

	<b>MINUTES OF THE PARISH COUNCIL MEETING OF FENTON &amp; TORKSEY LOCK PARISH COUNCIL Held on 9<sup>th</sup> June 2016, 7pm at Kettlethorpe Village Hall</b>	ACTION
	PRESENT: Cllr G Newton (Chair), Cllr N Ingamells (Vice Chair), Cllr K Oldfield, Cllr T Horwood, Cllr F Carr-Smith, Ruth Keillar (Clerk)	
1.	<u>TO RECEIVE APOLOGIES AND REASON FOR ABSENCE</u> Apologies were received from Cllr J Willcock, reason accepted.	
2.	<u>TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA</u> Cllr Ingamells declared an interest in the Childrens Play Area – agenda item 12	
3.	<u>TO RESOLVE TO SUSPEND THE MEETING TO ALLOW NO MORE THAN 15 MINUTES OF PUBLIC FORUM</u> No public were present	
4.	<u>PREVIOUS MEETING NOTES</u> It was agreed that the entry on page 18/2016 following item IIc) regarding receipt of a cheque for £25 for allotment rent, be deleted in its entirety. Following this amendment, initialled by the Chair, it was proposed by Cllr Ingamells, seconded by Cllr Horwood and it was unanimously RESOLVED that the notes from the meeting held on 12 <sup>th</sup> May 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 1-5-16 to 29-5-16 has been received and noted.	
6.	<u>CHAIRMAN'S REPORT FOR INFORMATION ONLY</u> Mick Sharp's resignation email was received on 27 May 2016 and accepted. Notices of a Vacancy in Office of Councillor have been received and posted, effective from 7 June 2016. If no request for an election is received by 27 June 2016 the vacancy will be filled by co-option	
7.	<u>CLERK'S REPORT FOR INFORMATION ONLY</u> Notification of the EU Referendum has been received from WLDC and has been displayed from 1 <sup>st</sup> June 2016	
8.	<u>COUNCILLORS' REPORT FOR INFORMATION ONLY</u> Cllr Oldfield tabled a poster regarding public consultation in respect of a proposal to open a post office in Torksey at St Peters Church. It was agreed that this be distributed to PC members and posted on noticeboards.	Cllr. Newton
9.	<u>CORRESPONDENCE</u> A list of correspondence covering the period from 13 May to 9 June is attached.	
10.	<u>FINANCIAL MATTERS</u> I. To approve the statement of accounts and bank reconciliations to date. It was reported that there was currently £7,030.87 held in the deposit account. The current account balance was £6225.46	

	<p>There is 1 un-presented cheque, 215562 – R Marsh – grass-cutting (April) £50.00.</p> <p>It was proposed by Cllr Ingamells, seconded by Cllr Oldfield and it was unanimously RESOLVED to approve the statement of accounts and bank reconciliation.</p> <p>II. To approve Accounts for payment.</p> <p>It was proposed by Cllr Ingamells, seconded by Cllr Oldfield and it was unanimously RESOLVED to approve the following accounts for payment:</p> <ul style="list-style-type: none"> <li>a) 215564 – R. Keillar – Clerk Salary (May) £82.88</li> <li>b) 215565 – R. Keillar – Travel expenses and stamps £26.82</li> <li>c) 215566 – Sign Workshop – Refurbish sign at Torksey Lock – £38.40</li> <li>d) 215567 – R Marsh – Grass-cutting (May) £50.00</li> </ul> <p>It was reported that a cheque for £25 received from Tony Longmate as allotment rent from April 2016 to March 2017, had been paid into the current account, receipt reference 500020.</p>	
11.	<p><b><u>ARRANGEMENTS FOR STORAGE OF 'FENTON FIELDS' NOTICE BOARD</u></b></p> <p>The Clerk reported that a letter of thanks had been sent to Mr. J. Mannion for the storage of the notice board. Reference was made to the water damage and broken lock which took place before delivery to Mr Mannion. It was proposed by Cllr Horwood, seconded by Cllr Newton and it was unanimously RESOLVED that this notice board be used as a replacement for an existing board should this become necessary and that this item be removed from the agenda for the time being.</p>	
	<p><b>At this point it was agreed to defer item 12 to the end of the meeting to allow Cllr Ingamells to remain at the meeting until then.</b></p>	
13.	<p><b><u>TO CONSIDER FURTHER ACTIONS REGARDING THE FOOTPATH FROM FENTON TO LITTLE LONDON PARK</u></b></p> <p>Cllr. Oldfield reported that he had organised a petition in the Torksey Lock area and sent this to LCC Highways North. Copy of covering letter received. Cllr Oldfield to provide a copy of the petition if still available.</p> <p>The previously agreed action plan remains in place and actions will be coordinated by Cllr. Ingamells.</p>	<p>Cllr. Oldfield</p> <p>Cllr Ingamells</p>
14.	<p><b><u>TO CONSIDER THE CONDITION OF THE FOOTPATH BETWEEN TORKSEY LOCK &amp; LITTLE LONDON</u></b></p> <p>Concerns had been expressed by Cllr. Oldfield regarding the above. Cllr. Newton followed this up by walking the route and taking photographs which he emailed on 30 May to Cllr Oldfield to identify the particular problems.</p> <p>After discussion it was agreed that the Clerk would write to Highways</p>	

	with these concerns requesting that an inspection be carried out.	Clerk
15.	<p><u>TO DISCUSS PRESENTATION FROM CLLR CARR-SMITH REGARDING HOLDING A VILLAGE FETE.</u></p> <p>Cllr. Carr-Smith had distributed a proposal document for a Village Fete to all councillors on 31 May for discussion at this meeting. The chairman had circulated 2 guidance documents to aid councillors in their consideration of the proposal.</p> <p>After lengthy discussion and frank exchange of views, Cllr Ingamells offered to approach WLDC with the proposal and seek their guidance. He would email councillors with the outcome. This was agreed by the meeting as an acceptable way forward.</p>	Cllr Ingamells
16.	<p><u>TO CONSIDER ACTIONS REGARDING THE SPEED LIMIT THROUGH TORKSEY LOCK TO FENTON.</u></p> <p>The Clerk reported an email had been sent to LCC Highways that a response had not been received to the letter sent to them on 20-4-16 regarding Speed Limits in the Parish of Fenton &amp; Torksey Lock. This would be followed up prior to the next meeting.</p>	Clerk
17.	<p><u>TO CONSIDER THE CONTENT OF A PROPOSED QUESTIONNAIRE</u></p> <p>After discussion it was agreed that Cllr. Ingamells would design a questionnaire for consideration at the next meeting</p>	Cllr Ingamells.
18.	<p><u>TO CONSIDER ITEMS FOR INCLUSION ON THE WEB SITE AND FACEBOOK.</u></p> <p>The following was agreed:-</p> <p>Meeting notes and agendas to be posted on Facebook.</p> <p>S106 Agreement to go on Website and be available via a link on Facebook.</p> <p>Poster for proposed new post office in Torksey to go on both.</p>	Cllrs Newton & Ingamells
19.	<p><u>LALC NEWS – TO CONSIDER TRAINING COURSES AND ANNUAL TRAINING SCHEME COSTS.</u></p> <p>It was agreed that the latest course calendar from LALC News would be distributed for councillors to consider which courses they may wish to attend. The council will then consider whether the annual training scheme cost would be cost effective.</p>	Cllr. Newton
20.	<p><u>PLANNING MATTERS</u></p> <p>It was agreed that future planning applications received would be added to Facebook with a link to the WLDC planning Portal where planning application documents can be viewed.</p>	Cllr. Newton
	<b>At this point Cllr Ingamells left the meeting</b>	
12.	<p><u>TO RECEIVE ANY UPDATES ON THE S106 AGREEMENT FOR THE PLAY AREA</u></p> <p>Cllr Newton – Chairman – reported:</p> <ul style="list-style-type: none"> <li>- Email from WLDC, Andy Gray, on 19 May which advised that he is the single point contact with regard to the complaint and undertook to respond by 2 June.</li> <li>- Email from WLDC, Andy Gray, on 2 June advising still waiting for legal input and will advise response timescale once this is available.</li> <li>- Email from WLDC , Andy Gray, on 2 June advising that legal input</li> </ul>	All

	<p>is nearly finalised and should be available early in w/c 6/6/16 enabling him to respond to the complaint.</p> <ul style="list-style-type: none"> <li>- Email from WLDC , Andy Gray, on 8 June raising 3 questions. Reply by email on 9 June – not possible to answer questions 2 &amp; 3 as not relevant to response to complaint.</li> <li>- Email from WLDC , Andy Gray, on 9 June with partial response to complaint. Balance of response to be submitted by 20 June.</li> </ul>	
21.	<p><u>ANY URGENT ITEMS FOR DISCUSSION</u>  <u>No urgent items had been notified</u></p>	
22.	<p><u>DATE OF NEXT MEETING</u>  The next meeting of Fenton and Torksey Lock parish council will take place on Thursday 14 July – 7pm – Kettlethorpe Village Hall</p>	
	<p>There being no further business the Chairman closed the meeting at 9.05pm</p>	

CHAIRMAN.....G. NEWTON.....DATE.....14 JULY 2016.....

Fenton & Torksey Lock Parish Council  
 List of Correspondence  
 Period from 13 May 2016 to 9 June 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

- 13/5/16 - Email from LCC Highways North - debris on footpaths.
- 16/5/16 - Email from LCC Highways North - debris on footpaths.
- 18/5/16 – Email from WLDC, Lyn Marlow – Stage 2 Formal complaint.
- 19/5/16– Email from WLDC, Andy Gray – Stage 2 Formal complaint.
- 19/5/16– Email from WLDC, Andy Gray – Stage 2 Formal complaint.
- 22/5/16 – Email from Autela, Richard Corden - Payroll process May 2016.
- 23/5/16 – Email from LALC, Lindsey Westman – NALC/SLCC Salary Scales 2016-2018.
- 27/5/16 – Email from LCC – Notice of Adoption, Lincolnshire Minerals & Waste Local Plan.
- 27/5/16 – Email from Michael Sharp – Resignation from post of Coucillor for the parish.
- 30/5/16 – Email from Saxilby Police – Crime Report 1/5/16 to 29/5/16
- 31/5/16 – Email from LALC, Lindsey Westman - Training events covering PREVENT duty guidance as part of the Counter-Terrorism and Security Act 2015 and EMERGENCY PLANNING.
- 2/6/16– Email from WLDC, Andy Gray – Stage 2 Formal complaint.
- 2/6/16– Email from WLDC, Andy Gray – Stage 2 Formal complaint.
- 8/6/16 – Email from LCC – Changes to street lighting Transformation Project.
- 8/6/16 – Email from WLDC, Andy Gray – Stage 2 Formal complaint.
- 8/6/16– Email from WLDC, Andy Gray – Stage 2 Formal complaint.
- 9/6/16– Email from WLDC, Andy Gray – Stage 2 Formal complaint.

Outgoing

- 13/5/16 - Email to LCC Highways North - debris on footpaths.
- 19/5/16– Email to WLDC, Andy Gray– Stage 2 Formal complaint.
- 27/5/16 – Email to Michael Sharp, acknowledging receipt of resignation.
- 30/5/16 – Letter from Cllr. K. Oldfield to LCC Highways North – Petition regarding “Lost Footpath”
- 30/5/16 – Letter of thanks to Mr. J. Mannion – Storage of “Fenton Fields” Noticeboard.
- 2/6/16 – Email to WLDC, Andy Gray– Stage 2 Formal complaint.
- 3/6/16 - Email from Clerk to LCC Highways – No response to letter from PC dated 20 April 2016 regarding Speed Limits in the parish.
- 8/6/16 – Email to WLDC, Andy Gray– Stage 2 Formal complaint.
- 8/6/16 – Email to WLDC, Andy Gray– Stage 2 Formal complaint.
- 9/6/16 – Email to WLDC, Andy Gray– Stage 2 Formal complaint.