

MINUTES OF THE MEETING OF SADBROOKE PARISH COUNCIL HELD AT 7.30PM ON THURSDAY 6 JUNE 2024 IN THE BRAMHAM LOUNGE OF SADBROOKE VILLAGE HALL

**PRESENT: Councillors Mrs Tracey Bowman (Chair), Sandra Clayton, Simon Crampton, Paul Fido, Mrs Pauline Loven
Mrs Christine Myers (Clerk), Mrs Bridget Solly (Treasurer), One resident**

37 – 24/25 PARISHONERS ITEMS

- A resident attended the meeting to speak on behalf of a group of residents living on Northfield Avenue/Broad Dale Close to request permission and funding for the tidy up and maintenance of the piece of land between the bottom of the cul-de-sac of Northfield Avenue and Broad Dale Close.

This would entail mowing grassed areas, cutting back overgrown trees and shrubs, removal of weeds and nettles.

The residents requested £300 initially to fund a skip, black bags and removal of any waste.

The Parish Council considered it very public spirited in that residents wanted to carry out this work. However they were asked to provide a plan of exact works proposed so that this could be considered at the next meeting of the Council, along with the request for funding. This would be an agenda item for a future meeting of the Parish Council.

- Resident had enquired why Openreach were erecting poles in the village. Following enquiries with Openreach the reply had been 'Openreach are currently building a Fibre to the premise network in Sudbrooke and occasionally we have to add additional infrastructure to achieve this.'
- A resident had suggested that it would be useful to have a footpath and cycle path from the village to Nettleham. It was noted that this had been mooted for many years and if a Section 106 Agreement is adhered to a footpath would be provided to the Sudbrooke boundary from Church Lane but it would be up to Nettleham Parish Council to pursue the continuation into Nettleham.
- A report had been made that there had been dumping of hedge cuttings on a piece of land on Main Drive. However it was noted that this was private land and for the land owner to pursue.
- Enquiry from resident of Broad Dale Close regarding cutting back vegetation to the rear of his property by The Parklands contractors. Following enquiries with the Project Manager the reply stated that the Parklands Sudbrooke Management Company had been clearing a strip of land to allow plant into the boundary area of the properties to be able to cut back overhanging trees and that had caused damage to the boundary in recent years.
- That Scothern Lane verges from the Village Hall to the Scothern School were overgrown. Clerk to follow this up.

Initialed.....Chair

Date.....

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- Councillor Mrs Pauline Loven stated that some residents of Wragby Road/Fox Covert would like to purchase a pump to use in the event of the drain to the rear of their properties becoming high. The pumping would be into the beck. The Clerk was instructed to make enquiries with Witham Third Drainage Board to ask if this would be permissible.

38 – 24/25 TO RECEIVE APOLOGIES AND REASONS GIVEN

Councillor Peter Heath, Bhikhu Mistry and District Councillor Velan Baptiste. That reasons given be accepted unanimously Resolved.

39 – 24/25 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEMS ON THE AGENDA

None declared.

40 – 24/25 NOTES OF THE ANNUAL MEETING HELD ON 9 MAY 2024 TO BE APPROVED AND SIGNED AS MINUTES

That the minutes be approved proposed by Councillor Mrs Sandra Clayton, seconded by Councillor Mrs Pauline Loven.

41 – 24/25 COUNTY COUNCILLOR/DISTRICT COUNCILLOR REPORTS

There was no further progress on the S106 Agreement from DC Baptiste Velan. The Parish Council agreed to ask DC Velan to escalate the matter with CC Sue Rawlins through the Finance Department at LCC.

42 – 24/25 REPORTS ON MATTERS OUTSTANDING

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

B Resurfacing of footway on Wragby Road – No report from CC Sue Rawlins

C Resurfacing of footway on Scothern Lane and St Edward’s Drive – Nothing to report

D Millennium Stone lighting upgrading – No response from Electrician to date.

E Provision of speed humps, West Drive – Reply from developers ‘We are currently in the process of agreeing the scope of works for West Drive with Lincolnshire Highways. In the end the road will most likely be adopted so it’ll be Lincolnshire Highways who will have the final decision on the specification of the road. As such it is unlikely they will accept speed humps especially as there is no precedence in the village for speed humps elsewhere.’

F Church Lane near to Two Corners – road surface/provision of passing place – There had been no communication from CC Sue Rawlins with regards to a passing place at Two Corners however it was noted that there had been some patching works carried out on the severe potholes in this area.

Initialled.....Chair

Date.....

G Request to Nettleham and Greetwell Parish Councils to support the upgrading of the roundabout on A158 Bunkers Hill – Requests for this to be considered had been made to the Ward Councillors for Sudbrooke, Cherry Willingham (covering Greetwell) and Nettleham by Clerks to Nettleham, Greetwell and Sudbrooke Parish Councils. The Ward Councillor for Cherry Willingham had stated that he would bring the issue up with Highways at his next meeting with them.

43 – 24/25 PLAY EQUIPMENT AT VILLAGE HALL AND NORTHFIELD PARK SITES – TO CONSIDER QUOTATIONS FOR WORKS REQUIRED

Quotation received for scraping areas and power brushing, sand and treat with moss suppressant, clearance of all of waste - £700.00.

That this quotation be accepted proposed by Councillor Mrs Sandra Clayton, seconded by Councillor Simon Crampton and Resolved. It was noted that the company providing the quotation were the only known playground equipment specialists in the area.

44 – 24/25 STUART CURTIS FIELD

A Report on meeting with Officer from Lincolnshire Football Association/attendance of Officer if available - The Officer from the Lincolnshire FA was not able to attend the meeting.

The Clerk reported on her meeting with him on site on the Stuart Curtis Field. The Officer had recommended an initial report of the field at a cost of £100. He had also provided information to apply for grants to bring the field up to a higher standard for playing. Detail of which had been circulated to Councillors.

It was noted that although grants were available substantial amounts of funding input were required to be invested into the field by the Parish Council.

After careful consideration members agreed that as the field had no facilities, i.e. toilets, changing and was not a full sized pitch, nor being used by a Sudbrooke team it could not invest additional funding into the field other than general maintenance. This decision was unanimous.

B To agree a rental fee for the field for this season if a local team wanted to use it - That a rental fee of £300 be charged for use of the field. Proposed by Councillor Peter Heath, seconded by Councillor Mrs Tracey Bowman and unanimously Resolved.

45 – 24/25 TO AGREE COUNCILLOR SPECIFIC RESPONSIBILITIES FOR THE ENSUING YEAR

- A CCTV – Councillor Paul Fido
- B Defibrillator Weekly checks – Councillor Peter Heath
- C Highways footpaths – Councillor Simon Crampton
- D Grass Cutting – Councillor Paul Fido
- E HR (Staffing) – Three Councillors with delegated authority for decisions – Councillors Mrs Tracey Bowman, Paul Fido, Mrs Sandra Clayton

Initialled.....Chair

Date.....

- F Neighbourhood Plan – Councillor Simon Crampton
- G New Cemetery Working Group – This group paused as all current options exhausted
- H Planning – Mrs Tracey Bowman
- I Sudbrooke News distribution – Councillor Mrs Sandra Clayton
- J Trees and Environment – Councillor Paul Fido
- K Parish Council website – Councillor Mrs Pauline Loven
- L Village Furniture – Councillors Mrs Sandra Clayton
- M Village Hall Committee – Councillor Mrs Tracey Bowman
- N Village Play areas, equipment and weekly visual inspections – Councillor Mrs Sandra Clayton

That the above responsibilities be agreed – unanimously Resolved.

46 – 24/25 TO CONSIDER ADOPTION OF TERMS OF REFERENCE FOR HR (STAFFING)

This document, as suggested by LALC, had been circulated to members prior to the meeting.

That the document be adopted for Sudbrooke Parish Council proposed by Councillor Mrs Tracey Bowman, seconded by Councillor Mrs Sandra Clayton and Resolved.

47 – 24/25 GROUNDS MAINTENANCE

A To consider costs for additional required cutting back of trees at the Stuart Curtis Field and the Village Hall Field - Quotation received for the crown lifting of trees over Village Hall car park; rear of Village Hall; trees at Village Hall field to allow ambulance access; willow tree at Stuart Curtis field = £195.00. Cutting back of trees 1 metre from former tennis courts to prevent growth into the area - £200.00.

That the above prices be accepted proposed by Councillor Paul Fido, seconded by Councillors Simon Crampton and Resolved.

B To consider cutting the Wildflower area at the Jubilee Garden – That this area be cut back earlier than its scheduled date proposed by Councillor Paul Fido, seconded by Councillor Mrs Tracey Bowman.

C To allocate a sum to allow Councillor Paul Fido to purchase additional compost, plants and bulbs for the village – Councillor Fido’s work around the village was acknowledged and all agreed that the areas of flora were attractive. That an amount of £100.00 be allocated for this proposed by Councillor Mrs Tracey Bowman, seconded by Councillor Simon Crampton and Resolved.

48 – 24/25 FINANCE

Income

<p>HMRC – VAT Return for 2023/2024 - £2,546.28 J Haley – Advertising Sudbrooke News - £27.00 Lincoln Veterinary Hospital - Advertising Sudbrooke News – £51.00</p>

Initialled.....Chair
 Date.....

Accounts for payment

Pelican Trust – Notice Boards repairs – Net £305.00, VAT £61.00, Gross £366.00
Visual Print and Design – Printing Sudbrooke News - £395.00
Mrs C Myers - Expenses May - £26.95
Tesco Mobile – PC Mobile Phone bill £8.09
Glendale Countryside Ltd – May cut – Net £584.50, VAT £116.90, Gross £701.40
Glendale Countryside Ltd – Herbicide application – various areas – Net £88.00, VAT £17.60, Gross £105.60
Mrs C Myers – reimbursement for Microsoft 365 subscription for PC laptop £59.99
Cllr P Fido – bedding plants for around the village – £39.93
Staffing costs - £1,146.87 – to be paid 28.6.2024

Bank Balances Thursday 6 June 2024

Current Account – £56,382.94
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 - £93,645.15

49 – 24/25 PLANNING - NEIGHBOURHOOD PLAN REVIEW CONSULTATION

The Consultant had stated that he was hoping to receive draft Character Assessment of The Park and from there a meeting could be arranged to progress the Review.

50 – 24/25 CORRESPONDENCE RECEIVED SINCE LAST MEETING

- *10.5.2024 – WLDC Business Brief
- 13.5.2024 - Ground UK acknowledgement of end of year grant report
- 24.5.2024 - LALC Training bulletin
- 25.2024 - West Lindsey News
- *25.5.2024 – WLDC Parish news
- 31.5.2024 – Lincs Police Parish Engagement session rescheduled to 16.7.2024 – Councillor P Fido to attend
- *31.5.2024 - Upcoming events in West Lindsey

51 – 24/25 LIFE SAVING FIRST AID EVENT TO BE HELD TUESDAY 2 JULY 2024, SUDBROOKE VILLAGE HALL – UPDATE

The Clerk reported that this event was becoming well subscribed.

Initialled.....Chair
Date.....

52 – 24/25 CLERKS REPORT

The Clerk reported as follows:-

- That the map board and the Church notice board, having been restored were now ready for siting back in their original positions. A quote of £150 for this had been received. Members accepted this price.
- A meeting had been arranged with the Project Manager of The Parklands and Councillor Mrs Tracey Bowman would attend on 11th July 2024.
- Co-option for the vacancy on the Parish Council would take place at the July meeting.

53 – 24/25 CHAIRMANS REPORT

The Chair had nothing to add.

54– 24/25 DATE OF NEXT MEETING

11 July 2024, 7.30pm Bramham Lounge Village Hall.

That the change of date be ratified unanimously Resolved.

Signed.....Chair

Date.....