

FISKERTON-CUM-MORTON PARISH COUNCIL

MINUTES OF THE VIRTUAL FULL COUNCIL MEETING HELD 26TH APRIL 2021

The meeting was recorded

Cllrs. R.Lancaster, H.Gibbins, A.Price, & J.Larwood, B.Magrath, S.Holloway ,& L.Moakes
Also in attendance Clerk L.Holland

1. **Minute Silence as mark of respect following death of HRH Prince Philip Duke of Edinburgh.** A minute silence was held as a mark respect of death of **HRH Prince Philip Duke of Edinburgh.**
2. **Apologies – acceptance and approval.** (noting Chairman confirmed Cllr. R.Blaney had given his apologies for March meeting, however, the message was not picked up until after the meeting.)
Cllr. R.Blaney’s apologies were acknowledged 15th March 2021 meeting.
Cllr. S.Holloway would leave meeting at 8pm due to prior commitments.
Accepted & approved.
3. **Declarations of interest.** – nothing to report.
4. **Minutes of the meeting held 15th March 2021.**
Minutes of the meeting held 15th March 2021 were approved & signed.
5. **Clerk’s update:**
 - Update on Fisherman Car Park signs overnight parking prevention & parking restrictions now in situ. – the recently installed signs had been vandalised & pulled down in both Fisherman’s car park & Riverside car park in 2 separate incidents. Agreed no further action at this stage; however; Clerk to inform both NCC & N&SDC of the incidents.
6. **To review on going response to coronavirus –**
 - current guidelines & next major change from 17th May.
7. **To Reports from Parish, District & County Councillors.** **By prior email**
Nothing to report.
8. **Questions from members of the Public.**
None present.
9. **Planning Applications –**
01. To consider new planning applications. (if any)

Planning Reference	Address	Details	FcM decision
21/00543/HOUSE	The Hawthornes, Claypit Lane, Fiskerton	Propose single storey front, side & rear ext.	6 For; 1 abstention Support providing no adverse effect on neighbour re privacy; daylight/sunlight

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02. To note Newark & Sherwood Decisions. (if any)

Planning Reference	Address	Details	N & S D C Decision
21/00556/TWCA	Ebenezer House, Main Street, Fiskerton	Various tree works	No objection
21/00385/S73	The Lavender Garden, Claypit Lane, Fiskerton	Variation of conditions etc.	Granted Section 73 application

03. To note appeals and consider responses.

Appeal re Stonewold successful 26th April 2021 refer to N & S D C website for further details.

10. To approve:

- **Payments (Refer to appendix 'A' for payments) - £1056.34**
- **budget monitoring & bank reconciliation as at 31st March 2021**
YTD Payments £17,451.16; Receipts £16,445.08; Balance £69,646.14
- **To note problem with HMRC Basic Tools system whereby June monthly submission went through successfully doesn't reflect in individual employees figures thus P60 information incorrect. Clerk has identified that there are 2 entries for same employee, one of these shows just June 2020 salary & 2 P60s generated for same person. Both entries agree with total paid to Clerk. Clerk has written to HMRC sending various reports from HMRC Basic Tools programme hence £2.69 postage.**

All above financial elements approved noting these figures form basis of Annual Return (AGAR)

11. To approve risk management policy. – reviewed February 2021.**12. To approve 20202021 asset register – approved noting memorial seat in Morton added for notional value of £1 due to it being funded by public fundraising.**

Asset register total £128,145.

13. Annual Governance Annual Return (AGAR ETC.)

13.1 Approval of annual governance statement.

Approved annual governance statement.

13.2 Approval of annual return noting internal audit report.

Approved AGAR noting Internal Audit Report and there were no matters arising or recommendations.

13.3 Approve Chairman & Clerk to sign Annual Return.

Approved Chairman & Clerk to sign AGAR.

13.4 To approve Exemption Certificate.

Approved Exemption Certificate noting inspection period.

14. Appointment of Internal Auditor for 20212022 – Approved appointment of Barrie Woodcock as Internal Auditor for next 2 years.

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15. To consider future PC meetings after May 7th when virtual meetings no longer legal.

- Annual Parish meeting including approval of report – **approved date of 4th May 2021 at 7pm. Draft Annual report was considered & amended.** Clerk & Chair to finalise & publish.
- Statutory Annual meeting ie. Appointment of Chairman etc.- **approved date of 4th May 2021 at 7.30pm**
- Consultation in support of remote meetings in the future. Noting Clerk already responded in support as individual. – Court ruling awaited in relation to virtual meetings currently only approved up to 6th May 2021. Councillors were divided as to whether meetings should revert back to face to face or mixed format of meetings. No formal vote taken.
- **Future meetings would be on third Monday of month with exception of April 2022 due to Easter therefore approved 25th April 2022 for meeting. Clerk to provide list of meeting dates for May 2021 meeting.**

16. To consider implications of “ARC4 District Wide Housing Need Survey”.

Councillors to read the document , which contained a lot of detail, at their leisure in order it can be referred to as & when necessary.

17. To receive update on Welcome Pack

Agreed not to provide maps of footpaths etc. but refer to relevant maps which are currently available on line etc.

Generic “Parish Card” to show picturesque photo on front & small run initially around 50 number subject to cost. Cllr. AP to source.

Welcome Pack – The Moon had offered to provide a voucher for inclusion in the pack; include information re “Yellow Map” of area, which can be purchased from Minster Shop, and shows footpaths etc.

Cllr. RL to enquire at the Bromley re possibility of any support.

QR code to be created with link to footpaths.

Cllr. BM offered to produce draft Welcome Pack after taking photos of area over next couple of weeks. Other Councillors would also provide photos.

The pack to be printed on good quality “parchment” paper rather than ordinary plain white paper in order for it to be seen as a good quality document.

18. Update from Cllrs. JL & SH on actions arising from Annual Play Area Inspection report.

Cllr. JL had sourced wood for repairs to the rocking horse & would carry out necessary remedial works.

19. To consider suggestions for use of unexpected income £4,253.24

Agreed to undertake major public consultation once COVID regulations end in June via Facebook, posters, online media, online survey, community events etc.

20. To consider ownership of Riverside car park.

Agreed Parish Council did not want to take on full responsibility due to unknown possible financial implications.

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21. Update on location of interactive speed sign on Station Road.

Site had been agreed by all parties & would hopefully be in place in June 2021.

22. To confirm support towards SGA application to Football Foundation

Approved support in principle but with no financial liability

23. Flood management & response in the Parish –

- Update from Flood Wardens on next steps re flood prevention.
Cllr. HG reported that NCC/STW/TVIDB had all declined any assistance as it was responsibility of the riparian land owner with possibility of “Friends of Trent Lane” if owner wished to go down this route. Cllr. AP to speak to riparian landowner & Cllr. HG to liaise if a letter considered necessary.

24. To consider annual insurance renewal – undertaken at previous meeting & refer to payments for invoice.

25. General maintenance of the Parish –

- report from Councillor JL including update on kissing gates. – project ongoing.
- Footpaths update including revised map to incorporate FP30 Councillor BM – Updated map to be obtained & linked to website.
- Response by ST re need to reinstate damaged verge near Morton pumping station. – grass verges fall under NCC responsibility.

26. Correspondence for noting & agenda items for next meeting: (if any)

- Insp. Sutton’s replacement is Insp. Charlotte Allardice
- VIA EM – roadworks (if any)
Temp. road closure - 12.05.21 09:30 – 15:30 Main Street , Morton
Temp. road closure - 25.05.21 08:00 – 27.05.21 17:00 Middle Lane, Morton
- N & S D C – Public consultation re Planning application check lists. – ended 12th April 2021.
- Enquiry via website re grass on VG & suggestion Councillors should check on irresponsible dog owners who don’t clean up after their dogs.
- 5th July 2021 – NHS, Social Care & Frontline Workers Day
- N & S D C – support for volunteer litter pickers by offering to supply a recycled litter bin at a suitable location. Possible locations Church Hall & ARC.
- NCC WW2 RoH – refer to Jo Blaney
- NCC Notts. Minerals Local Plan adopted.
- N & S D C Community, Arts & Active Grant application closing date 14th May 2021.
- NottsALC – Open Spaces Society – “Grant a green article” local councils to voluntary register land which they own to give local people rights of recreation & protect it from development

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27. Date of next meeting

4th MAY 2021 – 7pm Annual Parish Meeting – via “Zoom” virtual meet

**4th May 2021 – 7.30pm Statutory Annual Parish Council Meeting – via “Zoom”
virtual meet**

PRIVATE & CONFIDENTIAL MATTERS

- Staffing matters – To consider & approve implications of Jury Service
- Approved Clerk to be paid as normal

SIGNED

DATE.....

APPENDIX 'A'**Payments for authorising 26th April 2021**

PAYEE	DETAILS	PAYMENT DETAILS	£
1.L.Holland	Apr. Salary, home allwce.	Online	245.81
2.HMRC	Apr. tax deductions	Online	54.00
3. British Gas	VG meter	DD	8.09
4. Came & Company	Annual insurance	Online	614.5
5. B.Woodcock	Internal Auditor	Online	131.25
6. L.Holland	Expenses - postage	Online	2.69
TOTAL			1056.34