

SWINESHEAD PARISH COUNCIL

PARISH OFFICE

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MINUTES OF THE MEETING OF SWINESHEAD PARISH COUNCIL HELD ON 19th MARCH 2018

Present: C Karen Cartwright, C Jeb Booth, C Mike Brookes, C Alan Hughes, C Stacey Hacket, C Debbie Hutson, .C Keith Osborne: C Roy Hilton

Also Present: PCSO Neil Williams & PSCO Kosiba

Public Forum None

Meeting started at 7.30 pm

17/200 Chairman's Remarks: None.

17/201 Apologies for absence and reasons given.

Cllr R Welberry, Cllr M Welberry-Smith gave apologies. (Cllr P Parnell had emailed apologies, but they had not been seen prior to the meeting)

It was resolved to accept apologies for absence and reasons given.

17/202 To receive any declarations of interest in accordance with the Localism Act 2011.

Cllr MB declared an interest in all matters of planning under item 8 of the agenda on the grounds of being a substitute member of the planning committee at Boston Borough Council.

Cllr J Booth declared an interest in both planning applications

17/203 Police report.

Diesel stolen from lorries at Thompson commercial on Boston Road. Heating oil stolen from Fenhouses. Tools stolen from a Transit van. All of these are ongoing investigations and are currently common within the county and under investigation.

17/204 Notes of the meetings held on 12.02.18 to be confirmed and signed as minutes.

It was resolved to accept the above notes. The notes were confirmed and signed by the Chairman.

17/205 Financial matters: Financial report, accounts for payment and budget figures up to 28/02/2018.

DATE	PURPOSE OF EXPENDITURE	TOTAL AMOUNT	AMOUNT EXCLUDING VAT	NON RECOVERABLE VAT	RECOVERABLE VAT	Method
28/02/2018	PC rent – Clerk	15.00	15.00			DD 11/03
28/02/2018	Office rent - Clerk	20.00	20.00			DD 11/03
18/02/2018	Mobile Phone	18.99	16.49		2.50	DD 26/02
28/02/2018	Library Rent	18.00	18.00			DD 28/02
Sub Total		71.99	69.49	0.00	2.50	
28/02/2018	Pay and PAYE	558.42	558.42			
28/02/2018	Payroll Services	18.00	15.00		3.00	

18/01/2018	LALC	586.30	488.58		97.72	
Sub Total		1162.72	1062.00	0.00	100.72	
Total		1234.71	1131.49	0.00	103.22	

It was resolved to accept the accounts for payment.

ACTION: Clerk to make outstanding payments

Cllrs JB & MB removed themselves at 19.35

17/206 Planning Applications

B/18/0040 – Erection of single storey rear extension at The Stables, Forefen Lane

No comments or objections made.

B/18/0053 – Approval of reserved matters followings B/17/0122 1 dwelling including access at Land off the South of Church Lane.

No comments or objections made.

Cllrs JB & MB returned at 19.42

ACTION: Clerk to advise Boston Borough Council of the above comments.

17/207 Correspondence

Streetscapes Ltd	Letter & Flyer – Play area equipment supplier – <i>filed for future reference 19-2-18</i>
Boston Community Transport	Letter & Leaflet –Promotion of services and volunteers – <i>Emailed to Councillors, posted on website, facebook & notice board 26-2-18</i>
Boston Borough Council	Email - –Confirmation of changes to the planning consultation process from April 2018. <i>Emailed to Councillors 26-2-18</i>
GB Keep Clean	Email – Regarding Keep Britain Clean Campaign – <i>Emailed to Councillors 26-2-18</i>
LALC	Email – Crime and Poor performance on waste consultation – <i>Emailed to Councillors 26-2-18</i>
HAGS	Promotional leaflet for Play Equipment – <i>Filed for future reference 26-2-18</i>
Glasdon	Promotional leaflet for Benches and other parish equipment – <i>Filed for future reference 26-2-18</i>
Community Lincs	Emailed bulletin Feb 18. <i>Emailed to Councillors 26-2-18</i>
Swineshead Friends	Letter – Donation request. <i>Emailed to Councillors and added to Mar 18 Agenda</i>
Boston Borough Council	Email – Parish Council Newsletter Feb 18. <i>Emailed to Councillors and posted on website, facebook and notice board 7-3-18</i>

17/208 Councillors reports.

Cllr A Hughes has received several enquiries regarding the Post Office closure. Cllr KC confirmed that she had contacted the Post Office and Cllr MB confirmed the Borough had also contacted them. Responses received by both were that it is a confidential matter and they cannot say if or when the Post Office will reopen.

Cllr KO raised the issue of the need for a projector now that planning is to become electronic from 1st April 2018. Cllr MB confirmed that there would be no charge for plans until April 2019 to give Councils the chance to prepare for the change. It was resolved that a projector was needed.

Cllr KO raised the issue of rubbish along the dyke from Steynings to Moses headland along the A17. This matter was discussed but it is unlikely that the Borough would be able to do anything due to safety reasons along the main road.

ACTION: Clerk to obtain prices for a projector

17/209 Clerks report.

An email has been received from a resident regarding concerns over Coles Lane bridleway, the Ponds at Coles Lane and the footpath near Stump Cross. The Cllrs confirmed that the ponds would be safe as they are owned by the John Butler charity and that the bridleway will also remain open for public access. The bridge on the footpath was completed approximately one month ago. It was resolved that the Clerk would respond to the resident by email.

The Clerk reported that the yearly maintenance check had been carried out on the Speed Indicator Devices and there were no reported problems. The length of the maintenance contract was discussed, and it was resolved that the Clerk would look into this and report back at the next meeting.

The Clerk has received a letter from a resident raising concerns about the closure of the Post Office, the Surplus water from the Coles Lane development, and whether the Ponds would be affected and lastly the state of the site at Manwarings. The Cllrs confirmed that as previously mentioned there was nothing that could be done regarding the Post Office, that the proposed drainage on the development was very good but the resident would need to contact the Borough Council regarding details of this and that the property at Manwarings is private land and so the Council is unable to take any action on its condition. It was resolved that the Clerk would respond to the resident by letter.

ACTION. Clerk to respond to both residents and look into the maintenance contract for the Speed Indicator Devices.

17/210 Litter picking event

Cllr RW informed the clerk that he would cover the area between North End and Grimms and also pick up the black bags in the afternoon as usual. Cllr AH agreed to cover the area from the Church Hall to the Medical Centre. It was resolved that the event would take place on 21st April 2018, meeting outside the Church Hall at 1pm.

ACTION: Clerk to advertise the event, speak to Cllr PP regarding details of the event, register the Parish for the "Clean Up" event and to contact Boston Borough Council regarding borrowing equipment.

17/211 Donation request by Swineshead Friends Group

The request for a donation in support of the administrative costs was discussed along with the support the group was giving to local people. The Clerk confirmed that the handouts had been posted on facebook, the notice board and the website. A donation of £250 was proposed by Cllr MB and seconded by Cllr KO. It was resolved that to aid the group to get better established a donation of £250 would be made to the group.

ACTION: Clerk to write to the group and arrange payment of the donation

17/212 An update on repairs to St Mary's Parochial Church yard

The Clerk confirmed that information regarding Bicker Wind farm has been sent out as requested. No response received has been received as yet.

ACTION: None

17/213 Brylaine K59 bus service reduction update(MB)

Cllr MB confirmed that following a Tender process there will be extra buses coming to and from the village. This will start from the 1st April and will possibly be 2 extra return journeys per day but full details have not been received. This will continue for the full year but it will be on a "Use it or Lose it" basis.

ACTION: Clerk to advertise details on all platforms once received and Cllr MB will pass details to Cllr KO for publishing in the Parish magazine

17/214 Speed Indicator device request update& update on Blackjack Road speed issues.

A further survey has been carried out and we are currently awaiting the report. Once this has been received Clerk will contact the resident.

ACTION: Clerk to feed back to Resident once the report has been received.

17/215 An update on Gardening and Grass Cutting and complaint from resident regarding felled tree

Cllr KC confirmed that one application had been received for the Gardening post and an interview carried out by herself and the Clerk and he is willing to start with immediate effect. It was resolved to engage the gardener initially for 6hrs per week.

The Clerk confirmed that the felled tree had not yet been removed.

ACTION: Clerk to contact the gardener to confirm start and issue contract of engagement.

17/216 An update on North End HGV traffic.

No response has yet been received from the highways department.

ACTION: None

17/217 An update on the Library. (DH)

Cllr DH stated that she had received an email confirming we could put a shed in the yard for a peppercorn rent of £1 per week. She also confirmed that she was collating information for the Library and would over the next few weeks hand over responsibility of supporting the volunteers to the Clerk.

It was resolved that this item would be removed from the agenda and any updates given via the Clerks report.

ACTION: Cllr DH to arrange a time with the Clerk for handover once the information was collated.

17/218 An update on Mackay's Pit. (MB).

Cllr MB confirmed that there had been no further activity. It was resolved that this item would now be removed from the agenda and any updates given via Councillor's reports.

ACTION: None

17/219 Update on Budget (payroll & computer) (NB)

The Clerk requested confirmation that the payroll would be brought in house as discussed and agreed at the Finance Committee meeting. It was resolved that from the 1st April 2018 payroll would be processed directly by the Clerk.

The Clerk proposed that rather than purchasing a new computer that she use one of hers that is no longer used and that she has spare licenses for both Norton Antivirus and Microsoft 365 that she can use which will save on expenditure and running costs and the budgeted figure would enable us to purchase a projector instead. It was resolved that this offer would be taken up.

Cllr KC raised the subject that the Clerk found the current office quite claustrophobic and would like to work from her office at North End. It was confirmed that there is room for the lockable filing cabinet and that it would be suitable. Following a discussion, it was resolved that the Clerk could work from this office, but the Council will continue to keep the office at the Pre-School to be used for meetings when needed.

ACTION: Clerk to notify Abbey Payroll that their services would no longer be required.

Meeting closed 8.43pm