

# *Fishtoft Parish Council*

## **Minutes of Fishtoft Annual Parish Council meeting held Monday 13<sup>th</sup> May 2024 at The Pavilion, Fishtoft Playing Fields, Fishtoft commencing after the Fishtoft Annual Parish Meeting**

**PRESENT:** Councillor Helen Crawford presiding as Chairperson  
Councillor Joff Williams presiding as Vice-Chairperson  
Councillors Elizabeth Armstrong, Richard Lenton, Lucy Webb, Judy Skinner, Chris Moore  
Councillor Paul Skinner representing as Parish and Lincolnshire County Councillor

Boston Borough Councillors David Scoot and Helen Staples  
Fishtoft Parish Council Clerk – Sarah Knowles

### **The meeting opened at 6.49pm**

- 1. To elect a Chairperson for the ensuing year (2024/25)**  
It was proposed by Cllr Lenton seconded by Cllr P Skinner and with no objections to elect Cllr Crawford as Chairperson for the ensuing year (2024/25).
- 2. To receive the Declaration of Acceptance of Office of Chairperson of Fishtoft Parish Council 2024/25**  
The Declaration of Acceptance of Office of Chairperson was signed by Cllr Crawford and witnessed by the Proper Officer.
- 3. To elect a Vice Chairperson for the ensuing year (2024/25)**  
It was proposed by Cllr Lenton seconded by Cllr Crawford and with no objections to elect Cllr Williams as Vice Chairperson for the ensuing year (2024/25).
- 4. Public Forum**  
There was one member of the public present of which at 6.56pm asked the following questions/made short statements during the time allocated.
  - Is there an asset register associated with the street lights within the Parish? Cllr Crawford addressed the issue and relayed that she would discuss this matter personally with the resident so that all information could be given in detail.

BBC Cllr Sharpe had forwarded her apologies due to attending a cabinet briefing ahead of the 3-day Peer Challenge but sent the following report for the Parish Council's information:

  - Since we last met, I have continued to try and resolve the issue of the trailer parked on the side of the road down Church Green Road, despite a police visit and a letter it still remains in situ and I am continuing to work with PC Brennan, East Rural Community Beat Manager, to try and see this moved.
  - I have assisted a resident with a noise complaint, visited the Fishtoft400 group to present the cheque of £420 I gained through sponsorship and reported more potholes along Scalp Road. I am pleased to say that the blocked drains reported along Fishtoft Road back in January are now 'in progress' and I can see that they are looking better which is good news for residents, visitors and pedestrians should any more wet weather be coming our way.

Signed \_\_\_\_\_

Date \_\_\_\_\_

- The Borough Council have purchased the 'old B&M' site on the PE21 development which will allow us to advance our development proposals on that site and work will now be commencing on this project very soon.
- The 'Boston' signs that are on the side of the roads on entry to Boston are undergoing maintenance so please don't be alarmed if you see some missing over the next few weeks.
- In my own portfolio I am delighted that Boston is hosting the first ever 'Cultural Conference' at Blackfriars on 22nd May. It will provide arts and heritage organisations and practitioners across the region the chance to network, share ideas and become involved in the launch of a new creative programme.
- The two vacant posts at Boston Guildhall have been filled, this will see more events, exhibitions and merchandise coming to our beloved museum.
- On attended the Boston United FC promotion celebration last Thursday which was wonderful to see so many supporters proud of their club and ALL of their football teams from the Under 7's right through to the Walking Football Team on the pitch together celebrating this success.

LCC Cllr P Skinner gave the following report:

**Closing time for shops selling illegal products**

Six shops in Boston, two in Spalding and one shop in Holbeach have been issued with three-month closure orders by Lincolnshire Trading Standards and Lincolnshire Police after they were found selling illegal cigarettes and vapes.

The closures are in direct response to concerns raised by members of the public, and continue our fight against business selling unsafe illegal products in the county. Our officers work closely with police colleagues to keep residents safe and protect legitimate, law-abiding businesses.

**Safer roads and improved traffic flows**

LCC have launched an in-depth review into our traffic management policies to make our roads safer, improve traffic flows, and increase accessibility across the network.

As part of the review, they are looking for feedback from residents and visitors on topics such as; speed-limits, speed cameras, school safety zones, blue badge parking and traffic calming measures.

The review is being conducted by a dedicated panel made up of county councillors, council officers, industry experts and community representatives. This panel will use the finding to make recommendations and propose updates for the benefit of Lincolnshire's communities.

**Support to recover**

The new Lincolnshire Recovery Partnership - bringing together Turning Point, Double Impact and Framework - has been launched for people in Lincolnshire who want support for issues related to their drug and alcohol use.

The free and confidential service will continue to be delivered from hubs in Lincoln, Boston, Grantham, Skegness, Spalding and Gainsborough, alongside a network of community satellite venues, mobile units, and online resources.

The new service supports our ambition to have a high-quality treatment system in Lincolnshire that will help people to achieve positive change and reduce drug and alcohol related harms.

Signed \_\_\_\_\_

Date \_\_\_\_\_

### **Get ready for Lincoln's first Festival of History**

From 4 to 6 May the first Lincoln Festival of History will be a feast for the senses as we highlight how Lincoln became the city it is today.

From the thundering footsteps of Roman warriors, to the elegant charm of Victorian England, visitors will be swept away on a whirlwind journey through the ages at Lincoln Castle, Lincoln Museum and the Museum of Lincolnshire Life.

There will be characters from across the ages bringing each of our attractions to life, and helping visitors understand the rich history of Lincoln.

### **County Views is on the buses**

After a number of recent projects to support and encourage bus travel in Lincolnshire, for our latest County Views survey we're gathering residents' opinions to help us plan further improvements.

We want to know how often local people travel by bus, what would encourage people to use the bus more often, what they like and don't like about bus travel, and, if they don't travel by bus, what modes of transport they use instead.

We've been working with bus operators across the county to extend fare caps, upgrade routes and increase frequency as part of our commitment to improving bus services in Lincolnshire.

### **Visit Lincolnshire has something for everyone**

The Visit Lincolnshire website is a real showcase for our beautiful county. With 1.2m visits to the website last year, we're working to inspire residents to explore what's on their doorstep, as well as attract a global audience to our area.

The website acts as a place to gather information about different areas; where to stay, where to eat and unique Lincolnshire experiences that can't be found anywhere else.

Visitor attractions can get themselves or their events featured on the website by completing a simple online form. Businesses can also find support with masterclasses, toolkits and other resources.

### **"Life is like a box of records. You never know what you're going to get!"**

Are you responsible for sending records to offsite storage? If yes, it is important to recognise that the information added, when indexing records, to Restore Web, needs to reflect the contents of the box. Needles in haystacks can be avoided when the information you input accurately reflects the contents being sent to offsite storage. For further advice visit the IA Hub or contact records management at [records.management@lincolnshire.gov.uk](mailto:records.management@lincolnshire.gov.uk) (source: Information Assurance)

### **Government support with the cost of childcare support is evolving!**

If the bump is blossoming, your baby is bouncing, or your toddler is toddling – you need to know about the government support available for parents. For working parents or for families in receipt of certain government benefits or support, children can access up to 15hours of funded childcare per week (over 38 weeks of the year) from the term after their 2nd birthday. For more details, including how to apply visit: [Childcare Choices | 30 Hours Free Childcare, Tax-Free Childcare and More](#) (source: Becky McKie, Early Years Entitlement Outreach Officer)

Signed \_\_\_\_\_

Date \_\_\_\_\_

### **Are you Batman without Robin? French without Saunders? Improve your Copilot double act with clear prompts!**

Use a clear GOAL with some CONTEXT, add your EXPECTATIONS and maybe a SOURCE to get the most from your Copilot sidekick. Not yet started using the artificial intelligence (AI) offered with Copilot? Join the party! See this week's Tip and Trick on Microsoft Learning Pathways (MLP) to find out more about Copilot and useful prompts. (source: LCC IT User Engagement Team)

### **#MakeEveryRideCount in May with the Lincolnshire Bike Month Challenge!**

Join the movement to create safer, more bike-friendly streets with the Bike Month Challenge and #MakeEveryRideCount! Download the app, track your rides and provide feedback on your cycling trips using the simple and fun 'Rate My Routes' feature. There are amazing prizes to be won and everyone is invited to take part - from regular riders to people who haven't been on a bike in years. Find out more at <https://www.lovetoride.net/lincolnshire>. (source: Sustainability Team)

### **Share your views on local childcare**

Lincolnshire families are being asked to complete a survey to help gauge demand for and availability of childcare places in the county. The council is working to ensure there are sufficient places for working parents, parents studying/training, for children with special educational needs, and for children to access their funded entitlement. Find out more and complete the survey, which ends on 14 May, at [www.letstalk.lincolnshire.gov.uk/childcaresurvey2024](http://www.letstalk.lincolnshire.gov.uk/childcaresurvey2024). (source: Engagement Team)

### **County Views – what do you think about buses in Lincolnshire?**

Help the council's transport services better understand the level of bus use in the county. Sign in with the staff login button to tell us what you think! [www.letstalk.lincolnshire.gov.uk/buses](http://www.letstalk.lincolnshire.gov.uk/buses). The survey is open until 27 May 2024. Our County Views surveys help us get a snapshot of how we're doing and improve services for people across Lincolnshire. (source: Engagement Team)

### **Integrated Lifestyle service - have your say**

LCC has launched an engagement to find out local views on what a future Integrated Lifestyle Service should look like. This service is commissioned by LCC and supports people to tackle leading risk factors impacting on our health and wellbeing, including smoking, obesity, physical inactivity and excessive alcohol. Take part and find out more at Integrated Lifestyle service - have your say | Let's Talk Lincolnshire. Surveys for specific stakeholders are also available. If you'd like to find out more, or if there are people you work with who you think would like to take part, please contact Matthew Bell for hyperlinks and promotional material. (source: Matthew Bell, Senior Public Health Officer)

### **Fix my Street**

Please continue to report issues via the App. The response is by category.

Repair work continues. Several TRO schemes for parking and speed reduction are in progress across Boston Coastal.

## **5. Chairperson's remarks**

Councillor Crawford welcomed everyone to the meeting.

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

Cllr Day sent his apologies of which the Parish Councillors were aware of the reasons for not attending. Following proposal by Cllr Lenton, seconded by Cllr Armstrong and with no objections it was resolved to accept the reasons for absence.

7. **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**

There were no Declarations of Interest received.

8. **Notes of the Parish Council Meeting held on 11th April 2024 - To resolve as a correct record and to authorise the Chairman to sign the official minutes**

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

9. **Annual Governance and Accountability Return (AGAR) 2023/24**

- a) **To receive the report of the internal auditor and RFO’s response.**

The report from the Internal Auditor had been circulated to the Parish Councillors. It was thereby proposed by Cllr P Skinner, seconded by Cllr Armstrong and with no objections it was resolved to recognise the information given in the report.

- b) **To receive the Balance Sheet for the year ended 31st March 2024, to be signed by the Chairperson and Responsible Finance Officer.**

The Balance Sheet had previously been circulated of which it was proposed by Cllr Armstrong seconded by Cllr Lenton and with no objections to be signed by Cllr Crawford and the Responsible Finance Officer S Knowles.

- c) **To approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return (AGAR)) for financial year 2023/24 and authorise signing by the Chairman and Parish Clerk**

Section 1 of the Annual Governance and Accountability Return for financial year 2023/24 had been circulated to the Parish Councillors of which it was proposed by Cllr P Skinner seconded by Cllr Armstrong and with no objections authorised to be signed by Cllr Crawford and the Parish Clerk S Knowles.

- d) **To approve the Accounting Statements (Section 2 of the AGAR) for financial year 2023/2024 and authorise signing by the Chairperson and Responsible Finance Officer.**

Section 2 of the Annual Governance and Accountability Return for financial year 2023/24 had been circulated to the Parish Councillors of which it was proposed by Cllr Williams seconded by Cllr Webb and with no objections authorised to be signed by Cllr Crawford and the Responsible Finance Officer S Knowles.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**10. Finance**

**a) Payment of accounts to be approved**

Payee	Reason for Payment	Amount	Payment method
TA Blackamore Ltd	Ground Maintenance (Mar 2024)	£1185.60	Online payment
Guardian Storage Ltd	PC Document Storage (May 2024)	£60.00	Online payment
Sibsey Parish Council	Reimbursement of Printer Ink	£6.37	Online payment
E Armstrong	Reimbursement re Fishtoft 400 Buoy	£290.37	Online payment
Blas-tech Group Ltd	Sandblasting & Painting of Buoy	£850.00	Online payment
S Knowles	Staff Costs	£453.81	Online payment

A query was raised relating to the Ground Maintenance by Cllr J Skinner. Cllr Crawford relayed that she had met with the contractor and matters had been discussed. Following proposal by Cllr P Skinner, seconded by Cllr Lenton and with no objections it was resolved that these payments should be made.

**b) To approve renewal of Parish Council Insurance**

The renewal of the Parish Council's insurance is due on 1st June 2024 of which Zurich Municipal have quoted for the new financial year £272.27 an increase of £38.55. After discussion it was proposed by Cllr Armstrong seconded by Cllr Lenton and with no objections to accept and pay the Insurance renewal quote.

**c) Additional payments to be approved after setting of the agenda**

There were no additional payments made.

**d) Payments & receipts: since 11<sup>th</sup> April 2024 - Appendix A**

Only payments recorded in the 11<sup>th</sup> April 2024 minutes and as per Appendix A were made.

**e) Balance of Treasury Account as of 30<sup>th</sup> April 2024**

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 30<sup>th</sup> April 2024 was £19,533.71.

**f) Balance of Savings Account as of 30<sup>th</sup> April 2024**

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 30<sup>th</sup> April 2024 was £74,134.05.

**11. 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/24/0166 – Proposed renovation and extension of fire damaged dwelling at Potterdale, Cut End Road, Fishtoft, Boston PE22 0QZ**

There were no objections to this planning application.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**b) B/24/0129 - Proposed change of use from garage to letting room (C4) and consequential alterations and extensions at Walnut Lodge, Wainfleet Road, Boston, PE21 9RW**

There are concerns with this application

- is there an evacuation plan in place.
- Is this appropriate for its location for dwellings with multiple occupancy

The view of the Parish Council was to support the neighbour views.

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

The following planning applications have been given full Planning Permission by Boston Borough Council

B/24/0097 – Application under Section 73 for the removal of Condition C2 (Agricultural Habitation Clause) following grant of permission BR 104/62 at Alvey House Farm, Scalp Road, Fishtoft

B/24/0089 – Proposed rear extension and first floor balcony at 15 Pilley's Lane, Boston

B/24/0066 – Proposed double storey and single storey side extension including internal alterations at 99 Tower Road, Boston

B/23/0297 – Application under s73 for the variation of Condition 18 (Public Open Space) of planning permission B/21/0349 (Development of up to 135 dwellings of affordable housing; with associated access; parking; open space; landscaping and associated infrastructure) at Land at Toot Lane, Boston

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

**a) A16 to Sibsey**

Cllr P Skinner relayed that this does not fit in with LCC Highway Policy. Cllr Williams asked how the A17 at Heckington meet the policy criteria of which Cllr P Skinner replied that this was associated with the house density of the area, therefore though this is the situation at present it will not deter him trying to get the speed limit reduced, especially as the vicinity near the hospital does need to be a 30mph which has been reduced to the current 40mph.

BBC Cllr Scoot informed that he had spoken with a Highways Officer about different crossings within the Parish to be informed that the current principles are deemed efficient.

**b) A52 Speed Limit reduction**

This item was discussed earlier in the meeting.

**c) Street light repairs/renewals**

The clerk relayed that she has informed the appropriate officer at Boston Borough Council the Parish Council would like to move forward with changing the street light to part-time LEDs but do not wish to take on the responsibility of the posts. The reply received is that an updated costing into the work to be carried out has been requested for clarification and will let the Parish Council know in due course.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**13. Members reports and business**

- a) **Clearing and tidying the wooded area near the Hobhole pumping station - Update**  
Cllr Crawford informed that following a visit with the Volunteer Liaison Officer last month that work is due to be carried out on the 28<sup>th</sup> May 2024. However, due to changes in administration there will be a new officer being appointed to the post.
- b) **Fishtoft 400 Community Group: Any updates from Councillor Armstrong**  
There was no information to report.
- c) **Fishtoft 400/Buoy - Any updates from Councillor Armstrong**  
There was no information to report.
- d) **Outer Dowsing Liaison Community Group – update from Councillor P Skinner**  
Cllr P Skinner conveyed that this is now with the Secretary of State department and if nobody requests a judicial review this will go forward to the next stage.
- e) **Parish Council Website**  
There was no information to report.
- f) **Committees, working groups and representatives - To discuss, update and resolve**  
Following discussion, there was re reshuffle of some assigned posts of Parish Councillors to the relevant committees, working groups and as representatives to other associations or relevant bodies.

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

- Email from LCC Cllr P Skinner re Councillor Volunteer Schemes 2024  
Cllr P Skinner informed that LCC encourage volunteer schemes and helping them.  
Cllr Crawford relayed that the Parish currently have a good scheme but other areas may need attention in the future.

**15. Fix My Street, Highways and Boston Borough Council - To receive any updates on reported issues Appendix B**  
The clerk was asked to update Appendix B.

**16. Dates for future confirmed meetings**

Meeting date	Commencing	Location
Thursday 13th June 2024	7.00pm	<b>Rochford Tower Hall</b>
Monday 8th July 2024	7.00pm	<b>Pavilion, Fishtoft Playing Fields</b>

*It was resolved at 8pm to move into close session to discuss the next agenda item*

**17. Grass maintenance Contractor**

Cllr Crawford informed that she had met with the contractor and visitor areas of the parish that he had been requested to cut based on the maps he had been given.

Signed \_\_\_\_\_

Date \_\_\_\_\_



Following this he submitted a quote which incurred a 3% increase to previous years quote along with additional costings for hedges that have been done over the previous years but not charged for during the last two.

It was relayed that the quality of his cut was not to the specific standards required and will need to work with him more closely in the future to ensure that this is maintained as essentially needed. It was therefore resolved to accept the current quote received.

There being no further business the meeting finished at 8.20pm

**Signed** \_\_\_\_\_

**Date** \_\_\_\_\_

## Appendix A

### Item 10d on agenda

#### FISHTOFT PAYMENTS AND RECEIPTS FOR PERIOD APRIL 2024

##### Payments made as approved at 11<sup>th</sup> April 2024 meeting

Payee	Service	Amount
Guardian Storage Ltd	Storage of PC Documents (March 2024)	60.00
Sibsey Parish Council	Reimbursement of Printer Ink	6.37
Rochford Tower Hall	Room Hire 2023/2024	100.00
HMRC	PAYE (Jan-Mar 2024)	240.60
S Knowles	Staff Costs (Mar 2024)	354.23
Heaven Mosaics	Grout for Buoy Mosaics	71.82
<b>TOTAL</b>		<b>833.02</b>

##### Payments received since 11<sup>th</sup> April 2024 meeting

Payer	Service	Amount
Boston Borough Council	£20755-£7733.30 for Streetway Lighting fees)	13021.70
HMRC	VAT Rebate	2621.97
<b>TOTAL</b>		<b>15643.67</b>

## Appendix B

### Item 15 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	Church Green Road	Footpath uneven and damaged		FMS	4153606	Proposal for works South Division – request update from LCC
4	Eastwood Road Footpath	Footpath uneven and damaged		FMS	4164960	As above
5	Freiston Road Footpath	Footpath uneven and damaged		FMS	4164961	As above
6	Church Green Road	Extension of path – Email	15/12/2021	LCC	4169782	Chase LCC for update
7	Scalp Road	Potholes & need for layby	Sep-21	LCC		13/12/21 P.S. Unadopted – sponsors being looked for – Environment agency have patched
8	Pilleys Lane	Blocked Drains		LCC	442737	Part of next scheduled works