

MINUTES OF THE MEETING OF SUDBROOKE PARISH COUNCIL HELD AT 7.30PM ON THURSDAY 9 MAY 2024 HELD IN THE BRAMHAM LOUNGE OF SUDBROOKE VILLAGE HALL

PRESENT: Councillors Peter Heath (Chairman), Mrs Tracey Bowman (Vice Chair), Mrs Sandra Clayton, Simon Crampton, Paul Fido, Mrs Pauline Loven

20 – 24/25 ELECTION OF CHAIR OF THE PARISH COUNCIL FOR THE YEAR 2024/25 AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE

That Councillor Peter Heath be elected Chairman for the ensuing year proposed by Councillor Mrs Tracey Bowman, seconded by Councillor Simon Crampton and unanimously Resolved.

Councillor Heath signed the Declaration of Acceptance of Office.

21 – 24/25 ELECTION OF VICE CHAIR OF THE PARISH COUNCIL FOR THE YEAR 2024/25 AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE AS VICE CHAIR

That Councillor Mrs Tracey Bowman be elected Vice Chair for the ensuing year proposed by Councillor Peter Heath, seconded by Mrs Sandra Clayton and unanimously Resolved.

Councillor Bowman signed the Declaration of Acceptance of Office.

22 – 24/25 PARISHIONERS ITEMS

A query was raised as to whether the bollard was yet in place on Main Drive but it was noted that there was no progress on this to date.

23 – 24/25 TO RECEIVE APOLOGIES AND REASONS GIVEN

Councillor Bhikhu Mistry – Reason given was accepted.

24 – 24/25 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA

None declared.

25 – 24/25 NOTES OF MEETING HELD ON 25 APRIL 2024 TO BE APPROVED AND SIGNED AS MINUTES

That the notes be signed as minutes proposed by Councillor Simon Crampton, seconded by Councillor Mrs Pauline Loven.

Initialled.....Chair

Date.....

26 – 24/25 COUNTY AND DISTRICT COUNCILLORS REPEORTS

District Councillor B Velan had reported further on the S106 Agreement as follows:-

The section 106 agreement for 133536 Poachers Lane, Sudbrooke places the following obligations on the owner in relation to the construction of the footpath:

- To construct and provide the Path in accordance with the Path Works Specification.
- No more than three dwellings within the Development shall be Occupied unless the Owners and the Trustees have constructed the Path to an adoptable standard to enable adoption by the County Council.

27 – 24/25 REPORTS ON MATTERS OUTSTANDING

A Section 106 Agreement Church Lane – See DC Velan’s report.

B Resurfacing of footway on Wragby – No update received from CC Sue Rawlins.

C Resurfacing of footway on Scothern Lane – No update received from CC Sue Rawlins.

D Millennium Stone lighting upgrading - Councillor Simon Clayton reported that the electrician would give a price for the lifting of the lights in connection with the problematic drainage.

E Provision of speed humps, West Drive – Reply from developers – No reply received.

F Drain between properties in Wragby Road/Fox Covert – Councillor Mrs Pauline Loven reported that the water in the drain was receding, possibly due to the trees and vegetation now drawing water from it.

Councillor Mrs Pauline Loven had written a report for records on the drain which appeared to be a soakaway. Responsibility for maintenance would be the riparian owners. The Clerk awaited the addresses of those residents on Wragby Road/Fox Covert whose properties adjoined the drain as referred to in Minute 10 – 24/25.

G Church Lane near to Two Corners – road surface/provision of passing place – No reply received.

H Request to Nettleham and Greetwell Parish Councils to support the upgrading of the roundabout on A158 Bunkers Hill – both Nettleham and Greetwell Parish Councils had offered their support to this suggestion. Nettleham had referred the matter to its County Councillor who had advised contacting the County Councillor for Highways. A reply from him had passed it to our County Councillor Mrs Sue Rawlins.

That the request for the upgrading of the roundabout and that they work together be sent to the County Councillors responsible for the Greetwell, Nettleham and Sudbrooke Wards unanimously Resolved.

Initialed..... Chair

Date.....

28 – 24/25 FINANCE

A Audit 2023/24

i Report from Internal Auditor – The Treasurer had met the Internal Auditor to answer any questions re the accounts. There being no issues the Internal Auditor had signed off the accounts as correct and for presentation to Council

ii To complete the Annual Governance Statement 2023/24 - This had been circulated to members prior to the meeting. This was duly completed in the meeting. It was Resolved unanimously to approve the Annual Governance Statement for 2023/24.

iii To consider and approve by Resolution the Accounting Statements for 2023/24 – That these be approved proposed by Councillor Peter Heath, seconded by Councillor Mrs Sandra Clayton, and Resolved.

B To agree to continue using Bacs payments – That Bacs payments continue to be used whenever possible proposed by Councillor Peter Heath, seconded by Councillor Mrs Sandra Clayton and Resolved.

C To agree Direct debits from Bank account – ICO and Tesco mobile – That these direct debits continue proposed by Councillor Mrs Tracey Bowman, seconded by Councillor Mrs Sandra Clayton and Resolved.

D Accounts for payment/Income/Bank balances

Accounts to be paid 9th May 2024

Glendale Countryside Ltd – April cut – Net £600.25, VAT £120.05, Gross £720.30
Mrs C Myers – Expenses April 2024 - £24.70
Mrs C Myers – Expenses November 2023 – £35.90
Tesco Mobile – Phone bill - £8.09
Mrs B Solly – Expenses (Mileage re. internal audit) - £40.14
Clear Insurance Management Ltd – Insurance Renewal - £775.41 (Three-year agreement)
Cllr P Heath – remainder of bill re. map - £2.00
D.E. Accounting & Payroll Services Ltd – internal audit fee – Net £115.00, VAT £23.00,
Gross £138.00
Staffing payments to be paid 31st May 2024 – Total £1,146.87

That the above accounts be paid unanimously Resolved.

Initialled.....Chair

Date.....

Bank Balances Thursday 9th May 2024

Current Account – £56,650.07
Instant Deposit Account (earmarked reserved) – £12,361.05
Fox Covert Account – £2,205.21
Northfield Park Account – £18,688.87
Sportsfield Account – £4,007.08

Total in bank accounts - £93,912.28

29 – 24/25 PLANNING – NEIGHBOURHOOD PLAN REVIEW CONSULTATION – UPDATE/ANYTHING TO REPORT

A resident and a Councillor had supplied old pictures of Sudbrooke Holme which had been forwarded to the Consultant for use in the Draft Character Assessment.

30 – 24/25 CORRESPONDENCE RECEIVED SINCE LAST MEETING - *Sent to residents email list

19.4.2024 - LALC News
*30.4.2024 – *What's on in West Lindsey*
30.4.2024 - LCC Parish Council newsletter
30.4.2024 – *Website Service Level Agreement 2024/25*
*1.5.2024 – *Scothern News*
1.5.2024 – *News from the ICO*
3.5.2024 - LALC E News

31 – 24/25 LIFE SAVING FIRST AID EVENT T50 BE HELD TUESDAY 2 JULY 2024, SUSBROOKE VILLAGE HALL

The Village Hall Committee had kindly agreed to waive the hiring fee for the hall for this event.

32 – 24/25 CLERKS REPORT

The Clerk reported as follows:

- That no reply had been received from the Project Manager of The Parklands regards a meeting with the Parish Council.
- That the Pelican Trust had removed the map board on Scothern Lane and the notice board by the church for repair.
- That WLDC were holding training sessions covering the Code of Conduct and Standards for Parish Councils and offered three dates. Councillor Mrs Tracey Bowman had asked for a place to be reserved for her.

Initialled.....Chair

Date.....

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- A resident had booked the Village Hall for a party and wanted to have an inflatable slide on the field. The company supplying the slide had forwarded a Risk Assessment and insurance details. A Policy re the use of inflatables on the Village Hall field would be formulated for the Parish Council's approval.
- That Councillor Paul Fido would attend the Local Police meeting held on Teams on 4 July 2024.

The Clerk requested authorisation for attending the LALC Summer Conference on 24 July, sharing the cost with Greetwell Parish Council. Members agreed to this request.

33 – 24/25 CHAIRMANS REPORT

Nothing to add.

36 – 24/25 DATE OF NEXT MEETING

6 June 2024, 7.30pm, Bramham Lounge of the Village Hall.

Signed.....Chair

Date.....