

# SUTTERTON PARISH COUNCIL

## MINUTES OF THE MEETING OF SUTTERTON PARISH COUNCIL HELD ON WEDNESDAY 6<sup>th</sup> NOVEMBER 2024 AT 7.00pm IN THE COMMUNITY LOUNGE AT SUTTERTON VILLAGE HALL

**Present:** Cllr D Sands – Chair  
Cllr M Bateman – Vice Chair  
Cllr J Cantwell  
Cllr L Ingham  
Cllr J Maltby  
Cllr K Wood  
Sarah Smith – Clerk

**Apologies:** Cllr J Rushworth  
Cllr V Allen  
Cllr M Brookes – LCC  
Cllr D Brown – BBC

2 Members of the Public attended

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### **181/24. CHAIR’S REMARKS:**

Chair welcomed all to the meeting.

### **182/24. PUBLIC QUESTION TIME:**

A resident from Tower Gardens raised the issue that Gleesons have encroached on to the public footpath which runs from Station Road to Spalding Road. They have also taken some of what appears to be ‘no man’s land’ which some of the residents have been maintaining. Chair explained that on the plans Gleeson’s submitted the public footpath is being re-routed through the new development. The footpath at present is still accessible. Cllr Cantwell explained they have taken as much as they need for which they have permission to do so and the path will be tarmacked from the estate to the footpath. ‘No man’s land’ behind Tower Gardens should not be affected by this. Cllr Cantwell gave his contact details to the resident for them to contact him if need be.

### **183/24. APOLOGIES:**

Apologies were received and accepted from Cllr’s Rushworth and Allen. Apologies were also received from LCC Cllr Brookes and BBC Cllr Brown.

### **184/24. POLICE MATTERS:**

5 crimes were reported in the Sutterton area in August 2024.

[Boston Rural West | Your Area | Lincolnshire Police | Lincolnshire Police \(lincs.police.uk\)](#)

### **185/24. LINCOLNSHIRE COUNTY COUNCIL MATTERS AND BOSTON BOROUGH COUNCIL:**

**Cllr Cantwell gave a report on behalf of Cllr Brookes:**

**Footbridge between Sutterton and Algarkirk** – the bridge over the Three Dams Lane investigation is still ongoing. The highways manager has received a response from the legal team and is now waiting for final comments from the Public Rights of Way team. He is hopeful of a positive outcome from this.

**Bramble Hall Nursery parking issues** – still awaiting photos of the problem to be supplied before the highways manager will consider it.

**Sutterton Roundabout signage** – the highways manager has made a site visit and is of the opinion that the signage, and lining is ok and up to standard. No changes to the signage or lining is recommended. Cllr Cantwell will speak to the resident who raised this and ask

them to keep a tab of how many vehicles are coming the wrong way to build up evidence in order to pursue it further in the future.

**Cllr Cantwell:**

- Submitted questions and motions at the last BBC full council those being;
  1. Street cleaning, between the kerbside and the road could be co-ordinated better with LCC with a clear rota sent to PC's. The Borough said they will work on this.
  2. Motion with respect to winter fuel payments. The council have written to the Chancellor of the Exchequer with respect to vulnerable residents and there is a local awareness campaign which the motion asked for as well so residents will know what they are entitled to apply for.
  3. He also put forward a motion for the council to develop a rural strategy similar in construct to the town centre action plan to start to combat the issues in the rural community borough wide. This was accepted with the amendment that it goes to the full cabinet.
- He is in the process of seeing if Outer Dowsing will fund a meeting of the first History Group for the village to develop a local archive. He will be reaching out to residents to see who would be interested in leading such a group.
- Christmas literature will be delivered to the village shortly. This will have key updates as well as the responsibilities for each council, contact details for the PC's in his ward as well as other useful contacts.
- The litter picking group is going well. 10 people attended the meet in October and 8 bags of rubbish were collected.
- He has spoken to Gleasons Regional Site Manager about the mud path (public footpath from Station Road to Spalding Road). He advised residents to make complaints as well.
- Broken kerb reported down Endeavour Way, the CC have confirmed they will repair this.
- Resident raised overgrown grass near the white fence at the roundabout and asked if this could be cleared and the fences be painted.
- LHP have now set up a major projects unit. They will be looking at the dyke at the back of Stanley Drive and reinforcing this which has been ongoing for over a year. Recently a resident's fence line was damaged and there are concerns there could be the possibility of wider erosion.
- LHP path which runs behind the Lodge in Park Avenue – this was raised about 5 months ago and has been ongoing since. The path has deteriorated in the meantime and 2 slabs have been removed and put in dangerous positions. Twigs and leaves have been left where the slabs were. LHP have confirmed they will be repairing this later this month and have apologised for this taking so long. The BC will be writing a very stern letter stating this is unacceptable and Cllr Cantwell requests the PC do the same and invite a representative from LHP to come and speak about the failings. Sadly, 2 children have had accidents on this footpath. (e-mailed 13/11/24)

Cllr Malby requested that while LCC are looking into the foliage around the white fences can they also be reminded that the white fencing at the bottom of One Way Street on to Station Road is broken. Cllr Cantwell confirmed he would chase this.

**186/24. DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST:**

- To receive Member's declarations of pecuniary or non-pecuniary interest
  - To receive and consider any written requests for dispensation
- Receipts received from the Chair and Cllr Ingham for plants in the village planters. No objections received for these to be paid.
- Cllr Cantwell declared a non-pecuniary interest in Planning.

**187/24. MINUTES AND MATTERS ARISING:**

It was **RESOLVED** that the minutes of the meeting held on Thursday 3<sup>rd</sup> October 2024 are approved as a true record. No matters arising.

**188/24. QUESTIONS FROM THE PUBLIC:**

Answered above.

**189/24. PLANNING:**

To discuss planning applications received.

- **B/24/0396** – Combined concrete hardstanding with brick boundary wall (Works already started) at 2, Marsh Road, Sutterton, Boston PE20 2LR (**received 02/10/24, e-mailed to all 03/10/24, comments due by 08/11/24**)

**No objections – comments submitted 07/11/24**

- **B/24/0395** – Proposed side extension at 19, Blows Lane, Sutterton, Boston, Lincolnshire, PE20 2EQ (**received 03/10/24, e-mailed to all 03/10/24, comments due by 08/11/24**)

**No objections – comments submitted 07/11/24**

The below was a last minute planning application received on the day of the meeting and e-mailed to all 06/11/24

- **B/24/0456** – Land rear of Northorpe House, Wigtoft Road, Sutterton, Boston PE20 2EE, Application under s73 for the Variation of Condition 1 (Approved Plans) of permission B/21/0159 to facilitate changes to the design and layout of Plot 2 to provide more amenity space

**No objections – comments submitted 07/11/24**

**190/24. CLLR CYRIL BAKER:**

Bench quotes were received from Playdale and Glasdon:

**Playdale:**

- Brandrake Seat with delivery and installation £2572.39 +VAT – supply only £432.00 +VAT
- City Seat no arms with delivery and installation £3311.34 +VAT – supply only £1236.00 +VAT

**Glasdon:**

- Countryside Seat £680.48 +VAT
- Phoenix Seat with armrests £645.59 +VAT

On the footpath alongside the church was the most voted location on the FB poll at 67% for suggestions of where to place a bench.

Cllr Cantwell also confirmed that Gleesons are willing to re-name a road on the new estate. It was agreed to postpone the final decision to the next meeting as to whether the PC do one or both options. In the meantime, Cllr Cantwell will ask Gleesons for confirmation of re-naming a road to be given in writing.

If a bench is agreed at the next meeting it was **RESOLVED** to go with the Phoenix Seat with armrests at a cost of £645.59 + VAT due to this being a robust and recycled seat with little maintenance.

**191/24. CORRESPONDENCE RECEIVED:**

To discuss the following:

- a) E-mail received regarding Defibrillator Fund (e-mailed to all 17/10/24)  
London Hearts, on behalf of the Department of Health and Social Care, are offering a £500,000 Community Automated External Defibrillators (AED) Fund, aimed at increasing the availability of defibrillators in public places where they are most needed.

The fund will provide 1,100 new defibrillators and cabinets. To participate, match funding of £750 is required for a defibrillator with an external locked cabinet, or £660 for a defibrillator with an internal cabinet.

Clerk explained that the Pilgrim Heart and Lung Fund (PHLF) also provide Defibrillators and cabinets to the local community without match funding.

Cllr Allen had suggested, via e-mail, the possibility of a defibrillator at the vets.

Cllr Maltby advised the Defib outside Bob's Shop is looking tired.

**Clerk to contact the vets (e-mailed 12/11/24). Cllr Maltby will enquire at the GP surgery.**

**Clerk to contact PHLF with respect to a further defib and enquire about the one at the shop, ? new cabinet (e-mailed 12/11/24)**

- b) Trees in churchyard – one of the trees in the churchyard which has a TPO on is overhanging on to a resident's property. The resident has already been granted permission from Planning for works to be undertaken, have obtained a quote verbally and are requesting the PC to pay for this. Clerk has asked for this quote in writing which is awaited.

It was agreed for the Clerk to obtain further quotes in addition and to take these back to the next meeting.

#### **192/24. HIGHWAY MATTERS:**

**Cllr Ingham** reported the speed sign on Spalding Road is still flashing. Clerk advised she has chased this again with Lincs Road Safety Partnership on the 22<sup>nd</sup> October 2024.

**Cllr Cantwell** reported that the flytipping of tiles in Green Lane across the A17 has now been cleared by the council.

**Chair** reported a dip in the road on Station Road near St Mary's Drive. Cllr Cantwell will take a look at this and report on Fix my Street.

#### **193/24. CEMETARY COMMITTEE:**

The Committee met in October. We are now a member of the Institute of Cemetery and Crematorium Management. A tender has gone out for works to be undertaken in the Cemetery, this being:

- Trees and overgrowth down the left hand side of the cemetery to be taken back 2 metres
- Trees and overgrowth along the back wall of the cemetery to be taken back to the wall and any branches hanging below 2 metres to be cut
- Trees at the front to be trimmed back to the wall.
- All waste to be mulched and left around the edges

The pillbox is being delayed until next year which will be turned into a memorial. Cllr Bateman confirmed the entrance has been boarded up with a sheet of sterling board kindly donated by Broadgate Homes.

The following training has been booked:

- Management and Compliance – Clerk
- Sexton Training – Clerk and Cllr Cantwell
- Establishing and Managing Gardens of Remembrance – Cllr Rushworth

ICCM have been contacted with respect to us hosting Memorial Management training.

They are happy to go ahead with this and aim to have 12-15 people to attend for the course to go ahead.

Cllr Bateman has been nominated to be our representative for ICCM.

#### **194/24. REPORT ON PARISH MATTERS:**

- a) **Zipwire update** – works booked in for an estimated installation date of w/c 25/11/24
- b) **Toddler Swings update** – new seats received and installed

c) **Installation of posts for speed detector signs update** – Lincs Road Safety Partnership chased 15/10/24 – a response is awaited.

**195/24. CHECKLIST FOR RECREATION GROUND:**

Cllr Bateman reported no issues that we are not already aware of.

**196/24. RESILIANCE COMMITTEE:**

Fosdyke have now joined. A letter has gone to all local business and farmers asking for donations. The Jakeman’s Factory have kindly agreed to fund 2 emergency bags for the group. The Emergency Plan is currently being worked on and as a BC on Monday he attended the BC Emergency Planning training. It is hoped the Emergency Plan will be in place by the next AGM, they will have volunteers and are looking to do a recruitment event in January funded by Outer Dowsing.

**197/26. APPROVED CONTRACTORS LIST:**

To discuss setting up a list of approved contractors and policy for the same. Clerk suggested the implementation of a pre-approved contractors list and policy. Local business can be contacted and asked if they would like to be on our list of approved contractors.

**Proposed** by Chair, **Seconded** by Cllr Cantwell it was **RESOLVED** to set up a pre-approved contractors list and policy. **Clerk to action.**

**198/24. FINANCE:**

Payments List - Suttoner Parish Council		Invoices received in October 2024 - approved at meeting 6th November 2024											
Received/Purchased	Payment Date	Payee	Invoice No.	Description	Total	Cash/Debit Card	Check No	Internet Banking	Date	Received From	Details	Invoice No.	Total
03/10/2024	06/11/2024	M&J Firth Landscapes Ltd	41381	Grounds Maintenance	£583.36	I/B			30/10/2024	Algarthick Parish Council	Contribution towards Expert Opinion for Planning Application B/24/0060	2024/10/02	£225.00
07/10/2024	14/10/2024	J&G Planning Consultancy Ltd	20122	Provision of Expert Opinion for Planning Application B/24/0060	£540.00	I/B							
10/10/2024	06/11/2024	Practical Planning Grounds Ltd	3360	Replacement timber posts for Aerial Timber Runway in rec.50% deposit up front	£2,394.50	I/B							
13/10/2023	14/10/2024	HP Instant Ink	DLKCN3094970369	Instant Ink	£5.49	D/D							
15/10/2024	06/11/2024	Suttoner Village Hall Management Trust	307	Hire of Lounge	£65.00	I/B							
16/10/2024	06/11/2024	CCM (Trustee of Cemetery and Crematorium Management)	2855	CCM Corporate Membership for 2024/2025 (for period until 31/03/25)	£42.00	I/B							
17/10/2024	06/11/2024	Wicksteed	82600	Cradle Seat x2 plus chairs for Toddler Swings in Rec	£617.44	I/B							
24/10/2024	24/10/2024	MVIC		PAYE Month, 4, 5 and 6	£367.40	D/D							
28/10/2024	28/10/2024	BEC	40000217	UKAM General Waste Bin - Cemetery	£26.58	D/D							
28/10/2024	28/10/2024	BEC		Wrecker (June 2024)	£247.81	S/O							
28/10/2024	28/10/2024	BEC		Ex 2x60 General Waste Bin - Rec	£38.06	D/D							
28/10/2024	06/11/2024	Mr D Sands		Plants for Village Planters	£18.00	I/B							
31/10/2024	06/11/2024	Cllr L Ingham		Plants for Village Planters	£18.77	I/B				Expenses	Sep-24		
31/10/2024	06/11/2024	Mr Dent		12x60 Bin of Cemetery	£340.00	I/B				Home Office	Included in Clerk's total payment	£27.50	
01/11/2024	06/11/2024	M&J Firth Landscapes Ltd	41885	Grounds Maintenance	£583.36	I/B							
06/11/2024	06/11/2024	Staff costs	2024/11/01	Clerk Salary including Cemetery work & expenses (31-31st October) 47 hours	£299.38	I/B							
				<b>Total Payable</b>	<b>£7,052.80</b>								

It was **RESOLVED** to approve all invoices for payment.

It was **RESOLVED** to approve the bank rec for October 2024.

A response is still awaited to the query raised invoice from the Lincoln Diocesan Trust.

**199/24. CLERK’S REPORT:**

- Correspondence received from Barclays informing us that the interest rate on the Business Account is reducing from 1.5% to 1.4% on the 19<sup>th</sup> December 2024.
- We are still waiting for confirmation from Barclays for the change of signatory to Cllr Allen – Clerk will chase.
- NS&I account – Clerk received correspondence with respect to the signatories and withdrawing monies. Signatories are now the Clerk, Chair (Cllr Sands) and Cllr Allen. Clerk requested to transfer the money in the NS&I account, £3414.47, across to Barclays to make it more manageable as the account is postal only and not available online. The interest rate on the NS&I account is 1%.  
**Proposed** by Cllr Ingham, **Seconded** by Cllr Maltby it was **RESOLVED** for the Clerk to request the money be transferred across to Barclays.

**200/24. FUTURE AGENDA ITEMS:**

No items.

**201/24. NEXT MEETING:**

To confirm the date of the next meeting – **Wednesday 4<sup>th</sup> December 2024 at 7pm in the Community Lounge.** The meeting will be clerked by Maxine Warr in the absence of Sarah.

The meeting closed at 8.04pm.

Signed..... Date.....