

SWALLOW PARISH COUNCIL INCORPORATING THE VILLAGES OF SWALLOW AND CUXWOLD

Minutes of Swallow Parish Council Meeting held On 10th November 2020

Due to the COVID-19 pandemic, Government restrictions on travel, public meetings & social distancing placed on all residents of the UK, the November 2020 meeting of the Parish Council has been held online, as granted in new legislation, which is valid until May 2021.

Present: Cllr B Mitchell, Cllr R Thompson, Cllr J Wilson, Cllr C Turner, Cllr H Clack, Cllr A Mathieson, Cllr T Wallace.

No members of the public or District Councillors in attendance.

The meeting commenced at 7.15pm

67-20 Apologies, welcomes and attendance, including accepting apologies and the reason for absence where given.

The meeting was advised that apologies with valid reasons for absence had been received from Mrs J Grainger – Clerk/RFO.

68-20 Member's disclosure of pecuniary interests under the Localism Act 2011.

Cllr Wilson - Village Hall Committee.

69-20 To receive reports from outside bodies, including the Police, District and County Councillors (if any) and agree actions as required.

None received

70-20 To receive the notes of the Council meeting held on 8th September 2020 and agree for them to be signed as a true record.

Council **RESOLVED** to accept the notes as a true record. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

71-20 Clerk/RFO's report

- None received but Mrs Grainger has forwarded all correspondence.

72-20 Chair's report

- Has spent a lot of time dealing with the budget and hire of the new Clerk/RFO.
- Flooding outside the playpark is still being investigated by Lincolnshire Highways; has asked Cllr Regis to try and move this along more quickly.
- Regarding the stolen village sign Cllr Wallace to investigate via Lincolnshire Highways and effect action to get it replaced.
- New printer may be required for Clerk. One has been sourced at a cost of £89.99. View of Council was to see if a cheaper one could be purchased.

Unanimously **RESOLVED**. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

73-20 Police report

- Report is believed to have been circulated but nothing significant to worry about.
- White vans have though been seen cruising through the village and concern has been raised as to their intentions. Cllr Mitchell has alerted villagers and advised them to take all necessary precautions to safeguard their property.

Unanimously **RESOLVED**. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

74-20 Financial matters.

i) To review spending for 2020/2021 and agree the precept estimate for 2021/2022.

- Initial financial data hadn't included work that is required to be completed going forward which resulted in a vast underspend. Additional items have now been added and the proposed budget plan updated. Current draft is available for scrutiny.
- Village maintenance is higher than expected, included £500 for Swallow bus shelter renovations (quotes will need to be obtained). Play equipment spending is higher and included £278.98 for 2000L wood chip to be bought (in accordance with the safety report) and £749 reserve for future equipment replacement.
- IT additional expenditure included £250 for the new website & data transfer, imposed by LCC and due to be completed by the end of November, and £89.99 for a new printer.
- Training for new Clerk/RFO including 3 x 6-hour sessions at current pay rate.
- It is proposed that the precept is increased next year by 5% to £6510, i.e. 1p per house per day. The precept hasn't been increased for many years, with the consequence that the PC could go bankrupt as the net balance (reserve) is only roughly £3000 which doesn't allow for the unexpected. There is also a need to build up a fund to replace the play equipment, as the current value is ca £50,000. Should equipment need replacing in the future there are presently no funds to maintain it which may result in the play equipment having to be removed should it become dangerous. Should the precept not be increased then the Council may have to cut what it provides. There is also a worry that in future if the Government implements cuts, once the Covid crisis is over, we could be left short of funds unless the precept was increased.
- This year, unexpected expenditure was: Covid signs (ca £140), IT (ca £340) and training (£210), yet next year a 5% increase only adds an additional £310. A suggested plan for next year was given and approved with no objections. The 49 Club will be approached to investigate what they can fund regarding the Playpark and anything else around the village.

RESOLVED unanimously to increase the precept to £6510. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

ii) **RESOLVE** to approve accounts for September & October 2020. **RESOLVED** unanimously to approve accounts for September and October 2020. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

iii) To **RESOLVE** to approve Cllr Mitchell, Cllr Thompson, Cllr Turner, Cllr Wilson, Cllr Clack, Cllr Mathieson as signatories for current and/or future bank accounts.

The Chair advised that Natwest is running a scheme to encourage Parish Councils to change banks and is offering a cash incentive. Further information is to be sought and will be passed to Councillors for their approval. It is hoped to be actioned very soon. **RESOLVED** unanimously to approve Cllr Mitchell, Cllr Thompson, Cllr Turner, Cllr Wilson, Cllr Clack, Cllr Mathieson as signatories for current and/or future bank accounts. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

iv) To authorise the signing of orders for payment. The following payments were approved, except for payment to Councillor Turner, as Cllr Thompson said he would pay this himself. The meeting expressed their thanks on behalf of the village for this:

Expenditure

Mrs J. Grainger – Clerk	£308.25
Mr. A. Turner - Wreath	£15.00
Glendale Countryside – Grass cutting	£273.09
Rospa Playsafety – inspection	£132.60
Total	£728.94

RESOLVED unanimously to approve the signing of orders for payment. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

75-20 Staffing matters.

- A write up of the interview with Mrs Sparks by Cllr Thompson and Cllr Mitchell for the post of Clerk/RFO was circulated to all with the recommendation to appoint her in the role for 6 months. Some training will be required in relation to the role but it was agreed that can be managed over the coming year. LALC has stated that the following courses may be appropriate.
 - a) New Clerk's Training
 - b) Financial Management
 - c) Planning
 - d) Community Engagement
 - e) Health and Safety

The Chair thought financial management, health and safety and possibly new clerk's training would be appropriate, the cost being Mrs Spark's time at £207.54. **RESOLVED** unanimously to offer Mrs Sparks the role of Clerk/RFO for a period of 6 months and provide training as necessary. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

76-20 Planning matters- To receive an update on any other planning matters received since the last meeting.

None received.

77-20 Receive the safety report for Swallow play park.

- This was circulated to councillors a while ago and most faults weren't high risk.
- Cut back vegetation near signs, Cllr Mitchell offered to do this.
- Woodchip costing £279.98 will be bought and spread over relevant area by Cllr Mitchell and Cllr Thompson.
- Projecting bolts on a few things need to be cut off and filed down by Cllr Mitchell and Cllr Thompson.
- Other checks will be completed over the coming months.

Unanimously **RESOLVED**. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack

78-20 Award to Madge Hales.

Whilst the Council are very glad that she won this, disappointment was expressed that they weren't told about it. Cllr Mitchell has complained to the Council. They replied that the award ceremony was very small due to Covid restrictions, but that in future they would take into consideration notifying the award proposers.

79-20 Correspondence.

Villagers have noticed and reported the dilapidated state of the bus shelters at Swallow. Cllr Mitchell has inspected them and found them to be in poor condition – photos have been

circulated. Three quotes will be obtained from contractors to renovate them – the quotes will be circulated for approval of the most appropriate by councillor and £500 has been set aside to do this in the budget. Cllr Mitchell thought that application of shed paint would be sufficient, but Cllr Wilson will inspect the bus shelters and share his findings with the Council.

Unanimously **RESOLVED. PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack

80-20 Cuxwold Bus Shelter & Swing.

Cllr Mathieson has removed detritus and debris from the Cuxwold bus shelter and Cllr Mathieson and Cllr Wilson will price up materials to repair the roof, including roof felt.

Unanimously **RESOLVED. PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack

81-20 Update on speeding in Cuxwold and speed signs.

Cllr Clack advised that a system of lifelike figures of children that could be placed by the road had been found that has the effect of 'frightening drivers into slowing down'. The cost of ca £1200 could be covered by a council grant, although all grants are on hold at the moment, due to the need to divert resources to fighting Covid. Once the crisis is over and grants are restored, it was **RESOLVED** unanimously to seek a grant to implement this idea. **PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack.

82-20 Receive an update on the Village Hall from Cllr Wilson.

- The solar panels are in and working to provide power to the hall.
- A risk assessment has been completed for the Crime Commissioners Election.
- Village Hall leaflets will be left in the newspaper box in Chapel Lane for residents to pick up a leaflet when they collect their newspapers.
- The AGM has been deferred to a later date due to the Covid crisis.

Unanimously **RESOLVED. PROPOSED** Cllr Thompson, **SECONDED** Cllr Clack

Signed Chairman Date.....

Meeting closed 8.20 pm

Next Meeting 12th January 2021 7.15 pm Venue to be confirmed at time of advertisement.

These notes are draft until adopted as Minutes at the next meeting.