

Draft Minutes of the meeting of Fiskerton Parish Council held on Thursday 15th June 2023 at 7:00pm in Fiskerton Village Hall

Present: Cllrs A Walker, P Whitt, C Darcel, C Hill, K Brereton, L Matthews, Mrs M Vail (Clerk). Two members of the public were present.

Meeting started at 7pm.

154/23 Open Session:

One resident, as a Trustee of the Hodgson Charity, spoke as follows:

- He gave a summary of the Hodgson Charity's accounts, explaining that the Charity can award financial help to Fiskerton residents in need.
- Following a query as to whether the Hodgson Charity could help a resident with the costs of reducing the size of a tree between their property and a neighbouring property, the Trustee noted that permission would be required from the landowner; and that the Trust was unlikely to be able to help at present.
- Confirmed the land which the Charity owns; and noted that land rents may increase.

155/23 Apologies for absence: Cllr J McGeachie, D/Cllr T Bridgwood

156/23 Declarations of interest: None

157/23 Approve draft minutes of meeting held on 15th May 2023 as a true record:

RESOLVED that the minutes are a true record and they were duly signed.

158/23 To receive observations of the District and County Councillors, including:

Written reports had been received from D/Cllr T Bridgwood and C/Cllr I Fleetwood.

D/Cllr C Darcel:

- A Judicial Review is planned in respect of the RAF Scampton base. In the interim, it will begin to be occupied by asylum seekers from 3rd July 2023.
- The Ridings Close public open space is currently hard to access. Cllr A Walker opined that he did not think it is public open space.
- LCC have mown a footpath in the adjacent field rather than the permissive path from Five Mile Bridge to the Woodland Trust Wood.

159/23 Chairman's report:

A D of E student has undertaken litter picking from the Village Hall to Diamond House (this has been risk assessed) and is compiling a report. Several bags have been collected; with bottles from the verges being the predominant type of rubbish collected. **Action: Cllr A Walker** to circulate report.

RESOLVED at this point to bring item 25 forward:

Report from Allotment Inspectors, and to consider the following:

- **Note inspection of the allotments by Cllrs Matthews, Hill and Walker on 19th May 2023:** The inspection had included: condition of site; safety; boundary and entry dyke (both overgrown); and grass paths (also overgrown). Pallets and water butts are accumulating at the bottom of the site. **Action: Cllr L Matthews and Cllr C Hill** to create a risk assessment report.
- **Confirm which sub-tenants' invoices have been paid, and next steps for those outstanding:**
All invoices have been paid. As at 15 June 2023, one plot is untended. **Action: Clerk** to write letter to plot holder. **Action: Cllr A Walker** to deliver letter.
- **Increase in rent to sub-tenants' for 2024.** Noted that the Hodgson Charity is likely to increase the parish council's rent at the end of 2023; and that this increase will be passed on to plot holders. Further noted that the parish council needs to work out the true costs of maintaining the site to inform its rent setting; and to review the agreement document.
- **Increase the number of Allotments for 2024 using some, or all, of the grazing land, for example, to 5 (plan needed, who needs to be engaged to deliver this):** The number of additional plots, and how much of the grazing land to consider taking over, will dictate the size of plots. **Action: Clerk** to contact all on waiting lists to confirm interest.
- **Plan to reduce the waiting list currently at 8 and keep it active.** Noted.
- **Confirm a clear record exists of who's on the waiting list and contact details; and current sub tenants:** Confirmed.

- **Confirm there will be some changes, and consider best approach to keeping the sub tenants updated:** suggestions were made to 1) utilise Fiskerton News to pass on allotment updates; and 2) establish an Allotment Society for plot holders to self-govern.
- **Delegate authority to Cllrs Hill, Matthews and Walker to liaise with sub-tenants and the Hodgson Charity: RESOLVED** to delegate authority to Cllrs Hill, Matthews and Walker to liaise with sub-tenants and the Hodgson Charity.

One resident, as a Trustee of the Hodgson Charity, then confirmed that FPC's approach as detailed above was exactly right. He confirmed that FPC has management responsibility; and that three years ago the access gate had been replaced; drain repaired; and border fence with the new housing development had been replaced.

He suggested that the following be considered:

- The mowing regime as there had been wild flower seed sown in the verge.
- Fencing off the sewage ditch.
- Either relocating or removing entirely, the post and rail fence separating the current plots from the grazing land to accommodate the increase in plots.
- The grazing land and its tenant will be included in discussions as the grazing land is very much part of this future planning.
- The Hodgson Charity is willing to consider sharing costs incurred in developing the site.
- The Hodgson Charity is not in the business of profiteering, but has been advised by its land agent that a rent review should take place to avoid falling foul and doing the Charity a disservice.

FINANCE

160/23 ACCOUNTS

- a. Resolve to receive circulated schedule of payments/receipts made for May 2023: RESOLVED** to receive (*note: all regular and expected payments for 2023/24 were approved to be paid at the May 2023 meeting*).

Following a request that payments for cleaning of the bus shelters (initial clean, followed by quarterly cleans) be added to the list of pre-approved payments; **RESOLVED** to approve this request.

- b. To approve any non-regular accounts for payment for June 2023:**

No non-regular accounts to be paid in June 2023.

- c. Receive end of year 22/23 Spend against Budget report:**

The report was received alongside the Reserves report. Noted that, although money is allocated to various Reserves 'pots', there is no obligation that the monies have to be spent accordingly. After consideration, **RESOLVED** to merge the two Reserves budget heads 'Village Hall extension/Renovation Fund', and 'Playground Improvements', into a new budget head entitled 'Communal Property Maintenance'.

Action: Clerk: agenda item for October 2023.

Noted that the Scouts had taken a long time to provide a meter reading for the solar panels (British Gas).

- d. Internal audit:**

- i. To note the contents of the Internal Audit Report 2022/2023:**

The Internal Auditor had been able to tick 'yes' to each relevant box on the Internal Audit Report (circulated ahead of the meeting), thus confirming that FPC had achieved all relevant internal control objectives throughout the 2022/23 financial year. Proposed by Cllr A Walker and seconded by Cllr P Whitt, it was **RESOLVED** unanimously to note and accept the contents of the Internal Audit Report 2022/2023.

- ii. To resolve to approve Section 1- Annual Governance Statement 2022/2023:**

Proposed by Cllr A Walker and seconded by Cllr K Brereton, it was **RESOLVED** unanimously to approve Section 1- Annual Governance Statement 2022/2023 (circulated ahead of the meeting).

iii. **To resolve to approve Section 2 - Accounting Statements 2022/2023:**

Proposed by Cllr A Walker and seconded by Cllr C Hill, it was **RESOLVED** unanimously to approve Section 2 - Accounting Statements 2022/2023 (circulated ahead of the meeting).

Action: Clerk to complete audit tasks.

PLANNING: to consider and agree actions as required:

161/23 Neighbourhood Plan (NP) – update:

Consideration was given to an initial meeting in July 2023 to re-start work on the NP; and it was suggested that Nev Brown at WLDC be approached. Noted that having a NP increases any CIL payments due to the parish from 15% to 25%. **Action: Cllr A Walker** to circulate possible meeting dates.

162/23 146763: change of use of agricultural land to domestic garden and erection of an outbuilding to provide a garage and garden room: Woodlands Farm Ferry Road LN3 4HU: RESOLVED to submit a response of 'no comment' to WLDC. **Action: Clerk**

One resident left the meeting at 8.41pm.

CORRESPONDENCE RECEIVED:

163/23 WLDC Parish News: Noted.

164/23 LALC training bulletin – approve any training requests:

RESOLVED to approve Cllr L Matthews attending a Councillor Induction Course, 3rd July 2023 at Carlton Scroop. **Action: Clerk**

165/23 LCC - Callconnect – demand-responsive transport bus service: Noted.

166/23 Resident email – request for advice on cutting back trees overhanging from neighbouring field. The email and the Clerk's advice to the resident were noted.

NEW ITEMS: to consider and agree actions as required:

167/23 Note draft minutes of Annual Parish Meeting held on 25th May 2023; and consider any items raised: village questionnaire:

Suggested that a questionnaire be delivered to households in August 2023, with results to be analysed ahead of the October 2023 meeting. **Action: all** to consider topics/specific questions to include.

168/23 Concerns around hard of hearing attendees at meetings:

Noted that meetings in both the Village Hall and Scout Hut are problematic for those who are hard of hearing. Confirmed that the Village Hall has copper strips in the walls. Cllr A Walker has contacted Community Lincs who have advised that there is no legal obligation, but that all reasonable efforts should be made to include disabilities. Having a Village Hall Accessibility Policy, backed up by hall users, has been suggested as good practice to have. **Action: Cllr A Walker** to meet with Community Lincs to take additional advice.

Cllr C Darcel has provided information on a possible solution, costing approx.£200.00 which he is prepared to fund from his D/Cllr CIF monies. He noted that this solution may not work with everybody's hearing aids.

Action: Cllr K Brereton to make enquires as to a company who could undertake a survey and give professional advice on a solution which will work.

At 9pm, Cllr L Matthews left the meeting.

169/23 Elderly resident mowing verge outside property: the resident is finding it difficult to maintain this piece of verge. **Action: Cllr C Darcel** to provide map showing location. **Action: Clerk** to liaise with FPC's contractor.

170/23 Residents' difficulty in contacting GP's surgery by phone or Ask my GP:

Cllr C Darcel provided further clarification of the difficulties faced by patients; including travelling to Nettleham. The surgery had advised that a GP is present at the Cherry Willingham surgery every day, which is easier to reach than Nettleham. Noted that FPC is unable to take direct action, but can ask C/Cllr I Fleetwood at the next meeting if LCC have any responsibility in local healthcare.

At 9.15pm, **RESOLVED** to suspend Standing Orders to allow the meeting to continue. *One resident left the meeting.*

171/23 Suggestion of a cluster of Parish Council's combining forces to address local amenity matters:

Noted that this item ties in with the previous one. Suggested if local parish councils could donate money to fund a telephonist. Cllr A Walker confirmed his willingness to be involved. Cllr C Darcel will raise the matter at other parish council meetings he attends as a District Councillor.

172/23 Offer of a metal bench, to be plasma cut with a Fiskerton theme:

Possible designs have been circulated by email. Due to Cllr J McGeachie not being present at this meeting, agreed to defer the item. **Action: Clerk**

Plan to port across of community information from old website to new website: Noted that the old website, which is owned by FPC, has community information on it; as well as FPC's email archives and history. Councillor emails are linked to it which meets GDPC requirements.

Cllr A Walker proposed that the old website be developed into a community website and that local businesses be offered a page and up to three email addresses for an annual fee.

Seconded by Cllr K Brereton, it was **RESOLVED** to accept this proposal.

173/23 Mobile phone: Noted that FPC's mobile phone is out of contract. **Action: Cllr P Whitt** to research a possible replacement.

174/23 Cost of Living: Noted that FPC cannot resolve this situation but can compile a list of available assistance. **Action: Cllr C Darcel** to investigate.

175/23 Warm Spaces: **Action: Cllr C Hill** to research.

176/23 Incorrect statements made at the May 2023 meeting regarding sage accounting software, fraud against parish councils and the village hall accounts (CD):

Cllr C Darcel handed out his report on this matter. Item deferred. **Action: Clerk**

UPDATE REPORTS: to consider and agree actions as required:

177/23 Draft constitution documents for Village Hall: car park agreement, play area agreement, and Village Hall Management Committee constitution – any update from Charity Commissioners: Nothing to report.

178/23 Woodlands trust monies: suggestion of a bench: Item deferred.

179/23 Planting of Jubilee tree: Item deferred.

180/23 WVAG – report from any recent meetings: Item deferred.

181/23 Village gateway project: **Action: Cllr A Walker** to send emails.

182/23 Action log – to consider any other items which have an update:

Many actions have been completed. Those outstanding can be addressed in the coming weeks.

MEETINGS:

183/23 Matters for inclusion on next agenda: Footpaths

184/23 Date of next meeting: Thursday 20th July 2023, 7 – 9pm, Fiskerton Village Hall

Meeting ended at 9.46pm

Mrs Michelle Vail Clerk/RFO to Fiskerton Parish Council

Dated 28.06.23