

**SWETTENHAM PARISH COUNCIL**  
**Minutes of the meeting of the Parish Council held at The Swettenham Club on**  
**15<sup>th</sup> January 2024**

<b>Present:</b>	Councillors Shaw, Kirk, Keen, French, Millward & Sturrock; Clerk & RFO, Mrs P Sturrock									
<b>Item</b>	<b>Detail</b>	<b>Action</b>								
1	<b>Apologies:</b> Cllr Andow									
2	<b>Declaration of interest.</b> There were none									
3	<p><b>Minutes</b> of the meeting of the Parish Council held on 27 November 2023                      The minutes of the meeting of the Parish Council held 27 November were accepted.</p> <p style="text-align: right;">Proposed: Cllr Sturrock                      Seconded: Cllr Kirk                      Carried Unanimously</p>									
4	<b>Public Forum:</b> There were no questions from members of the public.									
5	<p><b>Matters Arising:</b></p> <p>a. The Clerk reported that she had only just heard from Robinsons brewery about attending the meeting tonight to discuss the car and motorcycle meets. They are still trying to appoint a new General Manager for the Swettenham Arms and so the invitation to attend the next Parish Council meeting was to be issued in the hope that a new Manager of the Swettenham Arms could also attend. The clerk was asked to request that the brewery address the salient points in the Clerk's email of the 29<sup>th</sup> November by the 31<sup>st</sup> January. A flyer should be distributed in the village alerting residents to the next meeting.</p> <p>b. The tractor and tanker used by United Utilities continues to visit the village daily. Cllr Shaw will try to ascertain exactly who is now responsible for this in an attempt to resolve the matter</p> <p>c. The Clerk was asked to recirculate the draft village welcome</p>	<p><b>Clerk</b></p> <p><b>Cllr Shaw</b></p> <p><b>Clerk</b></p>								
6	<p><b>Finance:</b></p> <p>a. <b>Finance Report to January 2024</b>                      The RFO had produced a financial report for the period to 15 January 2024 showing balances of £9388.55 in the current account, after approval of payments on the agenda, and £2064.19 in the reserve account.</p> <p>b. <b>Payments</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">i.</td> <td style="width: 70%;">Payment of Clerk's salary – December 2023 January 2024</td> <td style="width: 5%; text-align: right;">-</td> <td style="width: 20%; text-align: right;">£744.40</td> </tr> <tr> <td>ii.</td> <td>HMRC PAYE</td> <td style="text-align: right;">-</td> <td style="text-align: right;"><u>£103.20</u></td> </tr> </table> <p style="text-align: right;">All payments                      Proposed: Cllr Shaw                      Seconded: Cllr Keen                      Carried unanimously</p>	i.	Payment of Clerk's salary – December 2023 January 2024	-	£744.40	ii.	HMRC PAYE	-	<u>£103.20</u>	<b>Clerk</b>
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ii.	HMRC PAYE	-	<u>£103.20</u>							
7	<p><b>Cemetery &amp; War Memorial</b></p> <p>a. The Clerk reported that Tom Cundiff would carry out the scarifying work in the cemetery in the early spring. The Clerk was asked to circulate a list of the graves so that the relatives can be identified and then asked to remove any items such as candles from gravestones as they are a hazard. The soil pile is getting larger and will need to be removed shortly. The hedge along the roadside is not thriving. Cllr French will approach someone he knows to advise about mulching and planting new whips.</p> <p>.b. No applications for memorials have been received</p>	<p><b>Clerk</b></p> <p><b>Cllr French</b></p>								

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<b>8</b>	<p><b>Highways Maintenance &amp; Footpaths/Bridlepaths</b></p> <p>The Clerk was asked to circulate Richard Cooper’s response to her email about highways issues in the parish. The road surface on Mill Bank has been badly eroded caused by water from the blocked gully at the top of the road. The gully has been cleared.</p> <p>.</p>	<b>Clerk</b>
<b>10</b>	<p><b>Standing Orders</b></p> <p>The Standing Orders of the Council were reviewed. It was agreed that no amendments were required and it was RESOLVED to adopt the Standing Orders unamended</p> <p style="text-align: right;">Proposed: Cllr Kirk                  Seconded: Cllr Sturrock                  Carried unanimously</p>	
<b>11</b>	<p><b>Correspondence</b></p> <p>Correspondence, received since the date of the last meeting, appended to these minutes (but not displayed on notice board), was noted by the Council.</p>	
	<p><b>Date of next meeting. Resolved:</b> to note the date of the next scheduled council meeting as Monday 11 March 2024 which will commence at 7:45pm.</p>	