

SWINESHEAD PARISH COUNCIL

PARISH OFFICE

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CHAIRMAN: Councillor Carl Gibbard

TEMPORARY CLERK: Natalie Grant

MINUTES FOR THE MEETING OF SWINESHEAD PARISH COUNCIL

Monday 13th September 2021

Present: C Carl Gibbard, C Chelcei Trafford, C Michael Brookes, C R Welberry, C Georges Cornah, C Sean Trafford, C Jean Powell, C Ian Maclean.

Also Present: Six members of public

Public Forum

A member of public made a representation regarding service charges on the new housing estate at Villa Walk.

21/062 Chairman's remarks

Cllr CG thanked the members of the public for attending the meeting and invited them to stay and attend the meeting if they wished to.

21/063 To receive apologies for absence and reasons given

Apologies from Cllr KO as he is isolating; Cllr PP as she had a prior engagement and Cllr RH as he is on holiday. Cllr IM proposed the absence and reason were accepted. This was seconded by Cllr CT and resolved.

21/064 To receive any declarations of interest in accordance with the Localism Act 2011

Cllr CT declared an interest in all planning matters due to her involvement with the Boston Borough Council Planning Committee.

Cllrs CT and ST declared a pecuniary interest in planning application B21/0370 due to the application being put forward from a direct competitor to their own business.

21/065 To receive a report of recent police activity in the village

PCSO Neil Williams sent his apologies for not being able to attend the meeting in person and sent a record of the following crimes which have taken place in the village since the last meeting:

06/08/21 Burglary, Baythorpe Tea Room, Baythorpe

07/08/21 Burglary Manor Farm Shop, Baythorpe

07/08/21 Burglary Ivy's Farm Shop, Villa Lane

07/08/21 Burglary, Mason Bros, Blackjack Road

ALL THE ABOVE CRIMES ARE BELIEVED TO BE LINKED. 3 PERSONS WERE ARRESTED IN THE LOCALITY FOLLOWING THE BURGLARY AT MANOR FARM SHOP. INVESTIGATION IS ONGOING.

24/08/21 Burglary, High Street, under investigation

24/08/21 Theft of motor vehicle, High Street, under investigation

Councillors commented that it was great to hear that there had been an arrest in what appears to be a mini crime spree in the village.

21/066 To agree whether the minutes of the meeting held on 19/07/21 are to be confirmed and signed an accurate record of the meeting.

Cllr ST proposed that the notes from the meeting held on 19/07/2021 were an accurate and true reflection of the proceedings and should be accepted as minutes. This was seconded by Cllr IM and resolved. Cllr CG signed the minutes.

ACTION: MINUTES TO BE POSTED ON FACEBOOK, NOTICEBOARD and WEBSITE

21/067 Financial matters: Update on financial matters, accounts for payment, budget figures and finance report

The clerk presented the accounts for payment (attached) to the councillors and an updated budget report (also attached). The clerk reported that there was nothing new to report further to the last meeting in terms of spending.

The clerk reported that a number of queries had come back from the AGAR and had been dealt with accordingly. The AGAR is still yet to be returned but the deadline in 1st October so it is expected to be back before the next meeting.

The clerk reported that setting up the new accounting package was in progress and the mid-year audit and first two quarter bank reconciliations will be completed using the new package as soon as possible.

Cllr RW proposed that the budget report and accounts for payment should be accepted, this was seconded by Cllr JP and resolved.

ACTION: CLERK TO CONTINUE SETTING UP SCRIBE AND MAKE PAYMENTS ACCORDING TO THE ACCOUNTS PRESENTED TO THE COUNCIL.

21/068 Planning:

B/21/0361 The Coach House, The Drayton, Drayton, Boston, PE20 3JP

No objections

B/21/0370 The Wheatsheaf, Market Place, Swineshead, Boston, PE20 3LJ

Councillors queried whether the removal of the letting rooms constituted a change of use and voiced concern that removing letting rooms reduces the offer of local amenities in the village.

B/21/0277 Swan Lake Lodges, Boston Road, Swineshead, Boston PE20 3HB

Councillors strongly objected on the following grounds:

The "lodges" are in fact static caravans and at a density higher than on most caravan sites at Skegness but with no facilities; the roadway would have to be improved by the developer to LCC highway standards; the plan says that some of the trees will be reduced, the site will not benefit wildlife in any way; it is not a sustainable development since all access to services will have to be by road, and there is no mention of fast charging points for electric vehicles; it is not in keeping with the locality does not make a tangible link with the rural nature and use of neighbouring land.

The councillors dispute that this will be a "tranquil and idyllic location"

Any previous comments by the planning authority for six units do not apply to this huge increase in numbers and density. If permitted there must be limitations on usage.

B/21/0384 Rear of Crest House, Coles Lane, Swineshead, Boston PE20 3NS

No objections

B/21/0385 Pippenhall Cottage, Blackjack Road, Swineshead, Boston PE20 3HH

No objections

B/21/0394 19, Abbey Road, Swineshead, Boston, PE20 3EN

No objections

Cllr IM proposed that the clerk should forward planning comments above to BBC, this was seconded by Cllr JP and resolved.

ACTION: CLERK TO FORWARD PLANNING COMMENTS TO BCC PLANNING DEPARTMENT

21/069 To consider the register of correspondence received since the last meeting

List of correspondence attached.

Councillors asked for the following responses to be made to correspondence:

Regarding the letter from LCC highways on 09/08/2021, the Parish Council would like to continue to support the reduction of the speed limit at A52/The Drayton.

Regarding the letter from LCC on 17/08/2021 about the flooding on Coles Lane, councillors asked the Clerk to assist this investigation accordingly.

Regarding the letter from the member of public on 27/08/2021 about service charges on the Villa Walk housing state, councillors requested that the Clerk should research this further and make this an agenda item for October.

ACTION: CLERK TO RESPOND ACCORINGLY

21/070 To receive Councillors' verbal reports

Cllr MB reported that a formal request has been made to review the speed limit on Browns Drove with the support of LCC Highways, but warned councillors that this could take a long time to go through the system and there was no guarantee that the speed would be lowered.

Cllr MB also warned the Clerk to look out for an email from LCC Highways regarding the offer of a 1 tonne bag of road grit to be used at our own discretion. Councillors agreed that we should request this when the email comes, Cllr JP and Cllr CG agreed to research a suitable place for it to be stored.

Cllr MB asked the Clerk to share a link to the LCC County Views Panel on the Parish Council Website and Facebook Page to allow parishioners to share their views on services to the community.

Cllr ST reported that he had received a complaint from a member of public regarding the concerning speed that vehicles travel on Blackjack Road. Cllr MB suggested that the Clerk could enquire whether it would be possible for the Road Safety Partnership to investigate this.

Cllr ST also showed Councillors the new speed signs that have been developed and printed for each road in the village asking road users to be mindful of their speed. The posters were designed by a child from the local school who will receive his own copy of the road sign. Cllr ST asked if the Parish Council could consider a small "prize" for the child as well to the value of £20-£25.

Cllr GC reported that he is still chasing for the road sweeper to come and clean the roads in Swineshead and would report any progress via email.

Cllr RW reported that he was attempting to get quotes for repairing the fencing at the park, but it was looking like it might be very expensive. He also reported that there is still no sign of the missing gate, but he can confirm that the welding company definitely don't have it in their possession.

ACTIONS: AS ABOVE

21/071 To receive Clerk's verbal report

The Clerk reported the following:

- There is an ongoing complaint regarding the grass cutting of the layby on the A1121 at Swineshead Bridge which is being dealt with accordingly.
- It has come to light that there was a planning application received on 20th May 2021 (in relation to a proposed dwelling including detached single garage, new vehicular access and associated works at Porters on South Street) that was never presented to the Parish Council due to an administration error. This has subsequently been passed at Boston Borough Council.
- The BT phonline at the Methodist Chapel is in the process of being cancelled as it is no longer necessary.
- The website is now fully updated. The Clerk invited Councillors to have a look and suggest any improvements or additions they would like to see.
- The following matters are still outstanding from the previous minutes "Clubs, Societies and Charities" was to be a September agenda item, forwarded to October due to length of September agenda; similarly artwork for the memorial in the marketplace. The matter of moving the defibrillator cabinets is imminent, the Clerk will keep Councillors informed when this has been done.

21/072 Update from Councillor Michael Brookes regarding the possible improvement of Coney Hill

Cllr MB reported that he had put this plan forward for LCC Highways volunteering days to provide the labour to start the project. He suggested that the LCC tree scheme could also benefit this area. He will keep Councillors informed of any development.

21/073 To agree to expenditure for a new waste bin on Villa Lane and a replacement bin on the junction of A52 and Abbey Road at the cost of £294.50 + VAT each

The Clerk reported that at the very last minute before the meeting, the go ahead for a bin at the Chip Shop on South Street had been approved as well as the two above.

Cllr CG proposed that the go ahead should be given for all three bins to be installed at a cost of £294.50 + VAT each. This was seconded by Cllr IM and resolved.

ACTION: CLERK TO ARRANGE BIN INSTALLATION

21/074 To discuss the current licence agreement with the Methodist Chapel with regards to the Community Hub and agree a way forward

Cllr CG reported that after visiting the library while it was open, and speaking to two of the volunteers, there were more questions raised regarding the use of the building that weren't covered in the proposed licence agreement. He proposed that the decision made at the last meeting to sign the agreement needs to be rescinded, and the decision put off until after the library committee meeting on 12th October. Cllr IM seconded the proposal and it was resolved to rescind the decision made under minute number 21/054.

21/075 To discuss whether to take advantage of the tree planting scheme offered by Lincolnshire County Council, and agree a way forward

Cllr RW had a suggestion for a tree planting scheme on the A52 which would benefit from this offer. Cllr ST also recommended that some trees could be planted on Coney Hill as part of the refurbishment plans. Cllr CG proposed that Cllrs RW and ST work with the Clerk to apply for trees for both of these projects. This was seconded by Cllr GC and resolved.

ACTION: CLERK TO WORK WITH CLLRS RW AND ST ON THE TREE APPLICATION FORM

21/076 To discuss and agree whether a contract with LALC should be taken out to provide support and/or a maintenance plan for the website at a cost of £5 or £15 per month depending on the level of support

Cllr CG proposed that at the cost of £15 per month, this would actually be a saving due to the time it would take the Clerk to keep the website maintained and the Council should take advantage of this offer. This was seconded by Cllr IM and resolved.

ACTION: CLERK TO GO AHEAD AND ORDER THE PREMIUM WEBSITE MAINTENANCE PACKAGE FROM LALC

21/077 To discuss and agree whether to take advantage of the LALC offer of internal audit at a cost of £250

The Clerk reported that the current auditor had quoted £90 per year for the same offer of a mid-year audit and final audit and completion of AGAR paperwork. Cllr CG proposed that the council should continue with the current internal auditor. Cllr JP seconded the proposal and it was resolved.

21/078 Update from the Clerk on the progress made with statutory and advised documents

The Clerk reported that considerable progress has been made on the missing protocols and policies. A spreadsheet has been produced to keep a record of which policies are needed and how / when then need to be reviewed. The Clerk suggested that rather than presenting them all at one meeting, she would present 1 or 2 at each meeting from October so that they didn't all need reviewing at the same time. Cllr CG thanks the Clerk for working on this.

ACTION: CLERK TO CONTINUE THE WORK ON POLICIES AND PROCEDURES AND PRESENT TO OCTOBER MEETING

21/079 To discuss and agree a way forward with the street lighting audit that took place during the summer at a cost of £7724 for all the recommended maintenance

The Clerk reported that she had requested a priority list from BBC so that Councillors could consider which of the maintenance issues were most urgent. Cllr RW proposed that the list should be considered during a village walk so that the Councillors could assess the maintenance for themselves and decide on how to proceed. Cllr CG seconded the proposal and it was resolved.

ACTION: CLERK TO ARRANGE A COUNCILLOR'S "INSPECTION RAMBLE"

21/080 To agree to the purchase of a speed gun for use by trained parishioners at a cost of no more than £250

Cllr ST proposed that a new speed gun should be ordered at a cost of no more than £250. The speed gun would be used to trained parishioners to combat the growing speeding issues in the village. This was seconded by Cllr RW and resolved.

ACTION: CLERK TO WORK WITH CLLR ST TO RECEIVE QUOTES AND AGREE A SUITABLE DEVICE

21/081 To discuss the feedback from the play area safety audit and agree a way forward with essential maintenance

Feedback from the RoSPA Play Area Inspection has been received and circulated to Councillors. The Clerk informed Councillors that although the report is quite long and detailed, a lot of the maintenance required is general cleaning and

maintenance. Cllr CG proposed that this matter should be discussed in further detail at our next meeting so that Cllr PP can be present. This was seconded by Cllr JP and resolved.

ACTION: OUTCOMES OF PLAY AREA INSPECTION TO GO ON OCTOBER AGENDA

21:30: CLLR MB PROPOSED THAT THE MEETING SHOULD BE EXTENDED PAST THE TWO HOURS STIPULATED IN THE STANDING ORDERS IN ORDER TO DISCUSS ALL AGENDA ITEMS. THIS WAS SECONDED BY CLLR CG AND RESOLVED.

21/082 To consider whether additional cuts are needed on the grass in the village at a cost of £450 per cut

Councillors discussed whether an additional cut would be necessary. Cllr RW proposed that one more cut should be made at the end of October in order to keep the verges tidy as we head into winter. This was seconded by Cllr GC and resolved.

ACTION: CLERK TO INSTRUCT CONTRACTOR TO ADD ANOTHER CUT TO THE SCHEDULE

21/083 To consider a donation to the Swineshead Enhancement Society to the sum of £350 to pay for the running costs of the aerator at Mackey's Pit

The Clerk explained that emergency spending powers had been used to agree to Cllr ST spending £346 to keep the aerator going at Mackey's Pit over the summer in order to keep the water oxygenated and the fish alive. Councillors agreed that this was necessary and that the £346 should be reimbursed on the production of the receipts. The Clerk confirmed that the receipts had been presented. Cllr MB proposed that the payment should be made, this was seconded by Cllr CG and resolved.

ACTION: CLERK TO MAKE PAYMENT

21/084 To consider a donation to the Christmas Festival Committee

Cllr CG proposed that a donation of £250 should be made to the Christmas Festival Committee to help with the running costs of the festivities. This proposal was seconded by Cllr IM and resolved.

ACTION: CLERK TO MAKE PAYMENT

The meeting was concluded at 21:40