

Crowland Parish Council

Minutes of Full Parish Council Meeting

Full Council - Monday 3 November 2025 at 7pm in Crowland Community Hub, Hall Street, Crowland

Present: Cllrs. Bryan Alcock, Jon Boor, Graham Searle, Peter Davis, Katie Pepper, Peter Stowe, David Kempton, Cathie Elphee, Annette Williams, and County Cllr Condell.

Also in attendance: G Hawkes Clerk (minute taker).

In the Chair: Cllr. Bryan Alcock thanked everyone for attending and a minute silence was observed following the passing of Cllr Reg Boot

118) Apologies for Absence of the meeting were advised and apologies with valid reasons for absence had been received from Cllrs Bloom, Warner, Turner and District Cllr Angela Harrison. It was proposed, seconded and **Resolved:** those apologies be noted with valid reasons for absence accepted from Cllrs.

119) Declaration of Interests - Cllr Boor regarding agreement of payments, pecuniary

120) To approve the Minutes of the Previous Meeting – 6 October 2025
Proposed by Cllr Boor, Seconded by Cllr Davis - all present agreed.

		Action
	121) To receive an update on progress & resolutions for the meeting held on 6 October 2025	
	Scout hut – water leak has been repaired. Cllr Searle reported that he had followed up the media briefing with SHDC and no further action was necessary.	
	122) Clerks report/update	
	West Street bus stop – the bus company had been contacted. Ambury Gardens – has been chased but no reply from BP Thorney Road site - £2,500 payment remains unpaid will be chased. .Gov email address – liaising with Ark to progress Allotment inspection due 04/11/2025.	GJH GJH GJH GJH GJH
	123) Chairman’s Report.	
	To consider the Chairmans report and any recommendations therein. The Chairman advised with great sadness the passing of Cllr Reg Boot following a recent fall, he was a stalwart of the Council for many years and will be greatly missed. We have made some progress with the pavilion car park and tennis courts which will be advised by the respective Chairmen. Calthrops, the Councils Solicitor have been instructed to register all the land and assets owned by the Council. Hard copies of the Code of Conduct are being distributed and signed by all members. Please ensure you receive a copy and are aware of the contents.	
	124) Amenities Committee.	
	To consider the Chairmans report, which has been distributed before the meeting and any recommendations therein. Cllr Searle thanked Cllrs Davis and Stowe for attending at the installation of the new basket swing. There have been some minor problems at the junior playpark that have been sorted by our staff. The Council is due to meet both football clubs this month. The Park Run will be allowed to have the usual New Years day event on the Snowden. A meeting with the practice manager at the surgery has taken place to discuss the implications of the car park refurbishment.	
	125) Finance and Admin Committee	
	To consider the Chairmans report and any recommendations therein. A report was distributed prior to the meeting. The external auditor has provided an interim report relating to the AGAR submission, a full report will follow. As a result of recent events the bank mandate is being revised with Cater Allen.	
	126) Accounts for Payment.	

	<p>A report was distributed prior to the meeting. To note bank balances and investments at 28 October 2025, Account ending 338 £ 539,462.08 Account ending 461 £ 34,025.02 Petty cash £ 32.50</p> <p>To authorise the signing of orders for payment and to note income for October 2025. It was proposed, seconded and resolved, (a) Orders for payment made in the sums of £28,061.88 in October 2025 be authorised. (b) Incomes received in the amounts of £24,086.67 in October 2025 be noted. Proposed by Cllr. Davis – Seconded by Cllr. Elphee and all agreed.</p>	
127) Farms & Gardens Committee		
	<p>To consider the Chairmans report and any recommendations. The council will follow the SHDC recommendation on the tree species to be planted in South Street, and grind down the old stump. A tree policy is needed so that regular inspections are completed. Proposed by Cllr. Boor – Seconded by Cllr. Davis and all agreed. On review the Reform St hedge will be lowered to three feet and narrowed. Proposed by Cllr. Boor – Seconded by Cllr. Davis and all agreed. Cemetery planning conditions have been reviewed, R Doughty Consultants will complete a planting plan. The Bio diversity plan and Net Gain reports will be completed at a cost of £775 which is the lowest quotation. Proposed by Cllr. Boor – Seconded by Cllr. Searle and all agreed. Four machinery demonstrations have been completed and priced, a quote has been received to replace the Kubota. The pond maintenance and dyke clearance needs to be completed which Cllr Boor will undertake. Proposed by Cllr. Davis – Seconded by Cllr. Searle and all agreed.</p>	<p>GJH TC</p>
128) Planning Committee		
	<p>To consider the minutes of the recent meeting and any recommendations therein. A report was distributed prior to the meeting. An email was received suggesting more tree planting and seating be made available on the new housing developments around Crease Drove. The Council will support if residents obtain consent from the respective management companies. Parking restrictions South and North Street, LCC have sent revised proposals which the council support subject to the restrictions ending after the Spar shop. Members considered establishment of a Community Speed watch team which the Council will support if enough volunteers can be found.</p>	
129) Safety & Security Committee		
	<p>To consider the Chairmans report and any recommendations therein. A report was distributed prior to the meeting. The makeup of the figures was reviewed, public order offences are the major problem. One further quotation was needed to consider the construction of a secure cage within the implement shed. The spotlights on the sports pavilion have been adjusted.</p>	
130) Assets Working Party.		
	<p>To consider the Chairmans report and any recommendations therein. A report was distributed prior to the meeting. Issues at the investment properties relating to the cooker hobs and roof repairs are being progressed. The vacant property has been relet. Attenuation pond – Anglian water want to inspect all sewers before adopting. The Council has sent three invoices covering the last three years, for payment of maintenance to the management company. We can now commission the reports required by the conditions set out in the cemetery planning permission. The architect will be instructed in respect of the landscaping and planting as it is their area of expertise. Proposed by Cllr. Boor – Seconded by Cllr. Searle and all agreed by all.</p>	

	<p>Quotes relating to the Biodiversity Net Gain and Habitat management plans were reviewed and it was moved to obtain more information and agenda for the next Farms & Gardens meeting.</p> <p>Proposed by Cllr. Boor – Seconded by Cllr. Searle and all agreed by all.</p>	
131) Asset working party		
	<p>We are waiting a reply from Bosche regarding the hobs in the investment properties. Calthrops solicitors have been instructed to progress the registration of the council land assets.</p> <p>There has been no progress regarding the Thorney Road commercial site.</p>	
132) Crowland CCTV		
	<p>Cllr Alcock reported that the council had received a letter from SHDC requesting that the Council would be required to meet the cost of providing a CCTV service to the town. Members agreed that Dee Bedford the Community safety & Enforcement Manager be invited to a future meeting to discuss.</p> <p>Members also agreed that the cost of a commercial alternative be obtained.</p> <p>Proposed by Cllr. Stowe – Seconded by Cllr. Elphee and all agreed by all.</p> <p>Peter Stowe words to be added</p>	
133) Memorial bench		
	<p>Members discussed receipt of an email from the family of Lorna Harris, a long standing resident, requesting that a memorial plaque be placed on a bench in the town. It was suggested that if the family wished to sponsor a bench, this would be agreed.</p> <p>Proposed by Cllr. Searle– Seconded by Cllr. Kempton and all agreed by all.</p>	
134) Matters to be considered for inclusion on a future Council Agenda.		
	<p>There were no matters to be included.</p>	

“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.

No.		Action
135)	HR Committee recruitment update for Clerk & RFO	
	The Clerk reported that as agreed the HR working party had interviewed one candidate and a second applicant would be interviewed on 4 th November following which a full council meeting would be organised for the 10 th November to review Proposed by Cllr. CE - Seconded by Cllr. DK – agreed by all.	
136)	Attenuation Pond maintenance	
	Payments to the Council for work done remain outstanding. Currently Anglian water are unwilling to sign any agreement until a full survey of the sewage pipework has been completed.	
137)	Tennis Courts refurbishment	
	Following protracted discussions with Playtop and having considered other quotations (G&G Fencing £3,465 & FH Brundle £3,197) for similar fencing but not of the same high specification and the potential legal challenge the Council resolved to accept the compromise reached with the supplier and accept delivery of the fencing on payment of £6,395 ex vat. Proposed by Cllr. PD - Seconded by Cllr. JB – agreed by all.	
138)	Bank mandate	
	Due to resignations and deaths the current bank mandate needs renewing. Whilst this is progressed the Council needs to pay its suppliers, as there are only two current signatories available the Council needs to instruct Cater Allen to accept payments with two signatories on a temporary basis until a new mandate is completed. Proposed by Cllr. JB - Seconded by Cllr. PD – agreed by all that The Council instructs Cater Allen to accept payments with two authorised signatories until a new mandate is in place. The Council authorises the completion of a new mandate Cater Allen bank mandate with the following authorised signatories, Cllrs. Alcock, Boor, Davis, Elphee, Searle, Stowe, Williams, Senior and deputy Clerks. Any three signatories to be authorised to sign on behalf of the Council.	GJH TC
139)	Resurfacing of the Snowden/surgery car park	
	The Clerk, over a protracted time, requested four quotations, chased responses and received two for consideration. Vere Bros at £29,998 ex vat and EACivils at £66,625 ex vat. Members discussed the merits of both and agreed to instruct Vere Bros but for them to undertake a survey of the existing drains before starting the project. Proposed by Cllr. JB - Seconded by Cllr. AW – and agreed by all.	

The meeting finished at 9.35pm.