

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

PRESENT: COUNCILLORS PETER HEATH (CHAIRMAN), MRS TRACEY BOWMAN (VICE CHAIR), MRS SANDRA CLAYTON, SIMON CRAMPTON, PAUL FIDO, MRS CATHRYN NICOLL, COUNTY COUNCILLOR MRS SUE RAWLINS, CLERK MRS CHRISTINE MYERS, TREASURER MRS BRIDGET SOLLY, 1 RESIDENT

124 – 24/25 PARISHIONERS ITEMS

Reports had been received of waste being burned at a property on Wragby Road. This had been referred to the Environment Agency.

A resident requested an update on the erection of the bollard on West Drive. DC Velan had sent a report as follows - 'This is still work in progress. It is expected to go to the Planning committee for decision in January and then WLDC will issue notice to LCC; signage was not part of the scheme.'

125 – 24/25 TO RECEIVE APOLOGIES AND REASONS GIVEN

Councillors Mrs Pauline Loven, Bhikhu Mistry and District Councillor Baptiste Velan. That reasons given be accepted unanimously Resolved.

126 – 24/25 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEMS ON THE AGENDA

None declared.

127 – 24/25 DRAFT MINUTES OF THE MEETING HELD ON 7 NOVEMBER 2024 TO BE APPROVED AND SIGNED AS MINUTES

That the minutes be signed as a correct record unanimously Resolved.

128 – 24/25 COUNTY COUNCILLORS REPORT

- CC Mrs Sue Rawlins reported that the devolution of Greater Lincolnshire was in process of going ahead.
- That the bypass roundabout on Nettleham Road would be upgraded.
- The LCC budget for school transport was £53 million
- That she was pursuing the possible reduction of a speed limit on the A158 through Sudbrooke.

Initialled.....Chairman

Date.....

129 – 24/25 REPORTS ON MATTERS OUTSTANDING

A S106 Agreement, Church Lane – No reply received from developers, Baobab Developments.

DC Baptiste Velan had sent the following report obtained from WLDC Planning Department:-

The s106 contained the following obligations:

Obligation	Amount	Restriction	Trigger	Status
Highways contribution (1st instalment)	£15,000	For the provision of a pavement along Church Lane	Upon the first occupation of the first dwelling	Payment outstanding
Highways contribution (2nd instalment)	£15,000	For the provision of a pavement along Church Lane	Upon the first occupation of the second dwelling	Payment outstanding
Car park land	NA	To construct and complete car parking spaces as approved, and manage and maintain them thereafter	Prior to occupation of the third dwelling	Car park completed
Pavement land	NA	To convey the pink pavement land to the County Council	Prior to commencement of development	Work has been undertaken to remove the hedge and fencing installed; awaiting confirmation from LCC that the land has been conveyed to them.

- WLDC is still liaising with the LCC highways team regarding the two Highway payments, which are payable directly to them under the terms of s106.
- They have confirmed that they have yet to be received.
- However, LCC has been actively pursuing the payment owed because of the s106 obligation with relevant parties over recent months and is continuing to do so, including considering all possible courses of action.

Initialled.....Chairman

Date.....

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B Resurfacing of footway, Wragby Road – CC Mrs Sue Rawlins reported she was in discussion with the Highways Officer.

C Resurfacing of footway on Scothern Lane and St Edward’s Drive – CC Mrs Sue Rawlins reported she was in discussion with the Highways Officer responsible.

D Millennium Stone lighting/drainage of the area around the stone – CC Mrs Sue Rawlins reported that a Highways Officer would be arranging a site visit of the area and she would chase this up.

E Church Lane near to Two Corners – provision of passing place – CC Mrs Sue Rawlins reported that she was in discussion with the Highways Officer responsible.

F Community Engagement – East Mercia Rivers Trust – nothing further to report.

G Christmas tree lights switch on – 24 November 2024 – report of event – This had been a success despite poor weather. A total of £338.00 had been raised by the raffle and donations towards next years Christmas tree/event.

H To discuss the possibility of a basketball net/hoop through grant funding – The Chair agreed to source a basketball post and hoop which could possibly be paid for by grant funding.

I Balancing ponds in The Parklands – update on responsibility – Witham Third Internal Drainage Board had been contacted for information regarding responsibility and had replied as follows:-

‘That whilst the ponds are owned by the Parklands development, and they are the riparian owners they do have responsibility in keeping them tidy. However the Witham Third Drainage Board have overall responsibility for the inlet and outlet pipes as they are attenuation ponds. The Board come and check the Sudbrooke pipes always before and after school holidays due to the issues in the past when there have been blockages.

The Board have cleared the ponds in the past but currently they have lost access due to the seats placed around the ponds etc, and they cannot get into them with their machinery.

They are not man-made ponds but are former brick pits and so are quite deep.

They will be inspected to see if they need de silting. The Board has been in touch with the developers to clarify that as riparian owners they do have responsibility for the ponds.’

130 – 24/25 DRAIN NEAR TO FOX COVERT - REPORT FROM MRS PAULINE LOVEN AND REQUEST FOR USE OF FUNDS FROM FOX COVERT ACCOUNT TO ASSIST WITH DRAINAGE EQUIPMENT COSTS

Councillor Mrs Pauline Loven had forwarded a report in that the Fox Covert ditch remains dry and that the neighbours have done a good job clearing the debris out. No funds required at present.

Initialled.....Chairman

Date.....

131 – 24/25 TO CONSIDER BUDGETING FOR THE PURCHASE OF A MARQUEE/GAZEBO AT EVENTS IN THE PARISH

It was agreed that Councillor Paul Fido would source a possible marquee up to the cost of £500.00.

132 – 24/25 GROUNDS MAINTENANCE 2025

A To consider quotations received for grass cutting 2025 season and to appoint a contractor –

Four quotations had been received in the sums of (A) £7,825.00; (B) £8,600.00; (C) £6,712.45; £6,930.00.

After careful consideration it was proposed by Councillor Paul Fido, seconded by Councillor Mrs Tracey Bowman and unanimously Resolved that Company (A) Ian Moore Contracting be offered the grass cutting contract for the 2025 season.

B To consider the quotations received for hedge and shrub maintenance for the 2025 season and to appoint a contractor – Four companies invited to quote, two quotations received in the sums of (A) £2391.00; (B) £1500.00.

That the contract be offered to company (B) Arborez, proposed by Councillor Paul Fido, seconded by **Councillor Mrs Tracey Bowman and unanimously Resolved.**

C To consider quotation for removal of fallen tree in Stuart Curtis field – That this be removed at a cost of £90.00 by Arborez unanimously Resolved.

D To consider quotations received for clearing alongside beck from Elm Drive to wood entrance – item deferred to January meeting.

E To consider quotation for crown lifting of trees to 6ft along Manor Drive - That this work be carried out at a cost of £60.00 by Arborez unanimously Resolved.

F To consider quotation for completion of works to shrubbed area on Northfield Park/Beresford Drive – two quotations received (A) £350.00; (C) £200.00. That Company (B) Arborez, be instructed to carry out the work unanimously Resolved.

Initialled.....Chairman
Date.....

133 – 24/25 FINANCE

A To consider the amount to budget for 2025/26

	Precept 2025 - 2026
General Administration	£16,880.00
Insurance	£1,000.00
Membership Subscriptions	£651.00
Data Protection Fee	£35.00
Training Courses	£300.00
Computer Cartridges	£50.00
Audit Fees	£350.00
Office Equipment (incl. Maintenance)	£300.00
Stationery (incl mobile phone bill)	£150.00
Parish Council Elections	£0.00
Misc (General Repairs, Litter Bins, Noticeboards)	£500.00
Noticeboard	£0.00
LIVES Defib Pack	£100.00
Conservation / General Grounds Works (incl Parks)	£300.00
Hire of Village Hall	£234.00
Grass Cutting & hedge trimming contracts	£6,125.00
Sudbrooke News (Printing and Management Fee)	£2,550.00
Play Equipment Inspections Services	£1,500.00
Christmas Tree	£650.00
Community Events	£500.00
Woodcarving maintenance	£50.00
Millennium Stone Lighting	£300.00
VH Play Equipment Maintenance	£800.00
Multi Purpose Sports Area Maintenance / Repairs	£600.00
Sportsfield Expenses	£250.00
Speed Awareness Signage	£750.00
CCTV	£75.00
Neighbourhood Plan	£0.00
Purchase of marquee	£500.00
Cemetery Fund	£0.00
Website Maintenance	£200.00
TOTAL PRECEPT REQUESTED	£35,700.00

The funding required for the next financial year was given careful consideration.

That the sum of £35,700 be precepted upon West Lindey District Council proposed by Councillor Peter Heath, seconded by Councillor Mrs Tracey Bowman and unanimously Resolved.

B To ratify the purchase of a new printer for Clerk's use – The current printer, being 8 years old, had ceased working. That the purchase of a new printer at a cost of £150.00 be ratified proposed by Councillor Mrs Tracey Bowman, seconded by Councillor Peter Heath and Resolved.

Initialled.....Chair

Date.....

C Ratification of accounts paid/for payment/bank balances –

Mrs C Myers Expenses November 2024 - £43.60
Bates Sounds – provision of public address equipment for Christmas Tree event - £60.00
LALC – additional hours for website maintenance – Net £54.00, VAT £10.80, Gross £64.80
Tesco Mobile – Parish Council Phone bill - £8.09
HMT Landscaping – shrub clearance - £350.00
E.on – electricity at the millennium stone – £25.00
Visual Print and Design Ltd – Printing of Sudbrooke News - £395.00
Sudbrooke Village Hall – Neighbourhood Plan meeting - £18.00
Mrs C Myers – items for Christmas Tree event - £9.08
Mrs C Myers – reimbursement for purchase of new printer – net - £149.99, VAT £30.00, Gross - £179.99
Glendale Countryside Ltd – Gang Mowing – playing field – net £47.25, VAT £9.45, Gross £56.70
Staffing payments to be paid 31st December 2024 – £1,146.87

Councillor Mrs Cathryn Nicoll declared an interest in the payment for LALC, as a member of the LALC Committee.

That the accounts as above be paid unanimously Resolved.

Income

Parklands – donation for Christmas tree event - £200.00
Cash donations at Christmas Tree event - £338.90
Lincolnshire County Council – contribution towards grass cutting - £3,679.23

Bank Balances Thursday 5th December 2024

Current Account – £2,855.04
Instant Deposit Account (incl. earmarked reserved) – £49,765.58
Fox Covert Account – £2,223.08
Northfield Park Account – £18,140.30
Sportsfield Account – £4,039.55
Total in bank accounts - £77,023.55

134 – 24/25 PLANNING

A Neighbourhood Plan Review – update on comments received from Consultation – An informal meeting with members and the Council's Consultant had been held to discuss the comments received. The Consultant would incorporate these comments into the Plan. It was also suggested that the village boundary line be adjusted slightly.

That the above be ratified unanimously Resolved.

Initialled.....Chairman

Date.....

B Application WL/2024/00919 – 4 Beech Close, existing dwelling alterations and extensions including new front porch and bay window, garage enlargement, 1 rear single storey extension, the installation of inset roof mounted solar panels and a new air source heat pump – That ‘No objections or comments’ be submitted to WLDC unanimously Resolved.

135 – 24/25 CORRESPONDENCE RECEIVED SINCE LAST MEETING * Sent to resident’s email list

- *10.11.2024 – PCC’s Crime and Policing Survey
- 15.11.2024 – LALC Weekly News
- *20.11.2024 – LCC notification of road closure Church Lane – 20.11.24 – 25.11.24
- 22.11.2024 – WLDC Consultation on housing policy
- 25.11.2024 – WL Parish newsletter
- 26.11.2024 – Play area inspection reports – EKM
- *26.11.2024 – Upcoming events in West Lindsey
- 27.11.2024 – LCC Town and Parish newsletter
- 28.11.2024 – LRSP Newsletter

136 – 24/25 CLERKS REPORT

Nothing further to report.

137 – 24/25 CHAIRMANS REPORT

The Chairman remarked how pleasing the turnout had been for the Christmas tree light up with approximately 175 mulled wines and 150 mince pies being served.

He extended thanks to the Vocalisa Choir; the Scouts for the loan of the stove, pans and gazebo; Nettleham Co-op for the donation of the mince pies; The Parklands development for the donation of £200 towards the event; The Lincoln Veterinary Hospital for some raffle prizes; the volunteers and Councillors who had worked to make the event successful.

138 – 24/25 DATE OF NEXT MEETING

9 January 2025, 7.30pm Bramham Lounge, Village Hall.

139 – 24/25 CONFIDENTIAL ITEM – TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THIS ITEM –TO DISCUSS THE CLERKS APPRAISAL

The Clerk and Treasurer left the room whilst this item was discussed with only Parish Councillors present.

Councillors Tracey Bowman, Sandra Clayton and Paul Fido reported to the rest of the council following the appraisal of the clerk. The councillors expressed how impressed they were with the professionalism and efficiency of Mrs Myers in her role as PC clerk enabling the Council to work effectively.

The meeting concluded at 8.45pm.

Signed.....Chairman
Date.....