

## **ELSWICK PARISH COUNCIL**

Minutes of the Annual Parish Council Meeting held on  
Thursday 27 May 2010 in Elswick and District Village Hall commencing at 8.15pm

**PRESENT:** Cllrs Rowe (Chair), Chedd, Taylor, Emmington, James, Molloy and Hayhurst. In attendance K Coleman (Clerk) and 9 members of the public.

### **1. 10/01 ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

**It was resolved - Chair: Cllr Chedd and Vice-Chair: Cllr Rowe. Acceptance of Office forms completed for the Clerk's retention.**

### **2. APOLOGIES FOR ABSENCE – Nil**

**3. DECLARATIONS OF INTEREST –** Cllr Chedd declared an interest in items 10 and 11(i), Cllr James declared an interest in item 11(i) and Cllr Rowe declared an interest in items 6(i)a and item 10 on the agenda.

**4. MINUTES –** the minutes of the Ordinary Meeting (04.05.10) were read, approved and signed as a correct record.

### **5. MATTERS ARISING**

**10/02 Great Eccleston Show** – The Council were informed that Elswick Historical Society would not be taking part in the show it was therefore proposed that the Parish Council use this event to update residents on the SHLAA, progress re the Skateboard Park and any other current events/issues.

**It was resolved to proceed as above.**

**10/03 Larbreck Park** – A letter had been received from FBC confirming that the Parish Council would not be charged for inspection/repair service and a reduction of the yearly fee would be given (£269.02). The letter also confirmed that the replacement of equipment would not be the responsibility of Fylde Council and further inspections and repair to be undertaken as a gesture of goodwill. Any major repairs or replacement of equipment etc would need to be considered by both parties at the time. It was proposed that the above be accepted and the refund be confirmed.

**It was resolved to proceed as proposed.**

**10/04 It was resolved to adjourn the meeting to allow members of the public to speak on the next item.**

### **6. LEISURE AND AMENITIES**

**10/05 Hiring of Village Hall for Cycling events** – members of the groups who currently hire the Village Hall for cycling events were in attendance and offered apologies for any recent problems. After a lengthy discussion it was proposed that another meeting be arranged and that the Police be invited to attend along with any concerned members of the public. It was also suggested that Treales, Roseacre and Wharles Parish Council be invited to attend.

**It was resolved that the Clerk arrange a further meeting.**

**10/06 It was resolved to reconvene the meeting.**

### **7. PLANNING**

#### **10/07 Items for Consideration**

a) 10/0310 Hassal House Farm, Lodge Lane, Elswick – Extension to existing agricultural livestock building

b) 10/0293 – 15 The Meadows, Elswick – Extension of front dormer and pitched roof over existing flat roof

c) 10/292 – 13 The Meadows, Elswick – Extension of front dormer and pitched roof over existing flat roof

**It was resolved that no observations were necessary on the above.**

#### **10/08 Items for Information**

a) 10/0123 Elswick Riding Centre, Bonds lane – Certificate of Lawfulness for existing use for siting of mobile home for occupation by employee of the riding centre – Granted.

## 8. FINANCE

### 10/09 Expenditure to be resolved

DATE	TO WHOM PAID	DETAILS OF PAYMENT	BUDGET HEADING	CHEQ NO.	NET PAYMENTS	VAT	TOTAL PAYMENTS
30/04/10	G Hall	Mowing (April)	Bowling Green	SO	£275.00		£275.00
12/05/10	British Gas	Electricity Charge	Utilities	DD	£64.22	£3.21	£67.43
27/05/10	A Atkinson	Salary - May	Amenity Cleansing/Salary	100308	£288.00		£288.00
27/05/10	K Coleman	Salary - May	General Admin/Salary	100309	£129.60		£129.60
27/05/10	G Thornley	Grass Cutting Leys Close	Area 2	100310	£47.92		£47.92
27/05/10	G Thornley	Grass Cutting Larbreck Ave, Football Pitch	Area 3	100310	£116.66		£116.66
27/05/10	Andrew Atkinson	Grass Cutting Village Hall, Roseacre	Area 1	100311	£250.00		£250.00
27/05/10	J Junk	Removal of Seed Drill	Amenity Cleansing	100312	£27.50		£27.50
27/05/10	K Coleman	Expenses	General Admin	100313	£42.49	£2.23	£44.72
27/05/10	Emmington Elect	Compactor Sacks	Amenity Cleansing	100314	£12.00	£1.80	£13.80
27/05/10	Emmington Elect	Compactor Sacks	Amenity Cleansing	100315	£24.00	£4.20	£28.20
27/05/10	Pete Marquis	Sweep of Village March	Amenity Cleansing	100316	£125.00	£21.88	£146.88
27/05/10	Pete Marquis	Sweep of Village May	Amenity Cleansing	100317	£125.00	£21.88	£146.88
27/05/10	Revenue and Customs	PAYE May		100318	£4.39		£4.39
27/05/10	A Atkinson	New Tyre - Whlbarrow	Amenity Cleansing	100319	£8.00	£1.40	£9.40
27/05/10	Russ Taylor	Repair to MUGA Fence	Maintenance	100320	£62.46	£10.93	£73.39
					<b>£1,602.24</b>	<b>£67.53</b>	<b>£1,669.77</b>

**It was resolved that all the above accounts be paid. Clerk to discuss payments with lengthsman.**

### 10/10 Income to be acknowledged - Nil

### 10/11 Annual Return 2009/2010

**It was resolved that end of year accounts be given to the internal auditor and that the annual return be confirmed at the June meeting.**

**10/12 Internal Audit** – the Chairman checked and signed expenses reports, pay slips and bank statements etc.

### 10/13 Parish Insurance

The Parish insurance was reviewed against asset register and it was recommended that the insurance be renewed as quoted.

**It was resolved to accept the above recommendation.**

### 10/14 Sweeper

The Council had been asked to discuss and confirm (or otherwise) the sale of the sweeper and if retaining to confirm insurance. It was proposed that the sweeper be sold, but that repairs up to the value of £100 be authorised before advertising for sale and method of selling to be discussed at the special meeting to be held on 3<sup>rd</sup> June 2010. Insurance to be cancelled.

**It was resolved to proceed as above and the Clerk to arrange quote for maintenance.**

## 9. MAINTENANCE

### 10/15 Grass Verge Maintenance – LCC

**It was resolved that this issue to be discussed and tender documents drafted at a special meeting to be held on 3<sup>rd</sup> June in the Council offices (8.00pm).**

### 10/16 Annual Village Inspection

**It was resolved to meet at 7pm on 10<sup>th</sup> June.**

**10. 10/17 COMMUNITY GOVERNANCE REVIEW**

A draft proposal had been received from FBC and the Council had been asked to consider and provide comments. The proposal was to realign the boundary with Little Eccleston-with-Larbreck at Meagles Farm moving the boundary northwards to ensure that the property was included in one parish.

**It was resolved to agree to the proposal and to write to FBC.**

**11. 10/18 HIGHWAYS**

The Council had been informed about a parking proposal that had been drafted by Great Eccleston Parish Council. It was felt that this would affect traffic through Elswick so it was proposed that Elswick contact County Council and Great Eccleston Parish Council to request that they be formally consulted and be given the opportunity to review and make comments.

**It was resolved to proceed as above and that the Clerk contact County Council and Great Eccleston Parish Council.**

**12. 10/19 BOROUGH COUNCILLOR’S REPORT**

It was reported that the Borough/Parish Liaison Group would be managed by Parishes with a new Chairman being elected. The first meeting was to be held at Elswick on 24<sup>th</sup> June 2010.

**13 10/20 STAFFING**

**This item had been discussed under item 8 above and it had been resolved that the Clerk contact the lengthsman to discuss hours etc.**

**14. 10/21 POLICE**

The monthly report had not been received from the Police, but it was raised that damage to the changing rooms had been reported to the Police but no further action had been taken. Chairman to chase with the Police. It was also proposed that a quote from Rowe Builders be obtained to repair the damage to the changing rooms and that repairs be undertaken to the MUGA up to the value of £100.

**It was resolved to proceed as above.**

**15. CORRESPONDENCE not already dealt with elsewhere on the Agenda.**

**10/22 SHLAA** – it was reported that a letter had been received from FBC acknowledging receipt of the comments raised by Elswick Parish Council and advising that a Development Plans Consultation System had been established by FBC.

**10/23 Civic Sunday** – invitation had been received from Medlar with Wesham. No further action necessary.

**10/24 Football Pitch** – Cllr Taylor reported that the football pitch had been booked for 11<sup>th</sup> September. It was proposed that charges should be as last year.

**It was resolved to accept the above proposal.**

**16. COUNCIL DIARY**

**10/25 Review of appointments to outside bodies**

**It was resolved that amendments be made and new notices be displayed on notice boards.**

**10/26 Meeting schedule**

**It was resolved that all dates be approved and that a notice be prepared for Focus magazine.**

**10/27 Diary** – date to be arranged to review diary. Clerk to suggest dates to Cllr Hayhurst.

**17. DATE, TIME AND VENUE OF NEXT MEETING –**

Thursday 24 June 10 at 7.45pm in Elswick & District VH.

**Signed: ..... Chairman ..... Date**