

# Crowland Parish Council

## Minutes of Full Parish Council Meeting

**Monday 4<sup>th</sup> December 2023 at 7pm in Crowland Community Hub, Hall Street, Crowland**

**Present:** Cllr. Graham Searle (in the Chair)  
Cllrs., David Kempton, Peter Davis, Bryan Alcock, Rodney Sadd, Reg Boot, Katie Pepper, Jon Boor, Cathi Elphee, Darren Warner, Jay Levesley & Annette Williams.

**In attendance:** T Croxford – Parish Clerk

**Absent:** Cllr. Philip Green, Michael Atkinson & David Ringham

**In the Chair:** Cllr. Graham Searle thanked everyone for attending.

### 137) Apologies for Absence

The meeting was advised and apologies with valid reasons for absence had been received from Cllr. P Green, Michael Atkinson & D Ringham

It was proposed, seconded and Resolved: Those apologies be noted with valid reasons for absence accepted from Cllr. P Green, M Atkinson & D Ringham.

**Proposed by Cllr. PD - Seconded by Cllr. AW – all others agreed.**

### 138) Declaration of Interests

Cllr. C Elphee – Payment Sheet.

| No.         |  | Action                                   |
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| <b>139)</b> | <b>To Agree as a Correct Record the Minutes of the Previous Meeting</b>  |  |
|             | It was proposed, seconded, and Resolved: That the Chairman sign the official minutes of the Full Council Committee meeting held on 6 <sup>th</sup> November 2023.<br><b>Proposed by Cllr. DK - Seconded by Cllr. BA – all present agreed.</b>  |  |
| <b>140)</b> | <b>To receive an update on the progress and resolutions of the previous meeting</b>  |  |
|             | Good feedback had been received regarding remembrance Sunday and letters of thanks are to be sent to Erika Crust, comments were also made that it was nice to have the service back in the Abbey, and a letter is also to be sent to Graham Cleaver for the music, thanks were also given to Reg Boot, Cathi Elphee and all councillors and members involved for organising the event. Timings are to be reviewed for next year along with music and vocals.<br>A letter of thanks is also to be sent to the Christmas Lights Committee and the Strickland family for the light switch-on event, thanks were given to councillor members Cathi Elphee and Annette Williams at the meeting, it was a very successful event and enjoyed by all.<br>Money raised for the Christmas Lights is to be banked and more lights are to be purchased.<br>Christmas shop windows and house Christmas displays would be judged and certificates and prizes would be awarded the same as in previous years.<br><b>Proposed by Cllr. AW - Seconded by Cllr. CE – all present agreed.</b> | CE/TC<br><br>GS/TC<br><br>CE/TK<br>CE/AW |
| <b>141)</b> | <b>Chairman's Report</b>   |  |
|             | A report had been circulated prior to this meeting for review.<br>A request for help with relocation has been received from Crowland Community Playschool, this was discussed and agreed CPC have nowhere suitable with the facilities needed, a meeting is to be arranged to discuss options.   | GS                                       |
| <b>142)</b> | <b>Amenities Committee</b>   |  |
|             | A copy of the minutes had been circulated prior to this meeting for review.<br>The new pavilion – the survey still needs to be completed – the possibility of it being ready and advertised in the February issue of the Crowland Magazine.<br>Groups and 1to1 meetings are to be arranged with active groups to see what facilities are needed.<br>Youth Building – ongoing – email to be sent to NHS<br>Car park area – ongoing – email to be sent to NHS<br>Drains – ongoing – inspections and cleaning are to be kept ongoing as the car park is not flooding.<br>Tennis Courts and pickleball is still an option, a discussion was held regarding the actual need for a Muga or to keep the area as it is and resurface – ongoing more investigation is needed as this venture will vastly rely on the renting of the facility to help cover the costs and pay for the maintenance. There was a discussion regarding the 106 monies and the possibility of it being   | DK/TC<br>DK<br><br>JB/RB<br><br>BA       |

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|             | <p>transferred/diverted to the proposal for the new Pavilion instead of the MUGA, which would be a better investment as the MUGA might not be viable. To be investigated.</p> <p>Quotations are needed for the cladding/wooden/timber on the pavilion – improvements are needed.</p> <p>The light above the implement shed – needs looking into (the bulb needs replacing with LED)</p> <p>Football Matches – the hirer must appoint a responsible person for each booking, who will hold the keys and be responsible for the pitches, checking all facilities after use for any damage caused.</p> <p>Email to be sent outlining this procedure. Disappointment was made regarding the Senior Football using the pitch on Sunday (3.12.23) and damaging the pitch. CPC have the authority and right to cancel the game at short notice. A bond scheme may have to be introduced.</p> <p>The new mobile football goals are still not in use – a donation was requested for the gate in June from CTFC to CPC as an urgent matter which was granted but they have still not appeared. To be investigated</p> <p>Parish Room windows – quotations are needed.</p> | <p>DK<br/>DK/TC<br/>DK</p> <p>DK</p> <p>DW</p> <p>TC</p> |
| <b>143)</b> | <b>Finance and Admin Committee</b>  |  |
|             | <p>A report had been circulated prior to this meeting for review.</p> <p>A Meeting took place last week but the minutes had not been circulated a meeting is to be arranged for January regarding the approval of the Precept. Minutes are to be sent to Councillors.</p>   | TK/BA  |
| <b>144)</b> | <b>Farms &amp; Gardens Committee</b>  |  |
|             | <p>A report had been circulated prior to this meeting for review.</p> <p>A review was carried out regarding the trees along West St, a quotation is to be received, concerns were raised regarding the Beech Tree as it has fungal growing at the base.</p> <p>The proposed cemetery is to be staked out with concrete posts once it has been measured and CPC have received accurate measurements.</p> <p>The proposed cemetery is ongoing but is to be actioned under AWP and JB is to be involved. To be taken off F&amp;G meetings. The allotment drains and outlets need investigating as they did not go to the end of the allotments and are 15 yards apart and not 22 yards as thought – a detailed map needs producing.</p> <p>Problems with the post being removed at the Stopping off the Chase, this is to be discussed at the next F&amp;G meeting.</p>  | <p>JB</p> <p>JB<br/>JB/RB</p> <p>TC</p>                  |
| <b>145)</b> | <b>Planning Committee</b>   |  |
|             | <p>A copy of the minutes had been circulated prior to this meeting for review.</p> <p>It was recommended that the current Abbey Clock needs servicing – a specification is needed outlining the works required and three quotations are to be sourced. An investigation is also needed around the clock area, cleared of debris and cleaned.</p> <p>Wryde Croft Funding – CPC are permitted to apply but the limit is £5,000.00 per application and is a very lengthy process. An A – Z on funding is to be reviewed.</p> <p>Stopping off the Chase is to be taken off planning and kept on F&amp;G so it is not discussed at both meetings.</p> <p>A location map, along with a survey of the condition of the bins, is to be produced.</p>  | <p>AW/JB</p> <p>GS</p> <p>TC</p> <p>RS/TC</p>            |
| <b>146)</b> | <b>Safety &amp; Security Committee</b>  |  |
|             | <p>A report had been circulated before this meeting for review.</p> <p>Thanks were given to KP, JL and RS for all the help they were giving to PD.</p> <p>Safety issues are ongoing with parking, speeding cars and fly-tipping.</p> <p>The metal gates are now back on the public toilets – the locking and unlocking of the facilities are being looked into.</p> <p>There has been issues with the key holders at events on the Snowden Field. It is the responsibility of the hirer to be on site with the access keys they have been issued throughout the period of hire.</p>   |  |
| <b>147)</b> | <b>Assets Working Party</b>   |  |
|             | <p>A report had been circulated before this meeting for review.</p> <p>Proposed Industrial Land - There was a Zoom meeting today and three recommendations were received regarding VAT and the different implications.</p> <p>A correctly mapped out, scale plan is needed.</p> <p>The access roadway – it is to be confirmed that CPC will have access to phase 2.</p> <p>It was confirmed that CPC will not be running a business.</p> <p>To be moved into Closed Session.</p>  | <p>JB<br/>BA</p>   |
| <b>148)</b> | <b>Accounts for Payment</b>   |  |
|             | <p>The payment sheet was discussed and payments of £19,825.04 were authorised.</p> <p>Receipts, only six receipts were shown for the properties.</p>  | TK   |

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|             | <b>Proposed by Cllr. AW - Seconded by Cllr. PD – all others agreed.</b>  |       |
| <b>149)</b> | <b>Request for donation to Deeping Swimming Pool</b>   |       |
|             | <p>A request from The Deepings Community Leisure Centre (CIC) was received, regarding help with the grant and money needed for the refurbishment of the Deeping Leisure Centre.</p> <p>The request was discussed in depth and considering that as Crowland is out of the district and with the 20 million being spent on Spalding CPC has a duty to support that venture, CPC also have major projects on the horizon which will need funding.</p> <p><b>Proposed by Cllr. JB - Seconded by Cllr. RB – all others agreed.</b></p> <p>A letter is to be sent.</p> | DK/TC |
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| <b>150)</b> | <b>Matters to be considered for inclusion on future Council Agenda</b>   |       |
|             | Christmas lunch  |       |

**“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.*

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| <b>151)</b> | <b>Trees</b>  |  |
|             | The works needed were discussed and CPC will await a quotation – <b>ongoing</b>     |  |
| <b>152)</b> | <b>Youth Building</b>   |  |
|             | Information was discussed and further action is needed – <b>ongoing</b>             |  |
| <b>153)</b> | <b>HR Issues &amp; Staff Bonus</b>  |  |
|             | Information was discussed and agreed no further action is needed – <b>completed</b> |  |

The meeting finished at 10pm