

SWAYFIELD PARISH COUNCIL
Cllrs: Mrs W Peat (Chair) Mr K Holden (Vice Chairman)
Mrs J Geeson, Mr D Metcalfe, Mr A Cusdin, Mr T Small, Mr A Shorrocks,
Administrator: Mrs A Reichelt.
Email: swayfieldparish@gmail.com

Draft Minutes of Swayfield PC Meeting 20th May 2026, 7.00pm

1.0 Appointment of Chair and Vice Chair - Cllr Peat resigned as Chair, Cllr Metcalfe proposed she remain as Chair, this was seconded by Cllr Holden. Cllr Holden resigned as Vice Chair, Cllr Cusdin proposed he remain as VC and this was seconded by Cllr Metcalfe.

2.0 Apologies for Absence- Cllr Robins

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 Draft Minutes of the Parish Council meetings held on Wednesday 18th March 2026. Approved by Cllr Geeson and seconded by Cllr Metcalfe.

5.0 Councillors' reports:

5.1 District and County Councillors- Apologies sent

5.2 Recreation ground: Cllr Holden has the new seasoned timber posts for the swings and seesaw in storage. The new posts will be fitted prior to the inspection by ROSPA. Permission was unanimously given to the administrator to book the inspection appointment once ROSPA notify of available dates in August. The Cllrs would like to remind dog owners that it is their responsibility to pick up after their dog and place in the waste bins within Swayfield that can take dog waste.

5.3 Phone Kiosk: Cllr Geeson reported that the book exchange was currently working well, however the kiosk is an exchange service and carrier bags of books should not be left.

No cold caller stickers – Cllr Geeson suggested that if you want a 'no cold caller' sticker, they can be obtained via the internet. They cost around £1.50. Currently Trading Standards and SKDC do not offer a free sticker. A link to purchase stickers will be available on the Swayfield Parish Council website.

5.4 Highways: Cllr Cusdin noticed that prior to the resurfacing work being carried out on Castle Bytham Road, the new locations for the 30 mph signs had been marked out, no date has been given for the relocation. Cllr Cusdin raised a concern with 'fix my street' with regard to the bridge flooding. Some works have been carried out but the problem has not been resolved, he will continue to raise the issue. The resurfacing of the roads in the village caused confusion suggesting roads were closed when they were not. The amount of signs relating to resurfacing work littering the village seemed excessive. Cllr Cusdin will raise this concern.

5.5 Defibrillator: The defibrillator is in good working order.

5.6 Beacon: Cllr Small has found a company that make portable beacons. Prior to further investigation, Cllr Metcalfe will contact the insurance company to check on compliance.

6.0 Annual Governance Statement and Financial Matters:

- 6.1 Cllr Metcalfe asked for a proposal from the Cllrs to declare Swayfield PC exempt from a limited assurance review. We can apply for exemption because our precept does not exceed £25,000. Occasionally a Parish will be selected for a random inspection. This was proposed by Cllr Cusdin and seconded by Cllr Holden.
- 6.2 Our internal audit carried out by Fiona Hatchman last month was accurate. An approval of the Annual Government Statement for publication was signed by Cllr Small and Cllr Peat.
- 6.3 Resolve payment for the Internal Audit – proposed by Cllr Small and seconded by Cllr Geeson
- 6.4 Resolve payment to Zurich Insurance – Cllr Metcalfe proposed that the Cllrs agreed to the renewal of the insurance. Cllr Peat proposed that Cllr Metcalfe pay the invoice once it arrived. This was seconded by Cllr Shorrocks
- 6.5 BACS approvals
 - Giles Percival - Recreation ground grass cutting £130
 - Fiona Hatchman - audit £60
 - Licence for Microsoft office - £8.76
 - Administrators wages £221.62

7.0 Planning applications and approval

- S26/0159 – 47 Overgate Road – Approved
- S26/0383 – Mulberry House – Awaiting decision
- S26/0488 – 2 The Crescent – Approved
- S26/0321 - 3 new detached houses on Castle Bytham Road- Consultation period extended to 16th May 2026 – Awaiting decision

8.0 Correspondence-

- 8.1 Parishioner enquiring about height of new fence erected at 19 Corby Road – The height of the fence has now been reduced.

9.0 Items of urgency for discussion.

- 9.1 Parish Council Notice Board – The notice board requires a refurbishment, Cllr Holden agreed to assess the damage and see what is required.
It was proposed that future Parish meetings and the AGM will be published on Swayfield Facebook and the Village WhatsApp group. This will be discussed at the September meeting.

- 10.0 Date of next meeting :** Wednesday 16th September. 7pm
Wednesday November 18th 2026 at 7PM
Wednesday January 20th 2027 at 7PM
Wednesday March 17th 2027 at 7PM