

Fishtoft Parish Council

Minutes of Fishtoft Parish Council meeting held Monday 10th November 2025 at The Pavilion, Fishtoft Playing Fields, Fishtoft commencing at 7pm

PRESENT: Councillor Helen Crawford presiding as Chairperson
Councillors Elizabeth Armstrong, Richard Lenton, Geoff Day and Lucy Webb

Fishtoft Parish Council Clerk – Sarah Knowles

PUBLIC FORUM

There was one member of the public in attendance of which no questions or short statements were made to the Parish Council.

No apologies were received from either LCC Cllrs Arundell and French and no report had been received to be relayed at the meeting.

Apologies had been received to the clerk from Boston Borough Councillor Sharpe and via the Chairperson by Cllr Staples who both had forwarded their reports. (See Appendix C)

No apologies or information had been received from BBC Cllr Scoot

The meeting opened at 7pm

1. To consider any application for co-option to vacancies of Parish Councillors

An application had been received from Mr Steve Appleyard of which had previously been circulated to all the Parish Councillors. After questions were raised and deliberation it was resolved to co-opt Mr Appleyard onto Fishtoft Parish Council of which a Declaration of Office was signed and witnessed by the Proper Officer Sarah Knowles.

2. Chairman's remarks

Cllr Crawford welcomed everyone to the meeting and noted it was sad to hear of the fatality on Sibsey Road. She also relayed good news that former Cllr Ashley had recently got married and wished both him and his wife all the best.

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

All Parish Councillors were in attendance so no apologies were required to be given.

4. 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

No Declarations of Interest were received.

5. Notes of the Parish Council Meeting held on 8th September 2025 - To resolve as a correct record and to authorise the Chairman to sign the official minutes

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

Signed _____

Date _____

6. Finance

a) Payment of accounts to be approved

Payee	Reason for Payment	Amount	Payment method
Guardian Storage Ltd	PC Document Storage (Oct 2025)	£60.00	Online payment
Guardian Storage Ltd	PC Document Storage (Nov 2025)	£60.00	Online payment
Sibsey Parish Council	Reimbursement of Printer Ink	£44.83	Online payment
Sibsey Parish Council	Reimbursement for Memorial Wreath	£25.00	Online payment
Fishtoft Playing Field and Pavilion Trust	Room Hire (Sept 2025)	£40.00	Online payment
Glenn Hislop	War Memorial Maintenance	£30.00	Online payment
TA Blackamore Ltd	Ground Maintenance (Sept 2025)	£1371.47	Online payment
TA Blackamore Ltd	Ground Maintenance (Oct 2025)	£1371.47	Online payment
TA Blackamore Ltd	Ground Maintenance (Nov 2025)	£1371.47	Online payment
PKF Littlejohn LLP	External Auditor Fee	£378.00	Online payment
E Armstrong	Reimbursement for buoy costs	£22.75	Online payment
S Knowles	Reimbursement for Annual Microsoft Office Fee	£84.99	Online payment
S Knowles	Staff Costs	£368.71	Online payment

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

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

Prior to the meeting no other payments had been received for approval.

c) Payments & receipts: since 8th September 2025: Appendix A

Since the 8th September 2025 one payment had been made to S Knowles in relation to Staff Costs, two payments to Lloyds Bank relating to Bank charges and one payment to HMRC in relation to PAYE Costs. Receipts of payments received were from Boston Borough Council for second half of precept, HMRC in relation to VAT Rebate and WT Taylor in respect to Allotment Fees.

d) Balance of Community Account as of 30th September 2025

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 30th September 2025 was £24,481.56.

e) Balance of Community Account as of 31st October 2025

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 October 2025 was £26,916.28.

f) Balance of Savings Account as of 31st September 2025

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 September 2025 was £35,689.87.

Signed _____

Date _____

- g) Balance of Savings Account as of 31st October 2025**
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 October 2025 was £35,707.47.
- h) Balance of 30-Day Notice Savings Account as at 31st September 2025**
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 September 2025 was £35,625.30.
- i) Balance of 30-Day Notice Savings Account as at 31st October 2025**
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 October 2025 was £35,684.33.
- j) Grant request from St Guthlac's Church towards Ground Maintenance**
A grant application request was received from St Guthlac's Church in regards to aid towards the cost of Ground Maintenance. After deliberation it was resolved to award £750.
- k) Set budget for 2026/2027 Precept**
Current Parish Council finances along with a budget analysis for 2026/2027 Financial Years costs were circulated to all Parish Councillors. After evaluation and deliberation and following proposal by Cllr Crawford, seconded by Cllr Day and with no objections it was resolved to set the budget for the precept at £54,000.

6. 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/25/0353 - Change of use of dwelling to house in multiple occupation by seasonal workers employed by Staples Brothers Ltd at The Round House Wainfleet Road, Fishtoft, Boston PE21 9RZ**
There were no objections to this planning application.
- b) B/25/0383 - Application to Determine if prior approval is required for a proposed: Demolition of Buildings to include: A dwelling and 12 nursery buildings at Former Plant Nursery, Pilgrim Hospital, Sibsey Road, Boston PE21 9QS**
This application had already been approved and work has commenced.
- c) B/25/0379 - To remove original blue wrought iron front boundary fence and gates, and remove secondary green palisade fencing and gates, replace with 2.4 metre green palisade style fencing and gates at front perimeter at Fishtoft Academy Gaysfield Road, Fishtoft, Boston PE21 0SF**
The Parish Council relayed that it would be disappointing to lose the historical boundary fence and gates.

Signed _____

Date _____

d) **B/25/0409 - Application under s73 for the variation of Condition C2 (Approved Plans) of approval B/25/0122 (Removal of existing conservatory and replace with single storey rear extension and alterations including replacement roof and installation of roof lights) at 93, Kingsway, Fishtoft, Boston, Lincolnshire, PE21 0AU**
There were no objections to this planning application.

e) **B/25/0429 - Proposed rear flat roof extension with roof lantern at 32, Kings Avenue, Boston PE21 0AW**
There were no objections to this planning application.

f) **Proposal of Street Name & Number for New Development – Location -Land Off Gaysfield Road, Fishtoft, Lincolnshire**

A letter from Boston Borough Council Building Control had been received in regards to suggested Street Name & Number of New Development at Land Off Gaysfield Road, Fishtoft, Boston, Lincolnshire. A representative was supposed to have been in attendance at the meeting to discuss this agenda item with the Parish Council but nobody came therefore Councillors were unable to understand why these names had been chosen and felt that negotiation with the Parish Council prior to the choice would have been a better consultation and asked for it noted that this would be beneficial if required in future use.

The Parish Council believed that names associated with the Pilgrim Fathers would be more appropriate considering the connection of the Parish with them. Therefore, on this principal the Parish Council other than Pilgrim Way do not approve with these names.

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

The following Planning Applications have been granted full planning permission:
Planning application B/23/0379 – Proposed residential development of 89 dwellings and associated infrastructure, drainage and open space in accordance with amended plans received from the Local Planning Authority on 31st October 2025 – Land to the East of Gaysfield Lane, Fishtoft

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

a) **A16 to Sibsey**
This agenda item was deferred to the next meeting.

b) **A52 Road Crossing**
This agenda item was deferred to the next meeting.

c) **Scalp Road**
This agenda item was deferred to the next meeting.

d) **Interactive Speed Signs**
Additional Queries were raised that the clerk was asked to look into before a final decision could be made.

Signed _____

Date _____

9. Members reports and business

a) Fishtoft 400 Community Group- Any updates

Cllr Armstrong relayed the following:

- During my absence the group has had to be relocated to Fishtoft Pavilion due to Health and Safety Issues at Rochford Tower Hall but hope to be able to return once these have been rectified. Though the Pavilion is smaller it has been described by some of the members as “cosy”, though it does restrict some of the usual activities.
- A Christmas Lunch is booked at the Red Cow Pub on the 16th December.
- The group has been busy updating the details of the new venue with the many organisations that the group has linked up with such as Lincs Voluntary Engagement Team, Warm Spaces, Boston Borough Council and Home Energy Advice and Retro Team.
- The group continues to be supported by donations from various organisations with £500 expected to be received shortly from HEART and it is believed that Boston Borough Council have earmarked £1000 to further support the group.

b) Parish Council Website

It was deemed the website was ok.

c) Lincolnshire Police & Parish Council briefing sessions – 18th September 2025

Cllr Day attended the briefing session of which he relayed various statistics that had been discussed during the session.

d) Litter Picking

Due to weather conditions the scheduled Litter Picking session had to be cancelled.

e) Rochford Tower Hall

As standing in October there were only four trustees on the committee of which two are currently not mobile.

Due to roofing issues, it was deemed unsafe for the building to be used of which means for the time being the hall has had to be closed. A structural survey will need to be carried out of which depending on the results will determine the future of the hall.

f) Purchase a former Fishtoft Boundary Map

It was deemed though this would be lovely asset to the community there was no official place for this to be displayed therefore have to decline the offer to purchase the map.

g) Noticeboards

Cllr Armstrong relayed that the Noticeboard in the village is still difficult to use and therefore proposed in purchasing a new one but on a larger scale so that other relevant information could be displayed. The clerk was asked to look into this.

h) Thank you card for Glenn Hislop

It was agreed that the lovely Thank You card for Mr Hislop made by Cllr Crawford could be sent to him.

Signed _____

Date _____

i) Bench on corner of Pilleys Lane/Sibsey Road

The bench had been reported on Fix My Street as being damaged and had been removed. The Chairperson learned that this had been originally commissioned by the Parish Council therefore thought it should be replaced with a new one. Following a proposal from Cllr Armstrong seconded by Cllr Lenton and with no objections it was resolved to go ahead and purchase a replacement bench.

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

The following correspondence had been received and discussed:

a) Boston Borough Council Litter/Dog Bin Policy

It was agreed that the new policy would be reviewed if any new bin was required in the future.

b) Request to completely remove a LCC lamp post from outside a property in Saddler Way

A request was received from a resident in Saddler Way to have a lamp post removed from outside her property. It was deemed that this post had been in place for several years and was an asset beneficial to all the residents within this area and as this was not one owned by the Parish Council believed that this was the decision of Lincolnshire County Council to make.

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

There was nothing to report.

12. Dates for future confirmed meetings

Meeting date	Commencing	Location
Thursday 12 th December 2025 - rescheduled to Monday 8 th December 2025	7.00pm	Pavilion, Fishtoft Playing Fields
Monday 12 th January 2026	7.00pm	Pavilion, Fishtoft Playing Fields
Monday 9 th March 2026	7.00pm	Pavilion, Fishtoft Playing Fields

The meeting closed at 8.50pm

Signed _____

Date _____

Appendix A

Item 6c on agenda

FISHTOFT PAYMENTS AND RECEIPTS FOR PERIOD SEPTEMBER 2025

Payments approved at 8th September 2025 meeting

Payee	Service	Amount
Guardian Storage Ltd	Storage of PC Documents (Aug 2025)	60.00
Guardian Storage Ltd	storage of PC Documents (Sept 2025)	60.00
Sibsey Parish Council	Reimbursement of Printer Ink	24.34
Glenn Hislop	War Memorial Ground Maintenance	30.00
TA Blackamore Ltd	Ground Maintenance (July 2025)	1371.47
TA Blackamore Ltd	Ground Maintenance (Aug 2025)	1371.47
S Knowles	Staff Costs	435.36
TOTAL		3352.64

Payments made since 8th September 2025 meeting

Payee	Service	Amount
Lloyds Bank	Bank Charges	4.75
S Knowles	Staff Costs	351.40
Lloyds Bank	Bank Charges	4.25
HMRC	PAYE Costs	177.91
TOTAL		538.31

Payments received since 8th September 2025 meeting

Payer	Service	Amount
Boston Borough Council	Second half of precept	24175.00
HMRC	VAT Rebate	2811.80
WT Taylor	Allotment Rent	156.48
TOTAL		27143.28

Appendix B

Item 10 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	Sep-21	LCC		13/12/21 P.S. Unadopted – sponsors being looked for – Environment agency has patched

Appendix D

BBC Cllr Sharpe Report

I recently joined the Fishtoft Cubs for a litter picking session along Priory Road, which was a great opportunity to engage with young residents and support our shared commitment to keeping the parish clean and welcoming. I have also been responding to residents' enquiries and reporting local issues, including a broken section of footpath via FixMyStreet, which has now been successfully repaired.

Boston Borough Council has recently purchased three new 'green machines' thanks to the Town Deal fund - to help keep the streets clean and tidy. Once the initial introduction work has taken place in the town centre, these will be coming out to the parishes on a regular basis to help clean the public land more efficiently and sustainably.

At the Geoff Moulder Leisure Complex (GMLC), the demolition and piling works have now been completed. Ground works are scheduled to commence once the site has properly settled. The site is still open for visitors, and once the Boston College Mayflower building is open (hopefully this week) visitors to the centre will also be able to use this car park whilst spaces are limited at GMLC due to the building works.

At the Guildhall Museum, we are currently undertaking the final stage of the downstairs transformation. The museum is temporarily closed this week to allow for the installation of a new front desk, merchandise shelving, and tourist information displays. Together with the ten new display cases installed earlier this year, this will complete the transformation of the ground floor area. The museum will reopen on Wednesday 19th November, and I would warmly encourage everyone to come along and see the improvements.

Upcoming events

Our annual Christmas celebrations will take place from Friday 28th November to Sunday 30th November. The highlight of the weekend will be the Illuminate Parade, which begins at 5:45pm on Friday from Central Park. This spectacular event will feature lanterns created by local schoolchildren, community groups, and residents, accompanied by dancers and musicians as the procession makes its way through the town.

Throughout the weekend, there will be a craft market, a Christmas Tree Festival at St Botolph's Church, where local school choirs will also perform, an ice-skating rink on Bargate Green car park, live entertainment in the Market Place, fairground rides, and an ice sculpture display, including live carving demonstrations at 12pm to 3pm on Saturday 29th. The Santa Fun Run will take place on Sunday at 9:30am.

Further details about all events can be found on the Boston Borough Council website

BBC Cllr Staples Report

1.The Autumn Days Coffee Morning saw 588 come through the doors, feedback from the evaluation sheets were extremely positive people not only enjoyed the event but also met people and were informed of organisations that they hadn't realised existed.

2.Community Lottery has had positive results for many local organisations, I felt it needed greater publicity so we now have flyers which I will distribute.

3.David I believe has informed you of our ride around with LCC Officers and LCC Councillor French, this I felt was necessary. We await their report.

4. When putting up the banner made by Ladies from Fishtoft 400, I cleared away the old wreaths and swept up as best I could. The area needs weeding or spraying and concern for the north side of the memorial. Is anyone designated to attend to this?