

## LONG SUTTON PARISH COUNCIL

Notes of the meeting of the Long Sutton Parish Council  
Held on Thursday 23 OCTOBER 2025 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, C Broughton.

Cllr R Woods                    0 Members of the Press.                    0 Members of the Public

OPEN FORUM – With no members of the public present there was no requirement to hold an Open Forum

## 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 25 SEPTEMBER 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 consider quotes for play equipment for UKFPS Funding
  - d. To resolve to consider to organise and fund the annual Lighting Up event following the dissolution of the towns lighting up committee.
  - e. To receive the Interim External Auditors Report 2025
7. Correspondence
  - a. To note general correspondence.
  - b. **Home Office** – Handbook for Elected Members. - **Copy sent by e-mail to all councillors.**  
**Hard copy available in the PC Office**
  - c. **SHDC** - Response to Parish Council complaints relating to the public toilets and refuse issues-**Circulated to all councillors for information prior to the meeting.**
  - d. **SHDC Planning** – Response in relation to H11-0960-23- SEAGATE FARM- APPEAL REF:
  - e. **Residents of Seagate Road** - APP/A2525/W/24/3356622 regarding lack of enforcement action and complaints to the parish council.
8. To resolve to consider the following Planning Applications and resolve to submit appropriate comments to SHDC as a consultee.

APPLICATION NO	DESCRIPTION
H11-0824-25-FULL	Proposed extensions. 109 DELPH ROAD LONG SUTTON
APP/A2525/W/25/3372173- H11-0120-24	Land Off Little London Long Sutton Spalding (Former Butterfly Park)
H11-0708-25-FULL	Erection of two storey and single storey rear extension and two storey side extension. 87 Little London Long Sutton

9. To receive County Councillor and SHDC Ward Councillors reports
10. To resolve to receive reports from the Council Committees and Working Parties.
11. 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.
- 12. 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.**
13. To resolve to discuss legal matters and approve any actions required.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs C Broughton, G Garrett and F Feetham

**2. TO RECEIVE DECLARATIONS OF INTEREST or DPIs.**

No matters were declared.

**3. NOTES OF THE PARISH COUNCIL MEETING HELD ON 25 SEPTEMBER 2025**

Action: It was resolved to approve the notes as minutes and a true record of the meeting held on 25 SEPTEMBER 2025.

**4. CLERKS REPORT**

No matters were reported in the absence of the Clerk

**5. TO RECEIVE CHAIRMANS REMARKS**

The Chairman advised that:

- D Fairchild-Fenton SHDC had met with the Clerk on site to carry out a survey of the trees in the town parks but no full report had been received to date but the Clerk had advised that a diseased tree had been identified and would need to be felled.
- The Council had received reports of vehicles being damaged in Bull Lane.
- He had met with the Grounds Maintenance contractor regarding the lack of hedge trimming.
- He was disappointed that the Cinder Ash Park gate repairs had not yet commenced.
- He had met with N Hutchinson regarding general jobs in the parish including putting up signs, tidying of weeds, common pit etc.
- He and the Clerk had held a Teams meeting with a play equipment company to discuss ideas and other quotes had also been obtained. For other providers.

**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 consider quotes for play equipment for UKFPS Funding

**Action: The Council resolved to accept the Winfrey Park play area project quote from Homefront Outdoor.**

d. To resolve to consider to organise and fund the annual Lighting Up event following the dissolution of the towns lighting up committee.

**Action:** The matter was left in abeyance until after a meeting with Popcorn Media at the next Events Committee meeting scheduled for 30 October 2025.

e. To receive the Interim External Auditors Report 2025

**Action:** The Clerk had advised that the required notices and Agar Forms had been posted on the notice boards and website as required. The Council resolved to discuss the matter further in closed session.

## 7. CORRESPONDENCE

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

b. Home Office – Handbook for Elected Members. - **Copy sent by e-mail to all councillors. Hard copy available in the PC Office**

c. SHDC- Response to Parish Council complaints relating to the public toilets and refuse issues-**Circulated to all councillors for information prior to the meeting.**

d. SHDC Planning – Response in relation to H11-0960-23- SEAGATE FARM- APPEAL REF:

e. Residents of Seagate Road- APP/A2525/W/24/3356622 regarding lack of enforcement action and complaints to the parish council.

**Additional correspondence** – Request from LSAFC for additional floodlights

**Action:** The Council resolved to advise the LSAFC that they would need to submit the relevant planning permissions required due to the pitch being in the conservation area, fund and carry out any approved works.

## 8. PLANNING MATTERS

APPLICATION NO	DESCRIPTION	ACTION
H11-0824-25-FULL	Proposed extensions. 109 DELPH ROAD LONG SUTTON	SUPPORT – There were no objections to this application
APP/A2525/W/25/3372173- H11-0120-24	Land Off Little London Long Sutton Spalding (Former Butterfly Park)	OBJECT: Re-iterate previous objections. Adress lack of current data and the proposed Travel Plan which is not feasible and lack of confidence in it ever being complied with by the developer
H11-0708-25-FULL	Erection of two storey and single storey rear extension and two storey side extension. 87 Little London Long Sutton	OBJECTIONS: Re-iterate previous objections.

## 9. TO RECEIVE COUNTY AND SHDC WARD COUNCILLORS REPORTS.

Cllr R Woods advised that

- he had arranged a meeting for 12 November 2025 to walk around town, including the primary school and look at parking issues in the town.
- Salt Bags were available from the Lincs CC until the end of October 2025
- The Lincs CC had a councillor volunteer scheme to go out into the community to do volunteer work.

The Chairman advised Cllr Woods that he would send a request for the Volunteer Project to ask if play equipment and office fences could be painted.

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

### Events Committee

- Cllr M Ladbrook advised that Marshalls were needed for the Remembrance Parade if anyone wished to volunteer on Sunday 09 November 2025
- There would be stalls in the church and church hall with a Gin Bar and Waffle Bar in the church car park. There were 11 stalls at the moment.

### Parks and Cemeteries Committee

No matters to report.

## 11. MEMBERS COMMENTS

Cllr A Facey advised that the Cricket Club has asked if the council could cut the hedge on the perimeter of the Cinder Ash Park on the park side of the hedge after they had cut the cricket club side of the hedge.

Cllr D Cawthorn advised that there was Chestnut tree near the footpath to the Cricket Club that looked diseased. It was agreed to ascertain if the tree was on the list following the recent site visit to assess the TPOs and conservation area trees.

## 12. TO RESOLVE TO GO INTO CLOSED SESSION

The Council resolved to go into closed session to discuss legal matters.

This part of the meeting closed at 8.34 p.m.

