

Fishtoft Parish Council

Minutes of Fishtoft Parish Council meeting held Thursday 16th March 2023 at Rochford Tower Hall, Fishtoft commencing at 7pm

PRESENT: Councillor Helen Crawford presiding as Chairperson
Councillor Joff Williams presiding as Vice-Chairperson
Councillors Elizabeth Armstrong, Richard Lenton, Margaret Ordway and Roly Ashley
Councillor Paul Skinner representing as Parish, Boston Borough and Lincolnshire
County Councillor

Boston Borough Councillor Jonathon Noble (arrived at 7.37pm)
Fishtoft Parish Council Clerk – Sarah Knowles

PUBLIC FORUM

There were no members of the public present to ask any questions or make any short statements during the time allocated.

BBC Cllr Noble relayed that he would not be able to attend the meeting until later in the evening due to having to be present at a Corporate and Community Committee meeting beforehand.

Cllr P Skinner reported the following as both Boston Borough Councillor and Lincolnshire County Councillor:

- At the Chancellor of Exchequer Budget Report it was stipulated that Boston was included in one of the twenty areas selected for the Level Up Partnership of which includes a share of £400m to drive growth within the region.
- The budget was set to increase by 2.97%.
- There has been several communications with the Chancellor & Treasury Department over the past three years to ask that the Drainage Board cap attached to the Borough Councils portion of the Council Tax be removed so that more of the money received can actually be put towards the services they provide.

Cllr Lenton asked why has South Holland's budget been lowered but Boston Borough Council has increase when they are part of the same alliance, and if they are a part of the alliance is it helping? Cllr P Skinner responded that although they are part of the same alliance each Council is accountable for their own sector of money. Therefore, they have their own financial responsibilities.

The meeting opened at 7.16pm

1. Chairman's remarks

Councillor Crawford welcomed everyone to the meeting.

2. Apologies for absence - To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting

Councillor J Skinner representing as Parish and Boston Borough Council and Boston Borough sent her apologies of which the Parish Councillors were aware of the reasons for not attending. Following proposal by Cllr Ashely, seconded by Cllr Armstrong and with no objections it was resolved to accept the reasons for absence.

Signed _____

Date _____

3. **Declarations of interest – (if any) To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members’ Register of Interests**

Councillor P Skinner declared an interest to *Item 7* on the agenda.

4. **Notes of the Parish Council Meeting held on 9th February 2023 - To resolve as a correct record and to authorise the Chairman to sign the official minutes**

It was proposed by Cllr Crawford, seconded by Cllr Williams and with no objections it was resolved to accept these notes as a true and accurate record.

5. **Footway Lighting in Parish**

A meeting with the Property Services Officer has had to be rearranged for another appropriate day.

6. **Finance**

a) Payment of accounts to be approved

Payee	Reason for Payment	Amount	Payment method
TA Blackamore Ltd	Ground Maintenance (Feb 2023)	£1129.58	Online payment
Guardian Storage Ltd	PC Document Storage (Mar 2023)	£60.00	Online payment
Sibsey Parish Council	Reimbursement of Printer Ink	£5.62	Online payment
LALC	Annual Training Scheme	£198.00	Online payment
E Armstrong	Reimbursement re Fishtoft 400	£59.74	Online payment
E Armstrong	Reimbursement re Warm Spaces	£83.83	Online payment
Rochford Tower Hall	Room Hire re Fishtoft 400 group	£360.00	Chq. 001550
S Knowles	Staff Costs	£325.24	Online payment

Following proposal by Cllr P Skinner, seconded by Cllr Crawford and with no objections it was resolved that these payments should be made.

b) Additional payments to be approved after setting of the agenda

There were no additional payments to be made.

c) Payments & receipts: since 9th February 2023 - Appendix A

Only payments recorded in the 9th February 2023 minutes and as per Appendix A were made.

d) Balance of Treasury Account as of 28th February 2023

All members had received a copy of the bank statement via email prior to the meeting of which showed that balance of the bank account as of 28th February 2023 was £6751.05.

e) Balance of Savings Account as of 28th February 2023

All members had received a copy of the bank statement via email prior to the meeting of which showed that balance of the bank account as of 31st January 2023 was £57899.27.

f) Review Parish Council Financial Regulations

Various queries were raised in respect to tenders. Therefore, the clerk was asked to obtain answers to the questions asked.

Signed _____

Date _____

7. **Planning matters** - Town and Country Planning Act 1990: *To consider and make observations on all planning applications received and to note planning approvals, refusals, enforcement complaints and appeal decisions advised by the Borough Council. To include applications received after this agenda has been posted and the day of the meeting*

a) **B/23/0066 – Erection of new substation building, Containerised Standby Generator and associated facilities – Pilgrim Hospital, Sibsey Road, Boston, PE21 9QS**

There were no objections to this planning application.

b) **Planning Reports and Information received including Planning Application decisions**

Three planning applications have been approved:

i) B/22/0465 – Installation of modular steel building to be used as community classroom, craft and cooking workshops and small café at Allotments, Willoughby Road, Boston, PE21 9HN

ii) B/22/0511 – Proposed single storey rear extension, garage conversion and internal alterations at 7 Zara Close, Fishtoft, Boston PE21 9BH

iii) B/22/0457 – Single storey side/rear extension including integral garage at Coachhouse Cottage, Fishtoft Road, Fishtoft, PE21 0QR

8. **Highway** - *To consider and make observations associated with Highways matters that are not associated with Appendix B*

a) **Wainfleet Road footpath**

Cllr P Skinner relayed that he has put his recommendations in to Highways relating to Wainfleet Road footpath and crossing. Though this will be a long process as the correct requirements of the law will need to be followed to establish if the proposal is feasible as well as lawful.

Cllr Crawford conveyed the following had been reported on Fix My Street

- Fallen pole near to Dobbie's, Wainfleet Road – Ref 443706
- Streetlight out in Pilley Lane – Ref 440257

Cllr Ordway relayed that she believed that a section of Sibsey Road was to be reduced to a 40mph, therefore was querying this as new 50mph signs have recently been erected.

Cllr Williams conveyed that it was considerate to receive a reply to the queries raised associated with various concerns with areas of the parish especially associated with speeding. Several queries were asked connected with the response which Cllr P Skinner conveyed the answers and stipulated that he will chase up previous recommendations as well as put the ones stipulated in the recent letter forward.

9. **Members reports and business**

a) **Clearing and tidying the wooded area near the Hobhole pumping station - Update from Councillor Ordway**

An email response to a letter sent to HMPS North Sea Camp had been circulated to the Parish Council relating to meeting on site to discuss this matter.

b) **Fishtoft 400/Buoy - Any updates including applying for Warm Hub fund**

Cllr Armstrong relayed that she was still looking into funding into completing the buoy, along with find out costings required to do so.

Signed _____

Date _____

A grant for £500 has been agreed associated with the Warm Space Hub at St Guthlac's.

The Warm Space Hub at Rochford Tower is working well with approximately 36 people attending each week.

- c) **Outer Dowsing Liaison Community Group – update from Councillor Ashley**
Cllr Ashley conveyed that he was unable to attend the last meeting and no information from this had been sent to him to report to the Parish Council.

- d) **Parish Council Website**
Cllr Ashley reported that the clerk and himself had assessed the Homepage of the website and found that some improvements could be made but the process of doing this was a little complex.

He also stipulated that the site needs regular checks to see if the information is up to date and therefore recommended that additional hours per month should be set aside in addition to the clerk's current hours to enable this to be done.

- e) **gov.uk email addresses**
First the question was raised is it mandatory or just a recommendation to have gov.uk email address.

The clerk relayed that it is recommended that the Parish Council should aim to comply with 'Proper Practices' and sets out measures to improve internal controls and reduce risk in local councils.

Cllr Ashley conveyed that to keep best practice cost would be incurred by the Parish Council. However, the Parish Council could look at having a NIL cost option like Gmail and ensure everyone has their own individual address.

After deliberation it was proposed by Cllr Ashley, seconded by Cllr Ordway and with no objections it was resolved to go with the NIL cost option.

- f) **Parish Council Noticeboards**
Fixings have been purchased just waiting on better weather to go ahead to refurbishing the noticeboards. The clerk was asked to obtain an estimate on when the new one to be sited at Rochford Tower would be received.

Cllr Crawford informed that the noticeboard at Pilley's Lane is in need of being renovated.

- g) **Welcome to Fishtoft Parish Packs**
Cllrs Crawford and Armstrong believed it would be a good idea to have an information pack for the Parish of Fishtoft providing material associated with the area such as relevant details of businesses i.e., shops, community groups, Parish Council info, Maps etc to be given to new residents to welcome them to the parish.

After deliberation it was decided to review this again at the June meeting.

Signed _____

Date _____

- h) **Coronation of King Charles III** - *In recognition of the Coronation of King Charles in May will FPC consider giving a Coronation mug to each school child at Fishtoft Academy & Hawthorn Tree schools*

Cllr Armstrong believed that it would be a good idea for the Parish Council to give a memento of the Coronation of King Charles III to the pupils of Fishtoft i.e., mug, coin, medal etc

After deliberation it was put to the vote on whether something should be purchased by the Parish Council of which five councillors were in favour and two councillors were not. It was therefore resolved that something should be purchased by the Parish Council and asked the clerk to find out information to be circulated to the councillors.

10. Correspondence received, Events & Reports - *To discuss any correspondence received including after setting of agenda*

a) **Email received from Citizens Advice Bureau**

Correspondence received from the Citizens Advice Bureau had been circulated to the Parish Councillors requesting funding for the association. It was relayed that the Parish Councils policy not to spend any money that is not specific and beneficial to the parish. Therefore, this request was denied.

11. Fix My Street, Highways and Boston Borough Council - To receive any updates on reported issues Appendix B

Cllr P Skinner reported that something needed to be done associated with the parking of HGVs on the corner of Fishtoft Road. He has investigated ownership of the land, and it appears that no-one currently has any title/responsibility. Therefore, he made a suggestion that the Parish Council register this area as an asset then it could be tidied up and motions put into place to stop HGVs parking there.

It was deemed this would be a good idea, thereby asked to clerk to find out information and costings relating to this.

12. Dates for future confirmed meetings

Meeting date	Commencing	Location
Thursday 13th April 2023	7.00pm	Rochford Tower Hall
Monday 15th May 2023	6.00pm – Annual Parish Meeting	St Guthlac’s Church
Monday 15th May 2023	7.00pm – Annual Parish Council Meeting	St Guthlac’s Church

The meeting closed at 9.07pm

Councillor Johnathon Noble representing Boston Borough Council gave the following report:

- At the latest Full Council meeting the budget recommendation was unanimously agreed with a 11p per week increase on a Band D.
- It had been reported that the Old Post Office had an infestation of rats. After several investigations at the property, it was deemed all was ok and no action was required.
- 85 refugees have been housed within the area
- The website <https://boston-england.co.uk/> has been set up to promote the town
- Boston Skate Park is now open

Signed _____

Date _____

- At the latest Corporate and Community Committee one of the agenda items was a Proposed Transfer of Procurement and Contract function to PSPS Procurement and Contract Team. Information relating to this was submitted at the last minute therefore it was decided to defer this agenda item to enable the data to be properly assessed.

There being no further business the meeting finished at 9.24pm

Signed _____

Date _____

Appendix A

Item 6c on agenda

FISHTOFT PAYMENTS AND RECEIPTS FOR PERIOD FEBRUARY 2023

Payments made as approved on 9th February 2023 meeting

Payee	Service	Amount
TA Blackamore Ltd	Ground Maintenance (Jan 2023)	1129.58
Guardian Storage Ltd	PC Document Storage (Feb 2023)	60.00
Sibsey Parish Council	Reimbursement of Printer Ink	5.62
LALC	Annual Subscription	1133.06
Rochford Tower Hall	2022 Room Hire	80.00
E Armstrong	Reimbursement re Fishtoft 400	47.60
S Knowles	Staff Costs	323.23
TOTAL		2779.09

Payments to be approved

Payee	Service	Amount
TA Blackamore Ltd	Ground Maintenance (Jan 2023)	1129.58
Guardian Storage Ltd	PC Document Storage (Feb 2023)	60.00
Sibsey Parish Council	Reimbursement of Printer Ink	5.62
LALC	Annual Training Scheme	198.00
E Armstrong	Reimbursement re Fishtoft 400	59.74
E Armstrong	Reimbursement re Warm Spaces	83.83
Rochford Tower Hall	Room Hire for Fishtoft 400/Warm Spaces	360.00
S Knowles	Staff Costs	425.24
TOTAL		2320.61

Payments Received

Payee	Service	Amount
Boston Borough Council	Warm Spaces Grant	500.00
TOTAL		500.00

Appendix B

Item 11 on agenda

FixMyStreet, LCC & BBC

No.	AREA	ISSUE	DATE	HOW	REF	OUTCOME
1	Tower/Priory/Eastwood	Archers Report				Waiting outcome
2	Sibsey Road	2 x Damaged pavement, trip hazard		FMS	404599	Informed work be done when funds available
3	Whitehouse Lane	Lamp out		BBC	404325	Lamp number required
4	Church Green Road	Footpath uneven and damaged		FMS	4153606	Proposal for works South Division – request update from LCC
5	Eastwood Road Footpath	Footpath uneven and damaged		FMS	4164960	As above
6	Freiston Road Footpath	Footpath uneven and damaged		FMS	4164961	As above
7	Church Green Road	Extension of path – Email	15/12/2021	LCC	4169782	Chase LCC for update
8	Scalp Road	Potholes & need for layby	Sep-21	LCC		13/12/21 P.S. Unadopted – sponsors being looked for – Environment agency have patched
9	Fishtoft Road/Church Green Road Corner	Lamp out (No 13)		BBC	15830584	Waiting outcome
10	Pilleys Lane	Blocked Drains		LCC	442737	Part of next scheduled works