

SWINESHEAD PARISH COUNCIL

PARISH OFFICE

Swineshead Pre-School Centre
North End
Swineshead
PE20 3LZ

EMAIL: swinesheadpc@gmail.com

WEBSITE: www.swineshead.parish.lincolnshire.gov.uk

CHAIRMAN: Councillor Roy Hilton


CLERK: Natalie Grant (TEMPORARY)

Dear Councillor

You are hereby summoned to attend the next meeting of Swineshead Parish Council, which will be held on Monday May 24th 2021, commencing at 19:30. The meeting will be held at the Office of Swineshead Parish Council, 1-2 Northend, Swineshead.

The business to be dealt with at the meeting is listed in the agenda.

Under the Public Bodies (Admission to Meetings) Act 1960 the meeting is open to the public and press. Members of the public are politely requested to contact the clerk prior to the meeting so that appropriate arrangements can be made with regards to ongoing Covid-19 restrictions.

Signature:  (Temporary Clerk to the Swineshead Parish Council)

Date: 19/05/2021

AGENDA

1. To appoint a Chairman and Vice Chairman (including signing of the declarations of office)
2. To receive apologies for absence and reasons given
3. To receive any declarations of interest in accordance with the Localism Act 2011
4. To receive a report of recent police activity in the village
5. To agree whether the minutes of the meeting held on 21/04/21 are to be confirmed and signed an accurate record of the meeting.
6. Financial matters:
 - Review of Internal Audit and matters arising
 - To approve accounts for payment
 - To review and approve direct debits and standing orders for the financial year 2021/22
 - To agree and sign the External Audit paperwork and agree to submit to auditors
7. To consider the following planning matters:
 - B/21/0148: Rose Cottage, North End, Swineshead, Boston, PE20 3LZ
 - B/21/0079, Glynddale, Church Lane, Swineshead, PE20 3HY
 - B/21/0188, Land adj to Dial House, Timms Drove, Low Grounds, Boston PE20 3PG
 - B/21/0228, Land Off Villa Lane, Swineshead, Boston PE20 3NG
 - B/21/0221, Poachers Cottage, Forefen Lane, Swineshead, Boston PE20 3HW
 - B/21/0184, Medani House, Fenhouses Drove, Swineshead, Boston PE20 3HF
 - B/21/0229, Tican Chilled, Station Road, Swineshead, Boston, PE20 3PN
8. To consider the register of correspondence received since the last meeting
9. To receive Clerk's verbal report
10. To review and adopt Standing Orders and Financial Regulations
11. To agree and approve the updated Asset Register for 2021/22
12. To agree and adopt the Council's Complaint's Procedure
13. To confirm arrangements for insurance cover in respect of all insurable risks, and consider and take a decision on quotations for the Council's insurance renewal due 1st June 2021

14. To review the delegation arrangements to committees, sub-committees, staff and other local authorities
15. Matters relating to the Finance Committee:
 - To review the Terms of Reference for the Finance Committee
 - To appoint members to the Finance Committee
16. To review the arrangements, including charters and agency agreements, with other local authorities and review any contributions made to expenditure incurred by other local authorities
17. To review representation on, or work with, external bodies and arrangements for reporting back
18. To review the Council's and/or the Clerk's subscriptions to other bodies
19. To review the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
20. To review the Council's policy for dealing with the press/media
21. To determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council
22. To consider donation requests from: LIVES and Lincolnshire Lowland Search and Rescue
23. To discuss the co-option of two new Councillors and agree on which TWO applicants should be invited to be co-opted
24. Update on the employment of the new clerk, including adopting the contract proposed by the temporary Clerk