

Crowland Parish Council

Minutes of Full Parish Council Meeting

Monday 7 April 2025 at 7pm in Crowland Community Hub, Hall Street, Crowland

Present: Cllrs. Bryan Alcock, David Kempton, Reg Boot, Jon Boor, Peter Davis, Jack Turner, Annette Williams, Darren Warner, Katie Pepper, Graham Searle & Cathi Elphee .

Also in attendance: G Hawkes Clerk (minute taker) & T Kingston RFO.

In the Chair: Cllr. Bryan Alcock thanked everyone for attending.

221 Apologies for Absence Councillor Bloom.

222 Declaration of Interests – Darren Warner re Crowland Town F C non pecuniary

223 To approve the Minutes of the Previous Meeting – 3 March 2025

Agreed.

Note min ref 206 - once should read before unitary authority is set up.

Note min ref 219 – line 2 deal should read delay.

Proposed by Cllr Boor - Seconded by Cllr Williams - all present agreed.

		Action
224	To receive an update on progress & resolutions for the meeting held on 3 March 2025.	
	<p>Amenities: The Clerk arranged a meeting with Crowland Town F C in respect of the compound which is an agenda item. The Clerk has contacted M Beardshaw to arrange a meeting to discuss the Abbey Clock.</p> <p>Clerks outstanding issues:</p> <p>Farms and Gardens: The Clerk is liaising with National Grid to relocate the allotment electricity supply and discuss the cemetery extension, a site meeting will be arranged West Street bus stop, to be progressed</p>	
225	Chairman's Report.	
	<p>A report was distributed prior to the meeting. The Chairman thanked those who attended the successful Council lunch and thanked Tina Croxford for organising. He also recommended a number of meeting dates during April and May that cannot be accommodated on the usual Mondays – the office will liaise with Councillors. He also advised that County Cllr Pepper is unlikely to stand for re election and at the appropriate time a letter of thanks should be sent acknowledging his many years support for Crowland.</p>	GJH/TC
226	Amenities Committee.	
	<p>To consider the minutes of the recent meeting and any recommendations therein. A report was distributed to members prior to the meeting. The refurbishment of the Tennis courts awaits the contractor confirming an installation date. New pavilion working party have responded to the initial thoughts of the architects. A meeting has taken place with Crowland Town football club regarding the storage of their new goals. The committee have rejected a proposal to use a secure area, but are looking at a proposal to store side by side between the implement shed and scout hut. The Clerk will arrange another meeting with the football club. We have met the new junior football team committee and the office will need to meet them to advise on the booking process and procedures. Councillor Searle offered to liaise with the new committee members of Junior football to help them appreciate and understand the various procedures expected of them</p>	<p>GJH</p> <p>TC</p>

	<p>Snowden car park – resurfacing has been budgeted and we need to go out to formal tender once we have confirmed with the NHS that they have budget available.</p> <p>Proposed by Cllr Williams, seconded by Cllr Davis and agreed by all.</p> <p>Sealed Knot reenactment – this will be a larger event this year so we need to agree a cost payable, obtain a hire fee and see copies of the relevant event insurance and risk assessment.</p> <p>Winter jobs outstanding,</p> <ul style="list-style-type: none"> - Crowland car park large pot hole in the bell mouth needs reporting on fix my street. - Damaged cladding on the end of the pavilion. - Sink hole under wet pour in the play area under the climbing frame needs repairing by On Line Play, <p>Proposed by Cllr Turner, seconded by Cllr Searle and agreed by all.</p>	<p>DK/GJH</p> <p>GJH/TC</p> <p>TC</p> <p>TC</p>
227	Finance and Admin Committee	
	<p>To consider the Chairmans report and any recommendations therein. A report was distributed prior to the meeting.</p> <p>The Chairman advised that Hinkley & Rugby Building Society have a number of attractive 45 and 90 day notice accounts where we could earn a better return on our reserves and spread our risk by adding a third bank for investment. Signatories, the Clerk, deputy Clerk and Cllrs Alcock and Boot,</p> <p>Proposed by Cllr Boor, seconded by Cllr Pepper and agreed by all.</p> <p>Following the RFOs return from an extended break the Chaiman thanked the Clerk, Deputy Clerk and Helen Kempton for covering whilst Tracey was away. Tracey is now working on the year end figures and AGAR.</p> <p>Dates need to be confirmed for the next Finance committee meeting and a meeting with the Letting Agent.</p>	<p>TK</p> <p>TC</p>
228	Accounts for Payment.	
	<p>A report was distributed prior to the meeting.</p> <p>To note bank balances and investments at 31 March 2025</p> <p>Account ending 338 £ 436,473.94</p> <p>Account ending 461 £ 6,054.57</p> <p>Petty cash £ 32.96</p> <p>It was proposed, seconded and resolved,</p> <p>(a) Orders for payment made in the sums of £ 51,331.61</p> <p>(b) Incomes received in the amounts of £ 52,399.35</p> <p>Proposed by Cllr Davis– Seconded by Cllr Pepper- and all agreed.</p>	
229	Farms & Gardens Committee	
	<p>A report was distributed prior to the meeting.</p> <p>Cllr Searle is reviewing the grass cutting contracts with LCC and SHDC where we cut about 29,500 and 13,000 square metres respectively. The contracts state we cut weekly in April and May and two weekly June-September. We need to look at the risk assessment requirements of both contracts to ensure our staff are aware.</p> <p>There is some tidying/weeding needed at the allotment entrance and the Chairman recommended that S Warner be allocated five hours to do this.</p> <p>Proposed by Cllr Davis– Seconded by Cllr Williams - and all agreed.</p>	GJH/JB
230	Planning Committee	
	<p>A report was distributed prior to the meeting.</p> <p>The Chairman reported that arrangements for VE day were progressing, currently promoting the need for volunteers.</p>	
231	Safety & Security Committee	
	<p>The latest figures were briefly reviewed at the meeting and members noted the general trends the Clerk will contact the new beat PC for an explanation of how they are collated.</p> <p>The football club have reported another incidence of vehicles on the Snowden to the Police – SHDC needs to also be made aware.</p> <p>There remains a need to enquire about the cost of installing a secure area within the implement shed.</p>	GJH
232	Assets Working Party.	
	<p>To consider the Chairman's report which was distributed prior to the meeting.</p> <p>Cllr Alcock</p>	

	Proposed Thorney Road development site – the developers have agreed to submit revised plans	
233	Thorney Road rubbish collection	
	Cllr Boor reported that we have had a complaint about our staff leaving black bags for collection by SHDC refuse service in Thorney Road. Members agreed that two L shaped panels fixed to the hard standing area would provide a shield.	
234	To adopt Committee Terms of Reference and adopt Policies	
	The Clerk had circulated for adoption the Terms of reference for Committees and revised policies for, Health and Safety and Risk Assessments, Complaints Procedure, Litter and Dog bin policy, Data protection and data Breach policies, Social media Policy to members prior to the meeting, Proposed by Cllr Williams– Seconded by Cllr Elphee - and all agreed (one abstention).	
235	Matters to be considered for inclusion on a future Council Agenda	
	None	

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CONFIDENTIAL

“Closed Session”

The Public & Press were excluded from the meeting in accordance with the provision of Section 1 (2) of the Public Bodies (Admission to Meetings Act 1960). The items to be discussed being of a confidential nature.

236	Cllr Boor reported that the F&G committee had agreed to increase the allotment rents, including cages and lockers by 3%. Proposed by Cllr Boor – seconded by Cllr Davis and agreed by all.	Action TK/TC
237	Cllr Boor reported the recommendation of the HR committee relating to the staff pay review. This was discussed, recommendations were made, proposed and agreed. Proposed by Cllr Boor – seconded by Cllr Davis and agreed by all.	TK
238	Cllr Boor requested a budget to level the soil at the allotments to allow access into the new cemetery. Proposed by Cllr Boor – seconded by Cllr Searle and agreed by all.	
239	The Chairman advised that there is a plot of land at the end of Ambury Gardens which is maintained by the council, on the land is a small oil tank standing area owned by BP. It is likely we own the land or could claim adverse possession if not. Members agreed for the Council to contact BP, regarding a sale, and contact Lewis Smith about submitting a pre planning application. Proposed by Cllr Boor – seconded by Cllr Davis and agreed by all.	

The meeting finished at 9.27 pm.