

Minutes of a meeting of Bracebridge Heath Parish Council held remotely using Zoom on 6th October 2020 at 19:30

Present: Cllrs F Adeyemi, C Barr, C Broad, C Callan, J Kilcoyne, S Manders, V Marden, J Moran, K Trought and A Walker

In attendance: District Cllrs Burley and Cawrey, Clerk to Council, Mrs S Knowles. No members of public were present.

PUBLIC PARTICIPATION SESSION

Report from Lincolnshire County Councillor Cawrey – Cllr Cawrey reported on the progress of the eastern bypass construction; Bracebridge Heath site visit with Highways officers in particular to discuss the damaged barrier on London Road/Canwick Avenue.

Q: Cllr Barr asked the purpose of the bridge over the bypass off Bloxholm Lane.

A: Cllr Cawrey explained that this was for cyclists and pedestrians and was part of the commitment for more sustainable living.

Reports from North Kesteven District Councillors Burley, Cawrey & Moran – Cllr Cawrey reported on the updated cycling strategy; community champion awards held online on 7th October 2020; Annual Council meeting and discussion of the electoral review, home finder policy, and COVID support grants.

Cllr Burley reported on a new initiative for long-term empty homes; new paper and card recycling bin coming to homes in North Kesteven in autumn 2021; physical meeting availability at NKDC offices in Sleaford by appointment; 2020 electoral canvas; and an initiative to increase trees.

Cllr Moran had nothing further to report.

Q: Cllr Barr asked whether it was compulsory to have an additional wheelie bin for paper and recycling, particularly if storage was an issues.

A: Cllr Burley explained that bags can be issued if space is a problem. Residents may refuse the additional bin.

Q: Cllr Manders asked whether shredding could be put in the new recycling bin.

A: Cllr Burley explained that shredded paper was not suitable for the machinery at the recycling plant.

Questions / Points raised by residents / members of the public – Nil

PUBLIC COUNCIL SESSION

20120. TO RECEIVE APOLOGIES AND ACCEPT VALID REASONS FOR ABSENCE – It was **RESOLVED:** That apologies for absence from Cllr Hutton be accepted.

It was **RESOLVED:** That apologies for absence from Cllr Smith be accepted.

20121. TO RECEIVE MEMBERS' DECLARATIONS OF DISCLOSABLE PECUNIARY, NON-DISCLOSABLE PECUNIARY OR NON-PECUNIARY INTERESTS IN RELATION TO ANY AGENDA ITEM – Nil

20122. TO CONFIRM THE MINUTES OF THE MEETING - 8TH SEPTEMBER 2020- It was **RESOLVED:** That the minutes of the meeting held on 8th September 2020 be approved and signed as a true record by the chairman.

20123. TO CONSIDER FINANCIAL MATTERS

a. **TO RECEIVE THE CLERK'S REPORT ON PAYMENTS MADE BETWEEN MEETINGS** – It was reported that the following payments were made between meetings:

Cllr Walker left the meeting at 19:49

Payments made between meetings – September 2020				
Payment Date	Method	Payee	Amount (£)	Reference
01/09/2020	DDR	Trade UK Ltd	80.52	Play equipment and allotment maintenance
02/09/2020	DDR	Vodafone Ltd	41.40	Staff mobiles
07/09/2020	DDR	SSE Electric	449.84	Pavilion - electricity
08/09/2020	DDR	Anglian Water	44.90	Library - water
16/09/2020	DDR	EON	752.83	Street lighting – electricity
30/09/2020	DDR	Elliot Group	48.00	Storage container hire
30/09/2020	DDR	Vodafone	37.73	Staff mobiles

Initials.....

b. TO CONSIDER PAYMENT OF ACCOUNTS – The clerk to council presented the accounts for payment.

Payments approved – 06.10.2020				
Payment Date	Method	Payee	Amount (£)	Reference
06/10/2020	Cheque	Bracebridge Heath Cricket Club	500.00	Parish Council grant
07/10/2020	BACS	Reach Publishing Services Limited	360.00	Recruitment advert – Lincolnshire Echo
12/10/2020	BACS	<i>Redacted</i>	320.00	Payment made in error
12/10/2020	BACS	Bracebridge Heath Rainbows	200.00	Parish Council grant
12/10/2020	BACS	EKM Ltd	13399.62	Trim trail
12/10/2020	BACS	E-ON	806.12	Street lighting quarterly maintenance and repairs
12/10/2020	BACS	Ermine Engineering Ltd	30.00	Repair to gym equipment
12/10/2020	BACS	ESPO	12.12	Cleaning materials
12/10/2020	BACS	Glendale Countryside	1213.20	Grass cutting
12/10/2020	BACS	Lincoln Security Ltd	108.00	Urgent repair to pavilion fire doors
12/10/2020	BACS	North Kesteven District Council	119.00	Library rates
12/10/2020	BACS	Playdale Playgrounds Ltd	18.36	Play equipment repair items
12/10/2020	BACS	Play Inspection Company	405.00	Annual play inspections
12/10/2020	BACS	Savills UK	570.50	Allotment rent and easement
12/10/2020	BACS	Shell UK Ltd	9.01	Caretaker - fuel
12/10/2020	BACS	Viking Direct	23.50	Cleaning materials
30/10/2020	BACS	HMRC	1273.92	Tax & NI month 7
30/10/2020	BACS	Lincolnshire Pension Fund	1400.71	Pension contributions
30/10/2020	BACS	Salaries & reimbursements	4796.79	Salaries & reimbursements

It was **RESOLVED: That Council approve the payment of accounts.**

Signatories to sign (either electronically or with wet ink) the payment authorisation sheets as required and return to the clerk.
Online banking authorisations to be carried out by Cllrs Trought and Kilcoyne.

- c. REVIEW AND CONSIDER APPROVAL OF BANK RECONCILIATIONS** – It was **RESOLVED:** That reconciliation of bank statement numbered 304 be approved and signed, the clerk to nominate a councillor to sign on behalf of council.
- d. TO REVIEW BUDGET, INCOME AND EXPENDITURE** – The budget was reviewed. No concerns raised. The clerk requested that outstanding information required by Council’s bank be provided as soon as possible by members.
- e. TO NOTE THE NJC LOCAL GOVERNMENT SERVICE PAY AGREEMENT 2020-2021** – The pay agreement was noted.

20124. TO RECEIVE THE CLERK’S REPORT ON CORRESPONDENCE RECEIVED AND CONSIDER ANY RECOMMENDATIONS –

Correspondence for consideration – items received in September 2020	
Anglian Water pipeline update	NALC
Cllr Overton newsletter	Parish Council website
Energy Saving Network	Parish Online
FOI request	Pavement and road improvements
Grass cutting complaint	Rural Services Network
Highways	Speeding
Household waste recycling	Trees - Grantham Road
LALC	Village Hall
Lincolnshire County Council	YMCA
Lincolnshire Fundraising Portal	Youth Club
Living Wage Foundation	

The clerk gave a verbal report on correspondence received regarding traffic speeds in the village, footway improvements, trees on Grantham Road and a youth club.

Cllr Moran agreed to respond to matters relating to traffic speeds and footway improvements.

Initials.....

20125. TO CONSIDER PARISH COUNCIL STANDING AND SUB-COMMITTEES

a. TO RECEIVE A REPORT AND WHERE NECESSARY, ADOPT THE RESOLUTIONS FROM WITHIN THE MINUTES OF THE FOLLOWING COMMITTEE AND SUBCOMMITTEE MEETINGS –

- i. **Neighbourhood Plan sub-committee – 21st September 2020** – Order of the meeting changed - item discussed after 20125 a iii.
- ii. **Environment committee – 22nd September 2020** – A verbal report was given.

Cllr Adeyemi left and re-joined the meeting four times between 20.10 and 20.16.

- iii. **Amenities committee – 28th September 2020** – Verbal report given.

It was **RESOLVED**: That the recommendation to enable the Finance and Policy committee to consider quotes for the installation and supply of broadband at the pavilion be accepted.

Neighbourhood Plan sub-committee – 21st September 2020 – A verbal report was given. It was noted that the sub-committee would be seeking approval to progress to the Regulation 16 consultation in coming weeks.

- b. TO RECEIVE A REPORT ON DECISIONS MADE USING DELEGATED AUTHORITY** – A written report was received. Delegated authority used to carry out temporary repairs to the pavilion fire doors and to advertise the job vacancy for deputy clerk and facilities manager.
- c. TO REVIEW MEMBERSHIP OF COUNCIL STANDING AND SUB-COMMITTEES** – No changes made.
- d. TO RECEIVE AN UPDATE ON SCHEDULED COMMITTEE MEETINGS –**

Date	Committee
Monday 19 th Oct	Finance & Policy committee
Tuesday 20 th Oct	Environment committee
Monday 16 th Nov	Neighbourhood Plan sub-committee
Tuesday 17 th Nov	Environment committee
Monday 23 rd Nov	Amenities committee

Planning applications discussed at the Environment committee meeting on 22nd September 2020

Removal of public payphone

PCO PCO1 London Road Bracebridge Heath Lincoln Lincolnshire LN4 2LA
Ref. No: 20/0888/PNTEL | Received: Mon 13 Jul 2020 | Validated: Mon 13 Jul 2020 | Status: Registered

Removal of public payphone.

St Johns Road Bracebridge Heath Lincoln Lincolnshire LN4 2PJ
Ref. No: 20/0459/PNTEL | Received: Mon 13 Jul 2020 | Validated: Mon 13 Jul 2020 | Status: Registered

Erection of a garden shed, with a patio and screening (retrospective)

6 Medland Drive Bracebridge Heath Lincoln Lincolnshire LN4 2FS
Ref. No: 20/0981/HOUS | Received: Thu 30 Jul 2020 | Validated: Wed 12 Aug 2020 | Status: Registered

To convert into early years childcare provision, minor internal refurbishments & some external changes relating to turning some of the hard standing into appropriate children's outdoor play area, change of use from Sui Generis to D1.

Police Station London Road Bracebridge Heath Lincoln Lincolnshire LN4 2LA
Ref. No: 20/1221/CCC | Received: Wed 16 Sep 2020 | Validated: Wed 16 Sep 2020 | Status: Registered

Erection of a single storey side extension.

19 Johnson Drive Bracebridge Heath Lincoln Lincolnshire LN4 2LL
Ref. No: 20/1130/HOUS | Received: Thu 27 Aug 2020 | Validated: Fri 04 Sep 2020 | Status: Registered

For discussion – October/November 2020

T1 - T6 Sycamore - reduce height by 3-4m; reduce lateral branches by 2-3m

5, 7 And 9 Salisbury Drive Bracebridge Heath Lincoln Lincolnshire LN4 2SW
Ref. No: 20/1298/TPO | Received: Mon 28 Sep 2020 | Validated: Mon 28 Sep 2020 | Status: Registered

Planning decisions received – September 2020

Proposed single storey rear extension.

10 Canterbury Road Bracebridge Heath Lincoln Lincolnshire LN4 2TD
Ref. No: 20/0700/HOUS | Received: Wed 03 Jun 2020 | Validated: Thu 11 Jun 2020 | Status: Approved

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Removal of public payphone.

St Johns Road Bracebridge Heath Lincoln Lincolnshire LN4 2PJ
Ref. No: 20/0459/PNTEL | Received: Mon 13 Jul 2020 | Validated: Mon 13 Jul 2020 | Status: Agreed

Removal of public payphone

PCO PCO1 London Road Bracebridge Heath Lincoln Lincolnshire LN4 2LA
Ref. No: 20/0888/PNTEL | Received: Mon 13 Jul 2020 | Validated: Mon 13 Jul 2020 | Status: Object

Erection of two storey side and rear extension

1 Heath Road Bracebridge Heath Lincoln Lincolnshire LN4 2PP
Ref. No: 20/0778/HOUS | Received: Wed 24 Jun 2020 | Validated: Thu 09 Jul 2020 | Status: Approved

20126. TO RECEIVE REPORTS FROM COUNCIL REPRESENTATIVES TO OUTSIDE ORGANISATIONS: -

- i. Bracebridge Heath Allotment Holders Association – Cllr Manders – Verbal report given.

Cllr Walker joined the meeting at 20:26

- ii. Bracebridge Heath Cricket Club – Cllr Trought – Verbal report given.
- iii. Bracebridge Heath Neighbourhood Watch – Cllr Smith – Not present.
- iv. Heath U3A – Cllr Callan – Nothing to report.
- v. St John the Evangelist Church – Cllr Kilcoyne – Nothing to report.
- vi. Bracebridge Heath Village Hall Management Committee – No representative

- vii. Cliff Cluster of Parish Councils Leadenham to Bracebridge Heath – Cllrs Manders & Trought – Nothing to report.
- viii. Lincolnshire Association of Local Councils – Cllr Kilcoyne – Verbal report given.

20127. TO CONSIDER COUNCIL APPOINTMENTS TO OUTSIDE ORGANISATIONS - It was agreed that the clerk would contact the Village Hall Management Committee to ask that three representatives from Council are provided to observe meetings in an advisory capacity but not to join as trustees.

20128. TO RECEIVE A REPORT ON COMMUNITY SUPPORT DURING COVID-19 – A verbal report was given.

20129. TO CONSIDER A FORMAL COMPLAINT RECEIVED ABOUT GRASS CUTTING – It was **RESOLVED:** that Council session be suspended to enable Cllr Cawrey to speak.

Council session was suspended at 20:57 and resumed at 21:01

It was agreed that the grass was adequately cut and that the purpose of the highway verge was primarily a matter of safety. It was agreed that the clerk would respond to the complainant with information as discussed and no further action was required.

20130. TO CONSIDER ITEMS FOR INCLUSION ON THE AGENDA FOR THE NEXT MEETING - nil

ITEMS OF A CONFIDENTIAL NATURE TO BE DEBATED IN THE ABSENCE OF THE PRESS AND PUBLIC (COMMERCIALY SENSITIVE). {AS PER THE PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960}

It was **RESOLVED:** That the press and public be excluded from the meeting for the consideration of the following item on the grounds that it involves the likely disclosure of exempt information (commercially sensitive).

Members of the public were excluded from the meeting at 21:05

20131. TO CONSIDER THE REQUEST FOR ACQUISITION OF LAND AT THE RECREATION GROUND – A verbal report was given. It was **RESOLVED:** That Langley’s solicitors be appointed as Council’s legal representative for this matter.

There being no further business the meeting closed at 21:09

Signed _____ Chairman

27 October 2020

Initials.....