ITEM	97/2013 MINUTES OF THE PARISH COUNCIL MEETING OF	ACTION
NUMB		7.01101
ER	FENTON & TORKSEY LOCK PARISH COUNCIL	
	Held on 18 January 2018, 7pm at The Games Room, The White Swan, Torksey Lock.	
	PRESENT: Cllr G Newton (Chair), Cllr Frank Harris, Cllr Stuart Kinch, Cllr Rikki Doolan	
	Ruth Keillar (Clerk)	
	Also present – Cllr R Butroid	
	CHAIRMAN'S INTRODUCTORY REMARKS	
	The Chairman reported that Lee Cass tendered his resignation by email on 20 November 2017 and this	
	was accepted. Statutory Notice of Vacancy from WLDC was received and published. The deadline has	
	now elapsed, and a replacement can be co-opted.	
	An open letter to parishioners regarding the Future of the Parish Council was delivered throughout the	
	parish with the November/December issue of Trentside Links, who's assistance in this respect was	
	much appreciated.	
	The informal event, hosted by the parish council prior to this meeting, held in anticipation of parishioners	
	coming forward to find out more about the work of the parish council and to possibly offer to serve on it,	
	was attended by no members of the public	
257	TO RESOLVE WHETHER TO EXCLUDE THE PUBLIC AND PRESS FOR CONSIDERATION OF THE	
	FOLLOWING CONFIDENTIAL ELECTION MATTERS.	
	Should this resolution be passed, members of the public and press will be required to leave the meeting	
	at this stage.	
	i. To take nominations and votes for the existing councillor vacancies.	
	No resolution was needed.	
	An application had been received from Mr Rikki Doolan. It was proposed by Cllr Newton, seconded by	
	Cllr Harris and it was RESOLVED that Mr Doolan be invited to join the Parish Council. The Declaration	Cllr
	of Interest form was signed by Mr Doolan and the Clerk and Mr Doolan joined the meeting as Cllr	Doolan/ Clerk
		Olcik
	Doolan. The Register of Members' Interests form was not completed and must be completed and	
	returned to the Clerk, for submission to WLDC within 28 days of today's date in order for the post to be	
050	officially recognised.	
258	TO RECEIVE APOLOGIES AND REASON FOR ABSENCE	
	None received	
259	TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA	
	None received	
260	TO RESOLVE TO SUSPEND THE MEETING TO ALLOW NO MORE THAN 15 MINUTES OF PUBLIC	
	<u>FORUM</u>	
	No members of the public were present.	
261	PREVIOUS MEETING NOTES	
	It was proposed by Cllr Newton, seconded by Cllr Harris and it was RESOLVED that the notes from the	
	meeting held on 16 November 2017 be approved as a true record and signed as minutes.	
262	TO CONSIDER THE FUTURE OF THE PARISH COUNCIL	
	Cllr Newton noted that the current position remains "precarious" with 3 Cllrs and the continued support of	
	Cllr Kinch. The Parish Council has a total requirement of 7 Cllrs and it was agreed that to continue to	
	operate the Parish Council required a minimum of 5 Cllrs. Efforts to recruit more members to continue.	
263	CHAIRMAN'S REPORT FOR INFORMATION ONLY	
	Nothing to report.	
264	CLERK'S REPORT FOR INFORMATION ONLY	
	a) Tree-planting scheme – email sent to Nigel Sardeson, Arbicultoral Officer, LCC, on 16/01/18,	
	requesting a meeting on-site, with Cllr Harris.	Clork
	Richard Littlewood HND Arb., Arboricultural Officer, LCC has agreed to attend. It was agreed	Clerk
	that a mutually convenient time will be arranged.	
	b) Transparency Fund – the Clerk is attending a free drop-in session on 1 st February (application	
	agreed minute 135 purchases agreed minute 150). The final applications are closing on 12 th	01.1
	February. The Parish Council may be able to make a claim for hours per month towards the	Clerk
	Clerk's salary, from 1st April 2017 – 31 March. It was agreed to pursue a further application to	
	this fund.	
	uno fund.	
265	COUNCILLORS' REPORT FOR INFORMATION ONLY	
200		
200	Nothing to report	
266	TO RECEIVE REPORTS FROM OUTSIDE BODIES	
	Crime reports received from Gainsborough Rural South	
	- period from 30-10-17 to 30-11-17 - No incidents reported in the parish.	
	- period from 1-12-17 to 31-12-17 - No incidents reported in the parish.	
267	CORRESPONDENCE	
	A list of correspondence received for the period from 16 November 2017 – 18 January 2018 was noted	
	and is attached.	

	98/201	0
268	TO RECEIVE A REPORT FROM THE ROAD SAFETY MEETING – 17 TH NOVEMBER 2017	
	Cllr Stuart Kinch was unable to attend the meeting.	Clerk
	It was agreed that the Clerk contact the clerk to Kettlethorpe to enquire about any information relating to	
	the meeting which can be shared.	
269	TO RECEIVE ANY UPDATES REGARDING THE TELEPHONE KIOSK AND THE DEFIBRILLATOR	
203	i The Kiosk:	
	a) An application to the WLDC Councillor Initiative Fund for a grant towards the refurbishing costs	
	of the kiosk had been submitted to WLDC. The application had been accepted and the	
	application amount of £500 had been received.	
	The Chairman proposed a vote of thanks to Cllr Kinch for his assistance in this matter,	
	seconded by Cllr. Harris and unanimously approved. (see minute 270 iii)	
	a) Cllr Newton circulated a report outlining costs for the refurbishment. It was agreed that three	CIIr Newton
	contractors be approached to tender prices for the works. b) It was proposed by Cllr Newton, seconded by Cllr Harris and it was RESOLVED that Cllr	Newton
	Newton purchase certain items for the works and be reimbursed, up to an estimated value of	Cllr
	£300 plus a contingency of an additional £150	Newton
	c) It was agreed that the works be started from May onwards, with respect to weather conditions.	
	d) It was agreed that Highways be contacted to ensure no further permissions or permits are	Clerk
	required.	
	e) It was noted that any successful contractor should supply a copy of their Public Liability	Observe
	Insurance for the Clerk to hold.	Clerk
	19:42 – At this point the meeting was adjourned and Cllr Kinch left the room	
	19:49 – At this point the meeting was reconvened with Cllr Kinch present	
	ii The Defibrillator:	
	a) It was agreed to contact BT to request the Completion Certificate	Clerk
	b) A Governance system is required to demonstrate the management of the defibrillator. The Clerk	
	was requested to investigate and prepare same for the parish council to consider. c) It was agreed that the Defibrillator ought not to be installed prior to the Kiosk being refurbished	Clerk
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	a) 7 in apacitod action list tim so propared for the flow modeling	Clerk
270	FINANCIAL MATTERS	
	i. To approve the Statement of accounts and bank reconciliations for November as at 1 December	
	2017	
	The RFO reported balances for November a) deposit account balance as £7041.91	
	b) current account balance as £4901.41	
	5, 04.1011 40004111 54141111	
	Uncleared cheques:	
	50.00 R Marsh All Round Gardens	
	215659	
	135.00 R Marsh All Round Gardens	
	215661	
	ii. To approve the Statement of accounts and bank reconciliations for December as at 22	
	December 2017	
	The RFO reported balances for December	
	c) deposit account balance as £7041.91	
	d) current account balance as £4716.41 Uncleared cheques – none	
	iii To note the receipt of a grant from the Councillors Initiative Fund, £500, towards the cost of the	
	refurbishment of the Heritage Kiosk.	
	It was proposed by Cllr Newton, seconded by Cllr Harris and it was unanimously RESOLVED to approve	
	the statement of accounts and bank reconciliations for November and December	
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(travel for 18th Jan 2018 = £15.30 + print ink £89.99) 215669 - Kettlethorpe PCC (third grass-cutting costs for 2018) 215670 - R Marsh, All Round Gardens (grass verge November+ hedge, Chesthut Corner 215671 - Autela Group Limited. Q3 payroll costs 215672 - R Keillar, Clerk's Salary January £200.56 (dated 25 January 2018) v. To set the precept of 2018-2019. (to be submitted to WLDC by 19th January 2018). The precept estimate of £871.00 was submitted on 20 November 2017 It was proposed by Clif Newton, seconded by Clir Harris and it was unanimously RESOLVED to approve the final precept figure for 2018/19 as £5710, being unchanged from the precept estimate submitted on 20 November 2017 The Final Claim Form was completed and signed by the requisite parties. The Clerk will email this to WLDC on 19 January 2018. vi. It was noted that the External Auditor for 2018 will be PKF Littlejohn. 271 PLANNING MATTERS Applications received. APPLICATION REFERENCE NO: 137104 PROPOSAL: Planning application for proposed electricity sub station and storage building LOCATION: Little London Caravan Site Lincoln Road Torksey Lock Lincoln LN1 2EL APPLICATION TYPE: Pull Planning Application APPLICATION CATEGORY: Minor - all others No comments made or received. Decisions received. None ANY URGENT ITEMS FOR DISCUSSION Internal Policy Review. It was proposed by Clir Newton seconded by Clir Harris and it was unanimously RESOLVED to approve the annual review of the following parish council policies: Standing Orien's / Financial Regulations / Code of Conduct / Complaints / Data Protection / Communications / Model Publication Scheme / Social Media Policy / Audio Policy The Policy Schedule was signed by the Chairman and update will be implemented on the website 273 TO RECEIVE ANY UPDATES ON THE Stoke Arge Media Policy / Audio Policy There have been no further communications - the Chairman is the properties of the protection / Communications / Model Publication of the Publication scheme / Social Media Policy / Audio Policy There have been no		99/201	8
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There being no further business the Chairman closed the meeting at 8.10 pm			
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Chairman.....G. NEWTON

Date.....15 FEBRUARY 2018