

FISKERTON PARISH COUNCIL

Chairman: Cllr Chris Darcel

Clerk: Mrs Michelle Vail

E: clerk@fiskerton-lincs.org.uk

Notice of Meeting

Following amended legislation allowing Council meetings to be held remotely in light of the Covid 19 situation; a remote meeting of Fiskerton Parish Council will be held on **Monday 27 April, 2020 at 7:30pm** at which the business listed in the agenda below will be transacted. The time between 7.30pm and 7.45 pm may be given over to a public session if required, but if no members of the public wish to speak, the meeting will start at 7.30pm.

What to do to access this meeting:

• Visit www.zoom.us/join

• Enter the **meeting ID** which is: **729 2557 8976**

• You may be prompted to enter a **password** which is: **Odkx52**

Michelle Vail Clerk/RFO: Fiskerton Parish Council

Agenda

- 1) Open session – suspension of standing orders for 15 minutes
- 2) Apologies for absence
- 3) Declaration of interests
- 4) Chairman's Comments
- 5) To note current position regarding co-opting to councillor vacancy
- 6) Resolve to formally ratify **en-bloc** as follows; Covid 19 Contingency Planning decisions as originally agreed by e-mail before amended legislation allowed for meetings to be held remotely:
 - RESOLVED to agree that, as public and personal safety is paramount above all parish council business, that the council meets remotely until such time as normal meetings can resume; and that all scheduled public meetings be cancelled
 - RESOLVED to agree to undertake essential parish council business only to the usual monthly schedule.
 - agree to postpone the Annual Parish Meeting (held between 1st March and 1st June); and the Annual Meeting (held in May) should the risk of a public meeting become too high
 - To note that, to minimise disruption to service provision and ensure business continuity, as per adopted Financial Regulations, the clerk has delegated powers to authorise expenditure on behalf of the council up to a limit of £1000; in conjunction with the chair and vice chair.
 - In cases of extreme risk to the delivery of council services, the clerk has delegated powers to authorise expenditure on behalf of the council up to a limit of £1000; and shall report this to the chairman as soon as possible and to the council as soon as practicable thereafter:

- To keep elected members (via email/telephone calls) and members of the public (via the Parish Council website and notice boards (where/when relevant and practicable) updated.

7) To resolve to formally ratify **en-bloc** as follows; the following decisions as approved by councillors by e-mail from 16th – 31st March 2020 due to the parish council being unable to meet due to Covid 19 and before amended legislation allowed for meetings to be held remotely:

- RESOLVED to pay for village planters at a cost of £207.00
- RESOLVED to accept contractor's quote for Grass cutting contract at £2928 + VAT
- RESOLVED to agree LALC Annual Membership fees of £290.44
- RESOLVED to approve clerk writing to Morris Holmes re concerns about PLIC on Holmfield Estate
- RESOLVED to agree that, subject to someone producing such a document, a set of instructions for residents and with a few helpful tips and local telephone numbers to aid residents during Covid 19; can be displayed on the noticeboard and website
- RESOLVED to agree proposal to have a simple fact sheet to include in the actual Neighbourhood Plan document; and the full version of Cllr Walker's report as a supplementary document on the website for anyone who wishes to explore the details further.
- RESOLVED to agree that the clerk writes to the enforcement officer regarding containers on the airfield
- RESOLVED to agree that the clerk writes to the Village Hall Committee to advise them of the removal of the caveat of not on "consecutive days" on traders operating from the village hall car park
- RESOLVED to approve suggestion that clerk pursues funding streams for village hall roof
- RESOLVED to approve the proposal that the clerk circulates a sample contract of employment
- RESOLVED that the clerk orders a 4-month trial version of Sage for £3.65 per month, then after at £12 per month.

8) Accounts:

- A. Accounts reconciliation
- B. Approval of accounts for payment:

- Clerk's wages – March 2020 -----£302.40
- PAYE - March 2020 ----- £75.60
- Clerk's expenses -----£61.13
(Stationery - £15.55; Stamps - £7.32; Signed for postage - £2.26;
Home office expenses 1) March 2020 - £18.00; and 2) April 2020 - £18.00)
- SAGE payroll – March 2020 -----£7.00 + £1.40 VAT (Total £8.40)
- TSO Host – website ----- £17.88 + £3.58 VAT (Total £21.46)
- Stumpbeaver -----£65.00

9) To review asset register

10) Correspondence

- A) From resident re. speeding lorries:
- B) Any response from Morris Homes re PLIC on the 2 open spaces (Homefield estate) (*Note: no response to date*)
- C) Any response from WLDC Enforcement Officer re containers on the airfield (*Note: no response to date*)

11) Neighbourhood Plan: Update (Cllr Walker). Analysis of returns.

12) To consider Planning group membership is changed to include all members

- 13) Update on 1) current website and 2) new LCC website (clerk)
- 14) Church Clock Repairs: (Cllr Wall)
- 15) Update on School/ road sign artwork (Cllr Walker)
- 16) Update on 30mph repeater signs (Cllr Walker)
- 17) Update on Active 30 mph sign (Cllr Walker)
- 18) Update on funding streams for VH roof and whether to approach architects (clerk)
- 19) LCC Road Repairs Log Update (Cllr Walker)
- 20) Reported to LCC: bridge requiring repair on Nelson Road – River Witham footpath
- 21) Note that tree stump in village hall car park has been removed
- 22) To consider joining LALC Training Scheme at £120 now LALC are beginning to run some courses remotely
- 23) To approve payment of Langley Solicitors invoice at £815.00 + 163.00 (Total £978)
- 24) FIT meter reading
- 25) To give initial consideration to ideas to celebrate end of Covid 19 lockdown
- 26) Setting dates for future meetings; including consideration for more frequent remote meetings during Covid 19 situation; and agreeing any required expenditure on the Zoom package
- 27) To receive observations of the District and County Councillors.
- 28) Matters for inclusion on next agenda
- 29) To resolve to move into Closed Session as the following items contain information of a confidential nature:
 - A) Clerk's contract of employment
 - B) Mobile phone for clerk to conduct Council business:
 - C) Accounts programme - update
 - D) to review the situation regards the solar panels on the Scout Hut. (Cllr Darcel)
 - E) To consider Standing orders, Financial Regulations, Code of Conduct and Good Councillors Guide

Mrs Michelle Vail
Clerk/RFO to Fiskerton Parish Council

Dated 21.04.20