT £205.00, Gross £1,230.00

### **Payments to be made**

Imprint – printing Sudbrooke News – June edition £314.00  
Sudbrooke Village Hall – Hire of hall July meeting - £18.00  
Mr Dominic Picksley – Management Fee – Sudbrooke News - £300.00  
Freedom Fire & Security – Annual Maintenance CCTV – Net £75.00, VAT £15.00, Gross £90.00  
Mrs C Myers – renewal of Microsoft Office 365 for PC Laptop - £59.99  
Mrs C Myers – expenses June - £35.80  
West Lindsey District Council – recharges for uncontested parish election (4th May) - £136.49  
Mrs C Myers – purchase of compost and plants for tubs outside village hall – Net £10.38, VAT £2.59, Gross £12.97  
Todds Office Solutions Ltd – purchase of A4 paper – Net £19.95, VAT £3.99, Gross £23.94  
LDL Decorating – repainting of various play equipment - £1,852.00  
Glendale Countryside Ltd – June cut – Net £557.00, VAT £111.40, Gross £668.40  
Salaries = £998.66 - will be paid via BACS on 31st July 2023

### **Monies Received**

£250 – Nettleham Football Club – hire of pitch for season

### **Bank Account position**

Current Account - £4,074.38  
Instant Access Account – £50,029.45  
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 13th July 2023 = £83,968.83**

D To agree additional required signatories on the Parish Council bank account.

That Councillor Mrs Pauline Loven be added to the signatories on the Parish Council Bank account unanimously Resolved.

62 – 23/24 PLANNING

A Application 146765 – Plot 7, land adjacent Sudbrooke Park - Hybrid application for approval of reserved matters for up to 130no. dwellings, a new building to provide up to 25no. apartments for retirement living and a full application for a public house/restaurant-as approved at appeal under hybrid application 133284 being variation of condition 7 of planning permission 135618 grant 2 July 2017 re: amendments to design of plot 7 - That there be no objections to this application unanimously Resolved.

B Application 146917 - 32 St Edwards Drive - Planning application for single storey extensions and other alterations -That there be no objections to this application unanimously Resolved.

C Review of Sudbrooke Neighbourhood Plan – update from Working Group – Councillor Dave Scott informed the meeting that this was work in progress and draft policy changes were awaited.

D Section 106 Agreement Church Lane/Nettleham Lane – To pursue compliance with Section 106 Agreement – The Clerk was asked to request again that County Councillor Mrs Sue Rawlins pursue this.

63 – 23/24 CORRESPONDENCE AND REPORTS RECEIVED SINCE LAST MEETING

\*Sent to residents' email list

30.5.2023 - WLDC Parish News  
1.6.2023 - Website Maintenance Second report for 2023/24  
\*1.6.2023 - WL Business E brief  
\*1.6.2023 - Notification that clothes and shoes bank now at Village shop  
5.6.2023 - PROW Cutting programme  
\*11.5.2023 - WLDC Business Brief  
13.5.2023 - Acknowledgement from Groundwork UK of submission of end of year grant form  
15.5.2023 – LALC Weekly E News  
19.5.2023 - LALC Shining Stars Awards nomination form  
23.5.2023 - Town and Parish Council update  
9.6.2023 - LALC Weekly News  
12.6.2023 - Data Shred - Certificate of destruction for two bags of waste  
12.6.2023 – PCC Survey  
14.6.2023 – WL Business brief  
14.6.2023 - Fix My Street, LCC Highways - Area at junction of Holme Drive/Scothern Lane – 'No further action'  
14.6.2023 - LALC – Additional information re LALC Summer Conference  
15.6.2023 – Fix My Street, LCC Highways – taking enforcement action re height.

of hedge Church Lane junction

15.6.2023 - Notice of LALC AGM 29.6.2023

23.6.2023 - LALC AGM – Further documentation

26.6.2023 - LALC Fortnightly E News

28.6.2023 - LCC Town and Parish News

29.6.2023 - WLDC Parish News

3.7.2023 – Notice of LALC Reconvened AGM 7.7.2023

4.7.3034 – Notice of Central Lincolnshire Planning Obligations SPD Consultation

5.7.2023 – 16.8.2023

6.7.2023 – News from the ICO

7.7.2023 – LALC Fortnightly News

\*7.7.2023 – WLDC Business Brief

## 64 – 23/24 CLERKS REPORT

The Clerk reported as follows: -

- Hedge on church Lane overgrown and reaching power lines – reported to LCC on Fix My Street by resident.
- That the Village Hall CCTV had been serviced and recommendation made that this be checked on a monthly basis by those authorised to access it. It was suggested that this could be conducted prior to a Parish Council meeting.

The nut tree to the rear of the hall was obscuring the view of a camera and two residents had kindly cut this down with full agreement of the Parish Council.

- Councillor Paul Fido had cut the foliage around the 30mph signs on Church Lane
- PROW 129 – hedge adjacent 30 Wragby Road – hedge has now been cut following LCC requesting property owner do this.
- Training – the LALC had arranged numerous training courses for Councillors – Councillor Bowman would be attending Planning training and Councillor Simon Crampton Neighbourhood Planning.
- A dead tree at the rear of the Village Hall required removal and this would be arranged.
- Councillor Mrs Tracey Bowman and the Clerk had swept the outside of the frontage and kitchen side of the Village Hall. It was noted that the patio would also benefit from a good sweep.

## 65 – 23/24 CHAIRMANS REPORT

The Chairman expressed disappointment that District Councillor Velan had not yet attended a meeting of the Parish Council.

The Chair asked members for support in that he write to the Chief Executive and Leader of West Lindsey District Council regarding this. It was agreed that a letter would be drafted and circulated to members for approval prior to it being sent.

The Chair also stated that there were many hedges in the village overhanging the footpaths and that a polite letter be sent to those occupiers concerned asking them to trim them back. An article would also be submitted to Sudbrooke News for publishing.

66 – 23/24 DATE OF NEXT MEETING

Thursday 7 September 2023, 7.30pm, Bramham Lounge of the Village Hall.