

ITEM NUMBER	<p align="center"><b>MINUTES OF THE PARISH COUNCIL MEETING OF FENTON &amp; TORKSEY LOCK PARISH COUNCIL</b></p> <p align="center"><b>Held on 8 June 2017, 7pm at St Peter and St Paul Church, Kettlethorpe.</b></p>	ACTION												
	<p>PRESENT: Cllr G Newton (Chair), Cllr J Willcock (RFO), Cllr David Taylor, Cllr Keith Oldfield, Ruth Keillar (Clerk)</p> <p>Also present Cllr Butroid</p>													
176	<p><u>TO RECEIVE APOLOGIES AND REASON FOR ABSENCE</u></p> <p>None received</p>													
177	<p><u>TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA</u></p> <p>None received</p>													
178	<p><u>TO RESOLVE TO SUSPEND THE MEETING TO ALLOW NO MORE THAN 15 MINUTES OF PUBLIC FORUM</u></p> <p>No members of public present at the meeting.</p>													
179	<p><u>PREVIOUS MEETING NOTES</u></p> <p>It was proposed by Cllr Newton, seconded by Cllr Willcock and it was RESOLVED that the notes from the meeting held on 11 May 2017 be approved as a true record and signed as minutes.</p>													
180	<p><u>CHAIRMAN'S REPORT FOR INFORMATION ONLY</u></p> <p>Nothing to report</p>													
181	<p><u>CLERK'S REPORT FOR INFORMATION ONLY</u></p> <p>i. Costs for attending LALC training event (half costs) - £12.50 + mileage £14.54 = £27.04</p> <p>It was proposed by Cllr Newton, seconded by Cllr Oldfield and it was unanimously RESOLVED that the costs for the clerk to attend this training event be approved.</p> <p>ii. Update regarding items purchased from the Transparency Fund grant</p> <p>The following items have been purchased.</p> <table border="0"> <tr> <td>Laptop</td> <td>£324.99 + VAT</td> </tr> <tr> <td>Scanner</td> <td>£58.33 + VAT</td> </tr> <tr> <td>Software</td> <td>£115.83 + VAT</td> </tr> </table> <p>Additional purchases:</p> <table border="0"> <tr> <td>Software</td> <td>£50.00 + VAT</td> </tr> <tr> <td>Service cover</td> <td>£14.17 + VAT</td> </tr> <tr> <td>Setup costs x 1 month</td> <td>£7.08 + VAT</td> </tr> </table> <p>Total expenditure £570.40 + VAT (gross £684.49)</p> <p>VAT invoices were handed over to the RFO for claiming back the VAT on these purchases.</p> <p>iii. Transparency and Accountability reference email received 16/05/17</p> <p>The Parish Council noted the contents of a bulletin from LALC regarding recent legislative updates to the Local Audit and Accountability Act 2014 - The Local Audit (Public Access to Documents) Act 2017 (the Act) received royal assent on 27 April 2017.</p> <p>iv. Highways Fault reference 10100094214 – overgrown hedge/lamp post. LCCHighways have confirmed that this is on the contractors work schedule.</p> <p>Cllr Butroid requested this information for him to follow up.</p>	Laptop	£324.99 + VAT	Scanner	£58.33 + VAT	Software	£115.83 + VAT	Software	£50.00 + VAT	Service cover	£14.17 + VAT	Setup costs x 1 month	£7.08 + VAT	
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182	<p><u>COUNCILLORS' REPORT FOR INFORMATION ONLY</u></p> <p>Cllr Oldfield reported that 'No access' signs have been installed on what he believes is a public right of way. Cllr Butroid agreed to investigate this issue and report back to the Clerk</p>	clerk												
183	<p><u>TO RECEIVE REPORTS FROM OUTSIDE BODIES</u></p>													

	Crime report from Gainsborough Rural South covering period for May 2017 has been received and noted. There was one reported crime (theft) in parish.											
184	<u>CORRESPONDENCE</u> A list of correspondence received for the period from 12 May to 8 June 2017 was noted and is attached.											
185	<p><u>FINANCIAL MATTERS</u></p> <p>i. To approve the statement of accounts and bank reconciliations for May as at 1 June 2017 The RFO reported balances for May</p> <p>a) deposit account balance as £7041.91 b) current account balance as £7577.44</p> <p><i>Item b) includes the cheque for £777.58 received from the Transparency Fund (TF)</i> No unpresented cheques It was proposed by Cllr Newton, seconded by Cllr Taylor and it was unanimously RESOLVED to approve the statement of accounts and bank reconciliation for May.</p> <p>ii. It was proposed by Cllr Willcock, seconded by Cllr Newton and it was unanimously RESOLVED that a donation of £16 be made to Kettlethorpe Parish Church Committee (PCC) for use of the church for the Parish Council meeting 8 June 2017.</p> <p>iii. To approve Accounts for payment at 8 June 2017 It was proposed by Cllr Newton seconded by Cllr Taylor and it was unanimously RESOLVED to accept the following accounts for payment:</p> <table> <tr> <td>215614 – R.Keillar – Clerk’s Salary, May</td> <td>£180.51</td> </tr> <tr> <td>215615 – R.Keillar – Clerk’s expenses for May <i>(reimbursement for TF purchases in accordance with minute 181 ii)</i></td> <td>£684.49</td> </tr> <tr> <td>215616 – R.Marsh – grass-cutting for May</td> <td>£125.00</td> </tr> <tr> <td>215617 – R.Keillar – Clerk’s expenses for May <i>(travel expenses and stamps)</i></td> <td>£19.22</td> </tr> <tr> <td>215618 – Kettlethorpe PCC as donation to use Church <i>(Kettlethorpe PCC; Donation in accordance with minute 185 ii. £16.00)</i></td> <td>£16.00</td> </tr> </table> <p>iv. To receive any updates on the Grant Thornton (GT) external audit. It was noted that the Clerk was not in agreement with the documents prepared for posting to the website. The RFO, Chair and Clerk will clarify the return to GT and supporting documents and report at the next meeting</p> <p>v. The RFO, Cllr Willcock, reported that no update had been received from a Parishioner regarding interest in an Allotment Agreement for 2017-18. It was agreed that the Clerk contact the Parishioner and invoice for any agreement</p>	215614 – R.Keillar – Clerk’s Salary, May	£180.51	215615 – R.Keillar – Clerk’s expenses for May <i>(reimbursement for TF purchases in accordance with minute 181 ii)</i>	£684.49	215616 – R.Marsh – grass-cutting for May	£125.00	215617 – R.Keillar – Clerk’s expenses for May <i>(travel expenses and stamps)</i>	£19.22	215618 – Kettlethorpe PCC as donation to use Church <i>(Kettlethorpe PCC; Donation in accordance with minute 185 ii. £16.00)</i>	£16.00	<p>Cllr Willcock Cllr Newton Clerk</p> <p>clerk</p>
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186	<p><u>PLANNING MATTERS</u></p> <p>Applications received:</p> <p><a href="#">136181</a> – land at 32 Lincoln Road, Fenton - Application for approval of reserved matters (access, appearance, landscaping, layout and scale) to erect 3no. dwellings-following outline planning permission 135000 28 September 2016. No comments.</p> <p>PL/0068/17 (23/5/17) received by residents close to the development from Lincolnshire CC but not issued to the parish council. This is for a paddock on land off Lincoln Road, Fenton and replaces an application for a paddock made previously at this location and subsequently withdrawn.</p>											

	<p>Cllr Newton, who had received the letter of notification as a resident living close to the site, advised that he had examined the new documents and had no comments. Comments were received by email from another resident who was advised to communicate his concerns to the LPA.</p> <p>Decisions received: <a href="#">134553</a> (23/5/17) – Development at Locklands Lake – WLDC Planning Committee at its meeting of 31/5/17 has granted permission with time lime and conditions.</p>	
187	<p><u>TO CONSIDER AN APPLICATION TO THE TRANSPARENCY FUND 2017-2018</u> It was proposed by Cllr Newton, seconded by Cllr Willcock and it was RESOLVED by majority vote that no new application for the financial year 2017-18 be made to the Transparency Fund.</p>	
188	<p><u>ANY URGENT ITEMS FOR DISCUSSION</u> None received</p>	
189	<p><u>TO RECEIVE ANY UPDATES ON THE S106 AGREEMENT FOR THE PLAY AREA</u> The Chairman confirmed that the action arising from the previous meeting, minute 174, had been carried out on 12 May 2017 and a response from WLDC was received on 25 May 2017 in which Andy Gray advised that he is on paternity leave until 12/6/17 and “.....will be proposing a way forward.....by the end of June” The Chairman advised that he had circulated all members with a) extracts from MOMs that had references to the S106 from March 2006 to date b) all correspondence to and from WLDC regarding the S106 from March 2016 to date.</p>	
190	<p><u>TO RECEIVE ANY UPDATES REGARDING A NEIGHBOURHOOD PLAN AND DISCUSS ANY FURTHER ACTIONS REQUIRED</u> The Clerk at Kettethorpe PC (Ron Gee) had sent in an email advising that his PC was to further discuss the matter at their next meeting on 5/6/17. The Chairman proposed that this item remains on the agenda for a further month to gather any further inputs from sister parishes.</p>	clerk
191	<p><u>TO CONSIDER ITEMS FOR INCLUSION ON THE WEB SITE AND/OR FACEBOOK PAGE.</u> It was agreed that this information in minute 189 a) and b) be added to the Parish Council website</p>	clerk
192	<p><u>TO CONSIDER A CHANGE OF VENUE AND NEW MEETING DATE</u> a) It was proposed by Cllr Newton, seconded by Cllr Oldfield and it was RESOLVED by majority vote that the venue for future meetings be changed to the Private Room at The White Swan, Torksey Lock, to he held on the third Thursday of the Month.. It was agreed that the Clerk notify Kettlethorpe village Hall and that Cllr Newton contact The White Swan, Torksey Lock and make bookings for the remainder of the year.  b) The next meeting of Fenton and Torksey Lock Parish Council will take place on Thursday 20 July – 7pm at The White Swan, Torksey Lock.</p>	Clerk Cllr Newton
	There being no further business the Chairman closed the meeting at 8.13 pm	

Signed .....G.Newton.....

Chairman

Date.....20.07.2017.....