

# SWINESHEAD PARISH COUNCIL



## Parish Council Office

1 & 2 North End | Swineshead | PE20 3LR

**Chairman** | Councillor Carl Gibbard

**Clerk** | Victoria Clark

**Minutes taken by the Clerk**, Mrs Victoria Clark, at the meeting of Swineshead Parish Council, held on Tuesday 20 February 2024, in the Swineshead Parish Council Office, 1-2 North End, Swineshead, PE20 3LR

**Present:** Councillors, Carl Gibbard (Chairman), Sean Trafford (Vice Chairman), Roger Welberry, Mike Brookes, Chelcei Trafford (Leaving the meeting after the playground area maintenance discussion in item 8), Ian Maclean, Lisa Baldwin, David Lemon, Roy Hilton and the Clerk

**Also present:** Boston Borough Councillors, Suzanne Welberry, Stuart Evans and one member of the public

## Public Forum:

The member was introduced but did not wish to speak

## Lincolnshire County Council (LCC): Councillor Mike Brookes

- The matter concerning the roadway situated at the end of Boston Road, near the A52, continues to be reviewed by the Highways Manager.
- A letter from the Parish Council to the Footpath Officer, regarding re-routing Footpath 10 is needed – This will be on the next agenda

## Boston Borough Council (BBC) Councillors, Stuart Evans and Suzanne Welberry

Nothing to report

## The meeting opened at 19:05

### 1. Chairman's remarks:

- The Chairman, accompanied by Councillor Roger Welberry and others, met with English Heritage at the Operations Base in the Manwarings. The purpose was to assess the current condition of the site and determine the necessary steps for its restoration.
- The Chairman and Clerk attended an information evening on Community Emergency Plans with the Lincolnshire Resilience Forum at the County Emergency Centre in Lincoln, this is on the agenda later.
- The IT equipment for the Swineshead Community Archive is being sorted for the opening day on the 23 March

2. **Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk or Chairman prior to the meeting  
Apologies with valid reasons were received from Councillor Philippa Parnell and Will Chalmers, on proposal from Councillor Hilton, seconded by Councillor Lemon, and with no objections, all resolved to accept the reasons given

3. **To receive declarations of interest** under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items  
Councillor Gibbard declared an interest in Gillrange Limited



4. **To approve as a correct record**, the notes of the meeting of the Council held on 16 January 2024 and to authorise the Chairman to sign the official minutes  
On proposal from Councillor Maclean, seconded by Councillor Roger Welberry, and with no objections, all resolved to accept the minutes of 16 January 2024 and gave permission for the Chairman to sign them

5. **Financial matters:**

- i. Bank Balances as of 31 January 2023  
£23,186.24 Treasurers account  
£70,198.36 to include £72.43 interest - Instant online
- ii. To approve accounts for payment:

PAYEE	SERVICE	INVOICE DETAILS	£	COMMENTS
Travis Perkins	2 No. Bulk bags 20mm Shingle	Inv. B27790	£108.00	Paid online 25/1/2024
V Clark	Pheonix IT Solutions Laptop Hard disk	Inv. 145772	£120.00	Paid Online 25/1/2024
Methodist Church	Library Rent	1 February	£150.00	PAID DD
Gillrange Limited	Community Hub & Council Office Rent	1 February Inv.17006	£300.00	PAID DD
Friends of St. Mary's	Archive & Community Hub	1 February Inv. 0073	£200.00	PAID DD *
BT	Phone & Broadband	12 February	£52.98	Paid DD *
N Bush	Payroll	February Inv. 10562	£15.00	To be approved
Staff	Costs	February Payroll & reimbursements	£1,465.28	To be approved
S Holland	December Garden maintenance	Invoice 76	217.00	To be approved
EE	Mobile	February invoice	£23	DD Due 29/2/24

Amendments were given for the above:

- Community Hub and Council Office rent has been reduced from £500pm to £350pm adjustments will be made in March by landlord and council.
- No payment is to be made to BT as the council is in credit due to the recompense made by BT for the substandard service
- The council is also in credit with EE after changing the tariff

**Late in:** Travel costs to Lincoln emergency centre, return, to Councillor Gibbard £27.00 on proposal from Councillor Maclean, seconded by Councillor Sean Trafford, and with no objections, all resolved to approve the above payments

- iii. Payments received  
12/2/24 John Butlers Charity      Grass cutting reimbursement      £70.00

6. **Town and Country Planning Act 1990.** To consider and make observations on all planning applications received and to note planning approvals, refusals, enforcement complaints and appeal decisions advised by the district council. To include those received from the date of this notice and the day on the meeting

- i. B/24/0038: Construction of 4 dwellings with parking spaces and gardens at land adj. Rose Cottage, Station Road, PE20 3PB  
There were no objections; however, the Parish Council requests that the highways department assess the feasibility of extending the 30mph speed limit beyond the location where the proposed new dwellings are planned to be constructed.



- ii. B/24/0041: Proposed extension to existing storage building at North End, Boston Road, PE20 3NE

No objections were raised. However, the Parish Council suggests that the company and highways department explore the possibility of constructing a broader entrance from the highway. This would facilitate easier access for large vehicles to the site, thereby avoiding the need for them to traverse the opposite side of the road.

**7. Clerks outstanding matters and correspondence:**

<b>SUBJECT</b>	<b>ACTION</b>
Mobile phone costs	To receive report
Two companies were contacted, they were both less expensive than the current provider, EE. Though they both required bank card details of which the council does not have. EE offered a 24-month contract at £8pm for fewer GBs, this is over £10 less. The Clerk, having been given delegated powers at the last meeting, signed up with EE as from 22 January	
Update from the planning department	Update and resolve
The planning department has a new policy of not granting extensions to consultees for providing their opinions on applications. To ensure the council can give their input, the council established a Planning Committee consisting of four councillors: Gibbard, Sean Trafford, Chelcei Trafford, and Lemon. There were no objections raised regarding the proposed resolution. The Clerk will prepare the Terms of Reference for this committee.	
National Grid Pylon Plans	To discuss
There is a consultation at Hubbards Bridge Community Centre on Tuesday 27 February from 2 – 7pm. This will be advertised on the councils Face Book page. The last date for local residents to have their say is 13 March 2024.	
Litter Royalty Lane – Reported FixMyStreet 8043-6241-3112-3640	To receive any updates
No updates received from FixMyStreet to date	

**8. Councillor's and village reports, actions & updates:**

<b>SUBJECT</b>	<b>ACTION</b>
Boston Borough Council, quote to upgrade all street lighting to LED	To receive any information, discuss & resolve There is an organisation that fund these types of projects. Councillors Lemon and Hilton will look into this. Clerk to put this on the March Agenda
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Condition and deterioration of the Wheatsheaf, Market Square	To receive any updates
The Parish Council is working together with Borough Councillors and property owners to identify a solution	
Playground area maintenance	To discuss actions
The Clerk to list outstanding repairs	
Information signs at the John Butler's Trust Land at the Sand Holes	To receive any updates
Councillor Gibbard gave the cost of an A2 board at £700 + VAT Councillor Roger Welberry to find the size of a local board for comparison The cut-off date for Tritton Knoll is the end of March	



Community connector St. Barnabas	To receive any updates
There is a new Community Connector that Councillor Baldwin is in touch with	
Community Flood/Emergency Plan	To receive information
Councillor Gibbard had shared the URL for the Lincolnshire Resilience Forum with all members prior to the meeting and reported on the successful introduction evening at the emergency centre in Lincoln It was agreed with no objection that a Community Emergency Planning Group would be started initially with Councillor Gibbard (heading up), Sean Trafford, Maclean and Chalmers, with assistance from the Clerk.	

- 9. To approve and resolve to adopt new Standing Orders**  
All members had received the draft Standing Orders that will replace the 2022 version. After discussion it was agreed that that 3g would be changed from 2 minutes to 3. With no objection it was resolved to adopt the Standing orders
- 10. Date for the next meeting/s:**  
Tuesday 19 March, 16 April, 21 May (Annual Meeting of the Parish Council)  
The May meeting will be changed to Tuesday 14 May to allow for the Clerk to be in attendance
- 11. Confirmed date for the Annual Parish Meeting (Residents meeting)**  
6pm Wednesday 24 April in St. Mary's Church Hall  
Posters are in the boards and the Clerk is in touch with the Air Ambulance team to arrange a talk.

**The meeting closed at 19:52**