

SWINESHEAD PARISH COUNCIL



Parish Council Office

1 & 2 North End | Swineshead | PE20 3LR

Chairman | Councillor Carl Gibbard

Clerk | Victoria Clark

NOTICE IS HEREBY GIVEN and Members of the Council are summoned to attend the Annual meeting of Swineshead Parish Council, to be held on Tuesday 20 May 2025, **commencing at 6.45 pm** in the Swineshead Community Hub, 1-2 North End, Swineshead, PE20 3LR

The meeting will be closed after item 3 for the following:

1. Presentation from the Local Villages Resilience & Emergency Group.
2. Following and prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council.
3. Also, a maximum further 10 minutes will be set aside for the meeting to receive reports of the Police, elected members of Lincolnshire County Council and Boston Borough Council.

V Clark

Mrs Victoria Clark

Date: 13/5/2025

Clerk/Proper Officer and Responsible Finance Officer to Swineshead Parish Council

AGENDA

1. **Election of the Chairman and signing of the acceptance of office** witnessed by the Proper Officer
2. **Election of the Vice Chairman and signing of the acceptance of office** witnessed by the Proper Officer
3. **Resolution to close the meeting** for the Presentation, Public forum and outside authorities reports
4. **Resolution to re-open the meeting**
5. **Chairman's remarks:**
6. **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
7. **To receive declarations of interest** under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items
8. **To approve as a correct record**, the notes of the meeting of the Council held on 15 April 2025 and to authorise the Chairman to sign the official minutes.
9. **Annual Governance and Accountability Return (AGAR)**
 - a) **To discuss Internal Audit report**
 - c) **To discuss and approve the Annual Governance Statement**
 - d) **To discuss and approve the Annual Accounting Statement**
10. **Financial matters:**
 - i. To approve payroll monthly increase from £15 to £17.00 from June 2025
 - ii. To approve internal Auditor for 2025-26



- iii. Bank Balances as of 30 April 2025
 £31,440.60 community account this includes half of the £55,000 precept minus £6,811.16 Boston
 Borough Lighting costs
 £71,196.74 to include £58.47 interest - Instant online
- iv. To approve the following accounts:

PAYEE	SERVICE	INVOICE DETAILS	£	COMMENTS
V Clark	Hampshire Flag Company	Replacement Flags Inv 34145	£330.30	Paid 29/4/25
Methodist Church	Library Rent	1 May 2025	£150.00	Paid DD 1/5/2025
Friends of St. Mary's	Archive & Community Hub	1 May 2025 Inv. 0094	£200.00	Paid DD 1/5/2025
Gillrange Limited	Community Hub & Council Office Rent	1 May 2025 Inv. 17260	£350.00	Paid DD 1/5/2025
C Gibbard	Replacement Hose Reel	Colin Luesby Interiors Inv. 2474	£53.09	Paid 2 May 2025
John Jackson	2 Internal audits	Inv 6 May 2025	£120.00	Paid 6 May 2025`
BT	Broadband	May 2025 Inv. M038 1Z	£54.42	Paid DD 12/5/2025
Lloyds Bank	May Service Charges	Direct Debit	£4.25	Due DD 20/5/25
EE	Mobile	May invoice V02328986132	10.36	Due DD 26/5/25
N Bush	Payroll	May Inv. 10720	£15.00	To be approved
Staff	Costs	May Payroll & Expenses	£1,544.55	To be approved
S Holland	April Garden maintenance	Invoice 21	£507.50	To be approved
Clear Councils	Annual Insurance Annual Employee Liability	Inv LC002218 Due 1 June 2025	£1143.20	To be approved

11. 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/25/0168:** (31/5) Stage two consultation for the proposed Meridian Solar Farm at Meridian Solar Farm

12. Clerks outstanding matters and correspondence:

SUBJECT	ACTION
Proposed "No Stopping" restrictions on Abbey Road, in the vicinity of the school.	To receive any updates
High Street, changed parking restrictions	To receive any updates and actions
LCC draft rights of way improvement plan – Closing date 9 June 2025	To receive any updates



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

SUBJECT	ACTION
Armed forces Covenant	To discuss updates and action
Swineshead Community Emergency Plan and Local villages Resilience & Emergency Group	To discuss presentation and any actions
Play area RoSPA action	To receive updates & discuss actions
Swineshead Benevolent Fund: Swineshead Village Hall, Lease renewal, carpark maintenance, recycling, insurance & ground rent Play area ground rent	To receive reports and any updates from the Working group
Community Hub, Library and Village Archive	To receive any updates
Boston Road Planter	To receive any updates
Armed forces Covenant	To discuss action

14. Dates for the next meeting/s:

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

Tuesday 17 June 7pm

Tuesday 15 July 7pm

No meeting in August