

**SWALLOW PARISH COUNCIL INCORPORATING THE VILLAGES OF  
SWALLOW AND CUXWOLD**

**Minutes of the Swallow Annual Parish Council Meeting held  
On 14 January 2025**

**Present:** Cllr G Thompson, Cllr I Hodson, Cllr A Peart, Cllr Stanfield, Cllr Bray,  
County/District Cllr T Smith and C Hollands (Clerk)

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

**The meeting commenced at 730pm**

**1-25 Apologies for absence.**

Cllr J Wilson

**2-25 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.**

None

**3-25 To receive and consider any dispensation requests on agenda items and decide whether they are to be granted.**

None received.

**4-25 To approve as a correct record the notes of the meeting held on 12<sup>th</sup> November 2024 and to authorise the Chair to sign the official minutes.**

Resolved unanimously to accept the notes as a true record.

**5-25 Matters arising from the Minutes**

Minute 99/24. The Clerk informed the Meeting that a letter has been sent to Environmental Health at the District Council and a follow up call has been made. Environmental Health have written to the owner who stated that illness has prevented him from progressing the issues outlined. He has obtained quotes for some tree/hedge work but these seem expensive. Environmental Health have given him a link to contact a Contractor that the Council use. The Clerk will follow up prior to the next PC Meeting.

**6-25 Co Option of Parish Councillors**

Councillors A Bray and A Stanfield were co-opted to the Parish Council. Proposed by Cllr Hodson, Seconded by Cllr Peart. All agreed. Completion of the necessary documents to follow.

**7-25 To consider an update with the Neighbourhood Plan initiative and agree next steps**

The Clerk informed the Meeting that a Planning Consultant Brief has been sent to three Consultancies to obtain a quote for assisting with the production of the Neighbourhood Plan. Two quotes have been received, a third Consultancy declined to quote. The quotes had previously been circulated to Cllrs. There was a large disparity between quotes and after discussion it was agreed that the Parish Council would accept the Quote submitted by Open

Plan of Lincoln. The quoted cost exceeds the Grant amount that is available for the exercise. It was agreed that the PC Precept request be increased by £1K to fund the projected shortfall.

**8-25 To consider and progress the Application for listing the Swallow Inn as an asset of Community value.**

Efforts to arrange a Meeting with Management of the Yarborough Estate continue to prove difficult as has communication with the Communities Manager at the District Council. To be discussed further at the next Parish Council Meeting.

**9-25 To receive and consider a report from LCC & WLDC Councillor.**

Issues are covered elsewhere in the Meeting Minutes.

**10-25 To receive a report from the Chair.**

Meetings have taken place with Anglian Water and Cllr T Smith. The main issue seems to be outflow of water from the Village. The Outflow Pipe is not to the correct specification and infill of the erstwhile Village Pond has exacerbated the issue. Efforts to improve the situation continue.

**11-25 To receive and consider a report from the Clerk/RFO to the Council on any outstanding matters and correspondence received since the last meeting.**

- All relevant Correspondence has been circulated to Cllrs by e mail.
- A letter has been received from the County Council concerning a proposed increase to the LCC Budget for 2025/6. The proposal is for a 5% increase. After discussion, it was agreed that this increase is reasonable.

**12-25 Financial matters**

- To approve the bank reconciliation statement. This was agreed.
- To ratify payments of accounts, salary and payments already made.

**Payment Ratifications**

Clerk Wage & Admin November	£274.31
HMRC Paye on Clerks Salary for November	£61.57
Clerk Wage and Admin December	£289.39
HMRC Paye on Clerks Salary for December	£65.34
Glendale – Grass Cutting	£149.45
<b>Total to be ratified:</b>	<b>£840.06</b>

- **To finalize the Precept Requirement for 2025/6**

It was agreed that the Parish Council Budget and Precept request be increased by £1K to fund the shortfall of the Neighbourhood Plan projected cost.

- **To discuss possible Donations from the Freemasons**

Cllr Wilson was not present at the Meeting to discuss. But it was agreed that there may be possible items in the Play Area that might benefit from such a

Donation. The Clerk stressed that any Donations have to be for a specific item and not included in general PC funds.

**13-25 To consider recent Flooding issues affecting the Village and outstanding remedial works.**

Efforts continue to progress issues with future Meetings and liaison with the County Council and Anglian Water.

**14-25 To consider the recent ROSPA Report and actions arising from it.**

The Report findings will be discussed further at the next Parish Council Meeting. There is nothing critical noted on the Report.

**15-25 Village Hall – To receive an update from the Village Hall Committee.**

An update has been received and circulated to Councillors. Due to the length of the document, a copy will be attached to the Meeting Minutes.

**16-25 Any other Business and future Agenda items.**

Parked vehicles at the junction of Chapel Lane with Beelsby Road are an issue. This to be discussed at the next Parish Council Meeting.

**17-25 Confirm date of next Parish Council meeting as Tuesday 11<sup>th</sup> March 2025.**

Date confirmed.

Meeting closed at 828pm

Signed Chairman .....

Date.....

Next Meeting on 11<sup>th</sup> March 2025 at 7.15pm at Swallow Village Hall unless otherwise stated. These notes are draft until adopted as Minutes at the next meeting.