

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 July 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, David Lemon, Roy Hilton, Philippa Parnell, Lisa Baldwin and the Clerk.

Also Present:

Boston Borough Councillors: Stuart Evans and Suzanne Welberry

Public Forum:

One member of the public – Representative of The Poor Charity

With no objections, It was resolved to move item 8 (Village Hall) to allow this to be discussed.

The representative updated the Parish Council with updates regarding the Village Hall, North End, Swineshead and their visit to Chatterton, solicitors

1. The Parish Council are custodians of the Village Hall
2. The Parish Council should call a meeting giving at least one months' notice, to all interested parties, to elect a management committee and the Chairman of the Parish Council should Chair the called meeting.
3. The Lease has expired which will be arranged between the Parish Council and Poor Charity
4. The peppercorn rent has not been paid to the Poor Charity for many years – The Parish Council will discuss this at the next meeting.
5. The Poor Charity will write to both Committees of the Village Hall and also the Parish Council
6. The Chairman of the Council will send a copy of the lease to all members of the council.

Lincolnshire County Councillor: Mike Brookes

Informed the members of the council that one large bin had been sited at Coney Hill instead of the previously agreed, two smaller bins. The area will be monitored as to the amount of litter not placed in the bin.

Boston Borough Councillors: Suzanne Welberry and Stuart Evans

Councillor Welberry asked the residents on High Street that were leaving their refuse bins out after collection to bring them in off the curb, this worked for a while but they are being left out again, she will visit the properties again.

Councillor Evans explained that although he had tried, he was unfortunately unable to help with the bus shelter situation.



1. Chairman's remarks:

Everyone was thanked for attending

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 reasons were received from Councillors, Ian Maclean and Will Chalmers
On proposal from Councillor Brookes, seconded by Councillor S 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

4. To approve as a correct record, the notes of the meeting of the Council held on 18 June 2024 and to authorise the Chairman to sign the official minutes

On proposal from Councillor S Trafford seconded by Councillor Lemon and with no objections, all resolved to accept the minutes from 18 June 2024 and gave permission for the Chairman to sign them

5. Financial matters:

i. Bank Balances as of 30 June 2024

£21,371.02 Treasurers account

£70,581.73 to include £80.35 interest - Instant online

All Members had received a copy of the bank balances

ii. To approve accounts for payment:

A difference of minus 2p for staff costs and a late payment in from SMV Grass Maintenance Inv.1798 £960.00

On proposal from Councillor R Welberry seconded by Councillor C Trafford and with no objections, all resolved to approve the payments.

Due to there being no meeting in August Delegated powers would be given to the Clerk & the Chairman to pay regular/budgeted payments in August informing all members beforehand in case of objections.

On proposal from Councillor Brookes seconded by Councillor Lemon and with no objections, all resolved to approve the delegated powers.

iii. To approve play area official check: RoSPA cost of around £200 (Depending on findings)

On proposal from Councillor Parnell seconded by Councillor Lemon and with no objections, all resolved to approve the expenditure for the play area check

iv. NALC Financial Regulations adopted in June: To note that these have missing items/errors. NALC will issue an updated version and until then the previous ones will stay on the website.

PAYEE	SERVICE	INVOICE DETAILS	£	COMMENTS
Methodist Church	Library Rent	1 July 2024	£150.00	Paid DD 1/7/2024
Friends of St. Mary's	Archive & Community Hub	1 July Inv. 80	£200.00	Paid DD 1/7/2024
Gillrange Limited	Community Hub & Council Office Rent	1 July Inv. 17097	£350.00	Paid DD 1/7/2024
LIVES	Defibrillator maintenance	3 July SINV-103836	£684.00	Paid Approved
BT	Broadband	July M029 0M	£50.28	Due 14 July
N Bush	Payroll	July 10626	£15.00	To be approved



Staff	Costs	July Payroll & Expenses	£1446.70 £1446.68	To be approved
S Holland	June Garden maintenance	Invoice 92	£589.00	To be approved
Black Sluice IDB	Drainage Rates 1/4/24-31/3/25	ID 30-3115-4	£299.37	To be approved
EE	Mobile	July invoice	£9.90	DD Due 26 July

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.

No planning applications were received

7. Clerks outstanding matters and correspondence:

SUBJECT	ACTION
Proposed waiting restrictions – High Street	Update The Public notice was advertised in the local press, posted locally and mentioned in several Parish Council Minutes Any objections would go to the County Council Planning The cut-off date was 19 June Councillor Hilton reported that a resident had not seen the posted notice but unfortunately the cut-off date had passed
Rights of way survey – Link emailed	To discuss The Parish Council would like to see the reinstatement of funds from the County Council to the Parish Council towards the maintenance of the rights of way. Also requested is better signage and keeping signage clear
Grass Cutting Contract and extra area	To discuss and resolve On proposal from Councillor welberry seconded by Councillor Lemon and with no objections, all resolved to request 3 quotations for the grass cutting for 2025-26 and also to request a cut as soon as possible for Villa Walk, with a total of 406m ² of highway verge at a cost of no more than £500
Speed indicator devise purchase (Offer from Elan City)	To discuss and resolve On proposal from Councillor S Trafford seconded by Councillor Gibbard and with no objections, all resolved to purchase 2 SIDs, which were budgeted for in the 2024-25 budget. This would be at a reduced cost from the last purchases
Community CPR Training – East Midlands ambulance Service	To discuss



	The Clerk will ask for available dates in September and minimum and maximum attendees. Ideally this could coincide with an event in the Church Hall.
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8. Councillor's and village reports, actions & updates:

SUBJECT	ACTION
Information signs at the John Butler's Trust Land at the Sand Holes	<p>Receive any updates</p> <p>The drawing was shown to all members, the enhancement society has grant money and will progress with the plans</p>
Community Emergency Plan	<p>To receive any updates</p> <p>The plan has been started and Councillors Lemon and Baldwin will join the group.</p> <p>The Clerk will forward the plan to the emergency group</p>
Bus Shelter	<p>To receive any updates</p> <p>Boston Borough Councillor, Stuart Evans, had kindly looked into several possibilities for the dilapidated shelter near the Church Hall and was thanked for his efforts.</p> <p>County/Parish Councillor Brookes attended a Boston Transport Strategy meeting and was able to apply for a new shelter from the Bus Service Improvement Grant.</p> <p>Councillor Hilton reported vandalism of bus stop signs; he will report this on FixMyStreet</p>
Villa Lane	<p>To receive any updates</p> <p>The footpath is owned by the individual properties</p> <p>The bollards were sited by the developer where passing places should have been, these bollards are forcing vehicles on to the verge to pass.</p> <p>Highways will not install rumble strips and residents would probably not like to noise that is produced from vehicles driving over them.</p> <p>"SLOW" will be painted on the road before the houses, either way.</p>
Community Hub, Library and Village Archives (CH & L)	<p>To receive any updates and discuss/approve any changes</p> <p>The Methodist Church, would like to raise the rent for housing the library from £150 per month (this was raised from £25 to £150 in 2023) to £250-£300 per month.</p> <p>It was agreed that this increase and reasons given were unacceptable, there will be an informal meeting held at the Methodist church on the 1st August at 10am when the Parish Council will be able to inform all attending of the situation.</p>



	<p>Ideally the Community Hub, Library, Village Archive and Parish Office would be housed under one roof and not spread across three sites.</p> <p>The Parish Council has been looking for options. The Poor Charity owns land where the old Scout Hut was sited in North End next to the Pre-School building and has tentatively offered this to the Parish Council for a peppercorn rent.</p> <p>A letter of thanks would be sent to the Charity explaining what the land would be used for.</p>
Village Hall	<p>To discuss any updates</p> <p>It was resolved to move this item to the start of the meeting</p>

9. Set date for Annual Parish Meeting & Speaker for May 2025

For good practice it was agreed to hold the Annual Parish Meeting on a separate day to the Council's annual meeting.

The Date agreed was Wednesday 21 May starting at 6pm in the Church Hall, Market Square.

The Patient Participation Group and Practice Manager from Swineshead Surgery will present a talk about their roles and services for Patients.

10. Date for the next meeting/s:

No Meeting in August

Tuesday 17 September, 15 October, 19 November & 17 December

The meeting was closed at 20:31

CHAIRMAN: **DATE:** Tuesday, 17 September 2024