

PARISH OFFICE

Swineshead Pre-School Centre
North End
Swineshead
PE20 3LZ

CHAIRMAN: Councillor Carl Gibbard

TEMPORARY CLERK: Natalie Grant

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MINUTES FOR THE MEETING
OF
SWINESHEAD PARISH COUNCIL
held on
Monday 14th March 2022

Present: Cllr Carl Gibbard, Cllr Chelcei Trafford, Cllr Keith Osbourn, Cllr Georges Cornah, Cllr Roy Hilton, Cllr Roger Welberry, Cllr Philippa Parnell, Cllr Sean Trafford, Cllr Jean Powell, Cllr Ian Maclean

Also Present: Clerk, Natalie Grant and one member of public

Public Forum, followed by response from Chairman

One member of the public was present (perspective clerk) but did not request to make a representation in public forum.

21/186 Chairman's remark

Cllr CG asked for the following comment from Cllr KO to be noted in the minutes: "The councillors would like to thank Cllr MB for the kind invitation to the "Service of Dedication" in celebration of The Queen's Platinum Jubilee on 13th March and congratulate him on hosting such a wonderful celebration".

21/187 To receive apologies for absence and reasons given

Apologies received from Cllr Mike Brookes who is unable attend due to Covid.

21/188 To receive any declarations of interest in accordance with the Localism Act 2011

Cllr Carl Gibbard declared an interest in anything relating to the office at 1-2 North End due to his pecuniary interest in the site.

21/189 To agree whether the minutes of the meeting held on 07/02/22 are to be confirmed and signed an accurate record of the meeting

Cllr CG checked with the Councillors present if they felt that the notes were an accurate record of the meeting held on 07/02/2022. Cllr IM proposed that the notes should be accepted as minutes, this was seconded by Cllr JP and resolved.

ACTION: CLERK TO DISTRIBUTE MINUTES VIA THE WEBSITE, FACEBOOK AND NOTICEBOARDS

21/190 Financial matters:

Update on financial matters

The clerk reminded Cllrs PP, KO and ST that the paperwork to allow them access to online banking is still outstanding and needed to be completed and signed as soon as possible so that the financial regulations could be updated to allow for more than one signatory on electronic payments. The clerk also suggested that an extraordinary meeting should be arranged at the very end of the month to make the final payments out of the 2021/22 accounts before the internal and external audit process starts. Cllr CG agreed that this was a good idea and suggested a meeting should be arranged for Tuesday 29th March at 19:00.

ACTION: CLERK TO ARRANGE EXTRAORDINARY MEETING FOR 29th March 2022

Accounts for Payment

Cllr CT and Cllr ST checked the accounts for payment against invoices received (see attached). Cllr ST proposed that the payments listed should be made, this was seconded by Cllr CT and resolved.

ACTION: CLERK TO MAKE PAYMENTS AS PER SCHEDULE

21/191 To receive update on police activity in the village

The Clerk presented a list of crimes that took place in Swineshead during January: 3 x anti-social behaviour, 6 x violence and sexual offences and 1 x "other theft". The clerk suggested that going forward, this should be an item in Clerk's report rather than an agenda item.

21/192 To receive an update on the latest speed monitoring data from Swineshead Speed Watch

The Clerk confirmed that the Speed Indicator Device was now “talking to” the laptop and therefore speed data can now be downloaded remotely from the device while it is in situ on the roadside.

Latest data for January at High Street (opposite the King John’s) shows that on average, during the week, approximately 1100-1200 vehicles used that section of the road; during the weekend this dropped to 700-800. Average speed tends to be around 25mph, although it is higher during the night and in the early hours. Maximum speed recorded was 55mph at 01:25 on 01/01.

Cllr ST confirmed that there had been no Community Speedwatch activity since the last meeting.

21/193 Planning:

B/22/0090; Chestnut Farm Barn, Low Grounds, Boston PE20 3PG

Conversion of a former agricultural grain store into a single dwelling house, including necessary alterations.

B/22/0048; Dial House Barn Timms Drove, Low Grounds, Swineshead Boston, PE20 3PG

Erection of a detached garage.

Cllr RH proposed that the Clerk should confirm with Boston Borough Council Planning department “no comment” to both applications. This was seconded by Cllr IM and resolved.

ACTION: CLERK TO RETURN COMMENTS TO BBC PLANNING

21/194 To receive the list of correspondence received since the last meeting

See list attached.

21/195 Clerk’s report

The outcome for the grant application for the play area renovation is expected imminently. If the application is successful, the Clerk recommended that the repairs should be ordered as soon as possible so that the play area is ready for the summer when it gets most use.

The Clerk is awaiting a quotation from BT for broadband in the new office, it is currently expected to come in at around £25 per month, with a £30 setup fee. There is potential that this could replace the current mobile phone package, this option is currently being explored.

Dye treatment has been added to Mackey’s Pit. However it was noted that there was already a significant amount of blue-green algae present on the water at the time the dye was introduced. The contractor will keep us informed as to how this progresses.

Regarding the new development on South Street, the developer has reluctantly agreed to go with Gilding Fields, but is unhappy that this is an inconvenience and an additional cost as the signage and advertising was already printed with Westminster Fields. Councillors agreed that this was an issue with BBC Planning rather than Swineshead Parish Council.

Regarding the burial ground at Swineshead Church - Boston Borough Council understands that burials of coffins and ashes are still taking place in Swineshead churchyard and they have no records to suggest the burial site is closed, therefore recommend that it would likely be the PCC responsible for maintenance liabilities including trees.

Regarding the Annual Parish Meeting, the Clerk recommended that Councillors need to start considering the format this will take place in as preparations need to begin as soon as possible.

Regarding the defibrillator pads, we’ve been informed that there could be a wait of 4/5 weeks still on the pads that were ordered for the Church Hall device. There’s nothing we can do to hurry this up. It is worth bearing in mind the long wait ahead of the next time they need to be replaced.

Regarding footpath #8, Cllr KO asked me to chase BBC Planning about whether the path to the foot bridge had been finished to the expected standard to meet the planning permission granted. Feedback is that it is finished as required and no further follow-up is planned by Boston Borough Council Planning.

Website is up-to-date, however the finance section needs populating with the quarterly reports. I hope to get this done in the next week or so, depending on time constraints.

The tenancy agreement for the office at 1-2 Northend has been signed and returned to Gillrange.

A quotation for the parcel box at the library was obtained, however the work had already been carried out by a parishioner free of charge. The finger point signage has now been ordered. Just the shelving that was agreed needs to be purchased now to sell the second-hand books from, this will be done as soon as possible.

ACTIONS: AS ABOVE

21/196 To discuss and agree the pre-consultation proposal for waiting restrictions at Abbey Road in preparation for the School Crossing Patrol

The clerk presented a Lincolnshire County Council proposal forwarded by Cllr MB to have a no waiting zone, enforced Mon-Fri between 08:00-09:30 and 14:30-16:00, stretching from No 45 (approximately two houses up from the school towards the A52) all the way down to No 21 (the first house past King John’s). This would allow for a safe crossing zone and a school crossing patrol somewhere near Owl Drive. This proposal is not for consultation yet, however Cllr MB was interested to know the Parish Council’s thoughts on the proposal before it reaches consultation stage. Councillors “voted” 6-3 in favour

of the proposal, however a formal vote would take place once the proposal was out for formal consultation, and this "vote" was not binding in any way.

ACTION: CLERK TO FEED BACK TO CLLR MB.

21/197 To discuss the consultation of the new proposed constituency boundaries for South Lincolnshire

The proposal by the Boundaries Commissions that is under consultation would move Swineshead into a newly formed constituency called "South Lincolnshire". The proposal would see that Swineshead falls in with South Holland constituency rather than Boston. Cllr MB has already responded to the consultation but would like to ask the Parish Council to respond as a body, and Councillors to consider individual responses as well. Cllr CG proposed that the Clerk should respond to the consultation on behalf of the Parish Council to echo Cllr MB's response, and also to share a link to the consultation with the residents via our Facebook. This was seconded by Cllr KO and resolved. Cllr CG also asked Councillors to consider voicing their personal views as part of the consultation as well.

ACTIONS: CLERK TO ADVERTISE THE CONSULTATION ON THE PARISH FACEBOOK, AND RESPOND ON BEHALF OF THE COUNCILLORS.

21/198 To consider the environmental issues for the village raised by Cllr KO during the February meeting

Cllr CG proposed that the concerns voiced by Cllr KO in the last meeting should be forwarded to Boston Borough Council Planning Department for their consideration with an invitation to attend a Parish Council meeting to address the issues. This was seconded by Cllr RW and resolved.

Comments were regarding: tree planting for new developments; inclusion of renewable energy sources and car charging points in new builds, and a higher standard of insulation; an expectation for commercial builds to have the same recommendations as residential builds; less water going to sewerage and more recycling of surface water and "grey water", surface water to be drained into environmentally sound attenuation ponds.

ACTION: CLERK TO FORWARD COMMENTS IN FULL TO BBC PLANNING

21/199 To discuss and agree to the purchase of 8(#) bin bag holders for the Swineshead Wombles by way of a donation at a cost of no more than £120

A donation to the Wombles was discussed and agreed previously but has now expired due to the time lapsed since the decision was made. This time the Wombles have requested specifically 8 bin rings to hold bin liners open while they are litter picking in the village at a cost of no more than £120. Cllr PP proposed that the rings should be ordered, this was seconded by Cllr RW and resolved.

ACTION: CLERK TO ORDER THE BIN RINGS ASAP

21/200 To discuss plans for a village celebration of the Queen's Platinum Jubilee in June, hosted by the Christmas Celebration Committee

Cllr ST informed Councillors that the Christmas Festival Committee would be happy to host an event in the village, however more funding would be required. The Committee is currently in the process of applying for a grant from the National Lottery Community Fund and hope this will provide the much needed cash injection to make the event one to remember. Cllr ST will report back to the next meeting with further details.

21/201 To agree to add the monthly office rent to the schedule of standing orders (to be reviewed at the AGM annually)

Cllr PP proposed that the month office rent is added to the schedule of standing orders. This was seconded by Cllr RH and resolved.

ACTION: CLERK TO SET UP STANDING ORDER

21/202 To receive an update on the Coney Hill Project and discuss the next steps

Cllr ST reported that following the significant work to clean up and cut back the existing trees and bushes at Coney Hill, it had become obvious that the plans need to be reconsidered as there is not as much room as first thought. This might include "bollarding" the entrance and exit to the area to restrict vehicular access to allow for further grassing, decorative planting and new features such as cycle racks, picnic benches, etc. The project would still benefit from capital funding from the Councillor's Grants.

ACTION: CLLR ST TO ARRANGE FOR COUNCILLOR GRANT SCHEME PAPERWORK TO BE SIGNED AND SUBMITTED

21/203 To receive feedback regarding further research into the possibility of supporting Swineshead Youth Group in re-opening

Councillors considered two different options that had been put forward by the YMCA to get the Youth Group back up and running in the village. Councillors agreed that both options seemed to be excessively expensive and either funding streams needed to be considered or cheaper alternatives. Cllr JP agreed that further work was needed to see whether there was a big enough demand for the return of the youth group, and whether the costs could be reduced to allow for a more affordable option.

CLLR CG PROPOSED THAT THE COUNCIL SHOULD MOVE INTO CLOSED SESSION TO DISCUSS PERSONNEL MATTERS. THIS WAS SECONDED BY CLLR ST AND RESOLVED. THE MEMBER OF PUBLIC PRESENT WAS ASKED TO LEAVE THE MEETING.

DISCUSSED UNDER CLOSED SESSION:

21/204 To discuss and agree tenders for the role of Groundskeeper for 2022/23

It was resolved that the contract for Groundskeeper for the year 2022/23 was to be offered to Steve Holland who has held the position for the past few years. Councillors proposed that a better system for reporting back to the council needs to be introduced in line with the new contract so that Councillors can be held accountable for the budget.

ACTION: CLERK TO INFORM STEVE HOLLAND OF THE CONTRACT AND NEW ACCOUNTABILITY SYSTEM

21/205 To discuss and agree tenders for the grass cutting contract for 2022/23

It was resolved that the contract for Grass Cutting for 2022/23 was to be offered to SMV who has held the contract for the past few years. Again, Councillors proposed that a better system for reporting back to the council needs to be introduced in line with the new contract so that Councillors can be held accountable for the budget.

ACTION: CLERK TO INFORM SMV OF THE CONTRACT AND NEW ACCOUNTABILITY SYSTEM

21/206 To receive feedback from the Clerk applications and subsequent interviews, and discuss and agree the terms of employment of the new Clerk

Four applications were received and one application was taken to interview stage. Councillors resolved to offer the position to the interviewee after through discussion.

ACTION: CLERK TO OFFER INTERVIEWEE THE POSITION AND ARRANGE MEETING WITH THE CHAIRMAN TO DISCUSS NEXT STEPS

THE CHAIRMAN CLOSED THE MEETING AT 21:27