

DRAFT MINUTES OF THE MEETING OF SUDBROOKE PARISH COUNCIL HELD AT 7.30PM
ON THURSDAY 3 APRIL 2025 IN THE VILLAGE HALL

PRESENT: Councillors Peter Heath (Chairman), Mrs Sandra Clayton, Simon Crampton,
Paul Fido, Mrs Cathryn Nicoll, Bhikhu Mistry
County Councillor Sue Rawlins, Mrs Christine Myers (Clerk), Mrs Bridget Solly (Treasurer)

1 – 25/26 PARISHIONERS ITEMS

Email received from a resident thanking the PC for support with the trees on Manor Drive and stating that the PC costs for maintaining them far exceeded his 'Precept' rates contribution.

2 - 25/26 TO RECEIVE APOLOGIES AND REASON GIVEN

Councillor Mrs Tracey Bowman, reason given accepted.

3 – 25/26 TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEMS ON THE AGENDA

None declared.

4 - 25/26 DRAFT MINUTES OF THE MEETING HELD ON 6 MARCH 2025 TO BE APPROVED
AND SIGNED AS MINUTES

That the minutes be approved unanimously Resolved.

It was noted that Councillor Mrs Cathryn Nicoll's attendance at the February 2025 meeting of the Parish Council had been omitted from the minutes of that meeting.

5 – 25/26 COUNTY COUNCILLOR AND DISTRICT COUNCILLOR REPORTS

CC Sue Rawlins stated that this was her last meeting with Sudbrooke Parish Council as she was not standing for re-election in the May elections. She had handed over outstanding items to the Highways Department as follows:-

A158 Pedestrian Crossing, Millennium Stone drainage, Two Corners passing place, Elm Drive Bus Shelter.

CC Rawlins also added:-

That Devolution was under discussion at the County Council.
That the LCC finances were in very good order.

The Chairman thanked CC Rawlins for her staunch service to the Parish Council.

District Councillor Report – Councillor Velan not present.

6 – 25/26 REPORTS ON MATTERS OUTSTANDING

A Millennium stone lighting/drainage of area around the Stone – LCC Highways had stated that they would not be contributing any costs to the electrical work in connection with the drainage

problem. They would however ensure that agreed works are completed within a reasonable timeframe.

Members agreed that the lights would need removing prior to any works commencing. Councillors Simon Crampton and Paul Fido to obtain prices.

B Stuart Curtis Field – consideration of change of use – Messrs Truelove had stated that they did not agree to a change of use of the Stuart Curtis field to allotments.

Members felt that publicity must be given to residents that the field was available for public use. The Clerk would also offer it to the local Scout groups for any activities.

C Litter Pick – 29th March 2025 – 15 people had turned out on a sunny morning collecting 25 bags of rubbish from around the village.

D Report of meeting with representative of Finding Fitness for completion of Awards for All grant application for additional Play Equipment – The Chairman and Clerk had met with the Director who had offered to assist with the grant application.

i Equipment/quotation for proposed application – Basketball hoop with football goal - £4,750 (for former tennis court), Target Trainer - £7,250 (for former tennis court), Monkey Challenge Climbing Wall (for children's play area) - £7,250, total £19,250.00. If the grant was successful funds would be paid to the Parish Council and these items would be supplied and fitted by Finding Fitness. This was unanimously Resolved.

ii Responses received from residents to suggestion of additional play equipment – 118 'likes' on Facebook, 20 responses by email.

7 – 25/26 NORTHFIELD PARK GARDENING GROUP – REPORT OF MEETING HELD ON 12.3.2025

The Group were working on the garden area now that the weather was improving and a planting plan had been devised.

i Ratification of expenditure for removal of heavy waste - £90.00 – It had transpired that the company quoted to remove the waste would not be able to remove all of it hence the Group requested the approval of the hire of a skip so that all the waste left from last year could be removed. The cost of this would be £255.00 from the Groups funds. Members had no objections to this proposal.

The Treasurer would compile a list of expenditure of the Gardening Group.

ii Request to rename the Group 'Northfield Gardening Group' – There were no objections to this name change.

8 – 25/26 WEST DRIVE – SPEEDING OF TRAFFIC

A resident of West Drive had written to the Parish Council with concerns about motorists driving at inappropriate speeds along West Drive and the ramp where the road joins the track through the woods.

It was agreed that this was a matter which had been raised previously but it was not something that the Parish Council could manage as a traffic speed survey had been carried out by Lincs Road Safety Partnership which had indicated there was not a problem.

9 – 25/26 RECRUITMENT

The Councillors responsible for HR had interviewed for the post of Clerk/RFO and appointed Mrs Louise Clinkscales. The Chairman proposed her appointment, seconded by Councillor Paul Fido and Resolved. Mrs Clinkscales would commence in post on 1st June 2025 with an overlap with the current Clerk and RFO until the end of the month to ensure a smooth transition.

Mrs Christine Myers and Mrs Bridget Solly would terminate employment on 30th June 2025.

10 – 25/26 FINANCE

A To consider adoption of new Financial Regulations – These had been circulated to members prior to the meeting and were explained by the Treasurer in detail. Adjustments were made as appropriate. That these be adopted unanimously Resolved.

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

It was noted that there had been no income from Sudbrooke News advertising since January 2025.

Monies received:

West Lindsey District Council - Parish Precept - £35,700.00

Accounts to be paid 6th February 2025:

Tesco Mobile – PC Mobile Phone bill - £8.09

E.On – Electricity at Millennium stone - £25.00

Cllr Paul Fido – purchase of compost – £72.99

Circle Waste – Skip hire – Net £255.00, VAT £51.00, Gross £306.00

Sudbrooke Village Hall – Hire of hall for interviews March 2025 - £18.00

Sudbrooke Village Hall – Hire of hall for PC meetings April, May, June - £54.00

LALC – Membership fees for year - £314.30

Mrs C Myers – expenses March 2025 - £53.20

Mrs C Myers – refreshments for litter pick - £9.22

Staffing costs to be paid 30th April 2025 - £1217.30

Parish Magazine Printing – April Sudbrooke News - £312.71

Mrs C Myers – No dog signs – SC Field - £4.12

LALC – Recruitment Advert - £75.00 net, £15.00 VAT, £90.00 gross

EKM – play area inspections and new floor on NP unit - £780.00 net, £156.00 VAT £936.00 gross

LALC – website maintenance - £54.00 net, £10.80 VAT, £64.80 gross

Arborez – Tree work - £150.00 net, £30.00 VAT, £180.00 gross

Bank Balances Thursday 3rd April 2025:

Current Account – £38,195.54

Instant Deposit Account (incl. earmarked reserved) – £42,765.58

Fox Covert Account – £2,223.08

Northfield Park Account – £17,900.30

Sportsfield Account – £4,039.55
Total in bank accounts - £105,124.05

C Annual Parish Meeting on 6 May 2025 – To agree sum for refreshments – That the sum of £35 be allowed for refreshments unanimously Resolved. Clerk to arrange/purchase.

11 – 25/26 PLANNING – NEIGHBOURHOOD PLAN REVIEW

Nothing to report, still with Consultant for amendments.

12 – 25/26 CORRESPONDENCE RECEIVED SINCE LAST MEETING *sent to Residents list

7.3.2025 - LALC Weekly News

7.3.2025 - Play Equipment inspections for January and February 2025

10.3.2025 – Police stats for February 2025

10.3.2025 – Survey on draft public rights of way improvement plan

12.3.2025 - Acknowledgement re planning breach

14.3.2025 - Survey on behalf of the LALC Pay, Recruitment and Retention Working Group

**24.3.2025 - LCC Town and Parish Council update*

24.3.2025 – PKF Littlejohn – Audit documents 24/25

13 – 25/26 CLERKS REPORT

The Clerk reported as follows

- That Paediatric pads have been provided by WLDC with the defibrillator
- A 7.5 ton weight limit sign had been requested for Nettleham end of Sudbrooke Lane by Nettleham Parish Council
- Lighting column number 1 Wragby Road has been reported as leaning and not working.
- Planning Breach at Church Court being assessed by WLDC
- That she was seeking prices for insurance from 1st June
- She had attended the WLDC Community meeting at Cherry Willingham Village Hall on Monday 31.3.2025
- That the Council was currently advertising for another member for Co-option and it was hoped that this could take place at the May meeting of the Council.

14 – 25/26 CHAIRMANS REPORT

The Chairman thanked those who had attended the Litter Pick.

He noted that the presence of dog mess in the village was still a problem – it not being picked up by irresponsible owners.

15 – 25/26 DATE OF NEXT MEETINGS TO BE HELD IN THE BRAMHAM LOUNGE, VILLAGE HALL

Annual Parish Meeting – 7.30pm Tuesday 6 May 2025

Annual Parish Council meeting 7.30pm Thursday 8 May 2025

16 – 25/26 CONFIDENTIAL ITEM - TO RESOLVE TO MOVE INTO CLOSED SESSION TO DISCUSS STAFFING MATTERS

This was Resolved unanimously.