

# SWALCLIFFE PARISH COUNCIL

## MINUTES OF A PARISH COUNCIL MEETING HELD 31<sup>st</sup> JANUARY 2022 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

### ***Councillors Present***

Neil Urquhart (NU), Chairperson  
Steve Gandy (SG)  
Ken Hodgkinson (KH)  
Karen Riordan (KR)  
Ryan Smith (RS)  
Victoria Taylor (VT), Vice Chairperson  
Christine Coles - Parish Clerk

Before the meeting began, a minute's silence was held in memory of Dan Parish who had recently passed away. He served as a Councillor from February 2009 to June 2012.

### **22/01. Apologies**

None.

### **22/02. Declarations of Interest**

No interests were declared.

### **22/03. Co-option of New Councillor**

Martin Collett was co-opted onto the Parish Council. He signed the Acceptance of Office form.

### **22/04. To approve the minutes of the meeting held on 21<sup>st</sup> November 2021**

The minutes of the last meeting were approved and signed.

### **22/05. Public Participation Session**

There were no members of the public present.

### **22/06. To note any matters arising from the minutes not included on this agenda for report only**

Christmas Party – This was cancelled although Santa did distribute gifts to the children.

Jesters – The Chair replied to the owners of Jesters re purchasing the plots.

Garage Rent and access payments – Two payments are outstanding. One access payment relates to a property which has just been sold.

Good Neighbour Scheme – The Chair sent a reply to CDC.

Give Way Sign – It was reported on Fix My Street and a new sign put up.

### **22/07. To receive an update on the village hall project**

Cllr Gandy gave the following update.

Two tenderers have been asked to revise their quotes. The heating quote has increased by 4%. Two potential projects are the kitchen and toilets.

Funding – An application was submitted to the National Lottery two weeks ago. There is a 12 week response time. There is £5K on an Action Finder Site. There is no money through CDC or ACRE. The Christmas Fete raised £1,200.00.

There may be an option to take out a loan through the Rural Communities Buildings Loan Fund. The terms are flexible and there are no redemption figures if the loan can be paid off early. Cllr Taylor suggested that Councillors look at Shotteswell Village Hall who have lots of good ideas.

*Action: The Parish Clerk to contact Cllr George Reynolds who has a Cllr Priority Fund.*

**22/08. To receive an update on the Platinum Jubilee Celebrations**

A third meeting has been held. Cllr Riordan has been meeting Shutford PC re the beacon. It is on land owned by Mr and Mrs Sandford-Baker. They will open up their barn and provide parking. It was agreed to give a donation of £250.00 to cover costs. The procession will leave the village at 7.30pm and a Town Crier may be appointed. The beacon will be lit at 9.45pm. Marshalls and First Aiders will be needed on the night.

A wild cherry tree has been chosen to be placed outside the barn although full agreement has not been given yet. The tree has shallow roots and will live for 60 years.

A hold the date email will be sent via Della and details put in the March Link. More detail will be put on Facebook.

The group will next meet on 21<sup>st</sup> February.

**22/09. Financial Report**

The following payments were approved under statutory powers:

£85.00 to Swalcliffe Village Hall (hire of hall)

£125.00 to V Taylor (refreshments for village consultative meeting)

*To consider the budget for 2022/23*

The Parish Council are currently working to budget.

*To consider the precept for 2022/23*

The accounts are worked on a cash accounting basis with no asset depreciation. There is operational annual expenditure and special projects. A surplus has been built up historically. An increase in precept could allow investment in future projects. The insurance is due for renewal on 25<sup>th</sup> February. The Clerk obtained two quotes but the second was not much cheaper than the first. Both the village hall and play park equipment were undervalued. The village hall will be revalued although this may not be done before the renewal date. It was agreed to stay with Gallagher and renew for one year.

It was agreed to set the precept at £7,966.00 (4% increase on last year).

*Action: The Parish Clerk to notify CDC.*

*To consider a donation for the Link*

It was agreed to increase the donation and give £100.00.

*Action: The Parish Clerk to raise the payment.*

**22/10. To discuss forthcoming Parish Council Elections in May 2022**

There will be an election on 5<sup>th</sup> May 2022. More information will follow in due course.

**22/11. To agree a plan for the Annual Parish Meeting**

The meeting will be held in April. The Parish Council will make a presentation along with Swalcliffe Park School, the PCC and Village Hall. After reports are heard there will be refreshments. It was agreed to carry out a leaflet drop in March and include the date for a litter pick in April.

**22/12. To receive an update on planning**

The following update was given:

*22/00023/F and 22/00024/LB, Demolish the existing single storey modern extension, raising the*

*existing chimney stack, replacement of the existing rear dormer, two conservation type rooflights set into the rear thatched roof, erection of timber stud walls within the first floor bedroom and bathroom, replacement roof to outhouse at Old Thatch Cottage, Park Lane. Supported by PC.*  
*21/03082/F and 21/03083/LB, Garage conversion with new windows and doors (resubmission of 21/01488/F) at The Old Bakehouse, Bakers Lane. Granted by CDC.*  
*21/04161/TCA, Tree work at Lorient Cottage, 3 Park Lane. No further comments or objections by CDC.*  
*21/03650/F and 21/03651/LB, Installation of roof mounted solar photovoltaic array within the grounds of Swalcliffe Park School. Supported by PC.*

An additional application was received after the agenda had been issued:  
*21/03541/F, Erection of a wooden garden shed in the rear garden at 1 The Tithings. It was agreed to note no objections.*

**22/13. To receive Councillors Reports**

Cllr Hodgkinson has raised a works order for potholes.

Cllr Smith confirmed that the defibrillator has been checked and is working ok.

Some of the Christmas lights are broken and the switch in the hall requires fixing.  
*Action: Cllr Smith to get a couple of quotes to replace the lights.*

The Parish Clerk to chase Dave Catling for new road signage for Grange Lane.

Speedwatch - The Parish Clerk to find out if there is a new rota.

Thanks was given to Mike Taylor for fixing a bar to the front door.

Operation London Bridge was briefly discussed. A parish protocol will be put in place.

The Chair attended the Play Park Annual Meeting last week. He thanked the committee for all their work in looking after the village facility. They will improve the planting including the willow tunnel. There will be a Spring working party and ideas for the older children are being considered.

The notice-board outside the church is in need of repair. The foam sealant requires replacement and revarnished.

*Action: Cllr Smith to look at this.*

**22/14. To note next meeting date and time**

Tuesday 21<sup>st</sup> March 2022 at 7.30pm.

There being no other business the meeting closed at 9.20pm.