

MINUTES OF THE MEETING OF SADBROOKE PARISH COUNCIL HELD AT 7.30PM ON THURSDAY 5 SEPTEMBER 2024 IN THE VILLAGE HALL

**Present: Councillors Peter Heath (Chairman), Mrs Tracey Bowman (till 8.30pm), Mrs Sandra Clayton, Simon Crampton, Paul Fido, Mrs Pauline Loven, Bhikhu Mistry, 9 residents
Dominika Murienova, Resilient Rivers Officer (West), East Mercia Rivers Trust
Mrs Christine Myers (Clerk), Mrs Bridget Solly (Treasurer)**

72 – 24/25 PARISHIONERS ITEMS

Request from a resident for additional play equipment on Northfield Park through the acquisition of a grant – This was discussed and noted that there was unlikely to be space for additional play equipment on this site due to the necessity for a specific space around items.

Resident had brought attention to cattle in the field of FP159, which had been referred to the Footpaths Officer at LCC. He had suggested that care should be taken when entering fields of cattle with dogs and that ultimately it is up to the farmer how proactive they want to be in minimising the risks through segregation of the path from the animals.

Attention brought to signs on verge of West Drive of 'Private Property – resident advised to take this matter up with the Parklands site office.

Request for tennis net to be provided in the Multi-purpose sports area – It was noted that the previous net had had to be removed due to severe vandalism. An article to be put in Sudbrooke News asking residents views on whether expenditure should be made on another net.

Report made of a meeting of 42 residents and representatives of the management company of The Parklands regarding maintenance issues of the footpaths and wooded areas. It was noted that the Parish Council had no authority to intervene in this matter.

Correspondence from The Parklands developers was noted in that they remained committed to developing phases 3 and 4 but were evaluating the existing planning consent. The roads were currently being finished.

73 – 24/25 TO RECEIVE APOLOGIES AND REASONS GIVEN

None received.

74 – 24/25 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM(S) ON THE AGENDA

None declared.

75 – 24/25 NOTES OF THE MEETINGS HELD ON 11 JULY 2024 TO BE APPROVED AND SIGNED AS MINUTES

That the notes be signed as minutes proposed by Councillor Mrs Tracey Bowman, seconded by Councillor Simon Crampton and Resolved.

Initialed.....Chair

Date.....

76 – 24/25 COUNTY COUNCILLOR AND DISTRICT COUNCILLOR REPORTS

CC Sue Rawlins had confirmed she was pursuing items A, B, C, E in minutes.

77 – 24/25 REPORTS ON MATTERS OUTSTANDING

- A Section 106 Agreement, Church Lane** – CC Sue Rawlins pursuing. It was considered that LCC should have a record of funds received from the solicitors for the development.
- B Resurfacing of footway on Wragby Road** – CC Sue Rawlins pursuing.
- C Resurfacing of footway on Scothern Lane and St Edward’s Drive** – CC Sue Rawlins pursuing
- D Millennium stone lighting upgrading** – to receive report from Councillor Simon Crampton on drainage of the area around the Stone – Noted that the problem of standing water around the Stone had occurred since the repairs to the footpath on Scothern Lane and the addition of extra soil to the area where machinery had impacted the grass. The ground was now higher than the gravel around the stone and the lights. The Electrician had suggested that drainage required attending to rather than the lights raising.

That this be taken up with CC Sue Rawlins to pursue with Highways for them to offer an opinion for resolving unanimously agreed.

- E Church Lane near to Two Corners – provision of passing place** – Nothing further to report.
- F Area of land Northfield Avenue/Broad Dale Close** –
- i Update on work carried out to date** – The Chairman suspended Standing Orders from 8.05 until 8.10 to allow the Group to report on progress made.

They stated that overgrown shrubbery, weeds, nettles, dead wood and litter had been cleared from the site with an estimated 223 hours of work put in by the Group. There was still some rubbish to be disposed of. The Chairman re-iterated that unfortunately at this time there were no funds available from the Parish Council for paying for this disposal as monies had not been precepted for such a project.

- ii To consider adopting Terms of Reference for the Northfield Park Gardening Group/Appointment of Councillors to Group** – These had been circulated to all Parish Councillors prior to the meeting. That the Terms of Reference be adopted proposed by Councillor Mrs Cathryn Nicoll, seconded by Councillor Paul Fido and Resolved.

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

iii Report of receipt of £500.00 grant from District Councillors Community

Fund - £500.00 had been granted of the £1000.00 applied for from District Councillor Velan's Community Fund. The Gardening Group requested that these funds be set to one side for a future planting scheme.

iv To consider quotation received for removal of tree roots – Councillor Paul Fido would meet with Arborez to discuss further the stump and root removal and report back to the next meeting of the Parish Council.

v Canadian Red Oak tree – suggestion of TPO – reply from Trees Officer WLDC –

The Trees Officer had stated that it would be bad practice to put a TPO on trees which are under good management, meaning that there must be a reason to suspect the tree is under poor management or is at risk of harm or removal by inappropriate works. As the tree was under no threat there would be no reason to place a TPO on it.

G Community engagement – East Mercia Rivers Trust – Dominika Muriénova, Resilient Rivers Officer (West), East Mercia Rivers Trust attended the meeting and gave a presentation on the trusts aims of 'bringing life back into Lincolnshire's becks'. She reported that the beck running through Sudbrooke was in good condition with clear water and with flowers around it. She was seeking to recruit volunteers from the community to have days working in the beck to remove extra growth of plants in order to keep a steady flow.

Dominika was questioned as to whether she could have any input into arranging maintenance of the balancing ponds in The Parklands. She agreed to look into this.

78 - 24/25 POLICE MATTERS

A Report on Police Parish Engagement Session 16.7.2024 attended by Councillor Paul Fido – Councillor Fido stated that it had been an interesting session with policing activities/crimes in the area outlined.

B Update from Community Inspector on reporting of any matters – It was stressed that all incidents must be reported via 101, online or in emergency 999. This created statistics of which police time in the area was based upon. A neighbouring parish was now allocated a PCSO patrol for a period of three months due to the high rate of crime reports made.

79 – 24/25 TO CONSIDER THE FORMING OF A VOLUNTEER GROUP TO UNDERTAKE SMALL JOBS WITHIN THE VILLAGE - REQUEST BY PARISHIONER

Members felt that this could be useful for the village and therefore an article be written in Sudbrooke News seeking interest from residents who wanted to be included.

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

80 – 24/25 PLAY EQUIPMENT AT VILLAGE HALL AND NORTHFIELD PARK SITES – TO CONSIDER FURTHER QUOTATIONS FOR WORKS REQUIRED

Annual RoSPA Inspection Reports - These had been received with minimal requirement for works. That both reports be forwarded to the Play Equipment Inspector to assess works/risk unanimously Resolved.

81 – 24/25 VILLAGE FURNITURE REPORT – TO CONSIDER TAKING ANY ACTION NEEDED FROM THIS REPORT

It was noted that all the wood carvings and the sign had been treated by three residents.

Councillor Mrs Sandra Clayton had undertaken a check of remaining furniture within the village and noted that two seats on the Jubilee Garden required algae cleaning off. She offered to wash them.

The Park Gates noticeboard had had repairs undertaken.

82 – 24/25 TO CONSIDER THE ADOPTION OF POLICY FOR USE OF BOUNCEY CASTLES ON VILLAGE HALL PLAYING FIELD

This had been circulated to all Councillors. That it should be adopted unanimously Resolved.

83 – 24/25 TO CONSIDER THE ADOPTION OF HEALTH AND SAFETY POLICY

This had been circulated to all Councillors. That it should be adopted unanimously Resolved.

84 – 24/25 CHRISTMAS TREE EVENT – 24 NOVEMBER 2024 – TO DISCUSS ARRANGEMENTS

The Clerk reported that a choir and lighting was booked. That the Clerk go ahead with arrangements/organisation unanimously Resolved.

85 – 24/25 FINANCE

Ratification of accounts paid/for payment/income/bank balances

Monies received:

West Lindsey District Council - District Councillors Fund – Garden project - £500.00
Greetwell Parish Council – Share of Clerk’s Conference fee - £20.00

Initialed.....Chair
Date.....

Accounts paid during August 2024:

Arborez Ltd – Crown lift of trees at Village Hall – Net £195.00, VAT £39.00, Gross £234.00
Arborez Ltd – Work on trees and hedges in the village as per contract – Net £1,560, VAT £312.00, Gross £1,872.00
Mr Dominic Picksley – Management Fee Sudbrooke News - £300.00
Cllr P Fido – plants - £12.88
E.On – electricity at the millennium stone - £25.00
ICO – annual renewal of data protection registration fee £35.00
Tesco Mobile – £8.09
LALC – Clerk’s attendance at conference and AGM – shared cost with Greetwell PC – Net £40.00, VAT £8.00, Gross £48.00
Mrs C Myers – Garden bags for gardening project – Net - £5.82, VAT - £1.16, Gross - £6.98
Todds Office Solutions – stationery - £23.94
Lincoln Pelican Trust – piece of pinboard for noticeboard – Net £28.00, VAT £5.60, Gross £33.60
G Cullen – Repairs to noticeboard, Park Gates - £60.00
Arborez – cutting back of 2 cherry trees on Manor Drive – net £60.00, VAT £12.00, Gross - £72.00
Arborez – removal of growth around street light - £84.00
Mr O Rhule – treatment of 2 wasps nests at Village hall – shared cost with Village Hall committee - £170.00
PKF Littlejohn – External Audit fee – Net £210.00, VAT £42.00, Gross - £252.00
Visual Print and Design – printing Sudbrooke News - £445.00
Glendale Countryside Ltd – Grounds Maintenance July – Net £1,236.50, VAT £247.30, Gross £1,483.00

That the above accounts be ratified either paid or to be paid unanimously Resolved.

Bank Balances Thursday 5th September 2024

Current Account – £45,131.35
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 - £82,393.56

Audit 2023/24 – The Treasurer confirmed that the Audit report for the 2023/24 financial year had been received with no comments and had been signed off.

86 – 24/25 PLANNING

A i Neighbourhood Plan Review – To consider the revised document and consider any amendments – Some additional photos had been added to the document but no other amendments were suggested. That the Reviewed document be made available for consultation with residents between the period 7 October 2024 and 17 November 2024 proposed by Councillor Peter Heath, seconded by Councillor Simon Crampton and Resolved.

Initialled.....

Date.....

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- ii **To confirm Consultation with Residents to be held 16 October 2024, 7.00pm
Bramham Lounge, Village Hall – The Village Hall was booked for this event.**

B WL/2024/00614 - Brooke House, 5 Sudbrooke Place - Planning application for proposed single-storey rear side extension and creation of balcony – To ratify comments made under delegated authority - No objections.

That the comments be ratified unanimously Resolved.

C Town and Country Planning Act 1990 – Section 257 - Proposed width extinguishment of Public Footpath Sudb/160/1 - Main Drive, Sudbrooke – To ratify comments made under delegated authority of ‘No objections’.

That the comments be ratified unanimously Resolved.

D WL/2024/00652 - Oak Cottage, Church Lane - application for loft conversion within roof space over existing gymnasium including external stair, balcony access and alterations to replace 2 no. pitched roof first floor dormers with 1no larger catslide dormer and new pergola link to rear garden – to agree comments for submission to WLDC Planning Department - This was discussed and that the comments of ‘No objections be made unanimously Resolved.

87– 24/25 CORRESPONDENCE RECEIVED SINCE LAST MEETING

***SENT TO RESIDENTS EMAIL LIST**

8.7.2024 – What’s on in West Lindsey

*12.7.2024 – WLDC Community Event Step Fusion 23.7.2024

The C12.7.2024 - LALC E News

12.7.2024 – Play equipment inspection reports 30.5.2024 and 28.6.2024

17.7.2024 - Central Lincolnshire Design Code Parish/Town Council Events –
September 2024

*17.7.2024 - Call Connect Summer promotion

*18.7.2024 - West Lindsey Business Brief

19.7.2024 - News from Lincs and Notts Air Ambulance

24.7.2024 – PCC Safer Together Newsletter

24.7.2024 - Parish Newsletter July with slides from Code of Conduct training attended
By Cllr Mrs Tracey Bowman and Clerk.

2.8.2024 - LALC Training bulletin

2.8.2024 – PKF Littlejohn External Audit Report 2023/24 – No matters requiring attention
and signed off.

*8.8.2024 - Nettleham Medical Practice newsletter

9.8.2024 - Annual Play area inspection reports

9.8.2024 - ICO Registration Certificate to August 2025

Initialled.....Chair

Date.....

- 9.8.2024 – LALC E News
- *9.8.2024 - West Lindsey Parish News
- *9.8.2024 - News from Nettleham Medical Practice
- 9.8.2024 - News from Inspector of Community Policing
- *12.8.2024 - West Lindsey Business Brief
- *23.8.2024 - Upcoming events in West Lindsey
- 23.8.2024 – LALC E News
- 27.8.2024 - WLDC Parish News
- *27.8.2024 - Information on Pension Credit
- 27.8.2024 - Notice of rescheduled LALC AGM 12.9.2024
- 30.8.2024 - Play Area Inspections 20.8.2024

88 – 24/25 CLERKS REPORT

- Councillor Mrs Tracey Bowman and the Clerk had attended the Teams training on the Code of Conduct arranged by WLDC Monitoring Officer. The main emphasis was to remind Councillors they are responsible for ensuring that the information on their Register of Interest Forms are up to date. (These are published on the WL website with a link to the parish website)
- That she had attended the LALC Summer conference at Grantham which had some interesting workshops to attend, including AI and Health and Safety/Risk Assessments.
- Re possible encroachment onto verge on A158 - No encroachment found by LCC
- The Village Hall has had a new boiler installed.

89 – 24/25 CHAIRMAN’S REPORT

The Chairman stated that it should be noted that the Parish Council had to work with the local authority with regard to funding and accountability.

He also asked that due the winter months being upon us that it would be useful to keep an eye on elderly neighbours

90 – 24/25 DATE OF NEXT MEETING

3 October 2024, 7.30pm Bramham Lounge, Village Hall

Signed.....Chair

Date.....