

	MINUTES OF THE PARISH COUNCIL MEETING OF FENTON & TORKSEY LOCK PARISH COUNCIL Held on 14th July 2016, 7pm at Kettlethorpe Village Hall	ACTION
	PRESENT: Cllr G Newton (Chair), Cllr J Willcock (RFO), Cllr K Oldfield, Ruth Keillar (Clerk)	
1.	<u>TO RECEIVE APOLOGIES AND REASON FOR ABSENCE</u> Apologies were received from Cllr N Ingamells (Vice Chair) and Cllr T Horwood, reason accepted.	
2.	<u>TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA</u> Cllr Willcock retrospectively declared an interest in agenda item 16/i – planning application 134553, during discussion of the topic.	
3.	<u>TO RESOLVE TO SUSPEND THE MEETING TO ALLOW NO MORE THAN 15 MINUTES OF PUBLIC FORUM</u> Three members of public were present. The landlord of the White Swan public house and two property owners situated adjacent to the gate into the proposed development site of application 134553. All had comments and questions regarding the development. Following discussion it was agreed to address their concerns and points raised formally in a comment from the parish council at agenda item 16/i.	
4.	<u>PREVIOUS MEETING NOTES</u> It was proposed by Cllr Oldfield, seconded by Cllr Newton and it was unanimously RESOLVED that the notes from the meeting held on 9 th June 2016 be approved as a true record and signed as minutes.	
5.	<u>TO RECEIVE REPORTS FROM OUTSIDE BODIES</u> Crime report from Gainsborough Rural South covering period from 30-May - 30-June 2016. has been received and noted.	
6.	<u>CHAIRMAN'S REPORT FOR INFORMATION ONLY</u> F Carr-Smith submitted his resignation by email on 10 June 2016. This was accepted. Notice of Vacancy received and posted, effective from 20 June 2016. No request for an election has been received and the vacancy will be filled by co-option. A Co-option notice for 2 replacement councillors has been published on noticeboards and the web site. Applications will be considered at the parish council meeting on 8 September 2016. Regarding the Proposed Questionnaire, minute 24/2016/17, Cllr Ingamells had reported that this will be ready for the September meeting. Subject to be included on that agenda. Both bus shelters were cleaned out on 24 June 2016	Cllr Ingamells
7.	<u>CLERK'S REPORT FOR INFORMATION ONLY</u> Nothing to report	
8.	<u>COUNCILLORS' REPORT FOR INFORMATION ONLY</u> Cllr Willcock reported that the Little London Park Newsletter (reference meeting 12 th May, item 20/2016/22) contained an article promoting the parish council meetings, facebook page and website.	

	<p>Cllr Oldfield reported that the Post Office is now open on Tuesday mornings, at St Peter's Church in Torksey (reference meeting 9th June, item 22/2016/8).</p>	
9.	<p><u>CORRESPONDENCE</u> A list of correspondence received for the period from 10 June to 14 July was noted and is attached.</p>	
10.	<p><u>FINANCIAL MATTERS</u></p> <p>a) To approve the statement of accounts and bank reconciliations to date. It was reported that the current account balance £6052.36 held in the current account. The deposit account. balance was £7030.87. There is 1 un-presented cheque, 215567 – R Marsh – grass-cutting (April) £50.00. It was proposed by Cllr Newton, seconded by Cllr Oldfield and it was unanimously RESOLVED to approve the statement of accounts and bank reconciliation.</p> <p>b) To approve Accounts for payment. It was proposed by Cllr Newton, seconded by Cllr Oldfield and it was unanimously RESOLVED to approve the following accounts for payment:</p> <p>a) 215568 – R. Keillar – Clerk Salary (June) £100.49 b) 215569 – HMRC (April/May/June) £17.80 c) 215570 – R. Keillar – Travel expenses £15.30 d) 215571 – R Marsh – Grass-cutting (June) £50.00</p> <p>c) It was proposed by Cllr Newton, seconded by Cllr Oldfield and it was unanimously RESOLVED to pre-approve the following regular accounts for payment during the August closure period. <u>These cheques will be reported in full at the next parish council meeting</u> and are:</p> <p>a) 215572 – R. Keillar – Clerk Salary (July) b) 215573 – R. Keillar – Travel expenses (July) c) 21557*– Grass-cutting (July) d) 21557*– reserve as a contingency, to be used if required.</p>	
11.	<p><u>TO CONSIDER ITEMS FOR INCLUSION ON THE WEB SITE AND FACEBOOK.</u> The following was agreed:- Details of the two vacancies for co-option at the next meeting.</p>	Cllr Newton
12.	<p><u>TO RECEIVE ANY UPDATES REGARDING THE FOOTPATH FROM FENTON TO LITTLE LONDON PARK</u> Cllr. Oldfield reported that he had received a letter of reply from Mr Paul Little, LCCHighways. The petition had been received and would be reported at the Planning and Regulations Committee on 4th July. A report received from Cllr Ingamells stated that he had been in contact with MP Edward Leigh's PA for an appointment to discuss the</p>	Cllr Ingamells

	missing footpath.	
13.	<p><u>TO RECEIVE ANY UPDATES ON THE FOOTPATH BETWEEN TORKSEY LOCK & LITTLE LONDON</u></p> <p>In response to PC email of 4/7/16, email dated 13/7/16 received from LCC Highways North stated, in summary, that the condition of the footpaths would be inspected however as they were not obstructed they could take no action. It was suggested that the PC attempt to contact and express its concerns to the landowner who is responsible for the dyke maintenance. The natural fall of debris from trees is not cleared – only essential work on trees is undertaken and an inspection would be carried out. . It was agreed to attempt to contact the landowner at which point correspondence will be sent requesting assistance in the appropriate disposal of waste material.</p>	All Clerk
14.	<p><u>TO RECEIVE ANY UPDATES ON THE PROPOSAL TO HOLD A VILLAGE FETE.</u></p> <p>Cllr Ingamells will report back after meeting with WLDC with the proposal and seek their guidance. He would email councillors with the outcome. (reference meeting 9 June item 24/2016/15)</p>	Cllr Ingamells
15.	<p><u>TO CONSIDER ACTIONS REGARDING THE SPEED LIMIT THROUGH TORKSEY LOCK TO FENTON.</u></p> <p>Regarding the letter sent to LCC Highways North on 20/4/16 on this subject, further emails were sent to them on 5/7/16 and 13/7/16 requesting a response. A reply was received from LCC Highways by email on 14 July 2016. In summary the reply says that lack of resources prevents LCC Highways from answering the matters raised in our letter of 20/4/16 as well as other restrictions placed on them preventing addressing certain traffic related issues. They suggested that if more signs were required these could be provided at the parish's expense subject to approval of design/location by LCC Highways.</p>	
16.	<p><u>PLANNING MATTERS</u></p> <p>I. Planning Application ref 134553 - expansion of the fishing lake facility on the A156 opposite Little London Park, main building incorporating a club house, tackle shop, shop, restaurant etc and 37 accommodation huts of 2 different sizes, extensive car parking and landscaping. It was proposed by Cllr Newton, seconded by Cllr Oldfield and it was unanimously RESOLVED to submit comments to WLDC.</p> <p>II. Planning Application ref 134599 - 40 Lincoln Road Fenton Lincoln LN1 2EP - to vary condition 4 of planning permission 133055 granted 30 July 2015-revised plans with amended appearance, size, scale and position of plot 4. No comments</p>	Clerk

17.	<u>ANY URGENT ITEMS FOR DISCUSSION</u> No urgent items had been notified	
18.	<u>TO RECEIVE ANY UPDATES ON THE S106 AGREEMENT FOR THE PLAY AREA</u> Cllr Newton – Chairman – reported: WLDC completed their response to the formal complaint in email dated 20 June 2016. 4 of the 5 items in the complaint were upheld. Significantly, WLDC admitted that it had “failed to ensure that the obligations on the other signatory within the agreement have been adhered to.” In a further email dated 12 July 2016, WLDC is asking “what the Parish Council would see as a satisfactory resolution in regards to this?” Following discussion it was proposed by Cllr Newton, seconded by Cllr Oldfield and unanimously RESOLVED to: I. hold a public meeting on Thursday 8 th September, at 6pm to engage the public in the discussions regarding a possible satisfactory outcome. II. Draft a letter advertising the meeting to distribute to all households and the meeting will be advertised on the Facebook page and village notice boards. III. Inform WLDC that the parish council wish to consult the public and will revert after this has taken place.	Chairman/ Clerk Chairman
19.	<u>DATE OF NEXT MEETING</u> The next meeting of Fenton and Torksey Lock parish council will take place on Thursday 8 th September – 7pm – Kettlethorpe Village Hall	
	There being no further business the Chairman closed the meeting at 8.50pm	

CHAIRMAN.....G. NEWTON.....DATE.....8 SEPTEMBER 2016.....

Fenton & Torksey Lock Parish Council
List of Correspondence
Period from 10 June 2016 to 14 July 2016

Note that all parish councillors have access to the Parish Council email account. Incoming/outgoing emails will generally not all be listed here.

Only those items requiring parish council attention or of particular interest to the parish will be included.

All non-electronic correspondence will be included.

Incoming

10/6/16	Email from Fred Carr-Smith – resignation from Fenton and Torksey Lock parish council
13/6/16	Email from Mrs Sue Ricketts – forwarding letter from Mr F Carr-Smith
13/6/16	Email from Autela, Richard Corden – payroll process June 2016
13/6/16	Email from Cllr Willcock – explanation of amendment to item 18/2016/14/ii and re-confirmation of Financial statement of accounts.
13/6/16	Email from Autela, Richard Corden – invoice for services
14/6/16	Letter from LCCHighways, Mr Paul Little – confirmed receipt of Footpath petition
16/6/16	Letter from Kettlethorpe Village Hall, Mrs Ann Close – thanks for donation of £50 (minute 18/2016/ii/c)
20/6/16	Email from WLDC, Andy Gray – Stage 2 formal complaint
20/6/16	Email from LACL, Lindsey Westman - Lincolnshire Police report
5/7/16	Email from WLDC, Donna Davis – condition of footpath through Torksey Lock
20/7/16	Email from WLDC, Susan Norman – advance notice of Consultation on the Scheme for a Mayoral Combined Authority for Greater Lincolnshire
21/6/16	Email from WLDC, Emma Brooks – invitation to attend planning committee session re APPLICATION REFERENCE NO: 134115
21/6/16	Email from LALC Trisha Carter – Stage 2 formal complaint – enquiry re legal guidance
27/6/16	Email from WLDC, Susan Norman – launch of Consultation on the Scheme for a Mayoral Combined Authority for Greater Lincolnshire
27/6/16	Email from Autela, Richard Corden – provision of pension responsibilities explanation
28/6/16	Email from LALC, Trisha Carter – Stage 2 formal complaint – legal guidance from NALC
29/6/16	Letter from WLDC, Celia Chapman - no call for election following the resignation M. Sharp
29/6/16	Email from WLDC, Andy Gray – Stage 2 formal complaint
29/6/16	Email from WLDC, Andy Gray – Stage 2 formal complaint
29/6/16	Email from WLDC, Daniel Evans – planning application ref 134599
29/6/16	Email from Cllr Willcock – confirmation of Legal Expenses cover
30/6/16	Email from WLDC, Daniel Evans - planning application ref 134553
30/6/16	Email from WLDC, Russell Clarkson - planning application ref 134115 – decision
30/6/16	Email from WLDC, Angela Richardson - planning application ref 134115 - decision
4/7/16	Email from Saxilby Police - Crime Report for 30-MAY through 30-JUN
8/7/16	Letter from WLDC, no call for election following the resignation of Fred Carr-Smith
11/7/16	Email from WLDC, Susan Norman – LCC County News Survey
12/7/16	Email from WLDC, Andy Gray - Stage 2 formal complaint
14/7/16	Email from LCCHighways, Donna Davis – Speed Limits in the parish

Outgoing

13/6/16 Email to Fred Carr-Smith – acknowledging receipt of resignation
13/6/16 Email to WLDC, Celia Chapman – resignation of Fred Carr-Smith
13/6/16 Email re LALC training courses
17/6/16 Email to Autela, Richard Corden – request for pension responsibilities explanation
21/6/16 Email to LALC, Trisha Carter - Stage 2 formal complaint legal guidance request
27/6/16 Email to WLDC, Andy Gray - Stage 2 formal complaint
27/6/16 Email to Autela, Richard Corden – request for pension responsibilities explanation
29/6/16 Email to WLDC, Andy Gray - Stage 2 formal complaint
5/7/16 Email to WLDC, Donna Davis - condition of footpath through Torksey Lock
5/7/16 Email to WLDC, Donna Davis – request for answer to letter from PC dated 20 April 2016 regarding Speed Limits in the parish.
12/7/16 Email from Chairman - Stage 2 formal complaint and legal implications
13/7/16 Email to WLDC, Donna Davis - request for answer to letter from PC dated 20 April 2016 regarding Speed Limits in the parish.