

SWALLOW PARISH COUNCIL

INCORPORATING THE VILLAGES OF SWALLOW AND CUXWOLD



QUALITY
PARISH
COUNCIL

**Agenda for the Swallow Parish Council meeting to be held in
Swallow Village Hall on Tuesday, 9th November 2010 at 7.15pm.
Preceded by the Open Surgery at 6.45pm.**

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. Apologies.

2. 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.

3. Notes of meeting held on 14th September 2010 for adoption as Minutes.

4. 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.

5. Police Matters & Neighbourhood Watch.

- a) Police report – Caistor Police.
- b) Neighbourhood Watch report – Peter Day.

6. Retirement of Clerk 31st December 2010 and recruitment of her successor.

7. Clerk's Report.

- a) Roads in Cuxwold & Swallow.
 - i) *Fly tipping continues to be a problem but West Lindsey District Council is responding promptly.*
 - ii) *Drainage issues including burst pipe in verge outside the Forge/A46 Crossroads, throughout Swallow. In Lincolnshire County Council's hands.*
 - iii) *Resurfacing of Chapel Lane badly done and now to be repatched and surfaced in the near future. Was scheduled for June 2010. Highways do not know exactly when this will be done due to change of contractor.*
 - 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. See iii) above.*
 - v) Condition of grounds of 4 Grimsby Road. Await further report from West Lindsey District Council.
 - vi) Hill Holt Wood. Further correspondence.

- vii) Swallow Christmas Tree 2010 – Letter requesting a tree 27 October 2010.
Responsible Financial Officer's Report.
- 8.
- a) **Balances and update on income and expenditure.**
- i) **Approval for accounts paid:**
- a) **J. W. Cousins & Sons Ltd. Grass cutting. 9 cuts at £35 per cut = £315 + VAT £55.12 = £370.12.**
- b) **Wicksteed Leisure Ltd. Playground inspection for Swallow and Cuxwold 2010 £90 + VAT £15.75 = £105.75. See Item 11 c) ii)**
- c) **H. Lidgett. Moles clearance 25/9/2010. £60. See Item 11 c) iv).**
- d) **Clement Keys. External Audit 16th Sept 2010. £120 + VAT £21. = £141**
- e) **Checkmate Security. Village Hall alarm maintenance. See Item 11 b) ii). Revised to Net £95.37 + VAT £16. 69 = £112.06. Approved 14/9/2010.**
- f) **LALC. Conference fee £18.50. Approved 14/9/10.**
- g) **Cllr. A H Turner poppy wreath £15.00. Approved 14/9/2010.**
- ii) **Accounts to be paid:**
- a)
- b) **Councillors' expenses.**
- i) **Cllr. G L T Baxter. 68 miles @ 40p per mile to Washingborough and return = £27.20.**
- ii) **Cllr. B Gould. 61 miles @ 40p per mile to Gainsborough and return - £24.40.**
- c) **Parish Council and Village Hall insurance cover 2010/2011. Lorega Loss Recovery in the event of a property claim over £5,000. This is a standalone item at a cost of £63 per annum, no reduction pro rata for part year. To consider in budget 2011 - 2012.**
- d) **Budget & Precept 2011 – 2012.**
- e) **Annual Return for the year ended 31 March 2010.**
- i) **Audit of Accounts for year ended 31/3/2010 has been completed by external auditors. No queries raised. Notice of completion of audit 20/9/2010 – 8/10/2010 displayed. No enquiries.**
- ii) **Internal Audit due under the internal Audit Plan 2010/2011.**
9. **West Lindsey District Council.**
- a) West Lindsey District Council – Licensing Act 2003 Section 5. Statement of Licensing Policy. Letter 5/8/2010. No comments received. West Lindsey District Council advised 13/10/2010. Await final approved policy.
- b) West Lindsey District Council – Boundary Commission Electoral Review. Awaiting decision by WLDC on whether to opt for District Council elections every four years or remain as at present, election by thirds.
- c) West Lindsey District Council – Parish Matters October 2010 Already circulated.
- d) West Lindsey District Council – Cluster training event 21/10/2010 attended by Cllrs Gould & Stoneman and the Clerk. Cllr. Gould's report attached.
- e) *West Lindsey District Council – West Lindsey assembly 4/4/11. Advance notice.*
10. **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 met with Gary Porter, Library Services 27/7/2010. Awaiting details.
- c) Lincolnshire County Council – Planning Application Validation Checklist Consultation. Response due by 19/11/2010.
- d) Lincolnshire County Council – Review of Local for Planning Applications. Response due by 19/11 2010.
- e) Lincolnshire County Council – Integrated Locality Management – await further developments.
- f) Lincolnshire County Council – Preliminary Flood Risk Assessment for Lincs Area. (PFRA) History of Surface Water Flooding 18/10/2010.
11. **Swallow and Cuxwold Village Hall & Playing Fields Association.**
- a) To discuss separating the Playing Fields from the Association and for the Parish Council to take on full responsibility for the Playing Fields.
- b) Village Hall.
- i) **Village Hall Treasurer's Report including expenses since 14/9/2010.**
- ii) **Checkmate Security – Alarm system maintenance. Paid 25/9/2010. See Item 8 a) i) e).**

- c) The Playing Fields.
 - i) Cuxwold & Swallow Play Equipment Checks. Reports Swallow and Cuxwold.
 - ii) Wicksteed Inspector's Report Sept 2010.
 - iii) Children's Playing Signs Cuxwold. Children Playing Signs on approach to the Play Area. Clerk to report. Await installation of new signs.
 - iv) Moles in Playing Field. Dealt with. See 8a) i) c).
 - v) Lincs Playing Fields Association. AGM 17/11/2010. Council Chamber, North Kesteven District Council Offices, Sleaford at 7pm.

12. Planning Matters & Housing.

a) *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.*

b) Central Lincolnshire Joint Strategic Planning Committee (Local Development Framework)

- i) Public participation leaflet. (Statement of Community Involvement – consultation in June – is all part of the new planning process.) Further consultation seminar 18/10/2010 6.30pm West Lindsey District Council, Guildhall, Gainsborough. Clerk's report attached.
- ii) Central Core Strategy. – Issues and Options. Consultation began 25/10/2010, details circulated to all members. Council's response needed.
- iii) Review of Planning Decisions. West Lindsey District Council letter 21/9/2010.

c) Open meeting with Mark Sturgess, Development Services Manager (Head of Planning), West Lindsey District Council. Swallow Village Hall 10/11/2010 at 7.30pm.

13. 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 reaccreditation 6th July 2010. Certificate presented to Clerk on 16th October 2010 at LALC Conference.

14. NALC & LALC.

- a) NALC.
 - i) *Draft manifesto for the future of local councils. Await final document.*
 - ii) Future of the Standards Framework for Members of Local Authorities in England. Legal Briefing.
- b) LALC.
 - i) Training Events 2010. Previously circulated to all Councillors.
 - ii) LALC AGM and Conference held on 16th October 2010 at Horncastle College Annual Report 2009/2010 presented. Copy available from Clerk. Clerk to report.
 - iii) LALC/East Midlands Planning Aid training session on how to respond to planning applications at Caistor Town Hall on Thursday, 16th September 2010. Cllrs Gould, Turner, Walgate and the Clerk attended. Clerk's report attached.
 - iv) LALC New Councillor and Chairmanship Training. 25/10/2010 at Caistor Town Hall. Cllr. Gould's report attached.
 - v) Local Referendum to veto excessive Council Tax increases effecting Parish Councils. Clerk responded by deadline 10/9/2010. Await Government's response.

15. Code of Conduct – Local Government Act 2000.

- a) Members' Interests. Reminder to update the Register. See NALC Legal Briefing 13 a) ii).

16. Parish Plan Action Committee.

- a) Progress report by Committee Chairman Cllr. B Gould.
- b) Letter 15 June 2010 from Chris Dowse, Estate Manager, Sir Richard Sutton's Settled Estates. Meeting at Estate Office 9/9/2010. Report.

17. Community Lincs.

- a) News in the Community – Sept. 2010. Circulated.
- b) Inspire. Briefing paper 19/10/2010. Circulated.

18. Wolds Area Forum – Local Strategic Partnership.

- a) Wolds Area Forum Thursday 14/10/2010 Town Hall, Caistor at 7 00pm. Cllr Stoneman and Clerk attended. Cllr Stoneman's report attached.

19. Lincolnshire Wolds Countryside Services.

- a) Lighting – YE poles. Painted 23/9/2010.
b) Boundary Review Guidance (NE). Consultation on AONB boundaries. Response needed by 8/10/2010. Clerk spoke with Steve Jacks, head of Lincs AONB and then responded supporting the aims, ideals and guidance contained in the document. Await final document in the New Year.
c) Sustainable Lincolnshire re Environmental Networks. Email 23/9/2010 circulated.

20. Correspondence.

- a)

The following publications are available to view: -

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| a) | <i>Lincolnshire County Council</i> | |
| b) | <i>West Lindsey District Council</i> | <i>Parish Matters Issue Oct 2010.</i> |
| c) | <i>Clerks and Councils Direct</i> | <i>November 2010 Issue.</i> |
| d) | <i>Lincs Wolds AONB</i> | <i>Events Guide Oct 2010 – March 2011. n.b. Sunday, 23rd January 2011
10.00am – 1.00pm Swallow Circular Walk.</i> |
| e) | <i>Rural Links</i> | <i>Issue 2 Autumn 2010.</i> |
| f) | <i>Rural Insights</i> | <i>Raising the profile of key rural areas.</i> |

A copy of the Minutes of the meeting held on 14th September 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.

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

Tuesday, 11th January 2011 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 2nd November 2010.