

Fulstow Parish Council Minutes

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Annual Meeting Of The Parish Council

Location: Fulstow Village Hall

Date: 9th May 2024

Time: 7pm

In attendance: Cllr Flinn, Cllr Guilliat, Cllr Larder, Cllr Lawson, Cllr Mann, Cllr Pike and District Cllr E Mossop

Minutes taken by Clerk & RFO M Lawson

1. Election of a chair – The Council elected Cllr N Larder as Chair of Fulstow Parish Council. A Declaration Of Acceptance Of Office was duly signed
2. Election of vice chair - The Council elected Cllr R Lawson as Vice Chair of Fulstow Parish Council. A Declaration Of Acceptance Of Office was duly signed.
3. Apologies for absence were received from County Councillor Hall
4. Declaration of personal/prejudicial interest - A declaration of interest in Agenda item 7, Co-option of 1 parish councillor was made by Cllr Pike. As her son was an applicant for the Councillor vacancy she would take no part in the vote and would leave the meeting when discussions and voting took place.
5. *Public Participation - To allow 15 minutes, if required, for questions from members of the public at the discretion of the Chair. Each speaker is allowed to speak for no more than 3 minutes*
6. *End of Public participation*
7. Co-option of 1 parish councillor – The Chair asked the applicants to introduce themselves and gave a brief talk as to what they believed they could offer the Parish Council. The applicants and Cllr Pike left the meeting. The remaining Councillors discussed the applications and an anonymous vote took place. When the vote had been counted, the applicants and Cllr Pike returned, the Chair thanked the applicants and informed them Steven Rack had been selected as the new Councillor. The 3 unsuccessful applicants left the meeting.
8. The minutes from the 14th March and 18th April were accepted as a true record and duly signed by the Chair
9. Matters arising including updates on the following action points
 - I. Update by the Clerk regarding the council using .gov.uk email addresses – The Council unanimously agreed to using .gov.uk email addresses and chose Net Nerd as the preferred Government approved registrar to supply and host. Clerk to organise.
10. Financial update from the Clerk & RFO
 - I. To review the end of year Parish Council Accounts – The Council reviewed and approved the end of 2023-24 financial accounts. Clerk to publish on website
 - II. To review Audit & AGAR – The Council reviewed and approved the 2023-24 AGAR and internal Audit report. All documents were duly signed by the Chair and Responsible Finance Officer. RFO to send all relevant documentation to the external auditors and also publish the 'NOTICE OF PUBLIC RIGHTS

AND PUBLICATION OF ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN' and all relevant financial documents on the Parish council website within the regulated dates.

- III. To review Bullgrass charity end of year accounts – The Council reviewed and approved the Bullgrass Charities 2023-24 financial report. Cllr Pike requested discussion for a grant/donation to the newly formed Fulstow Junior football club be placed on the agenda for the next meeting.
11. Request from the clerk for approval to join LALC's yearly training scheme - The Council approved the request to join LALC's annual training scheme at a cost of £132. Clerk to organise.
 12. Grass cutting contract – The clerk advised that due to sudden ill health the current contractor would not be able to carry out the grass cutting this year. He had recommended another company who may be able to step in at short notice. The Clerk & RFO had arranged to meet the recommended contractor to discuss the grass cutting the following day.
 13. Planning - Erection of 1no. pair of semi-detached bungalows each with a detached garage. LOCATION: LAND NORTH OF SPRING ROSE HOUSE, CHURCHTHORPE, FULSTOW, LOUTH, LN11 0XL - The Clerk advised that planning permission for this application had been refused.
 14. Removal of AOB agenda Item – The Clerk advised that AOB was now not allowed to be used on Parish Councils agendas. Any items which would have been noted in AOB would have to be carried forward to the next meeting and placed on the agenda for full discussion.
 15. Date of next meeting - Thursday, 13th June 2024 @ 7pm. Requests for items to be placed on the agenda for the next meeting to the clerk by Wednesday 5th June 2024.

Action Points

- Clerk & RFO to contact Net Nerd to organise .gov.uk email addresses
- Cllr Rack to complete new Councillor paperwork
- Clerk & RFO to email relevant documentation and information to Cllr Rack
- Clerk to publish end of year financial records on Parish Council website
- Clerk & RFO to submit documentation to the external auditors
- Clerk & RFO to publish the 'NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN' and all relevant financial documents on the Parish council website.
- Clerk to complete documentation and payment for LALC training schemes
- Clerk to meet possible new contractor for parish grass cutting

Requested agenda items for next meeting

- Cllr Pike - Grant/donation to the newly formed Fulstow Junior Football Club