

Fleet Parish Council

Meeting – Monday 19 May 2025

The Annual meeting of Fleet Parish Council was held at the **Community Hall, Hargate Close, Fleet Hargate on Monday 19th May 2025 at 7pm**, which was attended by 3 members of the public and the following Councillors: Paul Barnes, Kevin Smith, Ashlie Smith, Alan Hammersley & the Clerk.

Cllr Barnes welcomed all. He also offered his sincere condolences to Cllr E Penney and Cllr C Penney for the sad passing of her brother John Godden. Mr Godden was also a valued member of the Parish Council Staff, thanks was given for his service.

25.05.15 To Elect New Chairperson/Vice Chairperson

- Cllr Kevin Smith proposed that Cllr Barnes be elected as Chairperson. This was seconded by Cllr A Smith and agreed by all. Declaration of Acceptance of Chairman signed and received.
- Cllr Barnes proposed Cllr Hammersley be elected as new Vice Chairperson, this was seconded by Cllr K Smith and agreed by all. Declaration of Acceptance of Vice Chairperson signed and received.

19:04 the meeting was temporarily adjourned

Public Forum Opened:

A Parishioner asked about the costs for new solar panels being installed on the sheltered housing bungalows and were all going to have them. Cllr Barnes advised that Fleet Parish Council is not involved with this but will try and find out.

A few Parishioners raised safety concerns about the Parking of vehicles outside Fleet Garage. Cllr Barnes confirmed he had already been to visit the owner, who showed a lack of interest. Cllr Barnes has raised his concerns with the local authority and asked planning enforcement to review the area.

Lincolnshire County Councillor Report – Cllr P Barnes confirmed that we now have a new County Councillor Neil Carey, who also represents Reform – Clerk to invite him along to our next meeting.

District Report – District Cllr Barnes reported that following the SHDC annual meeting, Jan Whitbourne had been appointed Chair. There is a planned members briefing on 28 May regarding Project Refuse. He also confirmed there are a couple of planning applications he is checking out in more details.

19:30 the meeting was re-opened.

25.05.16 Apologies for Absence – Cllr E Penney & Cllr C Penney. No reasons were received at this time.

25.05.17 To receive applications (if any) for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy – None received

25.05.18 To appoint members to serve on the following Working Parties: It was resolved by all to leave the members of these Working Parties as they are.

- Playing Field & Pavilion Working Party – Cllr K Smith & Cllr P Barnes
- Planning - Cllr C Penney, with the assistance of Parish volunteer Geoff Donley
- Fund Raising and Grants Working Party - Cllr A Smith to lead with Cllr Barnes
- War Memorial & Other Amenities Committee – Cllr E Penney, Cllr C Penney & Cllr A Smith for the South Ward
- HR – Cllr C Penney
- Community Speed Watch - Cllr K Smith and Cllr A Smith and approved Parish volunteers
- Press Statements/Responses - Reminder to Full Council that any Statements/Responses on behalf of Fleet Parish Council to go via the Clerk.
- Cllrs signed to Confirmation that the following documents have been received and read:
 - Standing Orders - Revised version to be circulated once Resolved to accept
 - Code of Conduct
 - Financial Regulations
 - Training and development Policy

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25.05.19 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.

25.05.20 Signing of the Minutes – Clerk's notes from the meeting on 15 April 2025 were previously circulated, read and RESOLVED by all, as a true record and signed by the Chairman.

25.05.21 Financial Matters:

- Reconciliation of Bank account - Clerk talked through current bank balance following reconciliation of the bank statements for April 2025 – The balance as of 30th April 2025 was £67,197.24, with pending receipts of £9,281.28 in respect of the VAT reclaimed and payments of £ 2,512.34, bringing the total balance to £73,966.18. This balance included receipt of the 2025/56 Precept. Members were provided with a copy of the latest bank statement for their records. Clerk also confirmed that this years Insurance had been renewal for a total of £2,171.35, which was approved by all.

Payment of Invoices:

17/04/2025	Electricity to Pavilion	24.27	EDF
22/04/2025	Fleet Parish Summer Fete 2025	- 10.00	Stall Holder
28/04/2025	Precept	- 39,430.00	SHDC
30/04/2025	District Budget	850.00	VE Day Celebrations
30/04/2025	Rent for use of Pitch	- 56.00	LSFCU15
01/05/2025	Reclaim of Vat	- 9,281.28	HMRC
02/05/2025	Fleet Parish Summer Fete 2025	- 10.00	Stall Holder
07/05/2025	Rent for use of Pitch	25.00	LSFCU15
07/05/2025	Office supplies/stationery/Printing	60.44	Amazon
07/05/2025	Clerk Salary	409.30	Clerk
07/05/2025	Grass Cutting	1,665.00	JAH Garden and Grounds Maintenance
07/05/2025	Tax/NI contributions	352.60	HMRC

All noted and approved.

- Budget Forecast – Clerk shared details of the 2025/26 budget forecast
- Review Internal Audit Report – Clerk had previously shared the report and all agreed, this was in order and no further action needed.
- To approve the Annual Return and Annual Governance Statement for the financial year 2024/25
 - A) Annual Internal Audit Report (Pg. 3 on AGAR)
 - B) Annual Governance Statement 2024/25 (pg. 4 on AGAR)
 - C) Accounting Statements 2024/25 (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 2025 would be erected on 3 June 2025 which would run until 14 July 2025.

25.05.22 The following **policies** were reviewed, and it was RESOLVED all were in order:

- Standing Orders
- Code of Conduct – Small grammar amendments required
- Safeguarding
- GDPR Policies
 - Record Retention Schedule
 - Data Breach Assessment
 - Process for Dealing with a Subject Access Request
 - Security Compliance Checklist

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25.05.23 To receive reports - from:

Playing Field & Pavilion Working Party – Cllr K Smith reported that he was currently repairing the fence on the Old Main Road side of the field. He confirmed that the company that installed the Hip Twister has agreed to attend and install new parts free of charge. They have also provided a quote to service all the Gym equipment at a discounted rate, whilst on site. The quote of £295.20 was reviewed and proposed by Cllr Barnes to accept. This was seconded by Cllr K Smith and approved by all. Concerns were raised over the security barriers at the Burgess End of the Field. Following a discussion, it was resolved to install a stronger post at a cost of £80, with quotes to be obtained to installing 2 more drop posts. Clerk reported that following acceptance of the quote for the new benches (March 25 Meeting) it had been highlighted that not enough fixings had been ordered. Therefore, the original quote had been increased by £82.50. Cllr P Barnes proposed we accept this, this was seconded by Cllr K Smith and approved by all. Whilst discussing, Cllr Barnes proposed we add a plaque to one of the benches in memory of Mr J Godden, this was agreed by all. Clerk to order.

- a) Update on works for accessible parking area and path – This area has now all been made good by contractors. Cllr Barnes passed on his thanks to Cllr K Smith for his hard work and continued efforts with the playing field and whilst works have been carried out. This was echoed by all.
- b) Update on Moles on playing field – Ongoing work to deter the moles, but a few have been removed.
- Fund Raising and Grants Working Party: Cllr A Smith shared her report concluding ‘With the successful completion of the UKSPF GRASSroots 2024 project and a new application submitted for play area improvements, Fleet Parish Council remains committed to enhancing community spaces. The Parish Survey 2025 report will be a valuable tool in shaping the next stage of planning and funding applications’.
- c) Update on submitted Grant applications – Cllr P Barnes confirmed that there are further funds due to be available from the UKSPF and is considering applying again to complete the car park. Following estimates received, we would need £25,000. With match funding, which is a criteria of this year's Grants available, we would need to fund £12,500. – Clerk confirmed that we had previously ring fenced £10,000 in respect of match funding requirements for grants, and we did have a small credit balance we could utilise for the remaining requirement. It was Resolved to proceed with the application once they were open.
- War Memorial & Amenities Working Party (including Cherry Lane) – A written report was received and read by all. Cllr E Penney reported she is unable to maintain the planters now due to health issues. It was resolved to discuss further with Cllr E Penney and look for help. Cllr P Barnes confirmed that the debris from Cherry Lane had now all been cleared.
- Baptist Church – It was Resolved to hold this item and discuss further in Closed Session.
- Proposal to form a Working Party to review options to add a Dog run within the Playing field – Following on from the recent Parish Survey. The topic of adding a dog run to the playing field was raised. Cllr P Barnes proposed Cllrs think about the following:
 - Approx cost of fencing £8,000
 - How do we control who uses it?
 - Will people still let their dogs off the lead in the main field, despite having a dog run?
 - There is a local dog run business opening locally, will this impact their businessFollowing lots of discussion, it was resolved to obtain a quote for a 6ft Fence and obtain Insurance estimates and enquire if ground treatments needed etc. Once obtained, a separate meeting will be called to discuss further.
- Observations following asset inspections – Asset inspections were up to date with nothing of major concern at this time.

25.05.24 Parish Survey – results of the survey were shared with main topics being a dog Run and a village hall. Cllr P Barnes confirmed Parishioners expressed an interest in volunteering but didn't include any email contacts and 1 expressed an interest in becoming a Cllr.

25.05.25 Correspondence Received:

- Email from Meridian Action Group, which has been circulated. It was resolved to invite a representative from the Meridian Solar Farm project to attend the next Parish Council meeting

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25.05.26 Speed Watch Initiative - To review any information gathered from the interactive speed sign & Police Speed Camera - Cllr K Smith shared information gathered from the interactive speed sign, which was placed on Long Lane for a period of 16 days. Data captured shows an average of 1009 vehicles per day, with 485 exceeding the speed limit between 65/70 MPH, with one vehicle traveling at 85 MPH. Cllrs expressed great safety concerns with this data. Cllr P Barnes to ask for additional support from Jan Whitbourne on how we can tackle these hot spot speeding locations.

25.05.27 Planning Matters - To note all Planning Applications and decisions received from SHDC since the last meeting:

Cllr Barnes shared details he had received from the proposed Sub Station in Branches lane. More information to follow.

Applications received since last Meeting:

Date	Reference no - Type	Proposal	Location	Comments by:
08/04/2025	H05-0070-25 FULL	Change of use of part of garden land and erection of club house - part retrospective	Delph Bank Touring Park Old Main Road	01/05/2025
23/04/2025	H05-0148-25 S73A CONTINUATION	Change of use of land for an Extension to existing caravan site for seasonal touring use - approved under H05-0980-23 (allowed on appeal). Modification of Condition 3 to remove the word 'touring' from the description	Heron Orchard Caravan Park Frostley Gate	15/05/2025 OWPC48868

Decided Planning Applications by SHDC:

Date	Reference	Development	Location	Decision
06/04/2025	H05-0877-24 FULL	Barn conversion including extension to form dwelling	Adjacent To The Chestnuts Church End Fleet	Approved
06/04/2025	H05-0120-25 Advertisement	Display of 3 illuminated advertisement signs	Morning Glory 102 Fleet Road Fleet	Approved

25.05.28 Forward Planning & Events

- Feedback following 8th May VE Celebration – Cllr Barnes expressed his disappointment in the number of Parishioners that attended, but reported overall the event was a success.
- Feedback following VE Day 10th May 2025 -Cllr Barnes reported this was a great evening with great food and music. He gave thanks to Lawns & Lakes for hosting.
- Update on plans for Fleet Summer Fete June 2025 – Plans moving along, Clerk asked for more volunteers to assist for the day.

25.05.29 To Note Date of Next Meeting — Monday 16th June 2025 - Community Centre Fleet Hargate

20:35 Meeting closed to the public

Resolved to go into closed session to discuss:

25.05.30 Baptist Church – Cllr P Barnes shared information he had received from the Baptist church closing.