

ITEM NUMBER	<b>MINUTES OF THE PARISH COUNCIL MEETING OF FENTON &amp; TORKSEY LOCK PARISH COUNCIL</b> <b>Held on 19 April 2017, 8.15pm at Kettlethorpe Village Hall</b>	ACTION
	PRESENT: Cllr G Newton (Chair), Cllr J Willcock (RFO), Cllr David Taylor, Cllr Keith Oldfield, Ruth Keillar (Clerk)	
141	<u>TO RECEIVE APOLOGIES AND REASON FOR ABSENCE</u> None received	
142	<u>TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA</u> None received	
143	<u>TO RESOLVE TO SUSPEND THE MEETING TO ALLOW NO MORE THAN 15 MINUTES OF PUBLIC FORUM</u> Two members of public present at the commencement of the meeting. No comments.	
144	<u>PREVIOUS MEETING NOTES</u> It was proposed by Cllr Newton, seconded by Cllr Taylor and it was RESOLVED that the notes from the meeting held on 9 March 2017 be approved as a true record and signed as minutes. Cllr Oldfield abstained.	
145	<u>CHAIRMAN'S REPORT FOR INFORMATION ONLY</u> i. The 50mph and Torksey Lock village signs knocked over near the car boot have been reinstated. ii. The bush on Kettlethorpe Road encroaching onto the road has been reported to LCC Highways.	
146	<u>CLERK'S REPORT FOR INFORMATION ONLY</u> i. Following liaison with other Parishes regarding a Neighbourhood Plan, there have been no expressions of interest from any neighbouring Parishes to join Fenton and Torksey Lock in developing a neighbourhood plan. The clerk will follow up and report any developments at the next meeting. ii. The annual report for 2016-2017 has been received from The Secretary of Kettlethorpe Village Hall. iii. Information Commissioners Office – Data Protection. The Parish Council membership policy has been confirmed as renewed for 2017-2018. Policy reference ZA110105	
147	<u>COUNCILLORS' REPORT FOR INFORMATION ONLY</u> Nothing to report	
148	<u>TO RECEIVE REPORTS FROM OUTSIDE BODIES</u> Crime report from Gainsborough Rural South covering period for March 2017 has been received and noted. There were no crimes in parish. Reductions year on year are: THEFT – 40% decrease VEHICLE CRIME – 40% decrease TRANSPORT – 60% decrease. Laughterton LIVES – Mr Richard Elliot has clarified that his contact details were given in respect of recruiting volunteer first responders.	
149	<u>CORRESPONDENCE</u> A list of correspondence received for the period from 10 March to 19 April 2017 was noted and is attached.	
150	<u>TO RECEIVE ANY UPDATES ON THE APPLICATION TO THE TRANSPARENCY FUND FOR</u> the purchase of a Parish Council laptop, scanner, software and staff costs for 1 hour per month. The funding has been approved and a cheque for £777.58 has been received. It was proposed by Cllr Newton, seconded by Cllr Taylor and it was RESOLVED that the clerk purchase a laptop, software and scanner and be reimbursed the costs. It was proposed by Cllr Newton, seconded by Cllr Taylor and it was RESOLVED that the Clerk undertake an additional one hour per month to lead admin regarding the Parish Council website. Autela Payroll Services will be informed of the additional hour per month salary, which will start from 1 <sup>st</sup> April 2017.	RFO  Clerk  RFO

151	<p><b><u>FINANCIAL MATTERS</u></b></p> <p>i. To approve the statement of accounts and bank reconciliations for March. The RFO reported balances as at 31 March 2017</p> <p>a) deposit account balance as £7030.87 + interest accrued at year end of £11.04 The deposit account balance taken forward to 2017-2018 is therefore £7041.91</p> <p>b) current account balance as £2329.94 before deduction of unrepresented and final payments for 2016-2017</p> <p>One unrepresented cheque – 215604 – LIVES donation - £50</p> <p>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 March.</p> <p>ii. To approve Accounts relating to the financial year 2016-2017, and authorized for payment at 19 April 2017</p> <p>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>215605 – LALC Annual Subscription 2017-2018</td><td>£140.10</td></tr><tr><td>215606 – Autela Payroll Services Q4</td><td>£30.00</td></tr><tr><td>215607 – R.Keillar – clerk’s Salary, March</td><td>£156.19</td></tr><tr><td>215608 – R.Keillar – Clerk’s expenses for March</td><td>£15.30</td></tr><tr><td>215609 – R.Marsh – 2 x grass-cutting for March</td><td>£50.00</td></tr></table> <p>The balance of the current account taken forward to 2017-2018 is £2329.94 minus unrepresented and 2016-2017 final payments and is therefore £1888.35</p> <p>iii. To discuss Audit arrangements. The RFO had advised that Lincs Accounting were not available to audit the Council’s Accounts for the foreseeable future and that Abacus Accounting Services had been requested to carry out the next audit. It was proposed by Cllr Newton, seconded by Cllr Taylor and it was unanimously RESOLVED that the audit arrangements be approved.</p> <p>iv. The RFO reported that enquiries will be made regarding any allotment rental agreements/payments relevant to 2017-2018</p>	215605 – LALC Annual Subscription 2017-2018	£140.10	215606 – Autela Payroll Services Q4	£30.00	215607 – R.Keillar – clerk’s Salary, March	£156.19	215608 – R.Keillar – Clerk’s expenses for March	£15.30	215609 – R.Marsh – 2 x grass-cutting for March	£50.00	RFO
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152	<p><b><u>PLANNING MATTERS</u></b></p> <p>Application 134553, Locklands Lake Development – WLDC have re-issued this application for public consultation (shortened) for the development at Locklands Lake. The Parish Council submitted its comments in July 2016. It is noted that there have been no material changes to the original proposal.</p> <p>Application 135712 – WLDC has advised that this that planning application for a proposed new dormer bungalow and detached double garage with studio over on Land adjacent to 38 Lincoln Road Fenton Lincoln LN1 2EP had been refused. Detailed information is available from the WLDC website planning portal.</p>											
153	<p><b><u>TO RECEIVE ANY UPDATES REGARDING GRASS CUTTING IN THE PARISH</u></b></p> <p>Following receipt of a letter from LCCHighways, clarification has been received that the recent un-scheduled cut carried out by LCC was the last cut of 2016-2017, which was running late. It has been confirmed that the Parish Council has been added to the list of Parish agreements. Details of the funding are expected to follow and the Clerk will follow this up.</p>	Clerk										
154	<p><b><u>TO REVIEW THE FOLLOWING INTERNAL POLICIES:</u></b></p> <p>It was proposed by Cllr Newton, seconded by Cllr Taylor and it was unanimously RESOLVED that the following policy be adopted.</p> <p>i. Audio Recording Policy</p>											
155	<p><b><u>ANY URGENT ITEMS FOR DISCUSSION</u></b></p> <p>None received</p>											
156	<p><b><u>TO RECEIVE ANY UPDATES ON THE S106 AGREEMENT FOR THE PLAY AREA</u></b></p> <p>The Chairman advised that the action arising from the previous meeting, minute 138, had been carried out on 12 March 2017 and a response from WLDC was received on 13 April</p>											

	2017. It was agreed to respond to WLDC, Andy Gray, requesting them to provide legal justification for their actions to vary the conditions of the s106.	Cllr Newton
157	<u>TO CONSIDER ITEMS FOR INCLUSION ON THE WEB SITE AND FACEBOOK</u> i. Audio Recording Policy ii. Updated Asset list to include the purchase of items as per minute 150	Clerk
158	<u>DATE OF NEXT MEETING</u> The next meeting of Fenton and Torksey Lock Parish Council will be the Annual Meeting of the Parish Council and will take place on Thursday 11 <sup>th</sup> May – 7pm – Kettlethorpe Village Hall	
	There being no further business the Chairman closed the meeting at 9.50 pm	

Signed .....

Chairman

Date.....