

Fosdyke Parish Council Meeting Minutes

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Minutes of the Meeting of Fosdyke Parish Council

Meeting Details

- Date: November 4th, 2025
- Time: 7.30 PM
- Location: Fosdyke Village Hall

Attendees

- Councillor A Mowton (Chairman)
- Councillor M Houssain
- Councillor M Kilburn
- Councillor K Overell
- Councillor J Rushworth
- Courtney Glenn – Clerk, Maxine Warr – Clerk, Denis Glenn – Support Officer

Also Present

- 12 Members of the Public including Cllr J Cantwell

The meeting began with introductions from the Chair, including the new clerk, Maxine Warr. An explanation of where all fire exits and emergency exits are given.

PUBLIC FORUM

The public forum began with short presentation on the Fosdyke Skills Champions programme. This is run by Fosdyke Social Club and helps to get learning into local communities. The aim is to promote numeracy, literacy and digital skills for individuals. The objectives include shopping and banking online, digital workshops and digital literacy. There is also a village library run from the Church, on a weekly or monthly basis, dependent on demand. The digital skills programme is free of charge, apart from the consumables, and can be tailored to individual needs. There will be nothing too highbrow. The PC gave this their full support and suggested the group could approach the PC if they needed help in the future.

All other items mentioned were included on the agenda.
Public forum ended.

25/58 ELECTION OF CHAIRMAN

The incumbent Chairman explained that although it was unusual to have another election for Chairman mid year, he felt that it would be prudent to carry out the process once again, now the council had a full compliment.

Cllr Mowton was proposed by Cllr Kilburn, seconded by Cllr Houssain and approved unanimously.

RESOLVED: that, Cllr Mowton is elected as Chairman of Fosdyke Parish Council

25/59 ELECTION OF VICE CHAIRMAN

Two nominations were made for Vice Chairman. Cllr Rushworth was proposed and seconded but Cllr Overell did not receive a seconder. Cllr Rushworth was approved.

RESOLVED: that, Cllr Rushworth is elected as Vice Chairman of Fosdyke Parish Council.

25/60 APOLOGIES FOR ABSENCE

All councillors were present. LCllr Paul Lock hoped to attend but was held up at other meetings.

25/61 DECLARATION OF INTERESTS

Cllr Rushworth referred to his signed declaration.

Cllr Mowton declared a personal interest in any matters relating to allotments, as he is an allotment holder.

25/62 MINUTES

The minutes of the September 2nd were presented – Cllr M Houssain proposed, Cllr M Kilburn seconded and it was resolved by the Council that the Chairman sign them.

RESOLVED: that, the minutes of the meeting held on 2nd September are approved as a true record.

25/63 APPOINTMENT OF CLERK AND RFO

Following interviews held on 29th October, it was agreed to appoint Maxine Warr as Clerk and RFO. Proposed by Cllr Rushworth, seconded by Cllr Overell and approved unanimously.

RESOLVED: that, Maxine War is appointed as Clerk and RFO to Fosdyke Parish Council.

25/64 CLERKS REPORT

Miss Glenn said most of the items to report were on the agenda, but she had worked hard for a smooth handover and thanked the council for their support.

25/65 FINANCIAL MATTERS

It was reported that all the old bank signatories had been removed and the online access was now active. Miss Glenn was thanked for her persistence with this difficult process. Scribe – it was agreed that although Scribe has many benefits, the reporting system is too complex for a small parish council. It was agreed to end the subscription with Scribe and change to financial record keeping and reporting through Excel. This was proposed by Cllr Mowton, seconded by Cllr Houssain and unanimously agreed.

RESOLVED: that the contract with Scribe would be terminated.

25/66 CORRESPONDENCE

A list of correspondence was circulated and all items of note were on the agenda.

25/67 TO RECEIVE REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor J Cantwell gave a verbal update in regard to the local surrounding villages and what has been happening within the village and local groups. These included:

The Councillor grants had been well supported and £2,000 had been allocated, including awards to Fosdyke Village Hall and the Playing Field notice board.

The local government reorganisation was pressing forward but details were still unclear.

There will be a new timetable for the Councillor surgeries for 2026 coming out soon.

Cllr Cantwell has been appointed as vice chairman of the BBC Audit and Governance Committee. This is now a paid role, but Cllr Cantwell will be donating the annual allowance of £3200 to adult social care charities.

The Community and Governance Reviews are underway and Cllr Cantwell suggested this may be the time to approach the BC if more councillors are needed or for a discussion about the ownership of the graveyard.

25/68 ALLOTMENTS

This item had been deferred from last month.

Due to Cllr. A Mowton declared an interest as an allotment tenant, Cllr. A Mowton was not involved within the discussion.

The previous council had agreed a 20% increase in rent, effective from October 2026, but this was not enacted. There appeared to be some confusion with the land owner, as she thought the parish council wished to give up the allotment land and following the knowledge that this was not the case, there appeared to be the possibility of a rent rise. However, nothing has been received to suggest this is going to happen. A lengthy discussion took place and after advice from Mr Glenn regarding the financial position, it was agreed to rescind the previous agreement to increase the rent and reconsider this next October. This was proposed by Cllr Rushworth, seconded by Cllr Houssain and agreed unanimously.

It was also noted that Mr Newell had overpaid by 19p due to a discrepancy last year when he paid £10.31 less, this was due to confusion with the instalment payments of the drainage rates. This will be fully corrected this year.

RESOLVED: that, the decision made in September 2025, to raise the allotment rent, will be rescinded and any increase will be reconsidered in October 2026.

25/69 HIGHWAYS

LCC Paul Lock was unable to attend but it was reported that Mill Lane had become dangerous as the road had cracked and dropped. Miss Glenn had taken photos and reported the situation again.

Members of the Public spoke about Thompsons Lane and the need for support from the PC. This was unanimously given and it was agreed to strongly object to the closure on the grounds that this was unsafe for elderly residents as it would make parking impossible to access the river. This objection was proposed by Cllr Rushworth and seconded by Cllr Houssain.

RESOLVED: that, Fosdyke Parish Council would strongly object to the closure of Thompsons Lane, on the grounds that this would severely restrict amenity use for elderly residents.

A. Mowton

2.12.2025

The situation in Green Lane was discussed and members of the public reported that Fix My Street has classed this as 'no further action' but the large holes and lack of markers had made the area dangerous. LCC Lock will be contacted for assistance.

25/70 REMEMBRANCE SERVICES

The Remembrance Service will take place on 9th November at 10.45am. There will be two wreaths laid, one on the 9th and one on 11th at the Commonwealth War Grave in the cemetery at 11am. The PC will make a donation to the Royal British Legion, in lieu of the purchasing two wreaths.

25/71 CHRISTMAS LIGHTS /TREE

Cllr Houssain showed the meeting a photo of the proposed star for the Christmas tree. This will be a flat star, 1metre high on a telescopic pole, in a tradition warm white. The cost is £325 plus VAT and the Fosdyke Coffee Morning group have agreed to make a donation to cover the cost. The tree and lights will be erected on 22nd November at 8am. A discussion took place on a switch on event and it was agreed to speak to the Christmas Fair to see if the lights could be officially switched on at the end of the Fair.

RESOLVED: that, a warm white, 1m high, flat star would be purchased at a cost of £325 plus VAT.

25/72 QUICKLINE UPDATE

The roll out is progressing but the promised 'wrapping' of the box has not taken place and the suggestion of complimentary broadband for the Village Hall has also not been forthcoming. This will chased up.

25/73 OUTERDOWSING REPRESENTATIVE

Cllr Overell offered to be the representative, and this was agreed. It was also agreed to invite a member of the Outerdowsing group to a PC meeting to discuss residents' concerns. This was proposed by Cllr Mowton and seconded by Cllr Kilburn.

RESOLVED: that, a Cllr Overell is elected as the representative for FPC to the Outerdowsing Group. That, a member of Outerdowsing would be invited to a PC meeting to discuss concerns.

Before the meeting ended Mr Glenn was warmly thanked by the whole council for his support and wise counsel over the past few months. Miss Glenn was also warmly thanked for all her hard work, patience and understanding during a difficult time of transition. Miss Glenn will continue her role as admin.

NEXT MEETING - Tuesday 2nd December 2025 in Fosdyke Village Hall.

Meeting closed at 20:50.

Signed.....*A. Mowton*.....Date.....*2-12-2025*.....