

DRAFT MINUTES OF THE MEETING OF SUDBROOKE PARISH COUNCIL HELD AT 7.30PM  
ON THURSDAY 5 JUNE 2025 IN THE BRAMHAM LOUNGE, SUDBROOKE VILLAGE HALL

PRESENT: Councillors Peter Heath (Chairman), Simon Crampton, Mrs Barbara Dowell,  
Paul Fido, Mrs Cathryn Nicoll  
County Councillor Mrs Jane Smith  
Mrs Christine Myers (Clerk), Mrs Bridget Solly (Treasurer), Mrs Louise Clinkscales (Clerk/RFO)

35 – 25/26 PARISHIONERS ITEMS

Permission was asked by a leader of a local Zumba group to hold an occasional class on the multi-purpose sports area as she had done during Covid 19. Members had no objections to this request.

A hedge on Wragby Road was overhanging the footway and a resident had reported that it was difficult to pass. The Clerk was asked to write to the occupiers of the property requesting that the hedge be cut back.

The footpath on Wragby Road had had some patching carried out which appeared to be very inadequate. County Councillor Mrs Jane Smith agreed to take this up with the Highways Department.

36 – 25/26 APOLOGIES

Councillors Mrs Tracey Bowman, Bhikhu Mistry. Reasons given accepted.

It was noted that Councillor Mrs Sandra Clayton had resigned from the Parish Council. WLDC Electoral Registration had been notified.

37 – 25/26 DECLARATIONS OF INTEREST ON ANY ITEMS ON THE AGENDA

Councillor Mrs Cathryn Nicoll declared an interest in any payments to LALC, being a member of the LALC Committee.

38 – 25/26 DRAFT MINUTES OF THE ANNUAL MEETING HELD ON 8 MAY 2025 TO BE  
SIGNED AS MINUTES

That these be signed as minutes unanimously Resolved.

39 – 25/26 COUNTY AND DISTRICT COUNCILLORS REPORTS

No report received from District Councillor

County Councillor Mrs Jane Smith introduced herself as the new County Councillor for the Welton Ward and stated that she hoped that she could be of help to the Parish Council.

The Clerk would furnish Councillor Smith with details of outstanding highway matters requiring attention.

40 – 25/26 REPORT ON MATTERS OUSTANDING - MILLENNIUM STONE LIGHTING/drainage  
of the area around the stone – Councillor Simon Crampton stated that he had nothing further to report.

41 – 25/26 TO CONSIDER INCREASING GRASS CUTTING ON WRAGBY ROAD VERGES TO TEN CUTS PER SEASON

This had been priced by the Contractor as £75 per cut. That one additional cut be made for this year unanimously Resolved. An increase in cuts to be considered at a later date for the next seasons cutting.

42 – 25/26 TO CONSIDER TRIMMING BACK HEDGE AND FOLIAGE ON CHURCH LANE FOR SAFETY TO PEDESTRIANS

A quotation had been received in the sum of £275.00. It was agreed that the trimming of the hedge and around signs be reported on Fix My Street. The cutting of the verge on Church Lane was in the grass cutting schedule and should be dealt with by the contractor.

43 – 25/26 TO CONSIDER TRIMMING TREES ON MANOR DRIVE

Further trees were required to be trimmed on Manor Drive and these to be reported by individuals on Fix My Street

44 – 25/26 TO CONSIDER DONATION OF A CHRISTMAS TREE BY A RESIDENT

A resident had kindly offered a 12ft Christmas tree to the village. It was felt that as the usual height of the tree was 20ft this would not be large enough however it was suggested that the resident offer the tree to the village hall.

45 – 25/26 TO CONSIDER THE PARISH COUNCIL HAVING ITS OWN FACEBOOK PAGE

Councillor Mrs Barbara Dowell outlined the benefits of a facebook page for the Parish Council on the Sudbrooke village group page. It was agreed that both the Clerk and Councillor Mrs Dowell would be Admins. She kindly offered to find out additional information for the next meeting which would include the requirement for a Social Media Policy.

46 – 25/26 NETTLEHAM MEDICAL PRACTICE – CONCERNS BY RESIDENTS NOT BEING ABLE TO ACCESS THE NEW BOOKING SYSTEM

Concern was raised that a number of residents had raised issues having tried to access the new system.

That the Clerk write to the Practice Manager stating that residents had had no notification of the new IT system and that there was difficulty in accessing this unanimously Resolved.

47 - 25/26 TO CONSIDER A REQUEST FROM A RESIDENT FOR A DOG BIN IN THE VICINITY OF THE CEDARS, WEST DRIVE

This request had been made by a resident reporting that a bin was required in that location after coming out of the woods. It was noted that there was likely a cost of £180 for a new bin, less if it could be fitted to an existing post. That an application be made to WLDC for a bin unanimously Resolved.

48 – 25/26 TO CONSIDER EVENTS THAT COULD BE ARRANGED BY THE PARISH COUNCIL

It was reported that the Parish Council had been blocked from holding a Dog Show by the necessity of liability insurance and the requirements of individual pet owners to ensure they have public liability insurance for their pets.

It was noted that two residents were keen to hold events for the community and it was agreed that this could be considered by the Parish Council later in the year.

## 49 – 25/26 FINANCE

### A Audit 2024/25

As the documents had not yet been received back from the Internal Auditor this item was deferred until the next meeting of the Parish Council.

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

Accounts to be paid 5th June 2025

Tesco Mobile – PC Mobile Phone bill - £8.57

E.On – Electricity at Millennium stone - £25.00

LALC – Additional hours for website maintenance – Net £54.00, VAT £10.80, Gross £64.80

LALC – Annual subscription - £457.04

Coral Evans – Wood treatment – Net £66.67, VAT £13.33, Gross £80.00

Mrs C Myers – Expenses May 2025 - £21.10

Mr D Picksley – Management fee – Sudbrooke News £300.00

Ian Moore Contracting – Grass Cutting – Net £782.50, VAT £156.50, Gross £939.00

Mrs C Myers – Microsoft 365 subscription for PC Laptop £84.99

Groundwork UK – repayment of surplus grant £1962.00

Parish Magazine Printing – Printing Sudbrooke News - £312.71

Mrs C Myers – black ink for printer – Net £9.07, VAT £1.82, Gross £10.89

Salaries to be paid 30th June 2025 Total - £2,987.73

That the above payments, either paid or to be paid, proposed by Councillor Paul Fido, seconded by Councillor Peter Heath and Resolved.

### **Bank Balances Thursday 5th June 2025**

Current Account – £7,268.37

Instant Deposit Account - £50,570.68

Instant Deposit Account (which are solely earmarked reserves) – £15,330.00

Fox Covert Account – £2,239.74

Northfield Park Account – £18,037.83

Sportsfield Account – £4,069.82

**Total in bank accounts - £97,516.44**

Precept for this year: £35,700.00

General reserves: £22,139.05

## 50 – 25/26 PLANNING

### A Neighbourhood Plan – Nothing to report

B Application WL/2025/00513 – 17 Parklands Drive – proposed gazebo in rear garden – That the following comments be forwarded to WLDC ‘Whilst the Parish Council has no objections to this application it should be noted that the gazebo is already insitu.

## 51 – 25/26 CORRESPONDENCE RECEIVED SINCE LAST MEETING

*8.5.2025 – Police statistics*

*23.5.2025 - WLDC Parish Newsletter*

*23.5.2025 – LALC Fortnightly newsletter and Training Bulletin*

## 52 – 25/26 CLERKS REPORT

The Clerk reported as follows:-

- That the Grass Cutting contractor had requested that the Parish Council allow him to roll the Stuart Curtis field due to the uneven surface causing problems with his mower. Members agreed that rolling of this field be carried out.
- That the CCTV would be serviced on 6.6.2025.
- That Mrs Coral Evans was arranging for the treating of the wood carvings.
- That West Mercia Rivers Trust were awaiting project funding for further work on the beck.
- A resident had requested that wild flowers be planted in the verge areas that were not cut. Members discussed this and considered that this was not an easy task as the wild flowers required proper planting and maintenance. The Wildflower garden on Scothern Lane had had two settings of wildflowers in previous years and had not been successful.
- The Grounds maintenance contractor had asked if a 3 year contract with him could be considered. Members stated that this would be discussed nearer to the setting of the Precept.
- The date of the Switch on for the Village Christmas tree was agreed as 30<sup>th</sup> November 2025.
- That the delegated duties of former Councillor Mrs Sandra Clayton required to be considered – Sudbrooke News distribution, HR, Village Furniture inspection, Visual weekly play equipment inspections.
- Suggestion by a resident that the tennis court be refurbished. This to be discussed at the July meeting of the Parish Council.

## 53 – 25/26 CHAIRMANS REPORT

The Chairman extended thanks to former Councillor Mrs Sandra Clayton for her work whilst a member of the Council.

## 54 – 25/26 DATE OF NEXT MEETING

3 July 2025, 7.30pm to be held in the Bramham Lounge of Sudbrooke Village Hall.

## 55 – 25/26 TO RESOLVE TO MOVE INTO CLOSED SESSION TO DISCUSS STAFFING MATTERS

This was Resolved.

