

FOSTON PARISH COUNCIL

Minutes of the Annual Meeting of Foston Parish Council held on Tuesday 26th May 2020 at 19:30 remotely via Zoom

Present: Cllrs Christina Lees, Tracey Gardner, Emma Marshall, Claude Preira, John Munro, David Guy, Richard Litchfield, County Councillor Alexander Maughan. 1 Member of the Public
J Stanley – Clerk to Council

Public Forum – Problems at the Ford on Fallow Lane were discussed; the matter is for Police to deal with and Police presence has been noted. The importance of reporting every incident at the time of the incident was stressed with both anti-social behaviour and speeding traffic to be reported.

Council Session

2020044- Election of Chairman— It was proposed, seconded and

Resolved: - that Cllr Christina Lees be elected Chairman of Foston Parish Council for the civic year 2020-21

Unanimous

2020045 Apologies for Absence – Nil

2020046 - To receive Disclosable Pecuniary Interests in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 – Nil

2020047- To confirm the minutes of the Parish Council meeting held on 3rd March 2020 - It was proposed, seconded and

Resolved: - that the minutes of the Parish Council meeting held on the 3rd March 2020 be approved and signed by the Chairman as a correct record.

Unanimous.

2020048 - To resolve to appoint Parish council representatives / roles: It was proposed, seconded and

Resolved: - that the following representative and role appointments be made by Foston Parish Council for civic year 2020/2021.

Unanimous.

Internal auditor – Mr Patrick Traynor
Planning - Cllr Gardner
Playing Field – Cllr Marshall
Police - Cllr Preira

Village Hall Representative - Cllr Preira
Roads and Footpaths - Cllr Lees
Conservation group - Cllr Guy and Cllr Munro
Facebook Page - Cllr Litchfield

Neighbourhood Watch information will be circulated by Cllr Lees via the web site and newsletter

2020049 – To note and approve resolutions approved by email due to the Parish Council being unable to meet due to Coronavirus – The following resolutions were passed via email correspondence on 31st March 2020, details of the resolutions passed was posted on the Parish Council website for information.

The following resolutions were circulated by email on 31st March 2020, approval emails were received by Cllrs Gardner, Guy, Marshall and Munro. Subsequent legislation came into law on 4th April 2020 remote meeting and therefore resolutions no longer permitted to be approved email as per LALC.

RESOLUTIONS TO BE APPROVED BY EMAIL DUE TO THE PARISH COUNCIL BEING UNABLE TO MEET DUE
CORONAVIRUS

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RESOLUTION 1. SAFETY STATEMENT - MEETINGS

That the Parish Council recognises and agrees that no business, meeting, service provision or service delivery of the Authority is of any importance above that of public and personal safety. As such all scheduled public meetings will be cancelled for an initial 4-month period (or as circumstances dictate).

RESOLUTION 2. SUSPENSION OF STANDING ORDERS / FINANCIAL REGULATIONS

That the Parish Council gives delegated authority to the Clerk to: suspend any relevant Standing Order or Financial Regulation as necessary to ensure the smooth running and operation (wherever possible) of the Parish Council for a period of no longer than 4 months (or as circumstances dictate), with the Parish Clerk to compile and maintain a list of such suspensions and reasons which will be to be presented to a future meeting of the Council.

RESOLUTION 3. ANNUAL COUNCIL MEETING / ANNUAL PARISH MEETING

That as the cancellation of meetings has a direct impact on the Annual Meeting of the Parish Council (scheduled for 5 May 2020), the roles of Chairman will remain the same until a suitable and safe public meeting is called and held.

Where any cancellation of meetings has a direct impact on the holding of the Annual Parish Meeting, the Parish Council will hold such meeting at a future date.

It is noted that whilst the above decisions are contrary to existing legislation (as of 16th March 2020) the Parish Council has made these decisions in order to place public safety at the forefront.

RESOLUTION 4. ORDERS FOR PAYMENT

That the Clerk emails information regarding all orders for payment to Councillors. Councillors are to confirm by email that they agree to the payments. The cheques will be signed by those elected Members with delegated responsibility for the authorising and signing of payments.

These measures are put in place with robust transparency processes to ensure effective business continuation and to minimise impact on local service delivery and local business with ratification by the Parish Council to be made at the earliest and safest opportunity.

2020050 - To consider the report of the Internal Auditor for the financial year ended 31st March 2020 It was proposed, seconded and

Resolved: - that the report of the Internal Auditor, Mr Patrick Traynor, for the financial year ended 31st March 20120 following review be accepted by Council. No action required on the report. Unanimous.

It was proposed, seconded and

Resolved: that a token of appreciation be purchased for Mr Traynor as a thank you for his assistance with the accounts to a value of £20-£24, Cllr Lees to arrange. Unanimous

2020051 - To consider Parish Council Accounts for the financial year ended 31st March 2020 - It was proposed, seconded and

Resolved: that the Accounts for the financial year ended 31st March 2020, be approved, accepted and signed by the Chairman. Unanimous.

2020052- To consider approval of the 2019/2020 Annual Return Certificate of Exemption - It was proposed, seconded and

Resolved: that the Annual Return Certificate of Exemption of the Annual Return for the financial year ended 31st March 2019, be approved, accepted and signed by the Chairman. Unanimous.

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2020053 - To consider approval of the 2019/2020 Annual Return – Annual Governance Statement - It was proposed, seconded and

Resolved: that the Annual Governance Statement of the Annual Return for the financial year ended 31st March 2020, be approved, accepted and signed by the Chairman. Unanimous.

2020054 - To consider approval of the 2019/2020 Annual Return – Accounting Statements - It was proposed, seconded and

Resolved: that the Accounting Statement of the Annual Return for the financial year ended 31st March 2020, be approved, accepted and signed by the Chairman. Unanimous

2020055 - To review the schedule of insurance and confirm arrangements for 2020/2021 renewal of policy - It was proposed, seconded and

Resolved: that following review the current levels of insurance cover are sufficient, no changes are to be made and the insurance policy be renewed with Pen under the 3-year long term agreement option. Unanimous

2020056 - To receive a report on a meeting between Foston Parish Council and 1st Foston Scout Group and to resolve actions required to provide a community building to replace Gorrie Hall. – The Clerk gave a verbal report on 2 meetings held between representatives of 1st Foston Scout Group and the Parish Council to review the reports produced by Focus. In order to proceed further planning application advice would be required from SKDC, - It was proposed, seconded and

Resolved: that the Parish Council fund the cost of the submission of a pre-planning application to SKDC, costs involved would be application fee and costs of any required drawings. 6 Votes for the Proposal, 1 Vote against

2020057 – To consider quotations received for signs for location in the Parish regarding dogs and at the Playing Field regarding use of the MUGA

It was proposed, seconded and

Resolved: - that one A2 sized sign be purchased from Signs Express for mounting at the MUGA, wording as per agreed at a previous meeting. Unanimous.

It was proposed, seconded and

Resolved: - that five A4 sized signs dogs on leads signs be purchased from Signs Express for mounting in the village as per quotation reviewed. Unanimous.

Further discussion on dog fouling would be held at a future meeting, any problems with dog fouling including witness reports should be made to SKDC to enable enforcement action to be considered. Reports can be made online at <http://www.southkesteven.gov.uk/index.aspx?articleid=11226>

2020058 - To receive and consider a report from Cllr Marshall regarding the playing field and MUGA

a. To consider grass cutting - It was proposed, seconded and

Resolved: - that Cllr Lees be reimbursed the sum of £20.98 for the purchase of flowers for Mr and Mrs Baggaley as a thank you for help in cutting the playing field grass. Unanimous.

b. To consider the locking of the MUGA - It was proposed, seconded and

Resolved: - that the MUGA remains locked and the playground closed until Government advice suggests it is safe to re-open. Unanimous.

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2020059 - To consider Foston Community Aid Network

- a) To receive and note a report on decisions made under delegated powers between meetings – A report was given on the actions taken in respect of the creation for the Foston Community Aid Network which included; Community Network was decided to launch, mobile phone contract be purchased to enable direct contact with residents , application for grant of £150 submitted to LCC County Councillor Fund and supply of gloves, masks and anti-bac gel ordered from ESPO using grant from LCC
- b) To receive a report on Grant funds received and to consider how to utilise the funds for the benefit of Foston residents. – A total of £350 in grants has been received from LCC County Councillor Fund and Long Bennington Charities. A and supply of gloves, masks and anti-bac gel ordered from ESPO using grant from LCC, further consideration of how to spend remaining grant monies to be made at a future meeting.

2020060 - To consider Financial Matters

- a. To receive the Clerks report on payments made between meetings

The Clerk reported on the following payments that were made between meetings for items due

Payment Date	Chq No / DDR	Payee	Details	TOTAL COST
26/03/2020	DDR	Talk Talk	Village Hall Wifi	£32.34
28/04/2020	DDR	Talk Talk	Village Hall Wifi	£32.34
24/05/2020	DDR	Talk Talk	Village Hall Wifi	£32.34

- b. To review and consider accounts for payment - It was proposed, seconded and

Resolved: That payment of the accounts be approved by Council

Unanimous.

Payment Date	Chq No / DDR	Payee	Details	TOTAL COST
26/05/2020	BACS	LALC	Subscription	£ 162.34
26/05/2020	BACS	Vision ICT	Web Site Hosting	£ 270.00
26/05/2020	BACS	ALS Environmental Limited.	Water Samples	£ 174.00
26/05/2020	BACS	Focus Consultants 2010 LLP	Gorrie Hall Consultancy	£ 2,520.00
26/05/2020	BACS	HMRC Cumbernauld	PAYE	£ 75.80
26/05/2020	BACS	Glendale Countryside	Grass Cutting	£ 38.52
26/05/2020	BACS	J E Stanley	Salary, Reimbursement	£ 399.45
26/05/2020	BACS	Cllr T Gardner	Reimbursement	£ 19.98
26/05/2020	BACS	Came and Company	Insurance Premium	£ 400.29
26/05/2020	BACS	Cllr C Lees	Reimbursement	£ 20.98

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- c. To review and consider payment of Parish Council Grants to Community Organisations for 2020/2021 as agreed at Precept setting – 7th January 2020 - It was proposed, seconded and Resolved: That payment of Parish Council Grants be approved by Council. Unanimous.

Payment Date	Chq No / DDR	Payee	Details	TOTAL COST
26/05/2020	BACS	St Peters Church - Foston	Parish Council Grant	£ 500.00
26/05/2020	BACS	Saxonwell Group Parish News	Parish Council Grant	£ 50.00
26/05/2020	BACS	Foston Village Hall	Parish Council Grant	£ 900.00
26/05/2020	BACS	1st Foston Scout Group	Parish Council Grant	£ 100.00
26/05/2020	BACS	Grantham Girl Guides	Parish Council Grant	£ 100.00
26/05/2020	BACS	Foston Conservation Group	Parish Council Grant	£ 50.00

- d. To review budget, income and expenditure to 26th May 2020 - Councillors reviewed and noted the budget, income and expenditure to 26th May 2020, no action required

2020061 -To receive and consider reports from County and District Councillors’ – County Cllr Maughan gave a detailed report on current LCC activities including; response to the pandemic, re-opening of services, County Councillor Grant fund, PPE, Care Homes and Highways activities.

Date and time of next Parish Council Meeting Tuesday 7th July 2020 at 7.30pm

There being no further business the meeting closed at 21:25

Signed

Chairman