

SWALLOW PARISH COUNCIL

INCORPORATING THE VILLAGES OF SWALLOW AND CUXWOLD



QUALITY
PARISH
COUNCIL

Agenda for the Annual Meeting of Swallow Parish Council meeting to be held in Swallow Village Hall on Tuesday 11th May 2010 at 7.45pm.

Please note format: -

Items in BOLD are financial matters.

Items in ITALICS are for information purposes only. The texts are available from the Clerk if you wish to know more about these issues and can be discussed if required.

Present:

1. **Election of Chairman – Declaration of acceptance to be signed.**
2. **Election of Vice Chairman – Declaration of acceptance to be signed.**
3. **Election of Responsible Financial Officer (RFO).**
4. **Appointments.**
 - i) To appoint four council members to the Planning Committee.
 - ii) To appoint three council members to the Parish Action Plan Committee.
 - iii) To appoint one council member to Swallow and Cuxwold Village Hall and Playing Fields Association.
 - iv) To appoint the Internal Auditor for 2010/2011.
5. **Apologies.**
6. **Members' Declarations of Interests.**

Members may make any declarations of interest at this point but may also make them at any point during the meeting in accordance with the 2000 Local Government Act.
7. **Notes of meeting held on 9th March 2010 for adoption as Minutes.**
8. **General Election 6th May 2010.**
9. **Lincolnshire County and West Lindsey District Council Councillors' reports.**
 - a) Lincolnshire County Councillor A H Turner.
 - b) West Lindsey District Councillors A Caine and Mrs A Lawrence.
10. **Parish on-line.**

New service for councils.
11. **Police Matters & Neighbourhood Watch.**
 - a) Police report – Caistor Police.
 - b) Neighbourhood Watch – Peter Day to report.
 - i) Neighbourhood Watch Signs purchased. (See 13 a iii a)

12. Clerk's Report.

- a) Roads in Cuxwold & Swallow.
 - i) *Fly tipping continues to be a problem but West Lindsey District Council is responding promptly. Lorry load of builders rubbish dumped in Skell Hill dip – reported 8/3/2010.*
 - ii) *Drainage issues including burst pipe in verge outside the Forge/A46 Crossroads, throughout Swallow. In Lincolnshire County Council's hands. Report.*
 - iii) *Resurfacing of Chapel Lane badly done and now to be repatched and surfaced in the near future. Now scheduled for June 2010.*
 - iv) *Beelsby Road. Drainage channels to be dug in the dip and a passing area created on the south side after April 2009. Job will be done when JCB & operator are available.*
 - v) *Skell Hill: Proposal to prohibit driving along superseded A46 24/6/2009. Report.*
 - vi) *Condition of grounds of 4 Grimsby Road. Letter 13/9/2009 to West Lindsey District Council. Reply 18/9/2009. Clerk to report.*
 - vii) *Spring litter pick – held on 27/3/2010 Clerk to report.*
 - viii) *Hedge; west side Limber Hill to be renewed commencing autumn 2010. (NB Not Caistor Road) – Mike Kendall in conjunction with Natural England.*
 - ix) *Permissive Path adjacent to A46, already in use, confirmed for further 10 years. (Mike Kendall's land).*

13. Responsible Financial Officer's Report.

- a) **Balances and update on income and expenditure.**
 - i) **VAT repayment £316.29 received 18.3.2010**
 - ii) **Approval for accounts to be paid: None.**
 - iii) **Accounts paid:**
 - a) **Lincolnshire Police Authority. £15.00 – Neighbourhood Watch signs. (2009/10)**
 - b) **Village Hall expenses 2009/10. £288.22 less donation of £200.00 for swing repairs = £88.22 net. (2009/10)**
 - c) **LALC Subscription for 2010/11. £68.00 + VAT £11.90 = £79.90. (2010/11)**
 - d) **LALC Training Fee for 2010/11. £35.00. (2010/11)**
 - e) **Sir Richard Sutton's Settled Estates – Annual rent for playing field. £1.00. (2010/11)**
- b) **Councillors' expenses.**
- c) **Gift for Keith Stoneman re Interpretation Board computer art work.**
- d) **Parish Council and Village Hall insurance cover 2010/2011. Quotation from Came & Company £969.20 (last year £939.60.)**
 - Annual inspection of fire appliances in Village Hall for insurance purposes.**
- f) **Annual Return for the year ended 31st March 2010.**
 - i) **Approve Statement of Accounts.**
 - ii) **Receive Internal Auditor's Report.**
 - iii) **External Audit called for 26th July 2010. Inspection period announcements dated 7th June 2010, begins 25th June 2010 and ends on 22 July 2010.**
 - iv) **Complete External Auditor's Annual return for accounts to 31/3/2010.**

14. West Lindsey District Council.

- a) *West Lindsey District Council – Corporate Plan. Available on www.west-lindsey.gov.uk – Copy held by Clerk.*
- b) *West Lindsey District Council – District, Town, Parish Council Assembly 12/4/2010 Guildhall Gainsborough – Chairman and Clerk attended. Chairman and Clerk to report on Climate Change presentation and workshops on flooding and Village Hall Wireless Internet facility.*
- c) *West Lindsey District Council – Flood Management Strategy/Grant Scheme and Enforcement Policy. Preparing for a flood/living on the edge.*
- d) *West Lindsey District Council – Visit of Chief Executive Manjeet Gill with West Lindsey District Council councillors to Swallow Village Hall on 14th May 2010, between 3.00pm and 4.00pm.*
- e) *West Lindsey District Council - Code of Conduct – Training/Awareness Seminar for Councillors and Clerks 19th July 2010 at 7.00pm at Guildhall, Gainsborough.*

15. Lincolnshire County Council.

- a) *Lincolnshire County Council – Wildlife and Countryside Act 1981. S. 53 Rothwell to Cuxwold. Upgrading of Public Footpath No. 23. Upgrade, addition and realignment of Public Footpath No 23. Ongoing.*
- b) Lincolnshire County Council – Mobile Library & Caistor Library new provisions and opening times. Keelby Parish Council has invited Gary Porter, Library Services. The meeting arranged for Monday 15th March 2010 was aborted as Gary Porter failed to appear. Another date is to be arranged.
- c) Lincolnshire County Council – Grit bin provision – letter requesting a bin for Limber Hill sent 17/3/2010. Residents on Grimsby Road have asked for a bin to be placed on the slope down to cottages numbers 5 and 6. Letter sent 26/4/2010.
- d) Lincolnshire County Council – Integrated Management – await further developments.

16. Swallow and Cuxwold Village Hall & Playing Fields Association.

- a) The Playing Fields
 - i) Cuxwold & Swallow Play Equipment Checks. Reports Swallow and Cuxwold. Annual safety inspection Wicksteed. 2009 Issues arising.
 - ii) Children’s Playing Signs Cuxwold. Children Playing Signs on approach to the Play Area. Clerk to report.
 - iii) Moles in Playing Field.
- b) Village Hall.
 - i) **Village Hall Treasurer’s Report including expenses since 9/3/2010.**

17. Planning Matters & Housing.

- a) *West Lindsey District Council Local Development Framework Consultation Period. Await first responses.*
- b) *East Midlands Draft Regional Plan – Public Examination now closed. Await report.*
- c) *West Lindsey District Council – “What do you think about future housing priorities?” – Housing plans for the future. Email 26/8/2009. Reply sent 9/9/2009. Await feedback.*
- d) *West Lindsey District Council – SHLAA 2009 Site suggestion up date of 2008 document. Three suggested sites. Acknowledged by West Lindsey District Council. Await further contact.*

18. Quality Councils - Town and Parish Council Initiative.

- a) Website. www.swallowpc.co.uk. News page and Diary – Contributions to the Clerk to the Council. Please visit the Website regularly.
- b) Quality Council status ceased 24/4/2010. Clerk to report.

19. NALC & LALC.

- a) NALC. i)
- b) LALC. i) Power of Wellbeing. Training Sessions booked for Chairman and Cllr. C Turner on 16/6/2010.
 - ii) LALC News March 2010 already circulated.
 - iii) Training Events 2010. Previously circulated to all Councillors.

20. Code of Conduct – Local Government Act 2000.

- a) Members’ Interests. Reminder to update the Register.
- b) Standards Board – Complaints procedures. Await new guidance from West Lindsey District Council & NALC.
- c) Revised Statutory Code of Conduct due 1/5/2010, but not yet published.

21. Village Interpretation Sign.

The signage on the new permissive path is being installed. The computer art work has now been completed by Keith Stoneman and order placed with Shelley Signs. Chairman to report.

22. Parish Plan Action Committee.

- a) Progress report by Committee Chairman Cllr. B Gould.
- b) Cost of room hire for future Action Plan meetings.

23. Community Lincs.

“News in the Community” Update January 2010.
Communities Together Newsletter – Issue 2.
Play Area Safety Training.

24. Wolds Area Forum – Local Strategic Partnership.

- a) Meeting Monday 22/3/2010 Festival Hall, Market Rasen. Cllr. K Stoneman’s report already circulated.
 - b) West Lindsey District Council Annual Joint Forum, Guildhall, Gainsborough. Monday 7/6/2010.
 - c) Wolds Area Forum Thursday 14/10/2010.
- All at 7.00pm.

25. Lincolnshire Wolds Countryside Services.

Lighting – YE poles. To be painted in the spring 2010.

26. CE Electric UK.

New website to report problems – www.ce-electricuk.com Letter 12/4/2010.

27. Equality and Human Rights Commission – Public Sector Duties.

Forthcoming Equality Bill harmonising race, disability and gender equality into one equality duty. Await details.

28. To consider Cllr. Wallace’s proposal of an annual Chairman’s Charitable Fund Raising Event.

29. Correspondence.

- a) Victim Support – Request for donation.
- b) E-mail from Richard Enderby, LALC re Pelican Trust information.
- c) Sir Richard Sutton’s Settled Estates – Open Farm Sunday 13/6/2010, Hall Farm, Stainton le Vale, 10.00am – 4.00pm

The following publications are available to view: -

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| a) | <i>West Lindsey District Council</i> | <i>Agendas, Minutes, Information Booklets & News.</i> |
| b) | <i>West Lindsey District Council</i> | <i>Caistor Recycling Point.</i> |
| c) | <i>West Lindsey District Council</i> | <i>Compost Awareness Week.</i> |
| d) | <i>Clerks and Councils Direct</i> | <i>May 2010 Issue 69.</i> |
| e) | <i>EMDA News</i> | <i>Spring Edition.</i> |
| f) | <i>Wolds News Area of Outstanding Natural Beauty – April – October 2010 guide to news and events.</i> | |

A copy of the Minutes of the meeting held on 9th March 2010 will be displayed on the Notice Boards and www.swallowpc.co.uk after the meeting. They may also be seen by arrangement with the Clerk to the Council. Telephone 01472 371056.

30. Date, time & place of next meeting: -

Tuesday, 13th July 2010 in Swallow Village Hall

Open Surgery _____ 7.10pm

Parish Council Meeting 7.15pm

Signed *Veronica M Hewins*

Mrs V M Hewins

Clerk to the Council

Date 5th May 2010.