

Fleet Parish Council

Meeting – Monday 20th March 2023

A meeting of Fleet Parish Council was held at the Community Hall, Hargate Close, Fleet Hargate on Monday 20th March 2023 which was attended by nine members of the public and the following Councillors: Paul Barnes (Chair), Evelyn Penney, Geoff Donley, Valery Gemmell, Eddie McNally, Caroline Stockford, Laurence Marchant & the Clerk.

Public Forum - Due to the Annual Parish Meeting proceeding this meeting, there was no open public forum.

Report from **Elected member** of Lincolnshire Council and South Holland District Council – In the absence of Cllr Coupland, no reports were received.

19:20 The Chairman opened the meeting.

23.03.114 **Apologies for Absence** and reasons given – Peter Coupland. Reasons given were noted and RESOLVED to accept by all. – Cllr Barnes reported that we had received the resignation of David Rodwell. He gave thanks for his valued time whilst on the parish council and wished him well for the future.

23.03.115 **To receive any declarations of interest** in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or non-pecuniary interests in Agenda items. Cllr McNally noted an interest in item 7 – Fleet Community Responders, Cllr Gemmell noted an interest in the extra agenda item for LALC proposal and the book was signed accordingly.

23.03.116 **Signing of the Minutes** – Clerk's notes from the meetings on 20th February 2023 were read and were RESOLVED by all, as a true record and signed by the Chairman.

23.03.117 Financial Matters:

- Reconciliation of Bank account - Clerk talked through current bank balance following reconciliation of the bank statement for February 2023 – The balance as of 28 February 2023 was £27,004.14 with pending payments £1,703.29 bringing the total balance to £25,300.85. Members were provided with a copy of the latest bank statement for their records.
- Budget Forecast & Precept decision – Clerk had circulated a copy of the 23/24 budget forecast for councillors to review. Going forward clerk will include a line to confirm earmarked reserve for match funding in respect of grant applications.
- Payment of Invoices:

| | | | |
|----------------|------------|------------------------------------|----------|
| Online Payment | 27/01/2023 | Office supplies/stationery | 127.72 |
| Online Payment | 30/01/2023 | Fleet Parish Summer Fete | 25.20 |
| Online Payment | 09/02/2023 | Grants | 505.26 |
| Online Payment | 09/02/2023 | Litter Picker wage | 42.73 |
| Online Payment | 09/02/2023 | Clerk/RFO Salary | 458.73 |
| Online Payment | 09/02/2023 | Clerk - overtime contingency | 36.60 |
| Online Payment | 09/02/2023 | Tax/NI contributions | 166.00 |
| Online Payment | 09/02/2023 | Moles | 250.00 |
| Direct Debit | 21/02/2023 | Electricity to pavilion | 13.43 |
| Online Payment | 23/02/2023 | Playing Field Redevelopment | 7,681.60 |
| Online Payment | 23/02/2023 | Upkeep of pavilion & playing field | 1,788.43 |
| Online Payment | 23/02/2023 | War Memorial | 1,073.07 |
| Online Payment | 02/03/2023 | Upkeep of pavilion & playing field | 1,200.00 |
| Online Payment | 10/03/2023 | Clerk/RFO Salary | 458.73 |
| Online Payment | 10/03/2023 | Litter Picker wage | 42.73 |
| Direct Debit | 21/03/2023 | Electricity to pavilion | 11.83 |

Clerk requested permission to purchase a thank you gift for the volunteer who delivered the defibrillator training. This was agreed by all.

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23.03.118 The following policies were **reviewed** and agreed by all to adopt going forward:

- Standing Orders
- Code of Conduct

23.03.119 To **receive reports** - from:

- Playing Field & Pavilion Working Party – In the absence of Cllr Coupland, Clerk reported that Cllr Coupland is liaising with contractor for first cut to the playing field.
 - a) Observations following completion of Risk Assessment for Pavilion & Playing Field – Clerk had already circulated a risk assessment that had been prepared by Cllr Rodwell. Following a review it was agreed as was in order.
 - b) Update - Moles on playing field – Clerk confirmed that a quarterly treatment plan was in place.
 - c) Update on action to improve football pitch on the playing field – Work completed and contractor to return to reseed again following cold spell. A representative from the Walking football team asked for permission to re-site the pitch whilst the ground repairs. This was agreed by all.
- Grant Application Working Party in respect of Redevelopment of the Playing Field
 - a) Update on prices to appoint independent Civil Engineer to draw plans for required works on playing field/hard standing – Cllr Donley advised that we are awaiting the results of the soil samples – Agenda May
 - b) SHDC Prosperity Fund Update – Cllr Barnes gave an overview of information gathered from a recent Prosperity Fund meeting at SHDC. In summary, for the year 22/23 SHDC have allocated £327k to distribute between all parishes. Therefore, for this year we are better to apply for a smaller grant to get our project underway. A proposal was put forward to apply for a grant of just under £10,000 for a permanent table tennis table to be installed on a small hard standing area on the playing field, and installation of a small climbing frame within the park. This was seconded and agreed by all. Clerk to complete the EOI form and submit to SHCD for consideration.
- Planter Maintenance & War Memorial Working Party – Cllr Penney confirmed we are still awaiting advise form SHDC regarding the trees at the war memorial.
- Observations following asset inspections – Clerk reminded Cllrs that these need completing. Those received were noted with no action required at this time.

23.03.120 **Correspondence Received:**

- Email from representative of Fleet Community Responders:
 - a) to ask for consideration of financial assistance for their planned event on Monday 8th May – it was resolved to move the discussion to closed session.
 - b) to ask for permission to third party company for entertainment – Clerk shared details of the activity and it was resolved to agree to the request.
- Email from Parishioner asking if we will be decorating the parish for the Kings coronation – Following a discussion it was agreed whilst the Parish want to celebrate the event, it was difficult to cover the whole parish to ensure areas where not missed, therefore no bunting or decorations will be erected.
- Email from LALC re Annual Subscription 23/24 - All agreed
- Email from LALC re Annual Training Scheme 23/24 – All agreed
- Email from LALC re 23/24 assistance with Parish Website – All agreed

23.03.121 **Actions List** - To discuss completion of outstanding items and agree timescales.

- Update on work for Drop kerbs on corner of Eastgate Gdns & Eastgate and another on corner of Burgess Drive & Eastgate – Now completed
- Public Space Protection Order – Application of PSPO to enforce dogs on leads whilst using the playing field – o/s
- Update on tree works at Church End – o/s Clerk to chase
- Update on removal of bollards and resurfacing work to island by school o/s Clerk to chase

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23.03.122 **Speed Watch Initiative** - To review any information gathered from the interactive speed sign – Cllr McNally reported that the laptop used to record the data is old and not operating as it should and a new battery is required for the sign. It was agreed to obtain costs for equipment required to present at the next meeting.

- Update on Proposal for speed limits to be reduced and other safety management measures, Hallgate, Church Gate & Church End – Clerk confirmed that the issued had been chased and a response was awaited.

23.03.123 **Planning Matters** – Cllr Donley gave an overview of recent planning applications, with any concerns that have been raised and submitted.

Applications received since last Meeting:

| Date | Reference no - Type | Proposal | Location | Comments by: |
|----------------------------------|---------------------|---|--|--------------|
| 13/02/23 Additional Info Rcvd | H05-1085-22 Full | Erection of a wind fence to produce renewable energy to support the holiday lodges on the site adjacent | Land at Lowgate Fleet | 23/02/23 |
| 02/03/23 | H05-0198-23 Full | Internal and external alterations to include replacement of flat roof with pitched roof addition of front door and storm porch and new external render colour | HIGHWAY HOUSE OLD MAIN ROAD | 23/03/23 |
| 07/03/23 | H05-0193-23 Full | Proposed conversion of residential care home to 9 self-contained apartments. | FIELD HOUSE RESIDENTIAL HOME OLD MAIN ROAD | 28/03/23 |

Decided Planning Applications by SHDC:

| Date | Reference | Development | Location | Decision |
|----------|---------------------------------------|---|---|----------|
| 19/02/23 | H05-0054-23 Conditional Compliance | Details of soakaway system. (Condition 9 of H05-0036-22) | The Lawns Caravan And Campsite Lowgate Road Fleet Hargate Spalding | Approved |
| 26/02/23 | H05-0303-22 Reserved Matters | Residential Development of 25 Dwellings (Phase 2) - outline approval H05-0468-18 - with access via Phase 1. | 50 Fleet Road Fleet Spalding | Approved |
| 26/02/23 | H05-0432-22 Full | Proposed caretaker accommodation, visitor centre & memorial | Adj. Anglia Motel Washway Road Fleet Hargate | Approved |

23.03.124 Forward Planning & Events

- Cllrs were reminded to complete expressed interest working party form.
- Update on plans for annual 'Fete' on the Fleet Playing field on Sunday 11 June 2023 – Cllr Barnes provided an update on plans and noted the next Working party meeting is scheduled for Tuesday 18th April 2023 6:30pm in the Community Hall
- Update on purchase/planting Oak tree near church – No further updates currently. Agenda May

23.03.125 **To Note Date of Next Meeting** – It was resolved that due to upcoming elections, purdah and Easter in April that the scheduled meeting would be postponed until 15th May. It was also resolved to postpone the August meeting until 18th September due to summer recess.

20:35 it was RESOLVED to go into closed session to discuss the following and meeting was closed:

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23.03.126 Clerk Annual **Salary review** – Following a discussion, in line with the National Joint Council for Local Government Services revised pay scale, it was proposed to increase the Clerks hourly rate of pay by £1 per hour with effect from 1st April 2022. This was agreed by all.

Cllr McNally left the meeting.

23.03.127 **Further discuss** item 7a - A long discussion was had with regards to your request for a donation of £200 towards the Fleet Community Responders Fun Day. Whilst the Parish Council support Fleet Community Responders, it was felt that a donation of £600 had already been made in this financial year. Following a vote, which resulted in 5 against and 1 abstention, resulting in a decision not to award the grant on this occasion.