

FISHTOFT PARISH COUNCIL

Mrs V Clark (Clerk), 2 Frith Bank, BOSTON, PE22 7BA
Normal office hours for the Clerk – Tuesday to Thursday 10 – 3pm
Telephone: 07770 927309
Email: fishtoftpc1@outlook.com

Notes taken by the Clerk, of the Annual Meeting of the Parish Council on Monday, 9 May 2022,
at the Playing Fields Pavilion, Fishtoft. The meeting followed the Annual Parish Meeting
(These notes will be checked at the next meeting before the council amends/approves them as a correct record)

Present: Councillors: Helen Crawford (Chairperson), Joff Williams (Vice Chairman), Elizabeth Armstrong, Richard Lenton, Roly Ashley, Margaret Ordway, Judith Skinner, Paul Skinner and Mrs Victoria Clark, Clerk to the Council.

Also present: Borough Councillor Jonathan Noble

The meeting opened at 7:24pm

- 1. To elect the Chairman:** for the ensuring year 2022/2023
On proposal from Councillor Armstrong, seconded by Councillor Skinner and with no objections, all resolved for Councillor Crawford to continue as Chairman for the forthcoming year
- 2. Signing of the Declaration of Acceptance of Office:** by the Chairman to be witnessed by the Proper Officer
Councillor Crawford accepted the Chairmanship and signed the declaration of acceptance of office, witnessed and signed by the Proper Officer, Mrs V Clark.
- 3. To elect a Vice-Chairman:** for the ensuring year 2022/23 and receive the Declaration of Acceptance of Office from the Vice Chairman
On proposal from Councillor Lenton, seconded by Councillor Crawford and with no objections, all resolved for Councillor Williams to continue as Vice Chairman for the forthcoming year, Councillor Williams accepted the Vice Chairmanship and signed the declaration of acceptance of office, witnessed and signed by the Proper Officer, Mrs V Clark.
- 4. Chairman's remarks:**
Councillor Crawford gave condolences from the council for Mr Harness for the sad passing of his wife Joyce Harness and noted with thanks all that she had done for the community. A card from the Parish Council will be sent.
- 5. Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting
All members were present
- 6. 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 gave an interest in Item 13
- 7. To resolve to close the meeting for the public forum and reports from outside bodies:**
On proposal from Councillor Williams, seconded by Councillor P. Skinner and with no objections, all resolved to close the meeting at 7:31pm
- 8. Public forum:** To hear short statements from members of the public
No Members of the public in attendance

9. Outside bodies: To hear short updates concerning Fishtoft Parish

Councillor Noble:

Gave an overview of plans, issues and updates from the Borough Council, including electric charging points in 4 of the council's carparks. It was suggested by a parish councillor that parking charges be lowered to bring in more people.

Councillor J Skinner:

In her role as Borough Councillor, Councillor Skinner Spoke of Borough plans, issues and updates from the Borough Council. It was asked by a Parish Councillor how to get more market stall holders into the town.

Councillor P Skinner:

In his role as Borough Councillor, Councillor Skinner Spoke of Borough plans, issues and updates from the Borough Council including grants for windows, doors & insulation for some households.

As County Councillor he updated those attending on County issues including road repairs and informed that Scalp Road needs private money to go with LCC money, match funding

10. Chairman to open the meeting:

Councillor Crawford opened the meeting at 7:51pm

11. Notes of the Parish Council Meeting held on 11 April 2022: To resolve as a correct record and to authorise the Chairman to sign the official minutes

On proposal from Councillor Crawford, seconded by Councillor Ashley and with no objections, all resolved to accept the notes of 11 April 2022 as a correct record of the meeting and gave permission for the Chairperson to sign them

12. Finance:

- a) Payment of accounts to be approved: Appendix A
On Proposal from Councillor Williams and seconded by Councillor J. Skinner, with no objections, all resolved to authorise the payments
- b) Cash book and bank statement: 30 April 2022 £66,165.06
The members had previously received the above
Requests were made to change the format of the spreadsheet, Councillor Crawford to do this
- c) Savings account: Update
With other council commitments, Councillor Armstrong has not had chance to contact the bank
- d) Annual Governance and Accountability Return: Section 1, Governance Statement: To complete and give permission for the Chairman and Clerk to sign
This will be on the June agenda
- e) Annual Governance and Accountability Return: Section 2, Accounting Statement: To approve and give permission for the Chairman and Responsible Financial Officer to sign
This will be on the June agenda

13. 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/22/0140: Ext Construction of a lightweight steel building at Boston College Rochford Campus, Skirbeck Road, Boston PE21 6JF
No objections or comments
- b) B/22/0168: 14/5 Demolition of fire damaged bungalow and erection of a 3-bedroom detached replacement chalet bungalow with associated parking, amenity space and landscaping at Potterdale, Cut End Road, Fishtoft, PE22 0QZ
The Members of Fishtoft Parish Council that did not declare an interest, had these observations and concerns that they would like taken into consideration:
 1. The new plans do not keep within the footprint of the current property
 2. There are hedges on 2 sides and the council would prefer that this is kept or replaced with similar for environmental & wildlife reasons
 3. The council would prefer that the agricultural clause is not lifted
 4. If planning is passed then the council would like it to be on condition that there is no further development on this land
 5. A new property will look better than a fire damaged one

- c) B/22/0126: 12/5 Amended details to Erection of glazed conservatory at Red Cow Inn, Gaysfield Road, Fishtoft, PE21 0SF
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14. Clerk's report and outstanding matters:

- a) Anglian Water list of issues: To discuss
 The Clerk to speak to Anglian Water about the concerns of the Parish Council of AW vehicles parking up near the War Memorial and try to find a solution.

15. Members reports and business:

- a) Clearing and tidying the wooded area near the Hobhole pumping station: Update to include finance
 Gardening tools have been purchased and the arrangement for them to get to North Sea Camp will be followed up by Councillor Ordway and the Clerk gave a finance update
- b) Queens Platinum Jubilee Fun Day: Update to include finance
 Councillor Armstrong gave an update and the Clerk gave a finance update
- c) Fishtoft 400/Buoy: Update to include finance
 Councillor Armstrong gave an update and the Clerk gave a finance update
- d) Emergency Plan: Update to include finance and poster & Leaflet amounts to be printed and costs
 The Clerk asked if the council would be having a budget for this, it was agreed that at the moment it was not needed.
 The Clerk had received a quote from Chris Cook Print of £2 for 1 x A3 poster, the Clerk was asked to order this and also 4 x A4 of the same
- e) Pilgrim Fathers gate vandalism: To discuss options/actions to include signs
 It was discussed that the police would be asked if there was any reason, they could not install their own wildlife cameras.
 On Proposal from Councillor Williams and seconded by Councillor Ashley, with no objections, all resolved that if the police were OK with it the council would purchase wildlife cameras up to the sum of £100
- f) Committees, working groups and representatives: To discuss, update and resolve members
 Personal committee: Councillors Armstrong (Chairman), Lenton and Ashley
 Queens Platinum Jubilee Fun Day working group: Councillors Armstrong, Lenton, Crawford & Williams
 Website & Media Working Group: Councillors Williams (Temporarily), Armstrong and Ashley
 Emergency Plan Working group: Councillors Williams (Team Leader) and Ashley (Team Leader Assistant)
 Fishtoft 400/Buoy Working group: Councillors Armstrong and Ordway
 Fishtoft Wooded area community maintenance project: Councillors Ordway and Crawford
 Councillor representatives for outside bodies:
 Playing Field Committee: Councillor Lenton
 Rochford Tower Hall Committee: Councillor Ashley
 St. Leonards Hospital Trust: Councillor Armstrong
 Emergency Plan: Councillor Williams

16. Correspondence received, Events & Reports

- a) Community posters in the notice boards and website: To discuss and resolve
 It was agreed that if community groups/clubs or nearby groups/clubs, wanted a leaflet in the notice boards then the following should be observed:
 A5 wherever possible
 Hard copies only and to be delivered to the Clerk or nearby Councillor (if agreed)
 The leaflet would be on show unless council business needed the space
 When the leaflet needs replacing, it will be taken out of the board, the person for that leaflet will not be contacted.

The person for that leaflet is responsible for getting an updated one to the council

- b) Grass maintenance Contractor: To discuss and resolve annual increase
T A Blackmore sent correspondence to the council explaining the reason for an annual increase
It was agreed that the council would accept the increase however it was also agreed that a tender for this should go out before the start of the cutting season in April 2023
- c) Annual Insurance: To receive quotes and to discuss and resolve
The Zurich quote is £149.96, the Clerk suggested getting quotes from 2 other companies, this was agreed.
The Clerk would need a list of new assets including the Buoy

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

18. Dates for future meetings:

Thursday 9 June	7:00pm	Rochford Tower Hall
Monday 11 July	7:00pm	Pavilion, Fishtoft Playing Fields
Thursday 11 August	7:00pm	Rochford Tower Hall

The meeting closed at 9:14pm

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Appendix A (Item 12) FISHTOFT PC PAYMENTS APRIL-MAY 2022

Payments for approval

Payee	Service	Amount
V. Clark	April staff costs	368.15
TA Blackamore	May Grass Maintenance	1085.66
G Hislop	War Memorial Garden maintenance	30.00
	TOTAL	£1483.81

Payments made since 1 April for signature

Payee	Service	Date	Amount
E. Armstrong	Reimbursement Mosaic materials Fishtoft 400	5 April	246.09
V Clark	Reimbursement for gardening tools	19 April	394.83
Chris Cook Printing	Printing for Jubilee Fun Day busking	29 April	48.00
	TOTAL		£688.92

Receipts from 1 April

Payee	Service	Date	Amount
Boston Borough Council	1 st half precept less £4973.00 for Footway lighting and electricity costs	1 April 2022	£10,651.50
	TOTAL		£10,651.50

Signed:

Signed:

Date: Monday, 09 May 2022

Appendix B (Item 17)

FixMyStreet, LCC & BBC

No.	Area	ISSUE	DATE	HOW	REF	OUTCOME
1	A16 Hilldyke-Sibsey	Traffic Calming - Joint letter with Sibsey				Waiting outcome
2	Tower/Priory/Eastwood	Archers Report				Waiting outcome
3	Scalp Road	Substandard road		FMS	404458	No further action 20/10/21
4	Sibsey Road	2 x Damaged pavement, trip hazard		FMS	404599	In funding available then future works
5	Woad Lane	Gouges, potholes & flooding		FMS	390639	Action scheduled 23/4/21
6	Whitehouse Lane	Lamp out		BBC	404325	
7	Church Green Road	Footpath uneven and damaged		FMS	4153606	Proposal for works South Division
8	Eastwood Road Footpath	Footpath uneven and damaged		FMS	4164960	As above
9	Freiston Road Footpath	Footpath uneven and damaged		FMS	4164961	As above
10	Gaysfield Road	High Speed Vehicles – Email Letter	23/11/21	LCC	4169086	
11	Church Green Road	Extension of path – Email	15/12/21	LCC		
12	Gaysfield Road	Issues with blocked drains				
13	Scalp Road	Pot holes & need for layby	9/21	LCC		13/12/21 P.S. Unadopted – sponsors being looked for – Environment agency have patched
14	Gilder Way/ Scotia Road	Overgrown trees	16/3	LHP/email		No further update