

**Swallow Parish Council Meeting 5<sup>th</sup> October 2022.**

**Present:** Cllr B Mitchell, Cllr G Hunt, Cllr C Turner, Cllr Tom Smith

**Absent:** Cllr Alex Mathieson, Cllr Roger Thompson, Cllr Tony Wallace, Cllr Tom Regis

**No members of the public were in attendance and no questions were passed to the Clerk or Chairman for inclusion at the meeting.**

**The meeting commenced at 7.31pm**

**Apologies, welcomes and attendance, including accepting apologies and the reason for absence given,**

Apologies from Cllr Thompson, Cllr Wallace received and accepted.

**To receive declarations of interest under the Localism Act 2011** – being any pecuniary interest in agenda items not previously recorded on Member's Register of Interests.

JW is Chairman of the Village Hall

**To receive and consider any dispensation requests** on agenda items and decide whether they are to be granted. No requests received

**To approve as an accurate record the notes of the meeting held on 12th July and to authorise the Chair to sign the official minutes.**

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**To receive and consider a report from LCC & WLDC Councillors.**

No reports received

**To receive and consider a report from the Police.**

Newsletters received and circulated

**To receive a report from the Chair.**

ROSPA report has been sent to all councillors. There are 10 level 8 or greater risks identified. There seem to be some common themes eg loose fences, need to build up earth in places, rust to be removed and re-painted, items loose in ground. Cllr Wilson has gone through the report, rectified some of the issues, and produced an excellent summary. We will work through the points as we go forward and try to fix the high level risks first.

Tom Smith is going to meet with key LCC managers to investigate why LCC haven't done the job of cutting the undergrowth alongside Caistor Rd to Grange Farm. LCC said it was done, when I and others can see that it wasn't. Cllr Smith said that the flooding issue is being investigated by LCC. I have also put the hedge cutting on Caistor Rd from The Church to the Swallow Inn into FixMyStreet to ensure that it get's done, since the farmer concerned hasn't complied. Originally they said 'Compliance Notice Issued', but hedge trimming hasn't happened. (A recent one was submitted to the WLDC site by an anonymous person, which wasn't the correct website).

Speeding signs to remind motorists of the 30 mph speed limit will be relocated to Thoresby, but Cllr Hunt said he will ask for them to come back to Swallow after a period.

The Church was kept open for people to write condolences for the Queen. It would probably be best to have them kept at Lincoln archives so that anyone can view them online (eventually).

Advance warning: my opinion is that the budget should increase next year by at least 10 to 20 %, but that is for discussion at the next meeting. We are barely solvent – a previous Clerk never took a salary, but with low budget increases from that time this didn't adequately allow us to pay a decent wage to a paid clerk, coupled with us taking on responsibility for the play park we have arrived at this situation.

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**To receive and consider a report from the Clerk to the Council on any outstanding matters and correspondence received since the meeting of 12th July 2022.**

Report previously circulated.

**1. Update on ongoing matters.**

- Letter sent to resident regarding parking.
- Lime trees finally cut on 15th August.
- Insurers have advised that given the short period of time before the next renewal date there is little value in reducing the current Street Furniture sum insured to reflect the chance on the Asset Register. Due to a lack of time, the insurers quote was accepted and paid, but next year a cheaper insurer will be sort. A pre-renewal questionnaire will be done soon on which any changes required for the 2022/23 period of cover can be advised on.

**2. Correspondence.**

- All correspondence received actioned and circulated to councillors and uploaded to the parish website as appropriate.
- Letter sent to a resident regarding parking on the corner of Beelsby Road.

**3. For Information/Already Actioned:**

- Notification received that the annual play park inspection will take place in August 2022.
- Cllr Thompson advised on the London-Edinburgh-London bike race passing through the parish. Notice put on website and on the noticeboard to advise residents.

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**To pass a resolution to sign up to the civility and respect pledge.**

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**To approve the GDPR documents.**

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**Financial matters:**

- To approve the bank reconciliation statement for July, August & September 2022.

Reports circulated previously

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

- To ratify payments of accounts, salary, & payments already made including:
  - i) Payment of £134.40 to Rospa Play Safety for the annual play park inspection.
  - ii) Payment of £98.43 to Glendale Countryside.
  - iii) Payment of £2117.14 to Hiscox via Gallager for the annual insurance renewal.

Reports circulated previously

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

- To receive the recommendation with regard to the external auditor for the period 2023-2028.

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**Planning matters. To consider any planning applications received and decide any comments that the Council wishes to make.**

None received

**To approve any further action required to be taken with the lime trees.**

Cllr Mitchell said that the lime trees haven't been cut as we would have wished. It is proposed to use the £500 set aside for the playpark, topping this up from our general funds to pay for them to be cut properly – they should cost less now as some of the cutting has been done. Cllr Hunt volunteered to get a quote for further cutting of the trees to the correct height.

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**Village Hall – To receive an update from the Village Hall Committee.**

The VH is still solvent. Jane Barnes is now Secretary and doing a good job. Regular Tuesdays and Thursdays coffee sessions have been held but this is slacking off now.

These are mainly to ensure that the VH plays its part to ensure that residents stay in contact and aren't lonely. He wonders if they could do more locally for residents when the cost of heating and eating increases, especially during winter.

An event to raise money for Macmillan will be held this Thursday.

A couple of evening events with singers have been held and proved very popular amongst villagers and non-villagers, making a small profit on each. Despite good advertising, the support from local residents is disappointing

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**Future agenda items-** to consider any further items for inclusion in the agenda for the November meeting.

None raised.

**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 MATTER:**

- To receive an update on the recruitment of a new Clerk/RFO

Our Parish Clerk, Jude, has resigned. She has been a phenomenal help and will be difficult to replace.

The resignation of Judy Sparks as Clerk/RFO was accepted.

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

Cllr Mitchell said: An advert was placed on the LALC website and our own one, with a closing date of 12<sup>th</sup> October 2022. There have been no applications yet, but post meeting note, one has been received.

It is proposed to interview by Zoom. We need to appoint an interview committee – all are welcome to be part of it - please let me know if you want to be part of it – it needs to be more than just the chair making the decision. Cllr Hunt said he would join the interview committee.

This leaves us in an awful position, as the Chair cannot replicate what Jude does. I have asked LALC for a 'locum clerk' but so far, no response. The Chair will try his best to keep things running, but Jude puts 5 hours per week in - and the Chair can't do that or keep to her impeccable standards

Regarding banking, we will have to resort to using cheques – as only the Clerk can set up payments. I hope we don't get into tangles with the bank over that. If anyone refuses a cheque – the Chair will pay out of his account and ask for SWPC to refund it via a cheque.

Correspondence address could be a problem too. I will issue the notice about meetings and minutes which will be emailed to you all and posted on the noticeboard for the public. The Chair doesn't have time to learn how to update the website.

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

It was proposed that, if necessary, only one person need to watch the Chair open the envelope containing the computer password.

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.

**Confirm date of next parish council meeting as 14th November 2022**

Proposed: Cllr Wilson, seconded by Cllr Hunt. Passed unanimously.