

SWINESHEAD PARISH COUNCIL

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MINUTES OF THE MEETING OF SWINESHEAD PARISH COUNCIL HELD ON 12th June 2017

Present: C Debbie Hutson, C Karen Cartwright, C Philippa Parnell, C Jeb Booth, C Roger Welberry, C Keith Osborne, C Mike Brookes, C Roy Hilton, C Alan Hughes

Also Present: Ann Fletcher, Outgoing Clerk. One member of the public.

Public Forum: A member of the public addressed the Council about the problems with the grass cutting in the village. He also asked whether the Council would consider producing a newsletter to keep residents up to date with any issues or actions. Councillors explained that there have been teething problems which have now been resolved and that there would be a further discussion during agenda item 18. Cllr KO commented that Swineshead Life covers key areas from the Parish Council perspective already and that there are regular updates on the website and Facebook page.

Chairman's Remarks: None

Election of Vice Chairman of Swineshead Parish Council

Cllr AH was proposed as Vice Chair by Cllr JB and seconded by Cllr KO. No other proposals were put forward and Cllr AH was elected unanimously as Vice Chair.

The declaration of acceptance of office was signed by Cllr AH.

027/17 Apologies for absence and reasons given

Cllrs MW-S and SH sent their apologies **It was resolved to accept their apologies and reasons for absence.**

028/17 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.

Cllrs JB and RW declared an interest in planning items B/17/0148 and B/17/0184. Cllr RH declared an interest in planning item B/17/0148. Cllr KO declared an interest in planning item B/17/0184.

It was agreed that the whole Council could be deemed to have an interest in planning item B/17/0184 as the applicant is a member of the Council. It was resolved not to comment on this application.

029/17 Police report

There was no Police presence. Reported crimes since the last meeting are as follows: 29/05/17 – Assault, Wheatsheaf P/H, Market Place – under investigation; 31/05/17 – Damage to property, Michael Moses Way – undetected; 06/06/17 – Attempted burglary, Longrigg Walk – under investigation. They are also aware of an issue with a family living in a caravan at the bottom of Steyning Lane. They are liaising with Boston Borough Council to issue them with a 7 day warning notice to leave the area.

030/17 Notes of the last meeting held on Monday 8th May 2017 to be approved and signed as minutes.

It was resolved to accept the above notes. The notes were confirmed and signed as minutes.

031/17 Financial report, accounts for payment and latest budget.

DATE	PURPOSE OF EXPENDITURE	AMOUNT EXCLUDING VAT	NON RECOVERABLE VAT	RECOVERABLE VAT
11.5.17	PC rent - Clerk	15.00		
11.5.17	Office rent - Clerk	20.00		
09.05.17	Grass Cutting Play Area	40.00		8.00
09.05.17	Grass Cutting Hillcrest Gds King Johns Road	60.00		12.00
10.05.17	Grass Cutting Amenity Areas	90.00		18.00
10.05.17	revetment works to Bank and 4 Fishing platforms at Mackay's Pit	4550.00		910.00
14.05.17	Grass Cutting Church Yard	150.00		30.00
17.05.17	Grant to Swineshead Twinning	150.00		
23.05.17	Grant to Swineshead Twinning duplicate payment in error credit received	150.00		
18.05.17	mobile phone	17.65		3.53
22.05.17	stationery	78.48		15.70
01.06.17	Grass Cutting Footpaths	90.00		18.00
01.06.17	Grass Cutting Play Area	40.00		8.00
01.06.17	Grass Cutting Hillcrest Gds King Johns Road & Milne Green	65.00		13.00
01.06.17	Grass Cutting Amenity Areas	90.00		18.00
01.06.17	Grass Cutting Village areas	285.00		57.00
31.05.17	Wages & PAYE	946.37		
31.05.17	Payroll Services	15.00		3.00
31.05.17	stamps & stationery	12.68		
23.03.17	service to Mower	108.37		21.68

Total		6973.55		1135.91
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It was resolved to agree the accounts for payment for May which were checked and signed by Cllrs RH and PP. It was also resolved to agree and accept the budget figures as at 31.5 17.

032/17 Planning applications:

B/17/0148 - stationing of 8 static caravans to house workers at Steyning Farm, Steyning Lane – Councillors voiced their concerns that there did not seem to be any provision for disposal of waste from toilets, showers or general household waste on the plans. It was resolved to comment on the above to Boston Borough Council.

B/17/0155 - 2 storey extension at 4 Milne Green. It was resolved that there were no comments or objections.

B/17/0184 – construction of front porch at The Croft, Coles Lane. It was resolved that there were no comments or objections.

ACTION: Clerk to advise Boston Borough Council of comments.

033/17 Correspondence

Central Lincolnshire Joint Strategic Planning Committee

Plan has been adopted any further comments redirected to him. **Emailed to Councillors 08/05/17**

Boston Borough Council

New engaging libraries fund open to applications. **Emailed to Councillors 15/05/17.**

Ashwood Homes

Email to confirm the development will become ‘Villa Walk’ once its complete. **Emailed to Councillors 15/05/17**

Lincolnshire Association of Local Councils (LALC)

Councillors Networking Day and details. **Emailed to Councillors 15/05/17**

Boston Borough Council

Enforcement Officers ‘out and about’ to resolve any litter issues on the streets. **Emailed to Councillors 15/05/17**

Lincolnshire Association of Local Councils (LALC)

New initiative starting 22/05/17 Active Spaces. **Emailed to Councillors 16/05/17**

Boston Borough Council

Boston In Bloom looking for nomination for the Robert Laubert’s Award. **Emailed to Councillors 22/05/17.**

Boston Borough Council

MacKay’s Pit is on the finalists for the Environmental awards. **Emailed to Councillors 22/05/17.**

Boston Borough Council

Email of Furniture they wish to move on. **Emailed to Councillors 22/05/17.**

Anglian Water Pumping Stations Campaigns Team

Email to locate Pumping Stations. **Emailed to Councillors 23/05/17.**

Triton Knoll Liaison Committee

Kick-Off Meeting for the Liaison Committee 14th June. **Emailed to Councillors 24/05/17.**

Viking Link Interconnector Project

Email inviting the Parish Council to the meeting on 6th June at Ruby Hunt Centre Donington. **Emailed to Councillors 31/05/17.**

Duncan & Toplis

Cyber Security Seminar on June 23rd at Carre Arms Sleaford. **Emailed to Councillors 05/06/17**

Boston Borough Council

Flyer for The Great Get-Together at Ayscoughfee Gardens Spalding 18th June. **Emailed to Councillors 06/06/17**

Lincolnshire Association of Local Councils

Information on the Plunkett Foundation. **Emailed to Councillors 06.06.17.**

Unipart Doorman

Report on the Speed Indicator Device. **Emailed to Councillors 06.06.17.**

Boston Borough Council

Resilient Communities Conference 2017 now on June 15th due to the General Election. **Emailed to Councillors 6.6.17**

034/17 Councillors Reports

Cllr AH – received a complaint from Jessops the Bakers regarding the unavailability of parking space for their delivery van.

Cllr RH – the pot holes have been filled in Park Lane.

Cllr MB – the County Council will be cutting the grass verges on the side lanes today.

Cllr JB – has spoken to the farmer about footpath 4 near Manwarings being churned up by tractors.

Cllr RW – there is an overgrown hedge on Station Road heading out of the village at North End. **ACTION: Clerk to send letter.**

Cllrs KO and MB tendered their apologies that they would not be able to attend the Finance Committee meeting on 19th June. It was resolved to postpone the meeting.

035/17 Clerks Report.

The Clerk reported that:

Emailed Ashwood homes 15.05.17 regarding signs for Abbey Walk. Response on 15.05.17. It is the marketing name and Villa Walk will be adopted once the properties are sold.

Email from Green Scape to agree to hold the price quoted for the work on two Apple trees and if we need this work to be done before September will carry out a visual check first.

Reminder of Finance Committee meeting on 19th June 2017.

036/17 To approve the Annual Governance Statement for 2016/17.

The Annual Governance Statement was completed by the Parish Council and signed by the Chairman and Responsible Financial Officer. **ACTION: Clerk to submit to the Auditors.**

037/17 To approve the Accounting Statement for 2016/17.

It was resolved to approve the accounting statement which had been prepared and signed by the Responsible Financial Officer. The Accounting Statement was signed by the Chairman. **ACTION: Clerk to submit to the Auditors.**

THE FOLLOWING AGENDA ITEM WAS ORIGINALLY ITEM NUMBER 18 AND WAS MOVED FORWARD BY THE CHAIRMAN TO ALLOW THE OUTGOING CLERK TO PARTICIPATE.

038/17 To decide on grass cutting and gardening issues.

Following multiple comments from residents, the outgoing Clerk met with a representative from Dawson Contractors to discuss the issues. The start of the grass cutting had been delayed as the handymen had both left the employment of the Council and had not yet been replaced. To add to that, when the first cut of the grass was undertaken it was extremely long which meant the it was not a neat cut and a lot of the grass cuttings blew onto the paths and roads. The contractors also experienced difficulties in some areas as car has been parked on the grass

verges. It was resolved that now the first cut has been done, the grass should look better after the next cut so no action is required other than posting a reminder on Facebook not to park on grass verges. Confirmation has been received from Lincolnshire County Council advising that Highways have agreed to pay the Parish Council £128.44 towards grass cutting in the village. Regarding the gardening, the advertisement for the vacancy has expired and will be discussed under agenda item number 28. **ACTION: Clerk to post reminder on Facebook.**

039/17 To approve the Chairman's expenses for the current year.

It was resolved to approve an annual expense allowance of £60. **ACTION: Clerk to arrange for payment.**

040/17 To accept the accounts from Swineshead Life, Swineshead Poor Charity and Swineshead Twinning Association

No accounts were made available. It was resolved to add this item to the agenda for the next meeting.

041/17 To discuss the request from a resident for a dog waste bin on Michael Moses Way.

Cllr PP offered to contact Boston Borough council to find out the cost of bins. Cllr RH mentioned that a bin would be useful on Park Lane. **ACTION: Agenda item next meeting.**

042/17 To retrospectively approve the sale of the mower and strimmer.

It was resolved to approve the sale of the mower and strimmer for a sum of £700.00. **ACTION: Clerk to prepare and send invoice.**

043/17 An update on the remedial work that needs to be undertaken at the Play Area and on the plans for the enhanced facilities at the Play Area following the receipt of the Geda funding

Cllr KC reported that the quote that has been received is too expensive. Cllr PP has obtained a second quote which she will bring to the next meeting. Cllr KC has spoken to HAGS regarding the matting and they will let her know when they will be completing the remedial work. **Agenda item next meeting.**

044/17 An update on the Library

Cllr DH advised the Council that the Library volunteers would be manning a stand at the "Welcome to Swineshead" event on the 15th of June. The agreement is ready to be signed at the next meeting. There are some items which would be useful for the Library such as a leaflet dispenser, easy chairs and a small table. Cllr KO commented that the furniture can't be too large as there isn't enough space. **ACTION: Agenda item next meeting to agree spend.**

045/17 An update on Mackay's Pit.

Cllr RW advised the Parish Council that Swineshead Enhancement Society entered Mackay's Pit for the Community Environmental Awards. There were 9 applicants which were shortlisted to 3. Following a presentation to the judges, 3rd place was achieved. A certificate was awarded which is now in the Community Library. Mackay's Pit has been registered with the Environment Agency and fishing can now legally take place providing that the person fishing has the appropriate rod licence. Fish cannot be taken away. Reuben Page (who is a water consultant who gave his services free of charge) said the water is in excellent condition evidenced by tadpoles and freshwater shrimps in abundance. Fish can be introduced to the pit in the Autumn. Reuben completed the paperwork for the registration and the cost of registration was covered by the Environment Agency who will also stock the pit with fish free of charge.

A resident who lives close to the pit has had people knocking on his door, asking if they can fish at the pit. Cllr RW commented that if this continues once the pit is stocked with fish, there may need to be a notice board installed. Cllr KO commented that as the pit is common land and the Parish Council has taken responsibility for it, he fears that it would be difficult to control the fishing activity.

046/17 An update on the Neighbourhood Plan and meeting arrangements.

Cllr KC advised that nothing has yet been organised.

047/17 To sign the application for a debit card

Following the resolution at the last meeting to order a debit card for the Clerk's use, the application form was signed by two authorised signatories.

048/17 To approve the invoice from Green Park for £250 for flowers and planters at the village hall.

Following receipt of a donation of £250 from the Village Hall towards planters and baskets, it was resolved to approve payment of the above invoice.

049/17 To discuss and decide if letters can be sent by the Clerk to homeowners about overgrown hedges on the request of an individual Councillor.

It was resolved that the Clerk may send a letter about overgrown hedges on the request of an individual Councillor.
ACTION: Clerk to prepare a standard letter for approval.

050/17 To approve the membership renewal of the Campaign to Protect Rural England at a cost of £36 for the year.

It was resolved to renew the membership for 2017/2018. A cheque for this amount was signed. **ACTION: Clerk to forward cheque to CPRE.**

051/17 To discuss and decide on the applications for the Handyman vacancy.

052/17 To discuss the Clerk's 3-month appraisal.

It was resolved to move into closed session to discuss agenda items 28 and 29 at 21.10