

SWINDERBY PARISH COUNCIL

MINUTES OF SWINDERBY PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING held on 13th May 2025 Held at Swinderby Village Hall

Present: Cllr G Lloyd (Chair), L Carter (Vice Chair), Cllrs. S Longson, N Marris, A Haig, R Hodgson and J Gagg.

Clerk: S Aikman

Also in attendance: Cllr P Overton (NKDC), Cllr M Elliot (NKDC) and 2 members of the public.

1. Election of Chair and to receive Declaration of Acceptance of Office.

Following a vote it was unanimously resolved that Cllr G Lloyd be elected Chair of the Council. Cllr Lloyd signed the Declaration of Acceptance of Office.

2. Election of Vice-Chair and to receive Declaration of Acceptance of Office.

Following a vote it was unanimously resolved that Cllr L Carter be elected Vice-Chair of the Council. Cllr Carter signed the Declaration of Acceptance of Office.

The meeting was suspended to allow a Public Forum. No matters were raised and the meeting resumed.

3. To receive any apologies for absence.

None.

4. To receive any declarations of interest

In accordance with the Localism Act 2011 and consider any requests for dispensation in relation to Disclosable Pecuniary Interests or any other interests as outlined in the Council's Code of Conduct.

None.

5. To receive the Annual Report of the Village Hall committee

FINANCIAL SUMMARY

	2024	2023	2022	2021	2020
Income	£ 16,239	£ 15,308	£ 18,363	£ 16,178**	£ 15,054**
Expenditure	£ 12,092	£ 9,674	£ 7,048	£ 18,109	£ 8,040
Profit / (loss)	£ 4,146	£ 5,634	£ 11,314	(£ 1,931)	£ 7,014

Reserves	£ 53,293	£ 50,483	£ 44,392	£ 33,045	£ 34,808
Main items of expenditure	Drain repair & new kitchen floor			Decorating & new carpets	Electrical survey

** denote inclusion of Covid Hospitality grants.

The hall continues to host a varied range of activities that attract both villagers and participants from further afield.

BOOKINGS / USAGE

- Danielle Ward School of Dancing
- Belly Dancing
- Quilting
- Mothers & Toddlers
- Craft Group
- Sequence Dancing
- Yoga
- Taekwondo
- Explorer Scouts
- Shamans
- Guide Dog puppy training (new in 2024)
- National Association of Flower Arranging Societies (NAFAS) – training and committee meeting for East Midlands branch (new in 2024)

Individual bookings for parties remain good.

ITEMS OF MAJOR EXPENDITURE

- Repair of drains to rear of hall after major blockage due to 'wipes' being flushed. New 'smell proof' bins have been bought and signage put up to discourage flushing of wipes. Maybe a new inspection chamber will be needed as currently the 'pinch point' only has a simple cover hidden by a paving slab. This will be monitored over the coming year.
- New kitchen floor – Amteco LVT type installed by Weaver Flooring.
- Additional storage in storeroom to meet needs of new hirers (primarily for the Guide Dogs rubber matting)

PLANNED FOR 2025

- 5-year electrical survey is due – booked for May
- Peter Sowerby Homes have indicated that they will tarmac the car park and replace fascia's and guttering as part of the planned Produce World development.
- Installation of electric hand driers to replace paper hand towels
- Possibly sand and re-varnish the main hall floor
- Fire extinguisher supplier changed from Firestop to Lindum as a result of a reduction in service level experienced during 2024.

Cllr Hodgson reported that the Village Hall was insured for a rebuild cost of £625k. The Council asked for a copy of the insurance to be sent to the Clerk. ACTION: Cllr Hodgson

6. To confirm that the Parish Council continues to meet the requirements of the Parish Council's (General Power of Competence) (Prescribed Conditions) Order 2012 (SI21012/965)

Confirmed that 6 of the 7 Councillors were elected in 2023 and the Clerk holds the Certificate in Local Council Administration PG 2013. The GPC therefore continues to be adopted.

7. To receive and approve the minutes of the Parish Council meeting 14th April 2025, previously circulated to members and published in draft to the website as required under the Transparency Code for Smaller Authorities.

Following a vote it was resolved unanimously that the minutes from 14th April 2025 were an accurate record of the meeting.

Progress reported on matters discussed:

- LCC were looking at the parking at the School.
- VE Day celebrations had been successful
- Goal posts would be re-installed.
- The Neighbourhood Plan was nearing completion.
- The ordered play equipment was still being manufactured.

8. Finance

**a. To formally note Items of Income
None**

b. To approve items of expenditure.

25/004	17.03.2025	Britnell Tree Services	Play area trees	£ 780.00
25/008	28.04.2025	Eibe	Zip Wire repair	£2,334.12
25/009	29.04.2025	Itsa Goal Posts Ltd	Replacement ground sockets	£ 235.95
25/010	30.04.2025	C B Ground Maintenance	Grass cutting	£ 505.00
25/011	29.04.2025	Itsa Goal Posts Ltd	4 x ground socket plugs	£ 219.98
25/012	06.06.2025	ICO	Data Protection fee	£ 47.00
25/013	24.04.2025	Trent Valley IDB	Drainage rates	£ 30.87
25/014	08.05.2025	P Haig	Printing	£ 133.50
25/015	09.05.2025	Swinderby Village Hall	Meeting room	£ 18.00
25/016	30.04.2025	Unity	Bank charges	£ 6.00
25/017	12.05.2025	LALC	Internal Audit	£ 264.00

Expenditure including Clerk's salary, PAYE and pension approved unanimously.

- c. **Bank reconciliation for the year to date** was approved unanimously.
- d. **To review spend against budget.**
Reviewed.
- e. **To consider the quote for Parish Council insurance.**
Following a vote it was resolved unanimously to accept the quote but to inform Insurer's that the pond was unlikely to be made in the next 12 months. ACTION: Clerk
- f. **To receive the Internal Auditor's report.**
The Internal Auditor had sent a report, all items were satisfactory, some recommendations were made and would be considered at the next meeting. The internal auditor had completed the Annual Internal Report 2024/25 and this would be sent to the External Auditors with the completed Annual Governance Review. ACTION: Clerk
- g. **To review the effectiveness of the system of internal control and consider the findings prior to completing the Annual Governance Statement on the Annual Return for 2024/25.**
All items were reviewed, and the Annual Governance Statement was completed.
- h. **To approve the Annual governance statement on the Annual Return for 2024/25.**
Following a vote it was unanimously resolved to approve the Annual Governance Statement.
- i. **To consider the Accounting Statements by the members meeting as a whole.**
The Accounting statements were considered.
- j. **To approve the Accounting Statements for 2024/25 on the Annual Return.**
Following a vote it was unanimously resolved to approve the accounting statements and end of year bank reconciliation for 2024/25.
- k. **Accounting Statements to be signed and dated by the Chair.**
The Accounting Statements were signed and dated by the Chair.
- l. **The Period for exercise of Public Rights**
The period was set for Tuesday 3 June – Monday 14 July 2025. ACTION: Clerk

9. Planning and Tree works

- a. Applications Received

25/0426/FUL	Installation of roof mounted 24.57kW solar PV system comprising of 54 x Canadian Solar 455w modules Location: Potter Hill Farm Newark Road Swinderby	Potter Hill Farm, Newark Road, Swinderby	No comments
25/0427/HOUS	Erection of first floor front extension and two storey rear extension with addition of air source heat pump and solar panels.	Elwood House, 8 High Street, Swinderby	No comments

25/0513/HOUS	Single storey extension and alterations to dwelling	Green Lane Farm, Green Lane ,Swinderby	No comments
25/0504/VARCON	Application to vary Condition 4 (Approved plans - to allow replacement of car port on South elevation with attached pitched roof single garage) attached to planning permission 23/1044/HOUS - Demolition of existing garage and erection of single-storey side/rear extension, addition of rear dormer extension to create first floor accommodation and erection of a carport to south elevation	65 Station Road, Swinderby	No comments

b. Applications Decided

None		
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10. To review the Financial Regulations and update as necessary.

Financial Regulations were reviewed and updated. Following a vote it was unanimously resolved to adopt the updated Financial Regulations.

11. To review the Standing Orders and update as necessary.

Standing Orders were reviewed and updated. Following a vote it was unanimously resolved to adopt the updated Standing Orders.

12. To report on VE Day in the parish.

The Village had been decorated by residents and the Parish Council. The School event had gone well.

13. To consider renewing the sign on Jubilee Park.

Matter deferred. Cllr Lloyd would photograph the sign and send out to Councillors.

ACTION: Cllr Lloyd

14. To consider a contribution to the grass cutting at the Church.

A discussion was held and, following a vote, it was resolved unanimously to send £400 to the Church from S137 funding. The contribution for 2026 was to be considered during the setting of precepts for the 2026/27 financial year.

15. To receive an update, including advertising costs, on the Swinderby Summer Sunday on the 1st June. Advert to include Quiz Night etc.

The Chair of NKDC had been asked to open the event. A £500 donation had been received from Tarmac. The running order has been produced. Information was to be published in the LinkUp.

16. To plan for the re-installation of the goal posts on Jubilee Park.

The Councillors would reinstall the goal posts on Jubilee Park.

ACTION: Councillors

17. To receive an update on the Neighbourhood Plan, including a further grant application.

The Neighbourhood Plan was nearing completion and there was no need to apply for further funding.

18. To report on the current reporting, planned banking and committee for the Village Hall, including Parish Council responsibilities.

A discussion was held about encouraging more people to become trustees to the Village Hall Management. Although a decision was made recently to have a small management group for the Village Hall Cllr Hodgson now felt this was now not needed. Questions were raised by councillors regarding this statement. Cllr Hodgson reported that the Village Hall accounts were looking good. A full report had been given in the Annual Parish Meeting.

19. To provide any updates on the new play equipment ordered following a successful lottery bid.

The equipment was still being manufactured.

20. To consider options and costs for the provision of WiFi at the Village Hall.

This matter was deferred. No response had been received from Lost Village regarding funding.

21. Clerk and Councillors Reports (for information only), including a review of actions from minutes and matters that Councillors wish to be brought to the next or subsequent meetings.

No decisions may be made under this section, but councillors may wish to use this to flag up issues.

Cllr Carter reported that the school had an increase in number of children attending next year.

22. Correspondence

To note correspondence received.

Date	Received From	Description
16.04.2025	LCC Highways	Parking issues
28.04.2025	DVLA	Confirmation of road tax for mower
17.04.2025	Fosse Green Energy	Fosse Green Energy's first Community Liaison Group
07.05.2025	EQ communications	Invite - site tour of Whisby Quarry on Thursday 29 May 2025
09.05.2025	LCC Highways	Road closure Order - Station Road (From Meardsall Lane to Swinderby Road) Period of restriction: 09/06/2025 - 11/06/2025, 09:00 to 15:30

23. Date of next meeting

Parish Council meeting 7.30pm Monday 9th June 2025

Meeting closed at 9.45pm

Signed.....

Date.....