

SWALLOW PARISH COUNCIL
INCORPORATING THE VILLAGES OF SWALLOW AND CUXWOLD

**Résumé of the Parish Council meeting held in
Swallow Village Hall on Tuesday 9th September 2003**

1. **Present – In the Chair** – Cllr GLT Baxter. Cllrs. G Dorney, M Lynskey, B Thompson, C Turner and A Wallace. Lincolnshire County Councillor A H Turner. Observers: Mr P H Hewins, Mr P Lynskey, Mrs K Stoneman, Mr J Thompson and Mrs P Wallace.
2. **Apologies.** Cllr. P Stanfield, West Lindsey District Councillors A Caine & R Schofield.
3. **Police Matters & Neighbourhood Watch.**
 - a) Police Report. A larger than usual number of incidents mainly minor were reported in Swallow since the last meeting. The car break in and thefts in August in Cuxwold and Swallow - a man has been detained. The A46 speed camera will be in place shortly.
 - b) Neighbourhood Watch Report - Councillor A Wallace has received many messages for Neighbourhood Watch. Car thefts in both villages were significant events. Please be vigilant and report anything suspicious however minor to the police.
 - c) Police Community Support Officers Leaflets noted. PC Roach said an Officer will be assigned to Caistor and will be a welcome uniformed presence in the Town. The Officer will be available to attend special events in the villages by arrangement.
 - d) Police Forums. Noted & displayed on the Notice Boards.
4. **Minutes of meeting held on 8th July 2003.** Approved and signed. Signed photocopies were placed on the Notice Boards.
5. **Clerk's Report**
 - a) Roads in Cuxwold & Swallow.
 - i. Kerb edging Cuxwold - Finished. An excellent job.
 - ii. Grimsby Road, Swallow - East end.
 - a) Fly tipping reported 12/8/2003. Noted.
 - b) Gate damaged reported 15/7/2003. Further damage reported 12/8/2003. Lincolnshire County Council is to replace damaged gate in due course
 - b) Lincolnshire County Council Free Trees Scheme - 200 hedge plants requested for Village Hall boundary. Ordered & due in December 2003.
 - c) Caistor Primary School. Letter sent renominating Mr A Lyons of Moggs Hollow 24/7/2003. Noted.
 - d) HGVs in Swallow. The Clerk to the Council has contacted Fenwicks and they will remind drivers of the "in - out" policy. HGV sign at the junction of Swallow - Irby - Beelsby has been moved. Lincolnshire County Councillor A H Turner has spoken with Lincolnshire County Council Highways who will contact North East Lincolnshire Council to arrange its restoration. He will request for "access only" to be added to the sign.
6. **Responsible Financial Officer's Report.**
 - a) Balances. Current Account £88.23. Business Reserve Account £2,644.27.
 - b) LALC account £4.81. Approved.
 - c) Village Hall burglary. Insurance Claim. Total losses £481.56 less excess £75.00 = £406.56 claimed 6/9/2003. Payment to Cllr. Baxter for cutlery £174.93 approved. Payment to Clerk to the Council for kettle £19.99, wine £23.94, toilet rolls £5.99 and corkscrew £1.49. Total £51.41.

- d) Parish Council Insurance - potential new insurance scheme. Details awaited.
- e) External Audit 2003. Nothing to report.
- f) Gift to Internal Auditor. Clerk to the Council has purchased two bottles of wine to be given to Mr P Lynskey with the Council's thanks.
- g) Letter of thanks from Caistor Sports Hall 28/7/2003. Noted.
- h) Clerk's Training - Registration Fee Paid. First training session due 24/9/2003 at South Kyme near Sleaford. The Clerk to the Council will attend five sessions at a cost of £90.00. Approved for payment in due course.

7. Village Hall & Playing Field Association.

- a) Wicksteed Inspection Reports.
 - i) Outstanding work from 2002 Inspection. Await 2003 Inspection report.
 - ii) 2003 Inspection carried out in Swallow and Cuxwold on 5/9/2003. Cost £30.00 per site plus VAT. Approved.
- b) Letter 14/8/2003. West Lindsey District Council Lincolnshire Development re assistance for Lottery Grant Applications. Passed to Village Hall Committee.

8. Planning Matters & Housing.

- a) SW2. Letter 13/8/2003 from West Lindsey District Council Planning Services plus Blue Form with approval for Reserved Matters. Fully discussed. Further detailed planning applications now awaited. Also the affordable housing issue has not yet been resolved.
- b) West Lindsey District Council Local Plan - First Deposit Draft. Fully discussed. Points arising: -
 - a) Under the Settlement Hierarchy Swallow is classified as a "Small Rural Settlement". Cuxwold is classified as "the Countryside". There is no development plan for Cuxwold.
 - b) Swallow Grange has been omitted from the List of Listed Buildings in West Lindsey District Council. Chairman and Clerk to the Council are to prepare the Councillors' response and to attend the open meeting for the Local Plan at the Swallow Inn on 18/9/2003.

9. West Lindsey District Council.

No report.

10. Quality Councils - Town and Parish Council Initiative.

- a) Website set up. www.swallowpc.co.uk. Construction to begin shortly. Cost £14.98 + VAT £2.62. Total £17.60. Paid to Datum Services Ltd. All Councillors were asked to provide a brief profile and recent photograph of themselves for the website. Cllr. P Stanfield has also been asked to prepare a brief description of Cuxwold Village. Cllr. C Turner has e-mailed the Swallow village history to Datum Services Ltd. Some ideas for the website were circulated.
- b) Lincs Quality Council Assessment Panel approved. Noted.

11. World Environment Day 4/6/2004.

- a) Report - Lincolnshire County Councillor A H Turner. Detailed plans are awaited
- b) West Lindsey District Council - there are no immediate plans to celebrate WED..

12. Open Surgery.

To continue at the November Council meeting at 7.00pm to 7.15pm.

13. Tree Survey.

Mr L Barwood has surveyed all the trees in the central area of the village. He is awaiting a larger map and he will complete the survey.

14. Data Protection.

Clerk to the Council reported that after a discussion with LALC there is no need to register.

15. NALC & LALC.

- a) Electoral Commission - "The Cycle of Local Government Elections in England" - "Consultation Paper" Swallow PC's response. Council suggested that all Councillors should be elected for a four-year term. Parish & District elections would be held one year and County and Regional Assembly elections held one year later.
- b) Balance of Funding Review. Council suggested that the status quo should be retained and that the LALC should be represented on the steering group. See h) i) below.
- c) How Old is Old Enough? - Minimum age of voting and candidacy in UK Elections. Council supported the NALC Policy that people of 18 years who can vote should also be able to offer themselves as a candidate.
- d) Clerk to the Council to respond accordingly to items a), b) and c).
- e) The Electoral Commission - The Shape of Elections to come. Future developments in voting practices and procedures were noted.
- f) NALC's own Code of Policy. Noted.
- g) Councillors' Allowances will not be paid to Swallow Parish Councillors. Councillors can claim expenses necessarily incurred.
- h) LALC County Circular: -
 - i) Comment on Balance of Funding Review. Should NALC be represented on the Steering Group? See b) above.
 - ii) Members' Allowances explained plus PAYE implications. Not applicable. See g) above
 - iii) Insurance of Special Events. Noted - to be retained in the Insurance file.
 - iv) LALC AGM 8/11/2003 and nomination form. No nominations.

16. Office of the Deputy Prime Minister.

Providing Indemnities to Relevant Authority Officers and Members. Guidance on this important issue is awaited from LALC.

17. Standards Board for England.

- a) New guidance booklet - "Standards Committee Determinations" Noted.
- b) Ethical Standards training session details. Clerk to the Council unable to attend.
- c) Code of Practice for Local Councils and handling complaints. Noted.

18. Rights of Way - Lincolnshire's Definitive Map.

Booklets were distributed. This is an important matter, which needs further study and will be on the November Council Meeting Agenda.

19. Lincolnshire County Council School Organisation Plan 2003/2008. Noted.

20. Audit Commission

West Lindsey District Council Comprehensive Performance Assessment - Survey of Town & Parish Councils - Survey completed and returned by Cllr. Baxter and the Clerk to the Council by the deadline of 29/8/2003 i.e. before the Parish Council meeting.

21. Correspondence.

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| a) | West Lindsey District Council | Local Government & Rating Act 1997 - District wide review. |
| | | Letter 19/8/2003. Noted. |
| b) | West Lindsey District Council | Events Planner. Clerk to the Council to complete and return |
| c) | Community Council of Lincs | AGM 19/9/2003. No interest. |
| d) | Lincolnshire NHS | Keeping our NHS local. - Noted. |
| e) | Lincolnshire Award of Merit 2003 | Poster placed on Notice Board. |

The following publications are available to view: -

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| a) | West Lindsey District Council | Minutes & Information Booklets. |
| b) | Learning & Skills Council | Bite size courses. |
| c) | E-Mail | August 2003. |
| d) | Clerks and Councils Direct | |
| e) | Conserver | Summer 2003. |

22. A.O.B.

Lincolnshire County Councillor A H Turner reported that the road from Swallow through Cuxwold and Rothwell to Caistor Top has been included in the winter salting route. This is a school bus route and the decision was welcomed especially in view of the accident last winter.

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

Tuesday, 11th November 2003 in Swallow Village Hall

Open Surgery 7.00pm

Council Meeting 7.15pm

Mrs V M Hewins

Clerk to the Council
