

Fulstow Parish Council Minutes

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Location: Fulstow Village Hall

Date: 1st August 2024

Time: 7pm

In attendance: Cllr Larder, Cllr Guillatt, Cllr Mann, Cllr Rack & Cllr Mossop

Minutes taken by Clerk & RFO M Lawson

1. Apologies for absence from Cllr Lawson & Cllr Pike were received and accepted by the council. Cllr Flinn was absent with no apologies received.
2. Declaration of personal/prejudicial interest – None were received
3. *Public participation* - No members of the public present
4. *Public participation ends*
5. Approval of draft Minutes from the meeting held on
 - a. 13th June 2024 were accepted as a true record and duly signed by the Chairman
 - b. 14th July 2024 (extraordinary meeting) were accepted as a true record and duly signed by the Chairman
6. Matters arising including updates from the following action points
Meeting 13th June 2024
 - a. Clerk to Insure the new memorial – Memorial insured for 2024 at no extra cost
 - b. Clerk to contact grass cutting contractor re quote for wildflower bed – Contacted but no quote received as yet
 - c. Clerk to contact grass cutting contractor re quote for tree lopping – Quote for £125 +VAT received. Contractor has been requested to go ahead
 - d. Clerk to obtain quotes for felling tree on Cassbrooke Drive – The trees are the responsibility of ELDC who have advised they cannot be felled
 - e. Clerk to advise villager regarding grass cutting complain – Villager has been informed that PC are waiting on information on grass cutting responsibilities from LCC. PC agreed to cut grass as a one off if the matter is not resolved by the next time the grass is cut.
 - f. Clerk to put Fix My Street info on website & Facebook - Completed
 - g. Clerk to inform Mr S Woodcock decision on donation to St Lawrence's Church Development Project - CompletedMeeting 14th July 2024 (Extraordinary meeting re grass cutting)
 - a. Clerk to talk to resident regarding grass cutting responsibilities – Clerk has spoken to the lady to explain it is not the responsibility of the PC to cut the area in question. The villager will arrange grass cutting at her own cost
 - b. Clerk to contact LCC re highways grass cutting agreement – Informed LCC to go ahead with the scheme and ask for confirmation that we can leave at any time. No response received.
7. Update on parish councils .gov.uk emails – The Domain is now all set up and councillors should have received email addresses and passwords from the clerk. Clerk requested that any councillors who have not already done so, confirm by email they can access the new email system. Once all councillors are set up we will start using the new email addresses. Any problems with this please contact the clerk.

8. Bullgrass

I. To discuss the operation of the Bullgrass Charity and the named trustees - The Clerk explained that it had been argued by Cllr Pike that the parish council were not responsible for the Bullgrass Charity and that all councillors should not be trustees. The Clerk explained the following points

- a. Finance and returns are completed by the parish clerk
- b. The Bullgrass bank account are in the parish councils name and so operated by the council.
- c. The financial regulations adopted by the council stated all parish councillors were trustees of the charity.
- d. The Clerk shared the original documents from the Charity commission (1969) which states 'The Parish Council of Fulstow shall be the Trustees of the Charity'

Councillors unanimously agreed that the parish council run the Bullgrass Charity and all sitting parish councillors would be named trustees. Trusteeship will be revoked on resignation/retirement from the parish council.

II. Individual Charity Commission Accounts – The Clerk explained that the Charity commission website had changed to a new system approximately 18 months ago. This required trustees to set up an individual account to enable them to access the Charity online. All named trustees have received emails to enable them to complete this. As yet not all councillors had set up these accounts. Any problems please ask the clerk for assistance.

9. Councillor pre-read responsibilities – The chair made clear to councillors that due to comments re the Bullgrass Charity at the last meeting, councillors have a responsibility to read all pre-read information provided. This is to enable meetings to be more efficient

10. Finance

- I. Update on the parish council's finance – The report from the clerk & RFO showed that councils finances met with the projected targets for 2024-2025. Councillors reviewed and accepted the financial report.
- II. Update on expenditure since last meeting - The councillors noted and approved the following payments.

1.	03/06/2024	Grove Wold	Tree Loping	£150.00
2.	28/06/2024	Grove Wold	Grass Cutting	£120.00
3.	22/07/2024	Village Hall	Room Hire	£105.00
4.	01 & 27/07/24	Payroll	Payroll	£478.40

11. JPAG Practitioners Guide 2024 - To adopt the new Practitioners Guide 2024 – The council reviewed the changes and adopted the JPAG Practitioners Guide 2024

12. Communications received since last meeting

- I. After the clerk posted a road closure notice on FB, an email was received from a resident asking if the PC had queried with Anglian Water, the need for yet another full road closure on Main Street. The road closure was for LCC Highways to complete a survey of the damage caused by badgers on Mill Way, not Anglian Water or Main street. The villager acknowledged their mistake later. The Clerk advised she had contacted Anglian Water re road closures in the village. They had informed her that as the village was a farming village, with tractors, combines, HGV's etc travelling through narrower than standard width lanes, full road closures were necessary for the safety of their workmen. The Council agreed this was an acceptable reason.

- II. The council had received a letter regarding placing a parcel collection point in the village – after discussing the request the councillors unanimously voted not to have a parcel collection point.
- III. Cllr Mossop reported he had had 2 residents contacting him regarding the following
 - a. The state of the road along Bridge Lane – Cllr Mossop had reported the issue on Fix My Street. After investigation by LCC they determined 'Whilst the road has deteriorated it does not yet require further action and is adequate for the amount and type of traffic it is intended for'
 - b. He had been contacted by a resident regarding delivery confusion between two similar addresses in the village: 2 The Meadows, Northway, Fulstow, LN11 0XH and 2 Northway, Fulstow, LN11 0XH. The PC did not think they could do anything to help with this issue but the clerk would look into the matter.
- 13. Requests for items to be placed on the agenda for the next meeting to the clerk by noon on Thursday 5th September
- 14. Date of next meeting 12th September 2024

Action Points

- a. Councillors who have not already done so to confirm by email they can access the new email system.
- b. Councillors who have not already done so to set up their own Charity Commission accounts
- c. Clerk to look into The Meadows / 2 Northway address problems