

SWAYFIELD PARISH COUNCIL

Cllrs: Mr D Metcalfe (Chairman) Mr K Holden (Vice Chairman)
Mrs J Geeson, Mr R Green, Mrs W Peat, Ms M Johnson, Mr A Cusdin, Clerk: Mrs A Reichelt.
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The Annual General Meeting of Swayfield Parish Council Draft Minutes of Swayfield PC Meeting ^{23rd} May 2022 7.00pm

- 1.0 Appointment of Chairman and Vice Chairman:** A unanimous decision was voted for Councillor Derek Metcalfe to remain in post as Chairman and Councillor Kevin Holden to remain in post as Vice Chairman. Letters of acceptance were signed. Cllr Green to sign later
- 2.0 Apologies for Absence** Cllr Green
- 3.0 To receive declarations of interest** in accordance with the 2011 Local Government Act. – *personal or prejudicial interest in any items for discussion.* None.
- 4.0 Notes** of the Parish Council meeting held on Tuesday ^{26th} March 2023 to be approved as the Minutes. The Minutes were approved unanimously.
- 5.0 Councillors' reports:**
- 5.1 Recreation ground. Invoice received from Cllr Kevin Holden for £11.98. For replacement screw caps for the play equipment. This will be paid in full from the petty cash.
- 5.2 Phone Kiosk. In order. Nothing to report
- 5.3 Highways. Cllrs encourage all residents to contact 'fix my street' with reference to any Highway issues.
- 5.4 Defibrillator. Working and all in order
- 5.5 Swayfield sign. Cllr Kevin Holden has received a quote of £920 from Barkers signs of Stamford to repaint both sides and the framework, this will also include collection and delivery. The sign was commissioned originally from Barkers by the Parish. Cllr Charlotte Vernon suggested asking Nigel Allsop to quote for the repair of the sign, he is currently refurbishing the sign at Castle Bytham. A quote for £800 has already been accepted for the reinstallation of the oak post and the rebuilding of the brick base.
It was proposed and unanimously agreed that the Parish Council would spend up to the fee of £920 for the sign to be refurbished. This would prevent delays from further discussion at future meetings
- 5.6 The King's Coronation Cllrs Cusdin, Geeson and Peat were thanked for all their hard work for the Coronation picnic.
- Grant application to SKDC was successful, £500 granted.
 - Funds were disbursed in accordance with the proposed event plan and accounted for, small surplus £7.36 returned to PC bank account to partially offset cost of coronation mugs.
 - Event planning was well supported, team of 6, thanks go to John & Claire Stanley, Irene Wharton, Jenny Geeson and Keith Tomlinson.
 - Event set up and tidy up was also well supported, with several other villagers getting involved.
 - About 100 villagers of all ages attended the picnic. The weather was very good, and all went according to plan, with live music, a disco and children's activities. The one exception was the late cancellation of the ice-cream van visit, so we purchased some ices from a wholesaler and sold at about cost (modest surplus of £13 donated to church tower restoration fund). Power for the event was supplied thanks to Max & Anna at the Barn.
 - Feedback after the event from attendees both verbally and on social media was positive.

- A post-event return has been completed and submitted to the SKDC Community team, together with evidence of expenditure and photos of the event. Confirmation has been received that they have all they need.

5.7 Wildflower Patch Amanda Jenkins applied for the Wildlife Grant of £500 which has provisionally been approved. Relevant forms need to be completed. It was decided that no monies should be spent prior to the funds arriving in our account.

6.0 Annual Governance Statement and Financial matters:

6.1 To declare Swayfield PC exempt from a Limited Assurance Review. The AGAR form was signed by Cllr Metcalfe and A Reichelt and returned by Email

6.2 Annual Governance Statement

6.21 To Resolve the Approval of the Annual Governance Statement, for publication. This has been signed by Cllr Metcalfe. This Document will be published on the Parish website.

6.22 To Resolve the Approval of the Accounting Statements 2022/23, for publication. This was approved by our external auditor. This will be published to the Parish website.

6.3 To resolve payment for the Internal Auditor. Cllr Metcalfe proposed a 'resolve to payment'. The invoice has not yet been received however the sum is around £60. A resolution was proposed that a cheque could be given prior to the next PC meeting. This was unanimously agreed.

6.4 To resolve payment to BHIB for Annual Insurance. It was agreed that the Clerk will contact the insurance company and request an invoice.

6.5 Cheques for signing. AC Percival, an invoice for £490 for the cutting of grass in the recreation ground for 2022.

Additional Coronation mugs. J. Geeson £40.45

Clerks wages. A Reichelt £187.68

LALC membership. Invoice outstanding. 'A resolve to pay' was agreed prior to the next PC meeting

7.0 Dates of future meetings. Wednesday July 12th. 7pm

8.0 Planning applications

8.1 Confirmation of the TPO on Pingle Lane

9.0 Correspondence

10.0 Items of urgency for discussion