

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 16 April 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, Lisa Baldwin, David Lemon, Roy Hilton, and the Clerk. Councillor Chelcei Trafford joined the meeting during item 2 and needed to leave before the update on the Swineshead Village Archive in item 8

Also present: Boston Borough Councillor, Stuart Evans

Public Forum:

No public in attendance

Lincolnshire County Council (LCC):

Councillor Mike Brookes sent apologies

Boston Borough Council (BBC) Councillor Stuart Evans

Apologies received from BBC Councillor Suzanne Welberry

Councillor Evans updated the council on a traffic complaint received that is now solved

The Meeting opened at: 19:03

1. Chairman's remarks:

Congratulations were given to Councillor Lisa Baldwin for being nominated for the Boston Borough Council Outstanding Achievement Award

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 Councillors Philippa Parnell, Mike Brookes, Will Chalmers and Ian Maclean, on proposal from Councillor Welberry, seconded by Councillor Trafford 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 and items 6i & 6ii
Councillor Hilton declared an interest in items 6i & 6ii

4. **To approve as a correct record**, the notes of the meeting of the Council held on 19 March 2024 and to authorise the Chairman to sign the official minutes
On proposal from Councillor Hilton, seconded by Councillor Welberry and with no objections, all resolved to accept the minutes from 19 March 2024 and gave permission for the Chairman to sign them

5. Financial matters:

- i. Bank Balances as of 31 March 2023
£10,303.27 Treasurers account
£70,353.46 to include £77.59 interest - Instant online
- ii. To discuss Internal Auditors report
All members had received a copy of the report before the meeting and had no questions
On proposal from Councillor S. Trafford, seconded by Councillor Baldwin and with no objections, all resolved to accept the report



- iii. To discuss and approve the Annual Governance Statement
All members had received a copy of the statement for consideration before the meeting, on proposal from Councillor Baldwin, seconded by Councillor C. Trafford and with no objections, all resolved that the council is ensuring that there is a sound system of internal control and agreed with all statements that apply.
- iv. To discuss and approve the Annual Accounting Statement
All members had sight of the statement, on proposal from Councillor Baldwin, seconded by Councillor S Trafford and with no objections, all resolved to agree with the statement
- v. To approve the end of year bank reconciliation
On proposal from Councillor Hilton, seconded by Councillor Welberry and with no objections, all resolved to accept the reconciliation
- vi. To discuss and approve asset register
All members had received a copy of the asset register and will let the Clerk know of any missing information
- vii. To approve accounts for payment and future direct debits for 2024-2025

PAYEE	SERVICE	INVOICE DETAILS	£	COMMENTS
Reuben Page Consultancy	2 visits to Mackie's Pit Aquatic dye & reed control	13 March 2024 Inv. 0244	£1,115.00	Approved 19 March – Paid 20 March
Methodist Church	Library Rent	1 April 2024	£150.00	Paid DD 2/4/2024
Gillrange Limited	Community Hub & Council Office Rent	1 April Inv. 17044	£350.00	Paid DD 2/4/2024
Friends of St. Mary's	Archive & Community Hub	1 April Inv. 75	£200.00	Paid DD 2/4/2024
LALC	2024-25 Subscription	14454	£669.38	Approved 19/3 Paid 3/4
LALC	2024-25 Training	April 2024	£198.00	Approved 19/4 Paid 3/4
BT	Broadband	April	In Credit £230.73	Information DD
N Bush	Payroll	April Inv.	£15.00	To be approved
Staff	Costs	April Payroll & reimbursements	£1536.85	To be approved
S Holland	March Garden maintenance	Invoice 82	£372.00	To be approved
SMV Contract Services	Grass Maintenance	Inv.1740	£1068.00	To be approved
EE	Mobile	April invoice	£9.90	DD Due 26 April

LATE IN:

Internal Auditor John Jackson Internal audit £120.00

On proposal from Councillor S Trafford, seconded by Councillor C Trafford and with no objections, all resolved to approve the current direct debits (**DD**) for the new financial year unless there is a change and to give the Clerk delegated powers to pay SMV between meetings if there are no objections from members once informed, also approved was the payment schedule.

RECEIVED LATE IN:

LCC Grass cutting contribution £931.70 for 2023-2024



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.

- i. B/24/0126: Outline planning with some matters reserved, appearance, landscaping, layout & scale for 3 detached dwellings & existing work-shop to be demolished at Lanresse, Fenhouses Drove, PE20 3HF

Those members of the Council that did not declare an interest had no objection, they would however like to request the following (taken from the Parish Councils Planning Policy) "As natural bird habitats diminish, nest boxes are one way to give declining bird species a helping hand. For this reason, the council requests that all new housing and any new extensions, swift boxes must be added facing a North Westerly or North Easterly direction to avoid the direct sun".

- ii. B/24/0127: Change of use of land to residential garden at Lanresse, Fenhouses drove, PE20 3HF

Those members of the Council that did not declare an interest had no objection or comments

- iii. B/24/0134: Proposed single storey rear/side extension at 14, St. Mary's Crescent, PE20 3JF

The members of the Council had no objection or comments regarding this application

- iv. B/24/0140: Advertisement Consent for 1no externally illuminated static sign at The Blue Shed, Station Road, PE20 3PS

The members of the council had no objection or comments regarding this application

- v. B/24/0141: Application under s73 for the variation of Condition 2 (Approved Plans) of permission B/23/0147 (Proposed extension, change of use to sales and workshop for agricultural machinery, erection of 2.4m high steel palisade fence, steel Armco security crash barriers (c.800mm tall) & pair of 2.4m high steel palisade gates) at The Blue Shed, Station Road, PE20 3PS

The members of the council had no objection or comments regarding this application

7. Clerks outstanding matters and correspondence:

SUBJECT	ACTION
Litter Royalty Lane – Reported FixMyStreet 8043-6241-3112-3640	To receive any updates Councillor Welberry confirmed the litter had not been picked up and the Borough had contacted the Clerk for the 2 nd time to ask if it had been cleared
Defibrillator in Market Place usage report	Update The defibrillators should be checked as fit for purpose weekly. Councillor Gibbard would contact Councillor Chalmers
Swineshead Twinning Association	Update Move to the next meeting
Phishing and scams poster	Update Move to the next meeting
Proposed waiting restrictions – High Street	To discuss & resolve All members had received a copy
New grass verge area added to grass maintenance	Update Councillor Hilton mentioned that the Management company should be responsible. Councillor Gibbard would look into this. The Clerk had already informed SMV of the extra cuts



Bus Shelter purchases for the village	<p>Receive any updates</p> <p>Due to ongoing costs to the Parish Council and therefore village, on proposal from Councillor Lemon, seconded by Councillor Hilton and with no objections, all resolved not to purchase a shelter</p>
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8. Councillor's and village reports, actions & updates:

SUBJECT	ACTION
Boston Borough Council, quote to upgrade all street lighting to LED and loans for Street lighting columns	<p>discuss updates</p> <p>Move to the next meeting</p>
Information signs at the John Butler's Trust Land at the Sand Holes	<p>Receive any updates</p> <p>The application has gone in</p>
Community Flood/Emergency Plan	<p>Update</p> <p>Ongoing</p>
Village Hall AGM 7 May 7pm	<p>To discuss attendance</p> <p>Some Councillors will be attending</p>
Swineshead Community Hub and Library	<p>To receive any updates</p> <p>Councillor Gibbard attended a meeting, many libraries are situated in LCC properties. The tender for the management of the libraries will be due in 2026 until then the grant should be available to libraries until then. A meeting date will be set soon for the Parish Councils Community Hub & Library meeting, the Clerk will speak to councillor Maclean, (Chairman of the CH & L Committee)</p>
Swineshead Village Archive	<p>To receive any update</p> <p>The archive is well received</p> <p>Enquiries can be made via face book</p> <p>There are 3 volunteers and soon to be a fourth</p> <p>The plan is to open more regularly</p>

9. Annual Parish Meeting (Residents meeting) 24 April 6pm St. Mary's Church Hall
 The Clerk will send the agenda out and asked that all members share it
 Councillor Hilton gave his apologies for this meeting

10. Date for the next meeting/s:
 Tuesday 14 May (Annual Meeting of the Parish Council)
 Councillor Baldwin gave her apologies for this meeting
 Tuesday 18 June

The meeting was closed at 19:51

CHAIRMAN: **DATE:** Tuesday, 14 May 2024