

# Fleet Parish Council

9<sup>th</sup> May 2023

## To all Members of Fleet Parish Council

You are hereby summoned to attend the Meeting of Fleet Parish Council to be held at the Community Hall, Hargate Close, Fleet on **Monday 15<sup>th</sup> May 2023** at 7.00 p.m.

Robyn Negus  
Parish Clerk

## AGENDA

1. **To Elect New Chairperson/Vice Chairperson** – To Receive Declaration of Acceptance of Office.

Meeting closed to open a public forum if public present – Reminder, should a member of the public wish to make a comment during the meeting, this will be at the Chair's discretion.

**There will be 10 minutes which will be set aside before the meeting to receive reports from elected members of Lincolnshire Council and South Holland District Council.**

2. **Apologies for Absence** and reasons given.
3. **Welcome new Councillors** – Introduction to new Cllrs – Chas Penney, Geraldine Scholes & Kevin Smith (North Ward). No nominations received for South Ward – To Receive Declaration of Acceptance of Office and Disclosable Pecuniary Interest form – Farewell & thanks to retiring Cllrs.
4. **To receive applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy**
5. To appoint members to serve on the following **Working Parties**:
  - Playing Field & Pavilion
  - Grant Application Working Party in respect of Redevelopment of the Playing Field
  - Planter Maintenance & War Memorial Working Party
  - Planning
6. 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.
7. **Signing of the Minutes** – Clerk's notes from the meeting on 20<sup>th</sup> March 2023 to be accepted as minutes.
8. **Financial Matters**:
  - Reconciliation of Bank account for March & April 2023
  - Budget Forecast
  - 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

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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)
9. To review the following **policies**:
- Code of Conduct
  - GDPR Policies
    - Record Retention Schedule
    - Data Breach Assessment
    - Process for Dealing with a Subject Access Request
    - Security Compliance Checklist
10. **To receive reports** - from:
- Playing Field & Pavilion Working Party
    - a) Update - Moles on playing field
    - b) Update following works to improve football pitch on the playing field
    - c) Donkey name suggestion
  - 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
    - b) SHDC Prosperity Fund – Updates (if received)
  - Planter Maintenance & War Memorial Working Party
  - Observations following asset inspections
  - Press Statements/Responses - Reminder to Full Council that any Statements/Responses on behalf of Fleet Parish Council to go via the Clerk.
11. Correspondence **Received**:
- Insurance renewal quotation
12. Resolve action required following **complaint** in press from Fleet Community Responders
13. **Actions List** - To discuss completion of outstanding items and agree timescales – Clerk to lead
- Public Space Protection Order – Application of PSPO to enforce dogs on leads whilst using the playing field – Review response received
  - Update on tree works at Church End
  - Update on removal of bollards and resurfacing work to island by school
14. **Speed Watch Initiative** - To review any information gathered from the interactive speed sign & Police Speed Camera – Cllr McNally to Lead
- Update on feedback following Proposal for speed limits to be reduced and other safety management measures, Hallgate, Church End & Church Gate – Cllr Coupland

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15. **Planning Matters** - To note all Planning Applications and decisions received from SHDC since the last meeting. Cllr Donley to lead:

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 Street Fleet	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 Holbeach	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. Amendments to elevations and material of holiday lodges.	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. (Conditions 3, 4, 5, 6 and 8 of H05-1070-21)	Land North Of Holbeach Manor Fleet Road Fleet Spalding	APPROVED

16. **Forward Planning & Events**

- Update on plans for annual 'Fete' on the Fleet Playing field on Sunday 11 June 2023
- Update on purchase/planting Oak tree near church

17. Resolve to advertise for a new **litter picker**

18. **To Note Date of Next Meeting** – 19<sup>th</sup> June 2023