

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, 18 March 2025, at the Swineshead Community Hub, 1-2 North End, Swineshead, PE20 3LR

Present: Councillors Carl Gibbard (Chairman), Sean Trafford (Vice Chairman), Roger Welberry, Mike Brookes, Chelcie Trafford, David Lemon, Andy Lawrence, and the Clerk

Also Present: Boston Borough Councillors Suzanne Welberry, Stuart Evans and two members of the public

Public Forum:

No members of the public wished to speak

Lincolnshire County Councillor: Mike Brookes

1. Two objections have been received from the public during the public consultation period for the proposed No Stopping Restrictions in Abbey Road
2. A Highways Officer has been to check on the position of a property fence in Villa Lane and confirmed that it is in the correct position and will not need moving
3. Highways will review the A17 bypass diversion signage and assess how they can improve future diversions
4. The Stopping up Order for the constructed entrance on Boston Road off the A52 will be going ahead

Boston Borough Councillors: Suzanne Welberry and Stuart Evans

1. Boston Borough Council have commissioned a viability study and independent audit into whether Section 106 payments should be made by the Developer in respect of the proposed 122 dwellings
2. Flags and bunting for VE day will be made available to Parish Councils. The members of the council are interested in receiving these for the use and enjoyment of the village.

The meeting was opened at 19:09

1. Chairman's remarks:

Councillor Gibbard noted that the Aquatic Dye Treatment to curtail the growth of de-oxygenating weed, which degenerates the whole eco system at Mackie's Pit was due. The Clerk will add the payment details to the April Agenda for approval and request that the contractor sends correspondence direct to the Council email address

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 Roy Hilton, Philippa Parnell and Lisa Baldwin

On proposal from Councillor S. Trafford, seconded by Councillor Brookes 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

Councillor Andy Lawrence declared an interest in Item 6:iii



4. **To approve as a correct record**, the notes of the meeting of the Council held on 18 February 2025 and to authorise the Chairman to sign the official minutes

On proposal from Councillor R. Welberry, seconded by Councillor S. Trafford and with no objections, all resolved to accept the minutes and gave permission for the Chairman to sign them

5. **Financial matters:**

- i. Bank Balances as of 31 January 2025
£18,536.99 community account including
Received: £871.88 Allotment rent
£71,083.74 to include £62.27 interest - Instant online

It was noted that the correct date for the bank balances should have been 28 February 2025

- ii. To approve the following accounts:

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

PAYEE	SERVICE	INVOICE DETAILS	£	COMMENTS
EE	Mobile	January invoice V02318178844	£10.36	Paid DD 26/2/25
Methodist Church	Library Rent	1 March 2025	£150.00	Paid DD 3/3/2025
Friends of St. Mary's	Archive & Community Hub	1 March 2025 Inv. 93	£200.00	Paid DD 3/3/2025
Gillrange Limited	Community Hub & Council Office Rent	1 March 2025 Inv. 17230	£350.00	Paid DD 3/3/2025
BT	Broadband	February 2025 M036 UG	£50.28	Paid DD 14 February
N Bush	Payroll	March Inv. 10711	£15.00	To be approved
Staff	Costs	March Payroll & Expenses	£1450.24	To be approved
S Holland	February Garden maintenance	Invoice 19	£248.00	To be approved
GLL Lincolnshire Central Library	Photocopy clicks 1/8/24 – 31/1/25	Invoice SI-318211	£3.51	To be approved

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. **EN0210006** (25/3) Ossian Transmission Infrastructure project
No comments or objections were received from the members of the Council

ii. **B/25/0095** (26/3) Change of use of existing ancillary outbuilding into part annex accommodation & part holiday accommodation including change of use of agricultural land to residential curtilage (Works already completed) at Taumberland Asperton Rd. PE20 2PT
No comments or objections were received for the members of the Council

iii. **B/25/0098** (28/3) Erection of triple garage with attached office at Hawthorn Farm, Station Road, PE20 3NZ
No comments or objections were received from the members of the council that had not declared an interest



7. Clerks outstanding matters and correspondence:

SUBJECT	ACTION
Proposed "No Stopping" restrictions on Abbey Road, in the vicinity of the school.	To receive any updates Public Consultation to close 12 March An update was given by County Councillor Mike Brookes before the opening of the meeting
Armed Forces & Veterans Covenant	Date of talk: 15 April This will start at 6.45pm It was agreed that Councillor R. Welberry would invite the members of the Local British Legion to attend the presentation

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

SUBJECT	ACTION
Swineshead Community Emergency Plan and Local villages Resilience & Emergency Group	To receive any updates It was agreed that Councillor Brookes would ask the local resilience group to give a talk at one of the Councils future meetings
Play area RoSPA action	To receive updates & discuss actions To decide which month for a safety check Councillors S. Trafford and Lawrence will meet at the play area to discuss actions
Swineshead Village Hall	To discuss and resolve: Lease renewal Carpark Maintenance Recycling Insurance On a proposal from Councillor Lemon, seconded by Councillor R. Welberry, and with no objections, it was resolved to establish a working group to review all the above matters and report back to the Council. The group will also examine the ground rent for the village hall and the play park owned by the Swineshead Benevolent Foundation. Working group members: Councillors Gibbard S. Trafford Brookes Lawrence



Community Hub, Library and Village Archive	<p>To receive any updates</p> <p>The archive open day on March 8th was a great success, with a strong turnout and over 500 items now uploaded and accessible via the computer.</p> <p>The next open day will be held on the 5 April predominantly in St. Mary's Church from 10am – 4pm</p> <p>The open day will include talks</p>
Swineshead Benevolent Foundation	<p>To discuss a council payment for ground rent and actions towards this</p> <p>See Village hall above, this will be covered by the working group</p>
Trees at the sand holes	<p>Discuss the council seeking action from the landowner to ensure the trees are safe for nearby houses.</p> <p>This land is owned by the Butlers charity, trees that need felling have been identified</p> <p>These trees will be assessed and consideration of any nesting birds will be made</p>
Signs to help protect the geese at the Coles Lane and Mackays Pit	<p>To receive update</p> <p>A highways officer has reviewed the request based on national guidance and local road safety policies.</p> <p>While duck warning signs can be used where wildfowl frequently cross, drivers on rural roads expect to encounter animals and farm vehicles. These move rather than stay in one place and fixed signs are unlikely to impact driver behaviour.</p> <p>Warning signs are most effective on fast or busy roads where hazards are hidden from view, such as sharp bends or hills. As this location does not meet these criteria, Highways are unable to approve the request</p>
Boston Road Planter	<p>To discuss action due to stolen plants</p> <p>After discussions, it was decided that the planter might be able to be moved</p> <p>This will be on the next agenda and members to consider possible places for the planter to be moved to</p>

9. Dates for the next meeting/s:

15 April 6.45pm start with presentation for the Armed Forces & Veterans Covenant

20 May Annual meeting of the Parish Council

6pm Annual Parish Meeting (Residents meeting)
Wednesday 21 May, Church Hall, Market Place



10. To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters:

On proposal from Councillor S. Trafford, seconded by Councillor R. Welberry and with no objections, all resolved to go into closed session. The public left the building at 8:01pm

- i. To consider the resignation of the current Clerk/Proper Officer/Responsible Financial Officer, Mrs Victoria Clark and to discuss the process of filling the vacancy

The vacancy advert, job descriptions, remunerations, timings and where to place adverts were discussed with no objections, all resolved to accept the information given by the Clerk

- ii. To discuss a purpose-built Community Hub/Council Office, raising funds, possibilities and set a working group if needed

After discussion it was resolved with no objections to set up a working group to give careful consideration and explore all possibilities

The working group will report back to full council and the members of the working group were agreed:

Councillors, Gibbard, S. Trafford, Lemon & Lawrence

- iii. To consider an increase in hourly rate for the council's maintenance contractor, Mr Steve Holland

On proposal from Councillor Lemon, seconded by Councillor Lawrence and with no objections, all resolved to increase the hourly rate by £2 per hour to be back dated from the 1 March

- iv. To receive highways grass cutting quotations and approve the contractor
Quotations received were discussed and on proposal from Councillor C. Trafford, seconded by Councillor R. Welberry and with no objections, all resolved to offer the contract to T.A. Blackamore with up to 10 cuts for the highways verge areas and up to 12 cuts for the Play area with the Clerk given delegated powers to request further cuts to either or both should that be necessary

The meeting was closed at 20:21

CHAIRMAN: **DATED:** Tuesday, 15 April 2025