

Fleet Parish Council

Meeting – Monday 20th May 2024

The Annual meeting of Fleet Parish Council was held at the Community Hall, Hargate Close, Fleet Hargate on Monday 20th May 2024, which was attended by two members of the public and the following Councillors: Paul Barnes (Chair), Nigel Pickett, Evelyn Penney, Kevin Smith, Geraldine Scholes, Chas Penney & the Clerk.

24.05.14 To Elect New Chairperson/Vice Chairperson:

- Cllr Pickett proposed that Cllr Barnes be elected as Chairperson. This was seconded by Cllr C. Penney and agreed by all. Declaration of Acceptance of Chairman signed and received.
- Cllr Barnes proposed Cllr Pickett be elected as new Vice Chairperson, this was seconded by Cllr Scholes and agreed by all. Declaration of Acceptance of Vice Chairperson signed and received.

19:05 the meeting was temporarily adjourned

Public Forum – A Parishioner raised concerns regarding parking on the day of our planned summer Fete. Cllr Barnes confirmed that additional parking has been allowed at the Old Main Road end of the playing field, so this will assist with visitors.

Lincolnshire County Council Report –In the absence of County Cllr Coupland no reports were received.

District Report – Cllr Barnes reported that from 2026 all Councils are to provide food waste services. A survey will be coming out very soon. He also reported that following the SHDC AGM, a new deputy leader had been appointed – Cllr Paul Redgate. A few changes have been made with portfolio holders and their activities. Fly tipping is still high on the agenda.

24.05.15 Apologies for Absence – Cllr A Smith - Reasons given were noted and RESOLVED to accept by all. Clerk reported that the resignation had been received from Cllr McNally and a vacancy had been published. Fleet Parish Council gave thanks for Cllr McNally's time and efforts during his time on the Council and wished him well for the future.

24.05.16 To receive applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy – None received

25.05.17 To appoint members to serve on the following Working Parties:

- Playing Field & Pavilion – Cllr Barnes was very disappointed to hear that Cllr K Smith would be stepping down from the Playing field Working Party, especially with the huge time and efforts he had put in to maintaining the park to such a high standard. Cllr K Smith advised that he felt he had let Parishioners down following the high cost and recent increases to the playing field grass cutting. Cllr Barnes stressed that the decision made to accept the Tender and changes in these costs were made by Fleet Parish Council as a collective and not an individual decision. In the interim, it was agreed for Cllr Barnes to lead this Working Group for now, revisiting this once we have sought more volunteers.
- Planning – Cllr Nigel Pickett, with the assistance of Parish volunteer Geoff Donley
- Fund Raising Committee – It was resolved to change the name of this Working Party to Fund Raising & Grants. – Cllr A Smith to lead with Cllr Barnes
- War Memorial & Other Amenities Committee – It was resolved to now include Cherry Lane open space in this amenities group. Cllr E Penney, Cllr C Penny & Cllr Scholes with Cllr A Smith for Fleet Parish South Ward
- HR – Cllr Nigel Pickett & Cllr Chas Penney
- Community Speed Watch – Cllr Nigel Pickett to lead with Cllr K Smith and Cllr A Smith and approved Parish volunteers
- Press Statements/Responses – Clerk reminded Full Council that any Statements/Responses on behalf of Fleet Parish Council to go via the Clerk.
- Cllrs that had reviewed the following policies signed to confirm (re Agenda June for those that were absent or had not yet reviewed, (Cllr A Smith & Cllr K Smith):
 - Standing Orders
 - Code of Conduct
 - Financial Regulations
 - Training and development Policy

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24.05.18 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

24.05.19 Signing of the Minutes – Clerk’s notes from the meeting on 15th April and corrections from notes of the meeting on 18th March 2024 were read and RESOLVED by all, as a true record and signed by the Chairman.

24.05.19 Financial Matters:

- Reconciliation of Bank account - Clerk talked through current bank balance following reconciliation of the bank statements for April 2024 – The balance as of 30th April 2024 was £59,191.06 with no pending payments. This balance includes receipt of the precept for 2024/25. Members were provided with a copy of the latest bank statement for their records.
- To approve the Annual Return and Annual Governance Statement for the financial year 2023/24
 - A) Annual Internal Audit Report (Pg. 3 on AGAR)
 - B) Annual Governance Statement 2023/24 (pg. 4 on AGAR)
 - C) Accounting Statements 2023/2024 (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 2024 would be erected on 3 June 2024 which would run until 12 July 2024.

- Budget Forecast – Clerk circulated a copy of the budget forecast, no issues were raised, but Cllrs were asked to review so amendments can be made in June meeting.
 - Payment of invoices:

01/04/2024	Drainage Rates	32.67	SH Drainage Board
01/04/2024	Membership & Subscription Fees	180.00	LALC
01/04/2024	Membership & Subscription Fees	520.14	LALC
05/04/2024	Playing Field grass cutting	202.20	D.W Woods
11/04/2024	Litter Picker wage	44.33	Litter Picker
01/04/2024	Clerk - working from home allowance	500.00	Clerk
11/04/2024	Clerk/RFO Salary	465.34	Clerk
08/04/2024	Precept	- 35,846.00	SHDC
19/04/2024	SHDC Grant - Beacon/D-Day	744.00	R Wicks Welding Services
19/04/2024	SHDC Grant - Beacon/D-Day	78.52	Branch Bros
19/04/2024	Planters & plants	42.64	Fleet Timber
19/04/2024	Fleet Parish Summer Fete 2024	48.00	Colin Payne
19/04/2024	Miscellaneous repairs/maintenance	36.15	Fixabolt
23/04/2024	Planters & plants	75.35	Fleet Timber
23/04/2024	Fleet Parish Summer Fete 2024	21.00	SHDC
23/04/2024	Printing	55.62	Carteridgesave

24.05.21 The following policies were **reviewed** & with minor adjustments, agreed by all:

- Code of Conduct
- Safeguarding – Cllr Barnes to now replace Dave Hudson, but Resolved to be reviewed again with the view of all Cllrs being DBS checked
- Website accessibility Statement
- Website Privacy Statement
- Financial regulations to be reviewed once final amendments received from LALC – Agenda June
- GDPR Policies – Clerk to arrange for Councillors to complete online GDPR training
 - Record Retention Schedule
 - Data Breach Assessment
 - Process for Dealing with a Subject Access Request
 - Security Compliance Checklist

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24.05.22 To receive reports - from:

- Playing Field & Pavilion Working Party – Cllr K Smith reported that the stepping blocks had been replaced in the park but work to the Dyke is still outstanding. Clerk to chase. Damage to the Hive wet pour has been noticed. Contractor contacted to ask for minor repair. The Park working party will also review and discuss cost effective solution. Reminder was given to obtain the cover for the outside tap on the Pavilion. The 2 kettles in the Pavilion have failed the PAT test. Resolved to purchase 2 new kettles and pass to Cllr Pickett to arrange for PAT testing.
- a) Update on Tree works on the playing field – Following a chaser, works to the tree are now likely to be done in September.
- b) Update on installation of footpath/Table tennis table – The area for the path and hard standing for the Table Tennis table have been agree with work to commence later this week or next.
- c) Proposal to erect flagpole on playing field – Cllr Barnes proposed we erect another flagpole within the parish. Following a discussion, it was proposed and agreed by all to erect the flagpole at the Old Main Road end of the playing field, with a maximum cost of £100.
- d) Proposal to pass a Bylaw for dogs on leads whilst on the playing field – Cllr Barnes provided a brief history on issues previously raised with dogs off a lead on the playing field. Cllrs were asked to consider passing a Bylaw for Dogs to be kept on a lead. Agenda June
- Grants & Donations Working Party – Cllr Barnes reported that Cllr A Smith and himself had been reviewing Grants available with one application to the Lottery in respect of obtaining funds for the Hard Standing. Further updates to follow.
- Planter Maintenance & War Memorial Working Party –Cllr C Penney’s report had previously been circulated, noting thanks to Cllr Barnes and Geoff Donley for the repair work carried out to planters. The agreed area to be dug out in the War Memorial is outstanding, but a donation has been received to purchase the pots to be sited once done.
- Additional litter bin update/bins being emptied – Cllr Barnes confirmed a new litter bin has been ordered and should be installed in the next few weeks. Cllr K Smith raised concerns that some litter bins are still not being emptied. Cllr Barnes advised he would take this up with SHDC.
- Observations following asset inspections – Forms received were reviewed. An approval request has been received to block access to the Dyke at the rear of Burgess Drive. Following a discussion, it was resolved, that rather than install a fence, we plant something that will deter intruders. – Agreed to Agenda June to discuss further. Following inspection of the Meridian Stone, Cllr A Smith had shared a quote obtained to clean, repair and renew the wording on the stone. Due to the cost, it was Resolved to obtain a further quotation for this work and possibly look at a Heritage Grant to assist with costs.

Extra Agenda Item – Although not published, Cllr Barnes had received important news regarding our Open Space project and acquisition of land at Cherry Lane. He reported that SHDC had agreed for Fleet Parish Council to take ownership of the land for a cost of £1 with the condition it stays as an Open Space. He asked what Cllrs feel should be done with this land, i.e. a wildflower garden or Orchard? Parishioners have been asking for a dog park or small park with toddler equipment and some for an area to site memorial benches. After discussion, it was felt the existing play equipment should be removed and DLL play equipment concentrated in the main park. It was agreed to review further once the final paperwork was received.

24.05.23 Proposal for a Donation to Fleet Wood Lane School – Cllr Barnes advised that the School were planning a funday on 5 July 2024 and suggested, as a good will gesture the Parish Council donate £100 towards this. This was agreed by all. He also confirmed he would match this donation from his District budget.

24.05.24 Rose & Crown - Defibrillator – Cllr K Smith raised concerns over who would supply electric to the defibrillator sited on the wall at the Rose & Crown, should a new landlord not take over once the current one retires. He confirmed a local resident has offered to have it sited on his property but asked that we install a pole for it to be sited. Although this Defibrillator is not owned by the Parish, it is within everyone’s interest to keep it in use. All agreed and it was resolved to ring fence a budget of £100 to re-site the Defibrillator should the need arise.

25.05.25 Proposal to erect in notice board in the South Ward (the Gedney Hill end of the Parish) – Following a discussion it was agreed by all to site one next to the bus stop on Long Lane. Clerk to obtain quotes.

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24.05.26 Correspondence Received:

- Invitation received from Meridian Action group to attend a discussion of the community impact of Meridian Solar Farm on 30 May 2024 @ 7pm

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

- Update on tree works at Church End – o/s

24.05.28 Speed Watch Initiative

- Update on Community Speed Watch Sessions – Cllr N Pickett reported that we now have a very active Community Speed Watch Team, with nearly all the approved sites visited. So far the hot spots are Lowgate & Foxes Low Road. More volunteers are needed, with frequent training session available.
- Speed Sign update – Cllr K Smith confirmed the sign has been up on Long Lane with data ready to download. It is now up on Foxes Low Road so hopes to have more data to share at the next meeting. Cllr Barnes kindly donated a laptop for this data. Cllr K Smith will have a look and see if this is suitable before further consideration of purchasing a new one. Cllr Barnes suggested that the CSW team maybe visit the school to provide a demonstration to the pupils.
- Update on feedback following Proposal for speed limits to be reduced and other safety management measures, Hallgate, Church End & Church Gate –LCC Cllr Coupland – O/S

24.05.29 Planning Matters – In the absence of Cllr McNally no reports of were received. Cllr Barnes noted some concerns over application H05-0102-24. Clerk reminded all that comments were needed for all Planning applications, even if its No Comment.

Applications received since last Meeting:

Date	Reference no - Type	Proposal	Location	Comments by:
09/04/2024 Amendment Received	H05-0232-24 FULL	Residential Development - Erection of Dwelling	Rear of Hollandia Old Main Road	23/04/2024
09/04/2024	H09-0287-24 S73 Continuation	Residential Development - Erection of 188 Dwellings - approved under H09-0332-16. Modification of Condition 2 to allow amendments to previously approved plans.	Land off Damgate	30/04/2024
10/04/2024 Amendment Received	H05-1067-23 FULL	Change of use from agricultural land to paddocks including stables, barn and menage	Land adj The Coach House Haycroft Lane	20/04/2024
11/04/2024	H05-0326-24 S73 Continuation	Residential Development of 25 Dwellings (Phase 2) - outline approval H05-0468-18 - with access via Phase 1 - approved under H05-0303-22. Modification of Condition 1 to allow amendments to previously approved plans.	50 Fleet Road Fleet	02/05/2024
13/05/2024	H05-0353-24 FULL	Change of use of part of paddock to residential curtilage, extensions and alterations to dwelling including new gated entrance	RAVENSDALE BENS GATE	04/06/2024
15/05/2024 Amendment Received	H05-0108-24 FULL	Erection of a maintenance block	Land at Lowgate Fleet	30/05/2024

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Decided Planning Applications by SHDC:

Date	Reference	Development	Location	Decision
21/04/2024	H05-0169-24 FULL	Erection of front extension	Waltons Farm Farmhouse Langary Gate Road Gedney Hill	APPROVED
28/04/2024	H05-1067-23 FULL	Change of use from agricultural land to paddocks including stables, barn and menage	Land Adj The Coach House Haycroft Lane Fleet	APPROVED
28/04/2024	H05-0230-24 FULL	Proposed extension, driveway, fence and entrance gates with pillars	Ravensdale Bens Gate Fleet	Application Withdrawn

24.05.30 Forward Planning & Events

- Update on plans to Fleet Summer Fete 9th June 2024 – Cllr Barnes reported that we were ready for the Fete with a few last minute details to complete.
- Update on event in respect of the D-Day Celebrations on 6th June 2024 – Cllr Barnes reported again that all plans were in place.
- Fleet Yard Sale – Cllr E Penney confirmed she was planning to hold the Fleet Yard Sale on Saturday 27th July. It was resolved to not charge a fee for this year.

24.04.13 To Note Date of Next Meeting – Monday 17th June 2024 at The Community Centre in Fleet Hargate

21:00 The meeting closed