

# Fulstow Parish Council Minutes

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Location: Fulstow Village Hall

Date: 23rd January 2025

Time: 7pm

In attendance: Cllr Flinn, Cllr Guilliat, Cllr Larder, Cllr Lawson, Cllr Mann, Cllr Rack

Minutes taken by Clerk & RFO M Lawson

1. Councillors to elect a new Chair – Cllr Guilliat was duly elected as the new Chair of Fulstow Parish Council
2. Election of Vice Chair – Cllr Lawson was duly re elected as the vice Chair of Fulstow Parish Council
3. New chair and vice chair to sign declaration of office - Cllr Guilliat and Cllr Lawson signed their Declaration of Office documents, witnessed by the Clerk / Proper Officer
4. Apologies for absence from Cllr Pike were received and accepted by the council. Cllr Hall and Cllr Mossop advised that due to a conflict with another meeting they may not be able to attend.
5. Declaration of personal/prejudicial interest - No personal or prejudicial interests were declared
6. *Public participation - No members of the public attended*
7. *Public participation ends*
8. Approval of draft minutes from the meeting held on 5<sup>th</sup> December 2025 were accepted as a true record and duly signed by the Chair
9. Updates from the action points from 5<sup>th</sup> December 2025
  - I. Clerk to request a price from Gladstone Gateway for a village sign – The Clerk informed the Council that due to a high workload, she had been unable to obtain a quote. To be carried forward to next meeting
  - II. Clerk to complete survey for ELDC - The Clerk confirmed the survey was completed.
  - III. Cllr hall to provide any updates on signage for the village – Due to Cllr Hall's absence, the discussion on a resident's request for a TRO outside Fulstow School was deferred to a future meeting.
10. To review and set the precept for 2025 – 26 - The Council reviewed and unanimously approved an increase in the precept to £4,700. For a Band D property, this represents an increase of approximately 5.86%, equivalent to £1.17. The Clerk was tasked with completing the precept documentation and submitting it to Corporate Finance.
11. Grass Cutting Tender – Changes to the grass cutting tender documentation were reviewed and approved for publication. The Clerk was asked to forward the tender to interested parties and publish it on the Parish Council website.
12. Cllr Hall - To discuss a request from a resident for a Traffic Regulation Order (TRO) outside of Fulstow School – Cllr Hall was absent due to a scheduling conflict with another meeting. The discussion on this matter was deferred to a future meeting
13. Cllr Mossop – To discuss a complaint he has received regarding lorries accessing the Chicken Farm via the village & Churchthorpe - Cllr Mossop was absent due to a scheduling conflict with another meeting. The discussion on this matter was deferred to a future meeting
14. Cllr Pike – To discuss. Anglian Water - Repair & reinstatement after works on Mill Way which has since started to subside - Cllr Pike was not in attendance but the Council noted that the area in question had been fenced off, possibly due to further works being completed. Clerk to check progress on works .

15. To discuss the clerks working hours & times - Due to an increasing workload, the Council agreed to increase the Clerk's working hours by 2 hours per week.
16. Communications received since last meeting
  - I. NHT Public Representative Survey 2024 - The Councillors requested the clerk complete the Public Representative Survey
17. Requests for agenda items to the Clerk by noon on Monday, 17th February 2025.
18. Date of next meeting 27 February 2025

#### Action Points

- I. Clerk to request a price from Gladstone Gateway for a village sign
- II. Clerk to complete precept documentation and forward to corporate finance.
- III. Clerk to forward grass cutting tender to interested parties and publish on parish council website
- IV. Clerk to check progress on AW works.
- V. Clerk to complete the Public Representative Survey