

LONG SUTTON PARISH COUNCIL

Notes of the meeting of the Long Sutton Parish Council
Held on Thursday 22 JANUARY 2026 commencing at 7.00 p.m.
At the Former Reform Church, London Road, Long Sutton

Present: With Cllr J Clarey in the Chair there were present: Councillors D Cawthorn, A Facey, T Watts, M Ladbrook, H Feetham.

0 Members of the Press.

0 Members of the Public

OPEN FORUM – No members of the press or public were in attendance.

AGENDA

1. To receive Apologies for Absence and reasons given
2. To receive Declarations of Interests and DPIs
3. To resolve to adopt the Notes of the Parish Council Meetings held on 27 NOVEMBER 2025 as minutes of the meeting.
4. To receive the Clerks Report on matters outstanding
5. To receive the Chairman's Remark's.
6. Financial Matters –
 - a. To resolve to approve Invoices for Payment
 - b. To resolve to receive the Report of Cleared Payments since last meeting
 - c. To resolve to review the current security provision, provision of CCTV in the town parks and approve any actions required.
 - d. To resolve to consider the purchase of Sams 2 speed camera and approve any actions required.
 - e. To resolve to consider purchase of new Christmas Lights for the town centre and approve any actions required.
 - f. To consider a Grant Request from Santa Run organisers and approve any actions required.
 - g. To consider a request to use parish council car park by pizza vendor to sell pizzas on site.
7. Correspondence
 - a. To note general correspondence.
8. To resolve to consider the following Planning Applications and resolve to submit appropriate comments to SHDC as a consultee.

APPLICATION NO	DESCRIPTION
H11-1294-25 – FULL	Change of Use of Storage Shed to Residential – Retrospective 4A Gimmels Gate Long Sutton. Mr & Mrs J Heading
H11-1264-25- FULL	Re-location of 24- Hour vehicle recovery, haulage, parking & storage Land to the side & rear of 90 Bridge Road Long Sutton Tears of Sutton Bridge Ltd
H11-0827-25 -FULL	Installation of a modular self-service launderette facility and associated works (Retrospective). Lincolnshire Co-op Long Sutton Food Store West Street. ME Group International Plc
H11-0827-25 – FULL	Installation of a modular self-service launderette facility and associated works (Retrospective). Lincolnshire Co-op Long Sutton Food Store West Street. ME Group International Plc
H11-1210-25 -FULL	Change of use of part of existing garden centre (Class E) to use Classes E, F1 & F2 – Retrospective Silverwood Garden Centre St James Road. The Men's Shed

9. To receive County Councillor and SHDC Ward Councillors reports
10. To resolve to receive reports from the Council Committees and Working Parties.
11. To resolve to consider the provision of a dog run in the town.
12. To resolve to consider and approve the Precept for 2026-2027
13. Members Comments -To receive any comments from members of the council and requests for matters to be placed on the next agenda. No resolutions may be passed under this item.
- 14. To resolve to go into closed session in accordance with the Public Bodies (admissions to meetings) Act 1960 to discuss the following matters. Should this resolution be passed the public and press will be required to leave the meeting at this stage.**
15. To resolve to discuss legal matters and approve any actions required

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr C Broughton.

2. TO RECEIVE DECLARATIONS OF INTEREST or DPLs.

Cllr D Watts declared an interest in Agenda item 6c being a representative of the St Mary's Church.

3. NOTES OF THE PARISH COUNCIL MEETING HELD ON 27 NOVEMBER 2025

Action: It was resolved to approve the notes as minutes and a true record of the meeting held on 27 NOVEMBER 2025.

4. CLERKS REPORT

The Clerk advised that:

- The gov.uk domain names for the emails would be introduced shortly and all councillors will be required to conduct all council email correspondence using the new email address. Councillors will not be able to use their personal email accounts in future.

5. TO RECEIVE CHAIRMANS REMARKS

The Chairman advised that:

- There had been further vandalism to the Common Pit
- One of the picnic tables in the parks had been set alight
- The new play equipment would be installed during the next 2 weeks
- He asked if a young man would be able to spend a day litter picking in the parks under supervision as part of his Duke of Edinburgh Award.
- He had been approached again in regard to parking issues in Swapcote Lane.

The Clerk advised that the volunteer would be able to carry out the litter picking if he completed the Volunteer Form to cover him under the council insurance and the council should also provide any safety equipment and tools needed.

The Clerk advised that the Council were not responsible for the Common Pit and any works needed to be approved by the Secretary of State and the pit was registered with Lincolnshire County Council

6. FINANCIAL MATTERS

a. To resolve to approve Invoices for Payment

Action: The invoices for payment were approved and paid online in line with online payments protocols.

b. To resolve to receive the Report of Cleared Payments since Last Meeting

Action: The cleared payments were received.

c. To resolve to review the current security provision, provision of CCTV in the town parks and approve any actions required.

Action: The Council resolved to obtain quotes for alternative providers.

d. To resolve to consider the purchase of Sams 2 speed camera and approve any actions required.

Action: The Council resolved to obtain a quote for solar powered signs and to request a contribution from Lutton Parish Council.

e. To resolve to consider purchase of new Christmas Lights for the town centre and approve any actions required.

Action: The Council resolved to include a budget to cover the costs of new Christmas Lights and the works required to provide independent electricity supply for the lights.

f. To consider a Grant Request from Santa Run organisers and approve any actions required.

Action: The Council resolved to approve a grant of £200.00 to the group to fund the Sanat Run.

g. To consider a request to use parish council car park by pizza vendor to sell pizzas on site.

The Clerk advised that she had contacted SHDC in relation to the requirements regarding Street Trader Licences and was awaiting a response. She had sent a request to the vendor requesting insurance, hygiene certificates and street trader licences following the November meeting. The vendor had advised that due to issues with SHDC he was no longer proceeding with the venture in Long Sutton. She also advised that if HMRC classified it as a business activity it could affect the Council VAT status.

The vendor had advised that he had a contract with a neighbouring parish and he had advised he would provide the Council with a copy.

Concerns regarding the negative effect on local established businesses were also raised.

Action: The Council resolved to place the matter in abeyance until the matter of the VAT implications and advice relating to the Street Trader requirements had been received.

7. CORRESPONDENCE

- a. To receive general correspondence circulated to all councillors prior to the meeting.

Appendix to the Agenda.

Resident – Concerns relating to refuse issues on the John Swains Way development when the wheelie bin initiative came into force.

The Clerk advised that the Management Plan agreed with SHDC regarding the maintenance of the estate had not been honoured by the developer or action by SHDC to enforce it as with other such management plans such as Anfield Road estate and as such SHDC did not empty the bins or cut the amenity areas and there were always issues regarding this and SHDC had used emergency powers in the past to empty a bin and cut back overgrown vegetation overhanging the highway on the estate or paths but would not carry out any other maintenance on the estate.

Action: The Council resolved to contact SHDC in relation to the emptying of the bin in the John Swains Way paly area.

Resident – Parking Issues. Swapcote Lane.

Action: The Council resolved to report the issues to Lincs CC and advise residents that they should report the issues directly to LCC as individual reports to LCC were more effective than multiple reports to the parish council as when the council reported the multiple reports it only counted as one complaint

8. PLANNING MATTERS

APPLICATION NO	DESCRIPTION	ACTIONS
H11-1071-25 -FULL	Single Storey Extensions & Alterations. 63 ROMAN BANK LONG SUTTON	SUPPORT – There are no observations in relation to this application
H11-1009-25 - FULL	Proposed Sun Room Extension. 4 DANIELS GATE LONG SUTTON	SUPPORT – There are no observations in relation to this application
H11-1071-25 - FULL	Single Storey Extensions & Alterations. AMENDED APPLICATION. 63 Roman Bank Long Sutton	SUPPORT – There are no observations in relation to this application
H11-1129-25 - LISTED BUILDING	Display of 2 x Non-Illuminated Advertisements - Retrospective 39 West Street Long Sutton	OBJECT – The council object to any retrospective applicant as they are detrimental to those who abide by planning procedures and submit applications prior to works

9. TO RECEIVE COUNTY AND SHDC WARD COUNCILLORS REPORTS.

No matters to report in CClr R Woods absence.

10. TO RESOLVE TO RECEIVE REPORTS FROM THE COUNCIL COMMITTEES AND WORKING PARTIES

Events: Cllr Ladbrook advised that the Lighting Up event had been very successful and very well attended and people had made donations in order to support the event for the following year. She also thanked the group of residents who had built a sledge for Santa who was also at the event with his elves.

Parks and Cemeteries Committee

Cllr Clarey advised that:

- The potholes in the parish council car park require repair
- The buddleia plants in the closed churchyard would be cut back
- The damaged signs in Cinder Ash Park needed to be repaired/renewed.
- JAF had cleared the weeds and saplings away from the Roman Bank boundary of Cinder Ash Park.

11. TO RESOLVE TO CONSIDER THE PROVISION OF A DOG RUN IN CINDER ASH PARK.

The Clerk advised that there were covenants and bylaws on the park that may prevent the provision of a dog run in the park.

Cllr Facey suggested that the area adjacent to the Roman Bank boundary enclosing the Chestnut trees would be suitable for the dog run.

Action: The Council resolved that the Clerk make further enquiries regarding any covenants on the park and report back to the council at the next meeting.

12. TO RESOLVE CONSIDER AND APPROVE THE PRECEPT FOR 2026-2027

Action: The Council resolved to approve the precept for £210, 000 meaning no increase from the 2025-2026 budget.

13. MEMBERS COMMENTS

Cllr M Ladbrook asked if councillors would consider helping on the events working party due to the lack of volunteers.

Cllr T Watts advised that there had been works in Lancaster Drive by National Grid and residents had experienced problems with their electricity supplies.

12. TO RESOLVE TO GO INTO CLOSED SESSION

The Council resolved that there was no requirement to go into closed session to discuss legal matters.

This part of the meeting closed at 8.50 p.m.

