

## FOSTON PARISH COUNCIL

Minutes of the Annual Meeting of Foston Parish Council held on Tuesday 16th March 2021 at 19:30 via MS Teams

**Present:** Cllrs Christina Lees, Tracey Gardner, Claude Preira, David Guy, Richard Litchfield, John Munro.  
J Stanley – Clerk to Council

**Public Forum** – No members of the public present, no matters discussed.

### Council Session

#### 2021040-To elect a Chairman of Council

It was Resolved: That Cllr Christina Lees be elected Chairman of Foston Parish Council for 2021-2022. Unanimous.

#### 2021041-To decide when the Chairman's declaration of acceptance of office shall be received

It was Resolved: The declaration of acceptance of office will be signed away from the meeting and sent to the clerk by post. Unanimous.

#### 2021042 - Apologies and reasons for absence (To receive and resolve reasons for absence in accordance with the requirement of the Local Government Act 1972)

It was Resolved: That apologies for absence be accepted from County Councillor Alexander Maughan and District Councillor Paul Wood. Unanimous.

#### 2021043-To receive Disclosable Pecuniary Interests in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 – Nil

#### 2021044-To confirm the minutes of the Parish Council meeting held on 16th March 2021 –

It was Resolved: That the minutes of the Parish Council meeting held on the 16th March 2021 be approved and signed by the Chairman as a correct record. Unanimous.

#### 2021045 - To consider the review and adoption of revised Standing Orders.

It was Resolved: That revised Standing Orders v1.0 be adopted by Council Unanimous.

#### 2021046 - To consider the review and adoption of revised financial regulations.

It was Resolved: That revised Financial Regulations v1.0 be adopted by Council Unanimous.

#### 2021047 - To review inventory of land and other assets

It was Resolved: That the review of the asset register was completed and accepted Unanimous.

#### 2021048 - To review and confirm arrangements for insurance cover in respect of all insurable risks

It was Resolved: That the following review of the insured risks the speed indication device be added to the insured assets and that no other amendments were required. Unanimous.

#### 2021048 - To resolve to appoint Parish Council representatives / roles:

It was Resolved: That Council make the following appointments for 2021/2022 Unanimous.

Internal Auditor – Mr Patrick Traynor	Village Hall – Cllr Claude Preira
Neighbourhood Watch – Cllr Christina Lees	Police - Cllr Claude Preira
Planning – Cllr Tracey Gardner, Cllr Richard Litchfield	Roads and Footpaths - Cllr Christina Lees
Playing Field – Cllr Emma Marshall, Cllr John Munro	Foston Neighbours - Cllr Christina Lees
Facebook – Cllr Richard Litchfield	Conservation Group – Cllr David Guy

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Speed Indication Device Coordinator - Cllr Richard Litchfield	
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**2021049 - To consider and confirm arrangements for the review of:**

- a. Council's and/or staff subscriptions to other bodies
- b. Council's complaints procedure
- c. Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation
- d. Council's policy for dealing with the press/media
- e. Council's employment policies and procedures.
- f. Council's expenditure incurred under s.137 of the Local Government Act 1972

*Council noted a report from the clerk outlining a timetable covering each item.*

**2021050 - To consider the time and place of ordinary meetings of the Council for 2021/2022**

It was Resolved: That ordinary Council meetings for 2021/2022 take place at Foston Village Hall on the following dates: 6<sup>th</sup> Jul 2021, 7<sup>th</sup> Sep 2021, 2<sup>nd</sup> Nov 2021, 4<sup>th</sup> Jan 2022, 1st Mar 2022, 3<sup>rd</sup> May 2022 (Annual Council) 22<sup>nd</sup> Apr 2022 – Annual Parish Meeting

Unanimous.

**2021051 - To receive an update regarding interactive speed signs and locations with the Parish.**

Councillors noted a report from Cllr Litchfield on early results from the device and a location timetable  
It was Resolved: That Cllr Litchfield purchase a padlock for the speed device on behalf of Council

Unanimous.

**2021052 - To receive details of a complaint made by residents of Main Street to Environmental Health**

It was Resolved: That SKDC Planning, and Environmental Health Departments be requested to further investigate complaints made by residents of Main Street, Cllr Gardner to draft the request.

Unanimous.

**2021053 - To consider details of complaints regarding the number of HGV's travelling through the village to the farm on Fallow Lane.**

It was Resolved: The SKDC Planning Enforcement Officer be requested to visit the farm on Fallow Lane to ensure that appropriate planning permission is in place for the commercial operations taking place given the increase in HGV's travelling through the village and the condition of the road surface.

Unanimous.

**2021054 - To consider correspondence regarding potential reroute of public footpath Fost/1/1**

It was Resolved: The correspondent be directed to LCC for further information, Foston Parish Council would not support the request to reroute the footpath.

Unanimous.

**2021055 - To consider correspondence from Lincolnshire Lowland Search and Rescue and potential donation**

It was Resolved: That a donation of £20 be made to Lincolnshire Lowland Search and Rescue

Unanimous.

**2021056 - To consider correspondence regarding damage to a wall on Tow Lane.**

It was Resolved: That the correspondence received be passed to LCC Highways for advice

Unanimous.

**2021057 - To consider Foston Playing Field**

- a. To receive an update regarding permissive access to Foston Playing Field - *Ongoing*
- b. To consider a quotation for fencing at Foston Playing Field - *Further prices for installation are required*

**2021058 - To receive a report from Cllr Gardner regarding potential CCTV in Foston**

No further progress at present due to current restrictions

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### 2021059 - To receive and consider a report from Cllr Gardner on Planning Matters

- a. S21/0004 - Wayside Main Street Foston NG32 2JU
- b. S21/0366 - Foston Lodge Newark Hill Foston NG32 2LQ
- c. S20/2189 - Springbank Chapel Lane Foston NG32 2JZ - Decision Notice
- d. S21/0368 - The Bungalow Church Street Foston NG32 2LG - Decision Notice
- e. S21/0103 - Brayside House Newark Hill Foston Lincolnshire NG32 2LF - Decision Notice
- f. S20/1582 - Meadow View Church Street Foston NG32 2LG - Decision Notice
- g. S21/0366 - Foston Lodge Newark Hill Foston NG32 2LQ - Decision Notice

### 2021060 - To consider Financial Matters

- a. To receive the Clerks report on payments made between meetings - The following payments have been made between meetings

Payment Date	Chq No / DDR	Payee	Details	TOTAL COST
26/03/2021	DDR	Talk Talk	Village Hall Broadband	£34.74
24/04/2021	DDR	Talk Talk	Village Hall Broadband	£34.74

- b. To review and consider accounts for payment.

It was Resolved: That Council approve payment of the following items Unanimous.

Payment Date	Chq No / DDR	Payee	Details	TOTAL COST
04/05/2021	BACS	Parks and Pitches	Grass Cutting	£120.00
04/05/2021	BACS	Vision ICT	Website Hosting	£270.00
04/05/2021	BACS	LALC	Subscriptions	£162.58
04/05/2021	BACS	<i>Redacted</i>	Reimbursement	£86.34
04/05/2021	BACS	HMRC	P1 PAYE Deductions	£78.00
04/05/2021	BACS	<i>Redacted</i>	Salary, Expenses	£363.49
04/05/2021	BACS	Came and Company	Insurance Premium	£410.80

- c. To review income and expenditure to 30<sup>th</sup> April 2021 – *Review completed and noted no concerns*
- d. To review bank account reconciliations to 5<sup>th</sup> April 2021  
It was Resolved: That the bank account reconciliation for 5<sup>th</sup> April 2021 be approved Unanimous
- e. To receive a report regarding the status of the Borrowing Approval Application – *Noted*

**2021061** - To receive and consider reports from County and District Councillors' – *A written report from Cllr Alexander Maughan was noted, no matters for discussion.*

**Date and time of next Parish Council Meeting Tuesday 6<sup>th</sup> July 2021 at 7.30pm in Foston Village Hall**

## FOSTON PARISH COUNCIL

There being no further business the meeting closed at 20:57

Signed

Chairman

DRAFT