

# FISKERTON PARISH COUNCIL

Chairman: Cllr Chris Darcel

Clerk: Mrs Michelle Vail

E: [clerk@fiskerton-lincs.org.uk](mailto: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 11 May, 2020 at 7:30pm** using Zoom online video conferencing.

If you wish to attend this meeting:

- a) E-mail the chairman, Cllr Chris Darcel, via [chris.darcel1@gmail.com](mailto:chris.darcel1@gmail.com), **no later than noon on Monday 11<sup>th</sup> May**, and he will send you a link to access this meeting; as well as a User ID and password
- b) Ensure that you have registered with Zoom at <https://zoom.us> and have the software/app downloaded onto your computer, iPad or phone
- c) Shortly before the meeting begins, join the meeting by clicking on the link within the e-mail received from Cllr Darcel. If prompted to do so, enter the User ID and password also provided by Cllr Darcel

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.

**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) To approve the notes of the remote meeting held on 27/4/20 as a true record
- 5) Chairman's Comments
- 6) To consider ways of advertising to fill the vacancy of councillor; and resolve to approve any associated expenditure
- 7) To note the council approved Zoom discounted package deal has expired; and resolve on whether to purchase a Zoom package via LALC at £7.99 per month; or to continue with the free Zoom sessions
- 8) Accounts:

A. To resolve to approve the following accounts for payment:

	Accounts to be passed for payment	
A	Clerk's wages – April 2020	329.72
B	PAYE – April 2020	50.80
C	Glendale – grasscutting April 2020	216.00
D	SAGE Payroll – April 2020	8.40
E	SAGE Accounting software trial period	3.65
	<b>Total to be paid</b>	<b>608.57</b>

B. To receive update on query that the Lark Energy Grant of £2280 thought to be incorrect

C. To note Hodgson Trust income

- 9) To resolve on internal auditor arrangements and approve associated expenditure (clerk)
- 10) To resolve that the Authorised Signatories in the current bank mandate, for the bank accounts of Fiskerton Parish Council (as detailed in section 1.3 of the Natwest Universal Mandate form), be changed in accordance with the completed Authorised Signatories

section of the same Universal Mandate form (namely: to remove as authorised signatories Cllr Wendy Adams and the previous clerk, Mr S Hall; and to add in the new clerk, Mrs Michelle Vail).

- 11) To receive update and consider arrangements for moving forward with the questionnaire results and the Neighbourhood Plan (Cllr Harrison)
- 12) Website accessibility compliancy – to consider a proposal that, as it will most likely be Cllr Walker who makes any changes to the website to comply with the accessibility regulations, it would be better for another councillor to be nominated to audit the website against the regulations to detail where the council currently falls short
- 13) To approve final draft letter to Morris Holmes re concerns about PLIC on Holmfield Estate
- 14) To note any response from WLDC enforcement officer regarding containers on the airfield (clerk)
- 15) Update on Church Clock Repairs, and consider any actions required: (Cllr Wall)
- 16) Update on School/ road sign artwork (Cllr Walker)
- 17) Village Hall Deeds: to consider a proposal to acknowledge the seven points set out in an email from Cllr Walker on 4 May 2020 and for the clerk to write to the Village Hall Management Committee stating the Council's acknowledgment and offering support in amending the governing document if requested.
- 18) Village Hall roof repair – to receive update on advice from roofing company; and consider proposal that one of the Councillors takes the lead with this project. (Cllr Walker)
- 19) Fix My Street App - to receive update on the trial and consider next steps to expend its use (Cllr Walker)
- 20) To give initial consideration to ideas to celebrate end of Covid 19 lockdown
- 21) To consider a suggestion that a financial limit is set in respect of parish council expenditure on the Christmas tree this year (suggested £100 - £150)
- 22) To consider revised contract between the Village Hall Committee and the council, which will also need approval from the Village Hall Committee (Cllr Walker, Cllr Wall)
- 23) Accounting Package trial – to approve Cllr Walker providing a better Excel accounts package than the one currently used to aid the side by side trial of both packages (Cllr Walker)
- 24) To consider a request from an allotment user to keep bees on the allotments (Cllr Walker)
- 25) Village Footpaths – to consider that a farmer recently ploughed the footpaths whilst ploughing the fields; and; consider a proposal that a councillor takes the lead on a footpaths project, to include the paths in the village, regeneration of Mucky Lane and pushes for link paths to Reephams and Cherry Willingham.
- 26) Setting dates for future meetings: to consider a proposal to schedule future meetings for the first Monday of every month for the rest of this year (Cllr Walker).
- 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) To consider final draft of Clerk's job description (Cllr Darcel)

B) to review the situation regards the solar panels on the Scout Hut; and consider two proposals received:

- i. to approve letter to the scouts (Cllr Darcel)
- ii. to consider a proposal to send the draft Lark Energy Community Fund policy document to the Fiskerton Scouts and the Village Hall Committee to review and for the Council to support Cllr Walker to continue his investigations into the unpaid revenue from the Scout hut panels (Cllr Walker)

C) To undertake a review to ensure that this council is fully compliant with its standing orders, code of conduct; and model financial regulations; and also works in accordance with the Good Councillors Guide