

Fleet Parish Council

Meeting – Monday 16th September 2019

A meeting of Fleet Parish Council was held at the Community Hall, Hargate Close, Fleet Hargate on Monday 16th September 2019 at 7pm which was attended by 16 members of the public and the following Councillors:

Paul Barnes, Evelyn Penney, Peter Coupland, Geoff Donley, Eddie McNally, Stephen Dickey, Yolanda Ward, Valery Gemmell & Clerk – Robyn Negus

Public Forum – A public forum was opened for any parishioners attending to raise any matters:

- A Parishioner noted that we had added the clearing of the Dyke to the Agenda and extended their thanks for listening to their request to discuss and resolve.
- A further comment was made regarding a case raised to Highways for the hole next to the bus stop. The parishioner confirmed they would provide the Clerk with details so we can follow up.
- A Parishioner that had attended the recent Public Forum, where plans for the developing the park had been discussed, asked if there were any future intentions to build on the park. Cllr Barnes, confirmed no.

1. **Apologies for Absence** - late apologies received from Cllr Futter.

2. **Declarations of Interest** - in accordance with the requirements of the Localism Act 2011, members were reminded of the need to note any direct interest in Agenda items in the book provided for this purpose and to request dispensation in respects of pecuniary or non-pecuniary interests – **None Received**

3. **Signing of the Minutes** – The minutes of the meeting held on 15 July 2019 and corrections made to minutes for meeting held on 20 May 2019 were read and **agreed** as a true record and signed by the Chairman.

4. **Current Policies and Procedures** – Policy documents had been previously circulated and it was discussed and resolved as follows:

- Standing Orders – Revised Standing orders previously distributed by the Clerk to all Councillors – All **Approved**
- Grant & Donation Policy/Application Process –Clerk reported that she is still awaiting confirmation on Grant Application criteria – **Agenda November**

5. **Financial Matters:**

- Reconciliation of Bank account for July & August 2019:
 - Clerk talked through current bank balance following reconciliation of the bank statement for July & August 2019 - Clerk advised balance as at 30/08/19 was £19,051.12 less £1,508.98 for unpresented cheques, therefore the total balance being £17,051.12. Members were provided with a copy of the latest bank statement for their records.
 - It was noted that we are due to recoup £1,179.27 in respect of an HMRC Tax rebate.
- Payment of Invoices:
 - Members were provided with a copy of a list detailing unpresented cheques totalling £1,508.98 for their records.

6. **Working Group Reports:** Cllr Barnes reminded councillors to forward their working party reports 2 weeks before the meeting in order for the Clerk to include the reports on the Agenda so they can be published for Parishioners to review prior to the meeting.

- **Playing Field & Pavilion Working Group** – Cllr Coupland reported:
 - Grass cutting all on schedule.
 - Asked contractor to quote for clearing out western dyke for approx. 60 m immediately behind the pavilion, including clearing out culvert.
 - Cllr Dickey and Cllr Coupland have re-laid the absorption mats to swing areas.
 - He has asked the Clerk to obtain quotes for new swing seats as they are showing signs of wear.

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- Chased up contractor who was giving us a budget quote for the new car park area.
 - Will now plan the mole catcher to attend whilst the field is closed.
 - Cllr Dickey and Cllr Coupland will be removing the timber stepping trail posts and making good.
 - Playing field committee suggesting another piece of play equipment to the play area.
 - Dog foul nearly non-existent on the field.
 - **Monthly Councillor surgery/Meet & Greet Public Forum & Planning:**
 - Cllr Donley reported he had chased SHDC for an update regarding H05-0636-19, relating to affordable housing. Due to a dispute it is likely to be some time before we will be provided with any update.
 - Cllr Barnes reported that attendance was good for the first Meet & Greet Public Forum. The 3 main subjects discussed at the meeting were, the Proposal to keep dogs on lead in the park, Proposal for a skate park in the park and Parking along Old Main Road. Notes from this meeting have been displayed in the Parish notice boards. The next Public Forum is planned for Monday the 14 October at 7pm in the Fleet Community Centre (to be confirmed) Posters will be displayed to advertise and the Clerk is in discussion with the press to arrange for an advert in the local paper.
 - **Skate Park fund raising group** – Cllr Ward advised she had nothing further to report at present, but following feedback is confident that Parishioners do want a Skate Park. It was resolved to discuss further under item 8 on the Agenda.
 - **BKV 2019 & Planter Maintenance** – Cllr Penney reported that we had not yet received any feedback from the Best Kept Village competition. The planters were filled with flowers along with the areas under the various road signs and the War Memorial. The planters outside the Parish church and outside Wood Lane School were filled and looked after by a couple of parishioners, who we would like to take the opportunity to thank for their help. Then the weather stuck a blow resulting in floods which killed off the bedding plants and shrubs. Some replacements were made. The planters at the church suffered damage from the fire that destroyed the Lychgate. Therefore, we do not anticipate the highest score in the competition this year. Moving forward, the weeds at the rear of the War Memorial have returned again. This area needs to be completely dug out and re-planted with herbaceous plants or slabs and a seat? Winter planting needs to be done in the next month. First clearing the remains of the summer plants, feed the ground and replant. This could be done in two days if helpers come forward. A budget of £100 was **approved** to use for winter planting.
 - It was noted that comments for the War Memorial Working Group has previously been missed. It has been noted that Cllr Penney & Cllr McNally will form this group and report in the future.
7. To Review **Proposal for Dogs to Be Kept on Leads** – Cllr Barnes reported that we had received lots of feedback following this proposal and re-iterated that Fleet Parish Council have a duty of care for all Parishioners using the playing field and dog owners have liabilities under the Dangerous Dogs act 1991. The Parish Council have taken time to review feedback (from emails received, 12 were **for** the proposal and 4 against) and try source an alternative area for dogs to be off the lead. This raised safety concerns due to no pavements, lighting and parking. Ideas for a dog run within the park were discussed, the approximate costing for a 50 meter x 30 metre area looking to be in the region of £6,000. Cllr Dickey proposed that the original decision of keeping dogs on a lead on the playing field be upheld, which was seconded by Cllr Gemmell resulting in a vote of 7 **for** with 1 abstainer.
8. **Development of the Park** – Cllr Barnes reported that the Parish Council are receiving mixed opinions for development of a Skate Park on the Playing field. Cllr Ward gave a background to how the results of a previous survey had voted in favour, along with younger Parishioners attending a Parish Council meeting to express their wish for a Skate Park. Parishioners raised concerns over antisocial behaviour and asked that we liaise with the appropriate authorities, the Parish Council confirmed this information is being gathered as part of the ongoing project. Cllr Barnes suggested a meeting for the

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Skate Park Working party to agree an action plan moving forward and look at the funding available. A meeting has been arranged for 26 September 2019. It was also suggested a separate forum to obtain more input from our younger Parishioners.

9. **Works to area around War Memorial** – Cllr Coupland reported that the works to the drains have now been completed and are working well. 2 Quotations have been received for the work required to the footpath. It was agreed that a further quote be obtained and these would be reviewed at the next meeting. – **Agenda November**
10. **Double Parking by Willows Nursery and Safety Issues Associated** – Cllr Coupland reported he had received an email reply from Highway, which was read out by the Clerk. In summary, Highways have advised: Introducing a traffic regulation order to regulate the parking would be likely to open up the nature of the road and see an increase in traffic speeds as a result. At present the parking acts as a natural traffic calming feature in that vehicles generally have to slow and operate in a give and take manner. We have therefore resisted any action on this issue. Following a long passionate discussion with many ideas, Cllr Barnes proposed erecting advisory 20MPH speed limit signs, this was seconded by Cllr Gemmell with a vote of 6 **For** and 2 **Abstainers**. – Clerk to obtain quotations for these signs.
11. **Correspondence Received:**
 - Email received from Parochial Church Council requesting further consideration for the remaining £500 from their original grant application. Following a discussion, Cllr Coupland proposed we agree to this, which was seconded by Cllr Ward resulting in a vote of 2 **For** and 6 **against**, and therefore, not carried – Clerk to write to the PCC and advise.
 - Email Received from Parishioner regarding implementing Go To Meetings, so Parishioners unable to attend meetings or Public Forums would be able to dial in and listen. Clerk gave an overview of the cost and what was required to set this up. Cllr Barnes asked that we put this subject on hold for now as various ideas are to be discussed including recording meetings to upload on the Parish Website and maybe a new improved Website – **Agenda November**
 - Email from SHDC asking if Fleet Parish Council are interested in installing Dog Poo Bag Dispensers. Clerk explained the costs and following reports from Cllrs, it was agreed that these were not required as currently dog walkers use their own bags and dog foul does not present any issues.
 - Email from LALC asking for County Committee Nominations – Cllr Gemmell volunteered to continue as the representative for Fleet – **All Agreed**
12. **Actions List:**
 - Clerk went through the current Actions List to provide an update and ascertain which items had been dealt with since the last meeting, resulting in the highlighted items being removed due to completion. (please see separate sheet titled Actions List)
13. **Speed Watch Initiative** - Cllr Coupland reported that this item has now been added to the Agenda for the next Sutton St James Parish meeting to discuss and resolve if they would be prepared for us to borrow their equipment – **Agenda November**. Information collected from the Parish interactive speed sign was shared, details of which can be found on the Parish website. Cllr Barnes asked Cllr McNally to prepare a rota for the sign to be erected so we can gather more information. It was also suggested that we request the Police to visit with a speed camera. A Parishioner, also a Policeman confirmed he would be happy to request this from his colleagues in Holbeach and liaise with Cllr McNally.
14. **Community Payback scheme** – Cllr Penney provided an overview of the scheme, projects for offenders to carry out in the local area. She suggested we ask for assistance with clearing out the Dyke and War Memorial gardens. Cllr Donley advised he was familiar with the scheme and a cost is incurred as facilities need to be provided. Cllr Coupland added that the people provided are mainly used for

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labour projects. Cllr Penney to request more details and provide an update at our next meeting –
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15. **Dyke to the Side of the Park** – Quote received to clear out the Dyke. It was **agreed** that a further 2 quotations would be obtained. Cllr Coupland and Cllr Barnes to review and proceed with works provided they are within budget – Clerk & Cllr Penney to obtain.
16. **Litter Picker** – Cllr Barnes reported that he and the Clerk had met with the litter picker to confirm their role and responsibilities and incorporated new areas for litter inspection. A contract is being prepared by the Clerk.
17. **Christmas Festival** – Cllr Barnes confirmed a date has been set for the Fleet Christmas Festival (Saturday 7 December) and requested permission to purchase a Christmas tree with a root. Cllr Barnes proposed council agree a spend of up to £75, which was seconded by Cllr Donley and **agreed** by all.
18. **Emergency Planning** – It was **resolved** for Cllr Barnes and Cllr Gemmell to meet and discuss this in a separate meeting and provide a report at the next meeting – **Agenda November**
19. **Planning Matters** – Cllr Donley confirmed he had nothing further to report.
20. **Note date of next meeting** - Monday 18 November 2019
21. It was resolved to move into closed session to discuss the Budget review, updating archives and staff matters.