

BRACEBRIDGE HEATH PARISH COUNCIL

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2019 - 2020 Annual reports

Bracebridge Heath Parish Council



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Council membership

As always, I start by thanking my colleagues on council for their diligence, dedication and commitment. We have made a transition from one council term of office to the next and each cohort of members contributes in different ways to the management of parish business and the life of this community.

The following members of council retired in May, some of whom had served for a considerable amount of time: Peter Burley, Roy Clements, Gary Fletcher, Pauline Humphrey, Sheila Stamp and Jim Ward. Our thanks go to them all for their service.

We were saddened to learn of the death of Mr Clements in November. Our thoughts and condolences were passed on to family and friends, and I was honoured to contribute to his funeral service.

Nine candidates were nominated for election on May 2nd and elected unopposed. Since then, a number of appointments have been made and all seats are filled.

Councillor	Appointment to council	Resignation	Number of seats filled
Adeyemi, Callan, Hearnshaw, Kilcoyne, Manders, Moran, Smith, Trought, Walker	Term of office began 7 th May 19		9/13
Barr, Marden, Parr	Co-option 4 th June 19		12/13
Hearnshaw		18 th June 19	11/13
Broad	Co-option 2 nd July 19		12/13
Hauton	Co-option 1 st October 19		13/13

Employees

Our four staff continue to work hard to offer a professional service to this community: clerk, assistant clerk, caretaker and facilities cleaner. We are very proud of them all and continue to support them with appropriate training. Our clerk is currently preparing a portfolio for a professional qualification, the Certificate in Local Council Administration.

Executive sub-committee

The Executive sub-committee has met twice to discuss matters relating to staffing.

Committees and sub-committees

Changes were made from May 2019.

- All standing committees closed and were replaced by new committees with redefined terms of reference and schedule of meetings.
- The Neighbourhood Plan sub-committee continued as before. Thanks go to community members who meet with members of council: Mrs Donaldson, Ms Elwood, Mrs Kempton and Dr Kirk.
- The Woodland and Cemetery Development sub-committee was dissolved and transferred responsibility to the Environment committee. Thanks go to Mrs Thomson and Mrs Varlow who served as community members on this sub-committee for several years.

Councillor responsibilities						(C) Chairman (VC) Vice-chairman
Councillor	Committee			Sub-committee		Representative to
	Amenities	Environment	Finance & Policy	Executive	Neighbourhood Plan	
Adeyemi	✓	✓				Bracebridge Heath Village Hall Management Committee
Barr	✓		✓		✓	
Broad	✓					
Callan	✓ (VC)		✓			Heath U3A
Hauton		✓				
Kilcoyne (C)	✓	✓	✓	✓ (C)		<ul style="list-style-type: none"> • Church of St John the Evangelist • Lincolnshire Association of Local Councils
Manders	✓	✓ (C)	✓	✓	✓	<ul style="list-style-type: none"> • Bracebridge Heath Allotment Holders' Association • Cliff Cluster
Marden	✓					
Moran (VC)	✓	✓	✓ (C)	✓ (VC)		
Parr	✓		✓ (VC)	✓		
Smith	✓	✓				Bracebridge Heath Neighbourhood Watch
Trought	✓ (C)	✓ (VC)		✓	✓	<ul style="list-style-type: none"> • Bracebridge Heath Cricket Club • Cliff Cluster
Walker		✓	✓		✓ (C)	

Meetings held 1st March – 30 th April 2019		
Whole Council	Annual Parish Meeting	1
	Full Council	2
Standing committees	Finance and General Purposes	2
	Planning Lighting & Roads	2
	Playing Fields, Allotments & Open Spaces	1
Sub-committees	Neighbourhood Plan	2
	Woodland and Cemetery Development	1

Meetings held 1 st May 2019 – 29 th February 2020		
Whole Council	Full Council	9
Standing committees	Finance and Policy	3
	Environment	9
	Amenities	4
Sub-committees	Neighbourhood Plan	6
	Executive	2

A full breakdown of activities from each committee and sub-committee will be made as part of this annual report. The change in terms of reference, schedule and responsibilities has been interesting and we continue to review how effectively this allows us to manage council business.

Attendance at council meetings 2019-2020						
Member	Summonses to meetings	Meetings attended	Meetings for which apologies were received & accepted	Meetings for which apologies were not received or accepted	Meetings attended as an observer	% attendance
Cllr F Adeyemi	23	20	1	2	1	87.0%
Cllr C Barr	24	21	3		1	83.3%
Cllr C Broad	11	7	4		1	63.6%
Cllr C Callan	21	21			1	100%
Cllr L Hauton	8	6	2		2	75.0%
Cllr J Kilcoyne	27	27				100%
Cllr S Manders	33	33				100%
Cllr V Marden	15	12	3			73.3%
Cllr J Moran	27	26	1		1	96.3%
Cllr D Parr	19	16	2	1	2	79.0%
Cllr A Smith	23	18	3	2		78.3%
Cllr K Trought	29	29			1	100%
Cllr A Walker	31	22	9			71.0%

Continuing professional development

All employees and members of Council are encouraged to attend training courses. Parish Council continues to subscribe to the Lincolnshire Association of Local Council's training programme which provides a wide range of courses available to all members and staff for a reasonable cost.

Courses attended 2019-2020			
20/03/2019	Cllr Manders, Mrs Knowles	Financial Management	LALC
22/05/2019	Cllr Callan	Community consultation, identifying funding & bid writing	LALC
05/06/2019	Mrs Fraser, Mr Wordley	Play area inspections	LALC
10/06/2019	Mrs Fraser	Library refresher training	GLL
24/06/2019	Cllr Barr	New Councillor Training	LALC
25/06/2019	Mrs Knowles	Library refresher training	GLL
04/07/2019	Cllrs Adeyemi, Callan, Kilcoyne, Manders, Trought	LALC Networking day	LALC
11/07/2019	Cllr Callan	Chair & Clerk training	LALC
16/07/2019	Cllrs Adeyemi, Marden, Smith	New Councillor Training	LALC
17/07/2019	Cllr Parr	Risk Management	LALC
18/07/2019	Cllr Kilcoyne, Mrs Knowles	Code of Conduct Training	NKDC
22/07/2019	Cllrs Kilcoyne, Moran, Parr, Mrs Knowles	Electoral review briefing	NKDC
18/09/2019	Cllrs Adeyemi, Barr, Callan, Manders, Marden, Moran, Parr, Trought	Councillors Training Day	LALC
24/09/2018	Cllr Parr	Freedom of Information	LALC
09/10/2019	Mrs Knowles	Introduction to CILCA	LALC
07/11/2019, 21/11/2019	Mrs Knowles	CILCA training day	LALC
13/11/2019	Cllrs Barr, Callan	Financial Management	LALC
13/11/2019	Cllr Callan	Agendas/Meetings/Minutes	LALC
06/02/2020	Cllrs Callan, Moran	Planning	LALC
12/02/2020	Cllr Moran	Councillors Training Day	LALC
26/02/2020	Cllrs Callan, Moran	Employment Law, Resolving Conflict & Code of Conduct	LALC
27/02/2020	Cllr Moran	Chairman & Clerk	LALC

Planned training sessions			
05/03/2020	Cllrs Manders, Moran	Financial Management	LALC
24/03/2020	Cllrs Moran, Parr	First aid at work	LALC
25/03/2020	Mrs Fraser, Mrs Knowles	Clerks Training Day	LALC
07/04/2020	Mrs Knowles	Appraisals workshop	LALC
23/04/2020	Cllrs Callan, Moran, Parr	Emergency Planning	LALC
23/04/2020	Cllr Callan	Prevent	LALC
29/04/2020	Cllr Hauton	Councillors Training Day	LALC
20/05/2020	Cllrs Callan, Moran	Councils Powers and Procedures	LALC
06/05/2020	Cllr Moran	VAT/HMRC updates	LALC
06/05/2020	Cllr Moran	Financial Responsibilities for Councils	LALC
10/06/2020	Cllrs Callan, Moran	Play Areas	LALC
10/06/2020	Cllrs Callan, Moran	Risk Management	LALC
24/06/2020	Cllrs Callan, Moran	Health & Safety / Fire Safety	LALC
08/07/2020	Cllrs Manders, Moran	Funding	LALC
16/09/2020	Cllrs Callan, Manders, Marden, Moran	Charity Law	LALC
tbc	Mrs R Fraser	Allotment training	LALC

Communication with the village

Heathcliff View continues to include news from Bracebridge Heath Parish Council every month to each household in the village. Parish News includes council information to subscribers each month and to every house in December. The Parish information sheet, previously distributed in December, is now delivered to coincide with the civic year in May. Parish Council maintains 10 noticeboards across the village.

Council members attend many village meetings and gatherings throughout the year and have consulted on our neighbourhood plan and other matters. A well-attended showcase was held in conjunction with village organisations across two weekends in September at the Village Hall and Pavilion.

Bracebridge Heath Parish Council has four active presences on Facebook:

	Format	Membership
Bracebridge Heath Parish Council	open group	1852 members
Bracebridge Heath Neighbourhood Planning Group	open group	190 members
Bracebridge Heath Community Library	page	264 followers
Bracebridge Heath Parish Council	page	237 followers

Parish Council information can be found at <http://parishes.lincolnshire.gov.uk/BracebridgeHeath/>
Please be aware that changes will be made to the council website across the next six months as council transfers from one system to another. Full details will be shared as they become available.

The Neighbourhood Plan sub-committee has an additional website at <https://ilovebbh.com/>

PC Hanson

Our thanks for his service and best wishes for his retirement were sent to PC Hanson who had been Community Beat Manager in this village for many years.

Christmas tree

As in recent years, the tree was placed on the corner of Grantham Road and Bentley Drive. A ceremony to light the tree was held with Rev Jacqueline Bell from the Church of St John the Evangelist.

Remembrance Service

We have built on the experience of 2018 to organise this event efficiently. Thanks go to Cllr Parr for leading the training of stewards in advance and for managing road closures on the day, to all the volunteer stewards who stepped forward from the community, to Reverend Jacqueline Bell and her colleagues at the Church of St John the Evangelist, to Bracebridge Heath Women's Institute for arranging refreshments, and to our uniformed youth organisations for their participation at the Church and war memorial.

Best Kept Village

Bracebridge Heath entered again in 2019 with feedback received. Thanks go to everyone who has assisted in keeping the village looking good. Council will continue to enter the competition each year.

VE Day event

Plans are underway for an event to be held at the recreation ground on the bank holiday, 8th May, to commemorate the 75th anniversary of VE day.

Library

Management of library facilities continues in partnership with Greenwich Leisure Limited who have further improvements planned to the service offered throughout the whole of Lincolnshire.

Congratulations and thanks go to our library volunteers who were recognised as Community Champions in the NKDC Awards. Their contribution is much valued by Council and by library users within the community.

Building development

Plans for redevelopment of the Pavilion and Village Hall are currently on hold following the collapse of Simons Group, the designers with whom we have been working. Council has also been exploring options relating to the closure of the former Bracebridge Heath Police Station building.

Grass verge cutting

Grass cutting in public areas of the village is the responsibility of several different organisations. All grass verges are owned by Lincolnshire County Council but some of these verges have been cut by LCC and some by North Kesteven District Council. Some public open space is the responsibility of NKDC. Other public open space including the recreation ground and burial ground are cut by Bracebridge Heath Parish Council.

Parish Council entered into an agreement with LCC to cut grass verges within the parish for twelve months from April 2019. Contractors carried out seven cuts per year, five more than the current position with LCC, at an additional cost to Parish Council.

From 2020, NKDC have decided not to continue their own agreement to cut verges on behalf of LCC. These verges have now been incorporated into the parish agreement with LCC.

		Responsible authority	Situation up to 2019	Situation 2019-2020	Situation 2020-2021
1	Grounds maintenance of <ul style="list-style-type: none"> Recreation ground & burial ground Red Hall Lane Grantham Road play area Village hall St John's Square (half) 	Parish Council	Three-year contract in place 2017-2020		Three-year contract agreed for grounds maintenance 2020-2023
2	Some verges and other grassed areas alongside roads.	Lincolnshire County Council	Verges cut by contractors on behalf of LCC	Parish agreement in place and verges cut by contractors on behalf of parish council	Parish agreement with LCC to be continued. One-year contract agreed for cutting on behalf of parish council to include areas formerly cut by NKDC.
3	Verges and other grassed areas alongside roads cut on behalf of Lincolnshire County Council	North Kesteven District Council	Verges cut by contractors on behalf of NKDC		

There are in addition some further areas of the village subject to different arrangements. Some land belongs to North Kesteven District Council. Some land still belongs to developers. Our understanding is that maintenance of these will continue as before but we have asked for clarification.

		Responsible authority	As we understand the situation
4	Grassed areas including <ul style="list-style-type: none"> Lancia Green Meadow Way St John's Square (half) 	North Kesteven District Council	Verges cut by contractors on behalf of NKDC
5	Grassed areas including <ul style="list-style-type: none"> Stane Drive Hadrian's Road 	David Wilson Homes	Cut by contractor on behalf of David Wilson Homes
6	Grassed area off Rochester Close	Linden Homes (formerly Stamford Homes)	Cut by contractor on behalf of Linden Homes

The situation has historically been quite complicated and comments have had to be directed one of several ways. We hope this should now be simplified as far as residents are concerned. Most comments regarding grass cutting can be sent to the parish clerk.

We are aware that complaints have been made in past years about the quality and frequency of the verge cuts. The parish agreement of 2019-2020 saw an increase in frequency of cuts and brought not a single complaint to our notice. There is a cost to council for this increased service and the additional grass cutting formerly done by NKDC. We believe that this is justified by the level of satisfaction achieved and the improvement in the appearance of the village.

Precept

Bracebridge Heath Parish Council has requested an increase in the precept for 2020- 2021 of 3.16%. For a Band D household, this works out at an additional £2.26 per year or 19p per month or 4.3p per week. A Band D household will pay £73.86 across the year.

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Expenses	£101,737.55	£109,241.64	£120,264.06	£151,326.00	£157,189.41
Projected income from other sources	£13,220.84	£12,905.27	£12,880.27	£15,115.77	£17,094.20
Redistributed grant via NKDC	£1,968.49	£1,968.49	£499.60	Nil	Nil
PRECEPT (Net Budget Requirement)	£ 86,548.22	£95,273.00	£106,884.19	£136,210.23	£140,095.21
Band 'D' equivalent	£47.92	£51.36	£57.12	£71.60	£73.86
Increase on previous year	2.13% £1	7.18% £3.44	11.21% £5.76	25.36% £14.48	3.16% £2.26

A number of additional factors have contributed to the increase for 2020-2021. These include:

- Grass cutting costs;
- Planned replacement of old lamp standards;
- Staffing and training.

It is acknowledged that the precept has risen each year. Bracebridge Heath Parish Council still continues to set a low precept compared with neighbouring villages and communities of a similar size within North Kesteven.

Grounds maintenance and grass cutting

Last year Parish Council accepted the Parish Agreement with Lincolnshire County Council for the cutting of grass verges in the village. Following complaints and reports about the frequency of cuts in the previous year, Council agreed to increase the number of cuts from the safety minimum of 3 to 7 per year. This was a successful service and parishioners seem to be satisfied with the appearance of the verges. The Parish Agreement has been signed again for 2020-2021 and verges will be cut 7 times between April and September.

The committee also looks after the grounds' maintenance contract for Parish Council owned areas of land. This year, the committee were required to set a specification for a new 3-year contract which has now been awarded.

Following concerns from members of the public the committee agreed the use of herbicides only in some areas of the village including play areas. It was agreed that the 'hump' at the recreation ground would be left wild and Council would look at the use of seed bombs to encourage insects and bees.

Redevelopment of the Pavilion and Village Hall

The committee were tasked with moving forward the plans for redevelopment of the village hall and Pavilion. The committee agreed that a full consultation was required to seek the views of the community about the scale and suitability of the plans.



Two consultation events were held in September at the Village Hall and Pavilion where the plans were displayed and Council members discussed ideas and concerns with members of the public.

The events were combined with a village showcase and the opportunity to display and attend was opened up to village organisations. There was a good response to these events and the committee are now looking to evaluate the responses and determine the next steps for the redevelopment.

*Plans for the Pavilion, Village Showcase
Village Hall, 7th September 2019*

Play parks

Council has play parks at Grantham Road, Stane Drive and the recreation ground. A number of damaged items have been repaired and replaced in the parks throughout the year. Items are often damaged as a result of vandalism. Council continues to work alongside the police in reporting and monitoring these incidents.

Following the annual inspection report for our parks, Council has agreed to replace the trim trail at the Grantham Road park. This will be installed later this year.

Recreation ground

Following removal of CCTV columns at the recreation ground for safety reasons, the committee has been working on a specification for CCTV. Quotes are being obtained to supply and install CCTV in this area and it is hoped that this will be concluded later this year.

The committee reviewed hire charges for the football pitches, changing rooms and Pavilion this year. All up to date pricing can be found on the Parish Council website.

The committee also discussed the issue of dog fouling. Council often receives reports of dog fouling throughout the village. There are however, a number of problem areas including Red Hall Farm Lane and the recreation ground. Whilst, the Council already has an environment warden, the committee agreed that increased presence may act as a deterrent for dog fouling. The committee agreed to advertise the role of environment warden as a voluntary position within the village. All training would be provided by NKDC.

This committee has a membership of eight councillors and it has met twelve times since the last Annual Parish Meeting. This is a new committee which encompasses the work previously carried out by the Planning, Lighting and Roads Committee, the Woodland and Cemetery Development sub-committee and a few items from other committees which fit more naturally within the Terms of Reference for this committee.

Areas covered by this committee:

Street lighting electricity ^{**,*}	Bus Shelters
Street lighting repairs and renewals ^{**,*}	Noticeboards
Events	Dog and litter bins
Neighbourhood Plan	Defibrillators
Grounds maintenance (burial ground and woodland)	Red Hall Farm Lane

*** Bracebridge Heath Parish Council owns the street lighting in the older areas of the village but not the Sycamore Grove and St John's estates. These and the main roads are owned by Lincolnshire County Council.*

This year (April 2019 to March 2020) the committee had a budget of £14,300. A budget overspend is expected depending on street lighting repairs, the need to replace lighting columns and the cost of VE day event, which was not budgeted for in the 2019-2020 precept.

The Neighbourhood Plan sub-committee also reports back to this committee. A separate report has been produced for that sub-committee.

Planning

The Parish Council is a statutory consultee for planning applications within the parish boundary. It can comment on, object or support an application but it does not have the power to grant or refuse applications. All the comments the committee submit have to be in line national planning considerations (material considerations) and the Central Lincolnshire Local Plan. Hopefully before 2021, we will also be considering whether any planning applications are in line with the policies within the Bracebridge Heath Neighbourhood Plan.

A list of planning objection criteria (material considerations) can be found at https://www.planningportal.co.uk/faqs/faq/4/what_are_material_considerations

The number of planning applications we have considered this year is roughly the same as last year Forty-five at the time of writing. However, their complexity and the size of developments has increased considerably. Some of the domestic property extensions involved the demolition of existing extensions or outbuildings. In addition, there have been meetings with developers, and requests to NKDC for information on developments or enforcement of planning conditions. Council have been invited to speak for three minutes on two occasions at the NKDC Planning Committee meetings. These offers were taken up and we have spoken about our objections at NKDC planning committee meetings.

The table below gives a summary of the planning applications for the year March 2019 -2020

Planning Applications	Applications and other planning items	Applications where comments or objections were submitted to NKDC
Applications involving Listed buildings	6	2
Domestic Property – one storey extension	10	5
Domestic Property – two storey extension	4	1
Domestic Property – other e.g. garage, dropped curbs	2	2
Domestic Property – New build within curtilage of previous development	4	4
Business, Commercial or Industrial Properties	4	4
Requests for work on or removal of trees with tree preservation orders or removal of hedging	8	6
Phone Boxes	2	2
Linden Development	2	2
450 property development to North of Canwick Avenue	1	1
1256 property development by Church Commissioners on Sleaford Road	2	2
Total	45	31

The length of the comments submitted per application has varied greatly from a few sentences to eight pages of A4.

The table below shows other planning activities involving Environment committee councillors.

Other planning activities	Number of meetings attended
Speaking at NKDC planning meetings on planning applications	2
Meetings with developers	3
Requests for enforcement or information from the planning authority	4
Total	9

Committee members are expected to carefully look at all the plans, and associated documents, including comments made on the NKDC planning online website for each planning application before meetings. The amount of documentation for each application varies greatly from around 10 pages to nearly 2000 pages depending on the size of the development. Each application is thoroughly discussed in the meeting before a decision is made on whether to send comments to NKDC and what those comments are. Any objections are evidenced against national and local planning conditions.

All Council members were summoned to meetings of the Environment committee to discuss planning applications for land north of Canwick Avenue (16/1564/OUT) and land off Sleaford Road (20/0057/OUT).

Street naming

This committee was invited to review proposed street names for the new roads in the Linden development off Westminster Drive. This committee decided that the names that were suggested were not suitable and gave several alternative names for the roads. The committee chose names associated with places that have Abbeys, so as to be distinct from the Cathedrals names of the neighbouring estate.

Along with the continuation of Westminster Drive the new street names are Shrewsbury Road, Whitby Close and Hexham Way.

Street lighting

Several of our concrete street lighting columns are getting to an age where they will need replacing. A decision has been taken that when this happens the new lighting units will be the more efficient LED

units, which also have less upward light pollution. This will be a rolling programme and will take several years to complete.

Highways and roads

After many years of persistence by the council and our County Councillor Lindsey Cawrey, Lincolnshire County Council has finally repaired and resurfaced St John's Road. It was previously reported that a traffic survey would be carried out on the short cut through Broadway / St John's Road from the A15 to the A607. This was to measure changes in traffic before and after the bypass was completed. It is understood that this survey has been completed but the results have not been shared

Council is aware of issues with other roads in the village including potholes and sunken drains and manholes. Council appreciates the effort of parishioners in reporting these matters to the relevant authority via the dedicated reporting sites. There are an increasing number of roads within the parish that have not been adopted by Lincolnshire County Council. Repair and maintenance will be the responsibility of the householders along those roads. Please ensure that you are aware of the status of your road.

Red Hall Farm Lane is an un-adopted road owned by the Parish Council. Although surfaced for the convenience of users it does not have any curbs or drainage channels along its length. The grass verges also belong to and are maintained by the Parish Council as part of the grass cutting program. We continue to have issues with dog fouling along the lane and have increased signage and patrols from the Environment warden to combat this.

Notice boards and bus shelters

The Parish Council owns a number of notice boards throughout the village. The official noticeboard for Council notices is outside St John's Church.

This year we commissioned an asbestos survey of all our bus shelters to ensure that they are being managed appropriately. Bus shelters are regularly inspected to ensure they are clean and in a good condition. The committee is aware of requests for the installation of a bus shelter next to the Hospital Cottages on London Road. The Council will consider this request again once the final section of the Woodland Walk is transferred into Council's ownership following completion of the St John's hospital development.

St John's Hospital Cemetery and the woodland walk

This year Councillor Sue Manders has completed transcribing 2418 names of those buried in the graveyard between 1857 to 1888 and 1920 to 1957. The burial book for 1888 to 1920 is missing so at present over 1000 names cannot be transcribed. If anyone knows where this book is or where a copy can be found please get in touch with the parish clerk. Copies of the transcribed names will be made available in the library and St John's church in the near future along with an accompanying booklet showing the layout of the cemetery.

It has been agreed that signage will also be put up at the entrances to the cemetery, to remind people that it is an area to be respected as a consecrated burial ground.

This year £6925.00 has been spent on the maintenance of trees within the Woodland Walk, Cemetery and land between the Homestead and Hospital Cottages. The original beech trees are now around 150 years old although other trees and self-sets have been added since then. A survey of the trees was undertaken and it was found that a number of trees required some work to keep them sound. Unfortunately, a few trees had to be felled as they were diseased including trees suffering Ash dieback. Replacement trees have been planted in line with the permission given by NKDC. Council monitors the trees in the woodland walk and commissions a tree survey by a qualified Arboriculturalist every 3 years to monitor the health of the trees.



During July 2019, Council hosted a National Citizen Service (NCS) Social Action group who worked on a project in our woodland walk. The group of volunteers, aged between 15 and 17 years old, worked on a section of the woodland walk. They cleared the weeds, designed the area, bedded new plants and installed a bench. The group raised all funds to purchase the items and carry out the work themselves. Council is very proud to have hosted a polite and hard-working group of young people for two weeks. We thank them for their time and effort in creating a great space for the community.

Heritage Trails

The first of four heritage trails has been completed and trialled. This heritage trail is to the east of the A15 and involves the old St John's Hospital and its grounds. Once amendments have been made it will be freely available for the public.

Fields in Trust and Tree Charter

Fields in Trust is an organisation that helps protect open spaces so that they cannot be sold in the future and built on. (Further information: www.fieldsintrust.org/protect). Council has taken the decision to protect as many of our open spaces as it can. This is an ongoing process and will take time to complete.

Council has also decided to sign the Tree Charter. (Further Information: www.treecharter.uk) We are looking at ways of increasing the number of trees in and around our village and parish. If you are aware of any areas where we can plant new trees then please contact our parish clerk. Along with this we are looking at means of increasing the number of bird, insect and bat boxes that are available for wildlife.

Events

This committee is responsible for several annual events such as organising the Remembrance Day road closures and the provision of a Christmas tree. Our thanks go to all the volunteers who help out on these occasions without whom these events could not take place.

This year there will be an additional event. VE Day 75 celebrations will be held on the 8th May. There is a small working party organising the day's events. Our thanks must go to them for all the work they are putting into this event to ensure it will be a success. The event will be held on the recreation ground and will run from 12 noon till 8pm. There is a complete programme of musical entertainment throughout the day, activities for the children such as a climbing wall and bouncy castle. Food and drink vendors will be there along with a variety of other stalls. There will be a raffle and tickets are on sale now. All profits will be donated to the Air Ambulance and SSAFA. Please put the date in your diaries; it will be a good day out come rain or shine. Nearer the day we will be asking for volunteers to help out for an hour or two during the day. Further information will be available nearer the day.

The Finance and Policy, formerly the Finance and General Purposes committee is tasked with a number of key areas of Council business, primarily the control of finances, budget and precept recommendations and policy review, alongside broad council policy scrutiny, awarding grants and communication.

Key decisions within this year include the agreement of the Library Lease with Lincolnshire County Council, a number of grant awards to local community groups, regular monitoring of the budget and setting the precept alongside other committees and Council. The Standing Orders, or rules of the Council were updated to be in line with the national Model Orders, and work has begun to improve the corporate image of the Council as well as its transparency and ease of access to Parishioners.

In terms of finance and investment, the Council is aiming towards an increase in infrastructure and service delivery, hoping to improve existing assets, increase usage and capability as well as opening up the discussion as to what Parishioners want to see done locally, and managing the Council finances in such a way to provide these local desires and wants, as well as looking beyond our scope in order to provide the amenities for community involvement and cohesion from and with other bodies.

With subtle changes between the Finance and General Purposes and Finance and Policy committee's remit, the bulk of the work of the committee has gone unchanged and all matters of financial and regulatory overview, management and scrutiny have continued and strengthened in the year. Council finance and budgeting is robust, policies updated regularly where necessary and I look forward to coming years to aid in improving these areas further.

Over the last 12 months, the Neighbourhood Plan has been developed from a basic set of policies into a formal plan ready for consultation. The draft document has been shared with North Kesteven District Council's joint planning unit for review a number of times. After a few constructive meetings, the plan has now undergone the Strategic Environmental Assessment.

The Neighbourhood Plan sub-committee has met formally 8 times between 1st March 2019 and 29th February 2020. Members of the sub-committee have also met informally on numerous occasions to develop individual policies and put together the required information.

A number of informal consultation events have been held throughout the year. This includes a presence at the Summer and Christmas fayres hosted by St John's Primary Academy, attendance at both Village Showcase events and regular attendance at the coffee mornings hosted by the Church of St John the Evangelist. These village events have been an extremely useful way for the sub-committee to maintain a dialogue with the community about the development of the Plan. As well as a visual presence in the village, the sub-committee has provided regular updates through social media and the Heath Cliff magazine.

Most recently, the sub-committee have begun the statutory six-week consultation required to meet Regulation 14 of the Neighbourhood Planning (General) Regulations 2012. This is an important stage in the process of developing a Neighbourhood Plan as it is the final formal consultation process with residents, local businesses and other statutory bodies.

The consultation process is being held between 22nd January 2020 to 8th March 2020. Comments and views can be given in various ways including by completion of an online or paper consultation survey or emailed directly to the clerk to council. The sub-committee welcomes everybody's views on the document and hopes to be able to summarise comments received in the coming months.

The next steps for the sub-committee are to:

- summarise the comments received;
- produce a Basic Conditions Statement to state how the Plan meets the requirements of the National Planning Policy Framework, Central Lincolnshire Local Plan and other relevant planning documentation; and
- make arrangements with North Kesteven District Council for a referendum on the Plan.

Thanks, as always, go to sub-committee members who have committed a lot of time and effort in getting the Plan to this stage.

Appendix A - Budget summary 2016 – 2021

Bracebridge Heath Parish Council Budget Summary 2016-2021						
	2016/2017	2017/2018	2018/2019	Committee	2019/2020	2020/2021
Planning, Lighting and Roads	Budget	Budget	Budget	Environment committee	Budget	Budget
Electricity	£7,200.00	£5,582.09	£5,582.09	Streetlighting electricity	£7,500.00	£7,774.00
New Standards	£2,580.00	£2,580.00	£2,580.00	Streetlighting repairs & renewals	£4,000.00	£6,923.00
Bus Shelters	£1,000.00	£1,000.00	£1,000.00	Bus shelters	£250.00	£300.00
Notice Boards	-	£0.00	£0.00	Noticeboards	£250.00	£150.00
				Dog & litter bins	£500.00	£500.00
				Events	£800.00	£1,500.00
				Neighbourhood Plan	-	£0.00
				Grounds maintenance (burial ground & woodland)	-	£2,500.00
				Defibrillators	£1,000.00	£100.00
				Red Hall Farm Lane	£0.00	£0.00
Committee total	£10,780.00	£9,162.09	£9,162.09		£14,300.00	£19,747.00
Playing Fields, Allotments & Open Spaces	Budget	Budget	Budget	Amenities committee	Budget	Budget
Repairs/New Equipment	£4,000.00	£4,000.00	£4,000.00	Play equipment & repairs	£10,000.00	£4,000.00
Grass Cutting / Grounds	£7,080.00	£10,962.50	£10,962.50	Grass cutting	£7,959.00	£11,900.00
Allotments	£1,151.00	£1,151.00	£1,151.00	Grounds maintenance	£2,500.00	£2,000.00
Dog Bins	£500.00	£500.00	£0.00	Allotments	£1,100.00	£1,500.00
Litter Bins	£500.00	£500.00	£500.00	Recreation ground	£6,500.00	£8,717.00
Recreation Ground	£4,054.00	£3,512.00	£5,000.00	Bowling green	£1,000.00	£0.00
Bowling Green	£1,000.00	£1,000.00	£1,000.00	Village hall repairs	£5,000.00	£0.00
				Community library	£5,167.00	£5,167.00
				Library refurbishment	£0.00	£0.00
				Community building redevelopment	-	£5,000.00
Committee total	£18,285.00	£21,625.50	£22,613.50		£39,226.00	£38,284.00
Finance & General Purposes	Budget	Budget	Budget	Finance & Policy committee	Budget	Budget
Salary & Fees	£40,480.39	£44,612.05	£53,971.47	Salary & fees	£70,000.00	£79,103.61
Telephone	£500.00	£500.00	£500.00	Telephone	£850.00	£548.10
Postage & Copying	£500.00	£500.00	£500.00	Postage and copying	-	
Stationery / Computers	£1,250.00	£1,250.00	£1,250.00	Stationery / equipment	£1,500.00	£1,190.00
Room Hire	£500.00	£500.00	£500.00	Room Hire	£500.00	£500.00
Insurance	£2,500.00	£2,700.00	£2,700.00	Insurance	£2,700.00	£3,000.00
Audit	£600.00	£600.00	£600.00	Audit	£600.00	£614.25
Travel	£750.00	£750.00	£750.00	Travel	£600.00	£600.00
Subscriptions	£1,100.00	£1,200.00	£1,200.00	Christmas	-	
Elections	£2,000.00	£4,000.00	£8,000.00	Environmental matters	-	

Grants	£4,000.00	£4,000.00	£4,000.00	Subscriptions	£1,200.00	£1,752.45
Village Hall maintenance grants	£5,000.00	£5,000.00	£5,000.00	Elections	£11,500.00	£3,500.00
Newsletter	£350.00	£350.00	£350.00	Grants	£4,000.00	£4,000.00
War Memorial	-	£0.00	£0.00	Newsletter	£350.00	£350.00
Christmas	£500.00	£500.00	£500.00	Chairman's Allowance	£500.00	£150.00
Events	-	-	-	Professional Fees	£3,000.00	£3,000.00
Environmental Matters	£500.00	£500.00	£500.00	Training and development	£500.00	£850.00
Defibrillators	-	-	-			
Dog Waste Clearing	£3,200.00	£3,300.00	-			
Chairman's Allowance	£500.00	£500.00	£500.00			
Professional Fees	£2,000.00	£2,000.00	£2,000.00			
Training and Development	£500.00	£500.00	£500.00			
Community Library	£5,287.00	£5,192.00	£5,167.00			
Neighbourhood Plan	-	-	-			
Contingency	£655.16	£0.00	£0.00			
Committee total	£72,672.55	£78,454.05	£88,488.47		£97,800.00	£99,158.41
Total Expenses	£101,737.55	£109,241.64	£120,264.06		£151,326.00	£157,189.41
Income						
Forecast Income	Budget	Budget	Budget		Budget	
Allotment Rental	£828.00	£828.00	£828.00		£828.00	£828.00
NKDC Grant - Litter	£1,204.77	£1,204.77	£1,204.77		£1,204.77	£1,204.77
NKDC Grant - Dog Warden	£631.07	£0.00	£0.00			£7,013.00
Recreation Ground	£5,150.00	£5,560.50	£5,560.50		£6,800.00	£5,557.00
Library	£5,287.00	£5,192.00	£5,167.00		£5,167.00	-
Neighbourhood Plan Grant	-	£0.00	£0.00		-	£2,491.43
Parish agreement grass verges	-	-	-		£1,116.00	-
Other Income	£120.00	£120.00	£120.00		-	
Total Income	£13,220.84	£12,905.27	£12,880.27		£15,115.77	£17,094.20
	2016/2017	2017/2018	2018/2019		2019/2020	2020/2021
Precept Requirement	£88,516.71	£96,336.37	£107,383.79		£136,210.23	£140,095.21
Redistributed Grant	£1,968.49	£1,968.49	£499.60		£0.00	£0.00
PRECEPT (Net Budget Requirement)	£86,548.22	£95,273.00	£106,884.19		£136,210.23	£140,095.21
Taxbase	£1,806.21	£1,855.10	£1,871.36		£1,902.30	£1,896.67
Band 'D' equivalent	£47.92	£51.36	£57.12		£71.66	£73.86