# SUTTERTON PARISH COUNCIL

# MINUTES OF THE MEETING OF SUTTERTON PARISH COUNCIL HELD ON WEDNESDAY 3<sup>rd</sup> SEPTEMBER 2025 AT 6.45pm IN THE COMMUNITY LOUNGE AT SUTTERTON VILLAGE HALL

Present: Cllr D Sands – Chair Apologies: Cllr V Allen

Cllr M Bateman – Vice Chair
Cllr L Ingham
Cllr P Lock – LCC

Cllr L Ingham Cllr J Cantwell Cllr K Wood Cllr J Maltby Cllr J Rushworth

**Also Present:** Sarah Smith – Clerk

5 Members of the Public

#### **MOST PLEASING GARDEN COMPETITION:**

Cllr's Ingham and Rushworth rode around the village and picked out 4 winners of who they felt had the most pleasing garden.

1<sup>st</sup> Place: Mr & Mrs Armstrong of Ropers Lane

2<sup>nd</sup> Place: Mrs Stockwell of Stanley Drive

3<sup>rd</sup> Place: Mr & Mrs Ricketts of Rainwalls Lane

4<sup>th</sup> Place: Mr Loveday of Monarchs Road

Well done to all.

5 Members of the public left.

# 141/25. CHAIR'S REMARKS:

Chair welcomed all to the meeting.

# 142/25. PUBLIC QUESTION TIME:

No members of the public attended.

#### **143/25. APOLOGIES:**

Apologies received and accepted from Cllr Allen and Cllr Ellis. Apologies also received from Cllr Lock, LCC.

#### 144/25. POLICE MATTERS:

4 crimes were reported in the Sutterton area in May 2025

10 crimes were reported in the Sutterton area in June 2025

Boston Rural West | Your Area | Lincolnshire Police | Lincolnshire Police (lincs.police.uk)

# 145/25. LINCOLNSHIRE COUNTY COUNCIL MATTERS AND BOSTON BOROUGH COUNCIL:

Cllr Cantwell:

• The pavement on Station Road between St Mary's Drive and Park Avenue has been completed with the help of a volunteer.

- Pavement the other side of St Mary's Drive has been reported on Fix my Street due to the hedge overgrowing which is partly resident owned and partly on land that is not owned by anyone.
- The first meeting for the newly formed History group will be held late September.
- Local government re-organisation is ongoing with deadlines for proposals being November.
- The Police partnership scheme is still ongoing.
- Planning application B/25/0145 on Spalding Road is going to be put forward for approval by the Planning Officer. The Planning Officer has gone a step further with respect to the no left turn sign requested by the PC and secured a condition whereby the sites operating will be required to turn right only.
- A meeting took place with residents of Dowdyke Road on the left side of the A16 towards Spalding who were very unhappy about the road being used as a cut through. This side of Dowdyke Road is being reduced to 30 due to the streetlights and Marsh Road is being put forward for assessment to see if the speed limit can be further reduced.

Cllr Lock via e-mail informed the Cllr's that he will be arranging a meeting with the local Community Safety Officer, Neil Williams and a walk around the Kirton area. Noticing the number of crimes that have increased since the last report he asked if there any types of crime or specific areas we would like discussed. Cllr Cantwell advised that he may be able to attend also and can discuss at that time.

# 146/25. DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTEREST:

- To receive Member's declarations of pecuniary or non-pecuniary interest
  - Cllr Cantwell Algarkirk Parish Councillor
  - Cllr Rushworth Fosdyke Parish Councillor
- To receive and consider any written requests for dispensation
  - Receipts received for £49.67 from Cllr Ingham for the Most Pleasing Garden competition.

It was **RESOLVED** to accept all requests for dispensation.

#### 147/25. MINUTES AND MATTERS ARISING:

It was **RESOLVED** that the minutes of the meeting held on Wednesday 2<sup>nd</sup> July 2025 be approved as a true record.

No matters arising.

#### 148/25. QUESTIONS FROM THE PUBLIC:

No questions

# 149/25. PLANNING:

To discuss planning applications received:

- B/25/0275; Holmlea, 66 Marsh Road, Sutterton, Boston PE20 2LR Proposed rear extension, open front porch canopy, detached double garage and internal alterations
   No objections or comments received comments submitted 04/09/25
- TPO/25/0062; Park Avenue, Sutterton, Boston, PE20 2JJ Tree Preservation Order (Made)

No objections or comments received

• TPO/25/0063; Sutterton Vicarage, Station Road, Sutterton, Boston, PE20 2JH – Tree Preservation Order (Made)

No objections or comments received

• TPO/25/0064; St Marys Churchyard, Station Road, Sutterton, Boston, PE20 2JH – Tree Preservation Order (Made)

No objections or comments received

An extra planning application for TPO was received on 29/08/25. It was agreed to discuss this in the meeting.

• TPO/25/0142; 20, Church Mews, Sutterton, Boston, PE20 2LE – Tree Preservation Order (Made)

No objections or comments received – comments submitted 04/09/25

#### 150/25. CORRESPONDENC/ RECEIVED:

To note the following:

- a) BSH Parish Council Briefing Session 18<sup>th</sup> September 2025 1 representative Cllr Wood volunteered to attend
- b) Councillor Volunteer Scheme

It was suggested that the Bus Shelter on Boston Road could be freshened up and also to clear the overgrowth in the Cemetery.

(Forms completed and e-mailed 04/09/25)

# 151/25. HIGHWAY MATTERS:

To discuss any issues:

• Ongoing – Damaged Sutterton sign on Boston Road

It was **Proposed** by Cllr Sands, **Seconded** by Cllr Rushworth and **RESOLVED** by all to update all 3 signs with a cost of £150.00. LCC have requested to see evidence from the award operators that Sutterton have won first place in one of the qualifying categories. This needs to be supplied for all the dates listed 2001, 2014 and 2019. Clerk to send pictures of the plaques on the wall by the Barometer.

(LCC informed 04/09/25)

• Request for cycle route between Kirton and Sutterton

Response from Highways – they are aware of limited width in some areas between Kirton and Sutterton and works have been proposed by the Footway & Surface Treatments team to address footway level issues along Boston Road near Sutterton. This is currently awaiting formal assessment to determine whether it can be progressed as part of an upcoming highway improvement scheme. With regards to wider improvements and the potential for an upgraded cycleway, possible options will be explored with the Sustainable Travel Officer but they are unable to comment on feasibility or timescales at this stage.

# 152/25. CEMETARY COMMITTEE:

Correspondance has been received from the Diocese with respect to the application for Topple Testing. In order to obtain a Faculty there is a cost of £342.60. Cllr Cantwell requested approval for this cost at the meeting as there is currently no date set for the next Cemetery meeting.

It was **Proposed** by Cllr Maltby, **Seconded** by Cllr Rushworth and **RESOLVED** by all to make the payment of £342.60 for the Faculty.

#### 153/25. REPORT ON PARISH MATTERS:

**Cllr Cantwell**;

- Update White fences on roundabout paint was obtained from one of the Paint Recycling Centres and handed to Thistles.
- Update Village sign on roundabout

Quote received from The Village Sign People for £2148.50 – to gently grit blast to remove the old paint from the aluminium sign and two WI plaques followed by a specialist treatment which ensures that the paint will adhere to the aluminium and then hand painted with topcoats of sign writer's high quality coloured enamel paint. It transpired The Village Sign People also made the sign originally.

Cllr Maltby suggested to put this on hold and look for quotes elsewhere. Cllr Bateman suggested this be added to next year's budget. It was **RESOLVED** for the Cllr's to seek alternative quotes and bring to the next meeting and Clerk to update the Village Sign People.

Update – Trees – Green Lane – reported to National Grid – no further information received St Mary's Drive (fix my street) – ongoing Endeavour Way – not PC responsibility

**Update** – Management of Gleeson's common areas following a meeting with Gleeson's – a meeting is still awaited.

Cllr Ellis: Speed Volunteer Group – deferred to next meeting in Cllr Ellis' absence Cllr Maltby: Sutterton Village Hall

Cllr Maltby suggested a new Working Group be set up to undertake a further consultation with the Village with respect to future facilities for the village. Cllr Maltby to speak to a potential candidate to head a group and update at the next meeting.

#### 154/25. CHECKLIST FOR RECREATION GROUND/CEMETERY:

Cllr Maltby held the checklist for August.

He has mended the water butt in the Cemetery. The nettles and ivy on the wall along the main road and area where the bin is has been sprayed and he is currently re-painting the bench on the roadside.

The Parish noticeboard could do with cleaning. It was requested for Mr Dent to look at this. Cllr Rushworth to hold the checklist for September.

• RoSPA report for the Rec – the report was circulated to all and overall was positive, particularly following the work to the zipwire. Cllr Ingham will pass a copy of the report to Mr Dent to enable him to work through the recommendations.

# 155/25. WALKABOUT - 20th August 2025

- Parish Noticeboard needs cleaning and re-painting/staining
- Water butt in the cemetery this is now fixed
- Flagpole for the flag to be replaced with a new one and to clean the pole Cllr's Bateman and Sands offered to do this
- Bus shelter needs attention this has been suggested through the Cllr Volunteer Scheme
- Flooring under the climbing frame appears to be raised but may be due to the dry weather
- Benches in the Rec the 2 remaining wooden benches are looking past their best to add to the budget for replacement next year

# 156/25. RESILIANCE COMMITTEE:

An event is planned on the 7<sup>th</sup> September at Algarkirk Village Hall. Risk walks will be undertaken for Wigtoft and Bicker and the Emergency Plan will hopefully be sent to the Council for approval by May 2026.

#### 157/25. FINANCE:

Payments List - Sutterton Parish Council		Invoices received in July 2025	- pre-approve	d - for acknowledgment at meeting 3rd September 2025 due to no meeting in Augus							
Outgoings						Cash/Debit Card	Incoming				
						Cheque No					
Received/Purchased	Payment Date	Payee	Invoice No.	Description	Total	Internet Banking	Date	Received From	Details	Invoice No.	Total
02/07/2025	02/07/2025	Post Office		1st Class Stamp - VAT Reclaim	£1.70	D/C	02/07/2025	William Kent Memorials	1x Memorial	2025/06/06	£65.
04/07/2025	04/07/2025	Post Office		1st Class Stamp - Burial form to Registrar's Office	£1.70	D/C	03/07/2025	Carr Funeral Services	1x EROB 2x Interment of ashes	2025/06/04	£900.
	14/07/2025	HP Instant Ink		Instant Ink	£13.49	D/D	08/07/2025	F.E. Addlesee & Son	1x EROB 1x Interment of ashes	2025/06/02	£600.
	24/07/2025	HMRC		PAYE, Month 1 £193.73, Month 2 £207.97, Month 3 £171.27	£572.97	D/D	08/07/2025	F.E. Addlesee & Son	1x EROB 1x burial	2025/06/05	£600.
25/07/2025	25/07/2025	Home Bargains		Diary for Clerk	£1.49	D/C	10/07/2025	HMRC	VAT reclaim		£3,852.
25/07/2025	25/07/2025	B&Q		Paintbrushes	£20.00	D/C	25/07/2025	F.E. Addlesee & Son	1x Interment of ashes	2025/07/02	£150.
	28/07/2025	Staff costs		Litterpicker (July 2025)	£264.55	S/O				Total	£6,167.
	28/07/2025	BBC	40007116	1x 1100l General Waste - Cemetery x9 monthly payments	£52.58	D/D					
	28/07/2025	BBC	40007299	2x 240L General Waste - Rec x9 monthly payments	£44.49	D/D					
02/07/2025	30/07/2025	Malc Firth Landscapes Ltd	IBV-00682	Grounds Maintenance - June 2025	£811.16	I/B					
15/07/2025	30/07/2025	Sutterton Village Hall	129	Hire of Lounge	£105.00	I/B	Expenses	Jul-25			
23/07/2025	30/07/2025	PKF Littlejohn	SB20250127	AGAR for year end 31st March 2025	£252.00	I/B					
28/07/2025	30/07/2025	Staff costs		Clerk Salary including Cemetery work & expenses (1st-25th July 2025) 37.75 hours	£585.51	I/B	Home Office	Included in Clerk's total payment	£27.50		
28/07/2025	30/07/2025	Mr Dent	159	4th cut of Cemetery - old side	£340.00	I/B					
				Total Pavable:	63 066 64			Total Payable:	£27 SO		

Payments List - Sutteron Parish Council											
Outgoings						Cash/Debit Card	Incoming				
						Cheque No					
Received/Purchased	Payment Date		Invoice No.	Description		Internet Banking	Date	Received From	Details	Invoice No.	Total
	14/08/2025	HP Instant Ink		Instant Ink	£13.49	D/D					
09/08/2025	26/08/2025	Wave		Water in Cemetery	£21.01	D/D					
26/08/2025	26/08/2025	Post Office		Book of 8 first class stamps	£13.60	D/C				Total:	:
	28/08/2025	Staff costs		Litterpicker (August 2025)	£264.55	S/O					
	28/08/2025	BBC	40007116	1x 1100l General Waste - Cemetery x9 monthly payments	£52.58	D/D					
	28/08/2025	BBC	40007299	2x 240L General Waste - Rec x9 monthly payments	£44.49	D/D	Expenses	Aug-25			
31/07/2025	03/09/2025	Malc Firth Landscapes Ltd	IBV-01089	Grounds Maintenance - July 2025	£811.16	I/B					
15/08/2025	03/09/2025	RoSPA Play Safety	91618	Annual Inspection	£120.00	I/B	Home Office	Included in Clerk's total payment	£27.50		
28/08/2025		LCC	2004406912	Legal Fees - Village Hall Lease	£28.00	I/B		Total Payable:	£27.50		
28/08/2025	03/09/2025	The Bishop of Lincoln's Regis	Linc F2025/147	Faculty fee for Topple Testing	£342.60	I/B					
28/08/2025		Cllr Ingham		Most Pleasing Garden Competition	£49.67	I/B					
01/09/2025	03/09/2025	Staff costs	2025/09/01	Clerk Salary including Cemetery work & expenses (28th July - 31st August 2025) 40 hours	£562.66	I/B					
02/09/2025	03/09/2025	Mr Dent	180	5th cut of Cemetery - old side plus weedkiller	£360.00	I/B					
				Total Payable:	£2,683.81						
To also include 2x payments to Cllr Sands											
£18.20 for plants from October 2024											
£16.50 for plants from June 2025											
Previously approved for payment but unable to pay due to issues with signatories on account - now resolved											

• It was **Proposed** by Cllr Maltby, **Seconded** by Cllr Cantwell and **RESOLVED** by all to approve all invoices for payment and to approve the bank recs for July and August 2025.

# 158/25. ANNUAL RETURN 2024/2025:

- Conclusion of the AGAR 2024/2025
   The external auditor has signed off the AGAR for 2024/25 and this has been put on the PC website to view. The Notice of Conclusion of Audit has also been placed on the Parish noticeboard and website.
- To agree a length of time to publish the Notice of Conclusion on the noticeboard End of September
- To note IT policy requirement for AGAR 2025/2026

  Clerk explained an IT policy is required for next year's AGAR. Clerk has sourced a policy from LALC and this can be adapted to Sutterton. We are already e-mail and ICO compliant. Clerk noted she currently uses her personal mobile phone for Council work and suggested to come in line with the IT policy for her to have a PC issued mobile phone.

Clerk to look at mobile options

#### 159/25. SUTTERTON PAROCHIAL TRUST

It was **Proposed** by Cllr Wood, **Seconded** by Cllr Bateman and **RESOLVED** by all for Cllr James Cantwell to replace John Thorpe as a Trustee for the Sutterton Parochial Trust

#### 160/25. CLERK'S REPORT:

Further correspondence received from Barclays informing of a further drop in interest rate on the savings account to 1.10% from the  $11^{th}$  November 2025.

It was noted that the signs posts had been cleaned throughout the village and our thanks go to Trident Exterior Cleaning Services for this.

Cllr Sands thanked Cllr Cantwell for getting the signs on the bus shelter removed.

# 161/25. FUTURE AGENDA ITEMS:

**Cllr Ingham** – not for the agenda – grass verges in Park Avenue/Maidens Road – a resident had mentioned that the grass verges do not seem to be cut in the Avenue. Clerk explained she has already raised this with the contractor but will do so again.

**Cllr Cantwell** – not for the agenda – requested a thank you be sent to Mr Gilbert for tidying up the A16/17 roundabout. **Clerk to action** 

**Cllr Maltby** – not for the agenda – residents in the Avenue and Wigtoft Road area have mentioned an issue with rats. Environmental Health have been contacted by residents. **Cllr Sands** – not for the agenda – resident raised a streetlight on Waterbelly Lane was not working – this has now been fixed

# **162/25. NEXT MEETING:**

To confirm the date of the next meeting – Wednesday 1<sup>st</sup> October 2025 at 7.00pm in the Community Lounge.

There being no further business the meeting closed at 8.24	4pm.
Signed	Date