

Fleet Parish Council

Meeting – Monday 15th May 2023

The Annual meeting of Fleet Parish Council was held at the Community Hall, Hargate Close, Fleet Hargate on Monday 15th May 2023 which was attended by four members of the public and the following Councillors: Paul Barnes (Chair), Evelyn Penney, Geoff Donley, Eddie McNally, Kevin Smith, Geraldine Scholes, Chas Penney & the Clerk.

23.05.01 To Elect New Chairperson/Vice Chairperson:

- Cllr Donley proposed that Cllr Barnes be elected as new Chairperson & Cllr C Penney proposed Cllr E Penney. A ballot was held resolving in Cllr Barnes being elected as Chairman. Declaration of Acceptance of Chairman signed and received.
- Cllr Barnes proposed that Cllr Donley be elected as new Vice Chairperson, all were in favour. Declaration of Acceptance of Vice Chairperson signed and received.

Public Forum – A public forum was opened for any parishioners attending to raise any matters: Nothing was raised from the public

There were no reports from the Police or elected members of Lincolnshire Council and South Holland District Council.

23.05.02 Apologies for Absence and reasons given – None received

23.05.03 **Welcome new Councillors** – Cllr Barnes welcomed new Cllrs – Kevin Smith, Geraldine Scholes & Chas Penney (North Ward). Declaration of Acceptance of Office was signed and received by all Cllrs and Disclosable Pecuniary Interest forms completed and signed. Farewells were given to retiring Cllrs, Peter Coupland, Valery Gemmel, Caroline Stockford & Laurence Marchant with thanks noted for their time and dedication to the Council over many years. Clerk requested permission to purchase token thank you gifts for retiring Cllrs. This was agreed by all.

Clerk presented all Cllrs with a welcome pack containing Standing Orders, Code of Conduct, Fleet Parish Council Training and Development Policy and Expense form. Signatures obtained to confirm receipt.

23.05.03 **To receive applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy** – Following the elections, two vacancies remain, one for South ward and one for North. Two notes of interest had been received, with one applicant present at the meeting. The applicant was invited to say a few words by way of introduction and give a brief background. Having met the necessary criteria a vote was taken, with all in favour of accepting Samantha Favell as a new member of Fleet Parish Council. Cllrs Barnes welcome her and invited Cllr Favell to join the meeting. Declaration of Acceptance of Office and Disclosable Pecuniary Interest forms completed, signed and received by the Clerk.

23.05.05 To appoint members to serve on the following **Working Parties**:

- Playing Field & Pavilion – Cllr McNally, Cllr Smith, Cllr Barnes & Cllr C Penney
- Fleet Parish Council Grant Application Working Party – Cllr Donley, Cllr Favell & a volunteer parishioner
- Planter Maintenance & War Memorial Working Party – Cllr E Penney & Cllr Scholes plus volunteers
- Planning – Cllr Donley

23.05.06 **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. None received.

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

Fleet Parish Council

23.05.08 Financial Matters:

- Reconciliation of Bank account - Clerk talked through current bank balance following reconciliation of the bank statements for March & April 2023 – The balance as of 28 April 2023 was £55,962.665 with pending payments £1,365.68 bringing the total balance to £54,596.97. 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.
- Payment of Invoices:

Online payment	12/04/2023	Drainage Rates	30.25
Online payment	12/04/2023	Membership & Subscription Fees	168.00
Online payment	12/04/2023	Membership & Subscription Fees	204.00
Online payment	12/04/2023	Interactive speed sign	28.24
Online payment	12/04/2023	Playing Field grass cutting	202.20
Online payment	12/04/2023	Clerk/RFO Salary	483.27
Online payment	12/04/2023	Litter Picker wage	42.73
Online payment	12/04/2023	Tax/NI contributions	160.20
Direct Debit	21/04/2023	Electricity to pavilion	12.95
Online payment	21/04/2023	Office supplies/stationery	27.86
Online payment	21/04/2023	Office supplies/stationery	49.50
Online receipt	02/05/2023	Fleet Parish Summer Fete	- 10.00
Online payment	05/05/2023	Fleet Parish Summer Fete	21.00
Online Payment	05/05/2023	Amenity grass cutting	420.00
Online Payment	05/05/2023	Playing Field grass cutting	606.60
Online Payment	05/05/2023	Fleet Parish Summer Fete	328.08

- To approve the Annual Return and Annual Governance Statement for the financial year 2022/23
 - A) Annual Internal Audit Report (Pg. 3 on AGAR)
 - B) Annual Governance Statement 2022/2023 (pg. 4 on AGAR)
 - C) Accounting Statements 2022/2023 (Pg. 5 on AGAR)
 - D) For information at this time External Auditor Report & Cert (Pg. 6 on AGAR)

It was resolved that the accounting statements in the AGAR fairly presented the financial position of Fleet PC and as such members gave approval for the Chairman to sign this. It was also noted that the dates of the period for the Exercise of Public Rights for Accounts for the year end 31 March 2022 would be erected on 5 June 2023 which would run until 14 July 2023.

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

- Code of Conduct – It was resolved that these had already been reviewed in the March Meeting, but re posted due to the Clerks error.
- GDPR Policies
 - Record Retention Schedule
 - Data Breach Assessment
 - Process for Dealing with a Subject Access Request
 - Security Compliance Checklist – Clerk requested that all Cllrs review and provide a signed copy at the next Parish Meeting for the Parish files. This was agreed by all.

Cllrs were reminded to review all Fleet Parish Council Policies.

23.05.10 To **receive reports** - from:

- Playing Field & Pavilion Working Party – Clerk reported that the new inclusive roundabout was installed but due to a part error, was not yet completed. This is due to be rectified in the next week.
 - a) Update - Moles on playing field – Resolved to continue with agreed treatment.
 - b) Update following works to improve football pitch on the playing field – ongoing, but much improved.

Fleet Parish Council

c) Donkey name suggestion – Name suggestions received were shared and following a vote, it was resolved to name the Donkey Dominic. Cllr Barnes to provide a prize to the winner.

- Grant Application Working Party in respect of Redevelopment of the Playing Field – Clerk reported that our application to the Spalding Round table for funds towards a bench to the War Memorial had not been successful on this occasion.
 - a) Update on prices to appoint independent Civil Engineer to draw plans for required works on playing field/hard standing – Cllr Donley advised that the interim reports had been received. Clerk confirmed that the initial invoice had also been received for £1,500 with a further anticipated cost of between £500-£800. Therefore, within the already agreed cost previously provided. (Minute Ref: 23.01.86)
 - b) SHDC Prosperity Fund –No updates received for our first application. But following a discussion it was resolved to put application together for Hard Standing to ensure we get this approved in time for the next deadline.
- Planter Maintenance & War Memorial Working Party – Cllr E Penney reported that the War Memorial fence had been tidied up and debris removed. Planters are being done, but more volunteers are needed to assist. She also asked if Fleet Parish Council could join the ‘In Bloom Group’. This was agreed by all. The Planters at the church need attention. Following discussion, it was resolved to remove these.
- Observations following asset inspections – Clerk to circulate
- Press Statements/Responses - Reminder to Full Council that any Statements/Responses on behalf of Fleet Parish Council to go via the Clerk.

23.05.11 Correspondence Received:

- Email from Broker to confirm Renewal Premium Quotation for Insurance. This has increased this year due to our current LTA ending. Therefore, the new premium is £1,990.70. Clerk reported that we have obtained further quotes, but this is the most competitive and provided we comply with terms of agreement, should remain this price for 3 years. It was resolved to accept this renewal quotation on a 3-year LTA.

23.05.12 Resolve action required following **complaint** in press from Fleet Community Responders – Following on from a very lengthy discussion, despite some Cllrs receiving a personal apology and it thought that a public apology was needed, it was resolved that Chairman Cllr Barnes would meet with the complainant to discuss how we work together going forward for the benefit of the parish. This was agreed by all.

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

- 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 – Despite a kind offer of help from a Parishioner, it was resolved to obtain quotations for tree works from Companies to ensure we have adequate Insurance. Clerk to discuss with the Church and decide who will obtain quotes.
- Update on removal of bollards and resurfacing work to island by school – Cllr Coupland (County Cllr) advised that we are yet to receive an update.

23.05.14 **Speed Watch Initiative** - To review any information gathered from the interactive speed sign – Cllr Smith had already circulated data captured from the sign. Whilst it was agreed that the data needs some work, it was proving useful.

- Update on Proposal for speed limits to be reduced and other safety management measures, Hallgate, Church Gate & Church End – Cllr Coupland (County Cllr) reported that this is being discussed and a further resolve was been considered by creating a layby near the school. Further updates to follow in due course.
- Cllr Barnes asked Cllr Coupland to put forward a consideration for a ‘Dangerous Bend’ sign to be erected on Bengate.

Fleet Parish Council

23.05.15 **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:
03/04/23	H05-0294-23 Full	Proposed dwelling & detached garage	Adj. 14 Cross St	26/04/23
11/04/23	H05-0325-23 S73A CONT	Retention of dwelling without complying with agricultural habitation clause - Condition 3 of H05-0304-86	THE GRANGE HAYCROFT LANE	03/05/23

Decided Planning Applications by SHDC:

Date	Reference	Development	Location	Decision
19/03/23	H05-0102-23 FULL	Extension & Alterations	14 Albion Street	APPROVED
26/03/23	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 Spalding	APPROVED
26/03/23	H05-0104-23 S191 LAWFUL USE CERT	Occupation of dwelling by persons not employed in agriculture - Condition 3 of H05-0304-86 (allowed on appeal)	The Grange Haycroft Lane Fleet Spalding	APPROVED
02/04/23	H05-0191-23 Non Mat Amendment	Erection of 38 cabins for holiday / leisure use together with landscaping and all associated works (uplift of 14 no. units compared to the existing consent) – approved under H05-0565-22.	Land At Lowgate Fleet Spalding	APPROVED
09/04/23	H05-0147-23 Condition Com	Details of children's play area - (Condition 11 of H05-0770-22)	Land Off Fleet Road Holbeach	APPROVED
16/04/23	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 Fleet Hargate Spalding	APPROVED
16/04/23	H05-0312-23 CONDITION COM	Erection of 2 houses and garages. Details of final report relating to archaeology, brick, roof tiles & Coping stones and doors & windows Conditions 5,6,7 & 8 of H05-0659-21	Adj. The Chestnuts Off Hallgate Fleet Spalding	APPROVED
30/04/23	H05-0229-23 TPO Work	Works to Fleet Tree Preservation Order No 11 2008	Hovenden House Fleet Bank Fleet	APPROVED
30/04/23	H05-0242-23 CONDITION COMPLIANCE	Details of external materials, landscaping & tree planting, proposed boundary treatments, external gas & electricity boxes, proposed floor levels and existing /proposed site levels.	Land North Of Holbeach Manor Fleet Road Fleet Spalding	APPROVED

23.05.16 Forward Planning & Events

- 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 23rd May? 2023 6:30pm in the Community Hall
- Update on purchase/planting Oak tree near church – No further updates currently. Agenda May

23.05.17 Following the resignation being received from the **Parish Litter Picker**. It was resolved to advertise for a new one.

23.05.18 **To Note Date of Next Meeting** – 19th June 2023