

ELSWICK PARISH COUNCIL
Minutes of the Ordinary Parish Council meeting held on
Thursday 30th April 2015 - in The Council Pavilion, Elswick – 7.45pm

PRESENT: Cllrs Molloy, Hayhurst, Reed (Chairman), Emmington, Rowe, Chedd and James. 4 residents and the Clerk K Coleman.

1. 14/169 APOLOGIES FOR ABSENCE – Nil

2. 14/170 DECLARATIONS OF INTEREST – Cllr Chedd declared a prejudicial interest in item 6a) due to living opposite the proposed development site.

3. 14/171 Minutes of the Parish Council Meeting (26.03.15) were read, approved and signed as correct.

4. 14/172 MATTERS ARISING

i) Dog Orders – Cllr Hayhurst reported that he had spoken to Cllr Pounder who confirmed that following the May elections dog control orders would be imposed throughout the Fylde Borough area including Elswick. The Orders will be enforced by Fylde Borough. Cllr Hayhurst also reported that he had received communication from a resident regarding the newly formed dog exercise area – the email correspondence was read to members. Cllr Hayhurst had explained to the resident that the exercise area had been a recommendation made by the Green Flag inspectors and that the action taken by the Parish Council shows that it has acted responsibly and followed the advice given by Green Flag.

5. 14/173 POLICE – a crime report had not been received, but members were informed about changes in the structure of policing on the Fylde. It was proposed that a joint meeting with other parishes be arranged after the elections and that this issue is raised at the next 3 Tier Forum meeting.

It was resolved to proceed as proposed.

6. 14/174 PLANNING

A. Items for Discussion

i) 15/0084 2 Beech Bank, Beech Road, Elswick – Baxter Homes, application for approval of reserved matters of appearance and landscaping relating to outline app 13/0348 for erection of a dwelling.

It was resolved that the Council have no specific observations but advise FBC that work has started.

ii) 15/0251 Land between Hillberry and Elmwood, Copp Lane – outline for erection of 5 2 storey dwellings. Cllr Chedd left the meeting before discussions on this item. 2 residents were in attendance to discuss this application with the Council and they were given the opportunity to present their concerns. It was proposed that the Council object to this application due to dangerous bend, flooding, outside 30mph zone, extending the village on the boundary, not sent to neighbouring Parish (Great Eccleston).

It was resolved to approve the above proposal.

iii) 15/0264 Yew Trees, Roseacre Road, Elswick – Proposed part single and part double storey rear extension to existing property following demolition of existing conservatory.

It was resolved that the Council have no specific observations on this application.

B. Items for Information

i) Update on Baxter Homes Development, High Street, Elswick – Cllr Hayhurst reported that he had visited the site and felt that the encroachment was minor. One of the major issues for the resident was the position of a window overlooking their adjoining property.

It was resolved that the Clerk chase Fylde Council re the re-submission of the planning application.

ii) 15/0018 Gorst Farm – conversion to 2 dwellinghouses – **GRANTED.**

C. Other – Cllr Rowe informed members that Fylde Borough were exceeding the recommended timescale for making decisions on planning applications and suggested that the Parish Liaison group request information on the percentage of planning fees being refunded.

7. 14/175 LEISURE AND AMENITIES

i) MUGA

a. Moss on Surface – the Clerk reported that power washing had not been successful as the surface was being disturbed. FBC are now seeking advice on appropriate chemicals.

b. Tennis – the tennis nets were due to be erected on 1st May, but it was proposed that this is delayed until after an Open Day being held on 17th May when it was hoped that AFC will demonstrate some of their workshops/coaching. It was proposed that AFC be provided use of the MUGA free of charge.

It was resolved to approve the above proposal.

c. Use of Pavilion – Cllr Reed reported that he had received a request from the Parish Plan Group to use the Pavilion for their meetings. Members were informed that the Village Hall had guidelines regarding free use of the Village Hall for the initial meetings for newly formed local groups. It was proposed that the Parish Council in principle approve the use of the pavilion and Cllr Chedd was asked to raise this request at the next Village Hall Committee meeting.

It was resolved to proceed as above.

ii) AFC – the Council had been informed that Big Lottery Funding was available for parish councils to apply for a grant for activities to be delivered to deter youth related anti-social behaviour. It was proposed that the Council in conjunction with AFC apply for the funding.

It was resolved to approve the above proposal.

8. 14/176 OPEN SPACES

i) Wildlife Meadow/Orchard – Cllr Hayhurst reported that seeds needed to be ordered for the meadow – annual seeds and hedgerow seeds with the aim of only one side needing to be reseeded in the future.

ii) Britain in Bloom

a) Ploughs – Cllr Rowe had been contacted regarding a couple of available ploughs and confirmed that he was awaiting photographs that he will forward to Cllrs Emmington and Hayhurst when received. The Clerk also informed members about the response to the ad placed In Focus and asked Cllr Rowe to pursue.

b) LCC Grass Cutting Contract – members were asked to consider if the 1st cut of the verges was required.

It was resolved to defer the decision to the next meeting.

c. Sponsor of Tree – the Clerk reported that an enquiry regarding the sponsorship of a tree in the orchard had been received. It was proposed that the enquiry be approved and that a plan of sponsored trees be created with Cllr Hayhurst providing a copy of the blank plan.

It was resolved to approve the above proposal.

9. **14/177 CLERK VACANCY** – it was suggested that the ad be re-written and other means of publicising be sought – Cllr Reed suggested Fish4jobs.

It was resolved to proceed as above.

10. **14/178 BOROUGH/COUNTY COUNCILLOR REPORT** – Nil to report.

11. 14/179 FINANCE i) EXPENDITURE

DATE	TO / FROM	DESCRIPTION	CHQ NUMBER	NET PAYMENTS	VAT PAID	TOTAL PAYMENTS	BUDGET HEADING	SUB HEADING
07/04/2015	British Gas	Quarterly Electricity Charge	DD	£113.24	£5.66	£118.90	Electricity, Water, Plant	
11/04/2015	FBC	Playground Maintenance (1st instalment)	Dedtion	£579.00		£579.00	Playground	
13/04/2015	A Sutton	New Fence to Playing Field	200482	£1,187.00	£0.00	£1,187.00	Unbudgetted Expenditure from Balances	
30/04/2015	HMRC	Income Tax/NI contributions (april) K Coleman	200481	£36.80	£0.00	£36.80	General Admin	Clerk's Salary
30/04/2015	A W Atkinson	Salary - April	200483	£444.57		£444.57	Amenity Cleansing	Salary
30/04/2015	K Coleman	Salary - April	200484	£147.90	£0.00	£147.90	General Admin	Clerk's Salary
30/04/2015	A W Atkinson	Mowing area 1	200485	£250.00		£250.00	Grass Cutting	Area 1
30/04/2015	A W Atkinson	Planting new hedge on Field	200486	£170.00		£170.00	Unbudgetted Expenditure from Balances	
30/04/2015	K Coleman	Expenses	200487	£29.35	£2.18	£31.53	General Admin	Expenses
12/04/2015	P Hayhurst	Best4hedging	200489	£275.38	£55.08	£330.46	Unbudgetted Expenditure from Balances	
25/04/2015	B Armstrong	Mowing area 3	200488	£131.25		£131.25	Football & Larbreck	

£3,364.49 £62.92 £3,427.41

INCOME

08/04/2015	FBC	Amenity Cleansing Grant	GRANT	-£2,687.00	-£2,687.00	Amenity Cleansing
08/04/2015	FBC	Bus Shelters Grant	GRANT	-£140.00	-£140.00	Amenity Cleansing
08/04/2015	FBC	Precept	BUDGET	-£12,499.00	-£12,499.00	
08/04/2015	FBC	Tax Base Grant	BUDGET	-£1,020.00	-£1,020.00	
30/04/2015	Various	MUGA Hire	Cash	-£130.00	-£130.00	MUGA
01/04/2015	HSBC	Bond Interest		-£71.29	-£71.29	Interest
				-£16,547.29	-£16,547.29	

It was resolved that the above accounts be paid and income (where applicable) paid in to bank. Calculations were checked and signed by the Chairman/Councillors.

ii) **14/180 Internal Audit** – the Chairman/Councillors checked and signed the pay slips and checked money had been paid into bank by signing of bank statements. The Chairman also checked and initialled the end of year PAYE records.

iii) **14/181 Precept 2015/2016**

It was resolved that the bank statement be signed to note receipt of the precept.

iv) **14/182 Audit 2014-2015** – an end of year reconciliation had been circulated to all members prior to the meeting along with pages 1 and 2 of the annual return. It was proposed that the end of year reconciliation be approved adding a note of the MUGA sinking fund and that section 1 of the return be accepted and signed by the Clerk and Chairman. Members were asked to approve Section 2 of the annual report and Cllr Hayhurst raised the issue of responsibilities concerning a sound system of internal control. Section 2 of the annual report was read and it was felt by other Cllrs that the statements were correct. It was proposed that the return be completed and approved.

It was resolved to proceed as proposed.

v) **14/183 Level of Surplus Funds** – it was proposed that the £2500 be allocated to the MUGA sinking fund for the 2014/2015 financial year and that the end of year reconciliation be changed as approved above. The Sport England refund was raised by the Chairman as an amount to be received to balances.

vi) **14/184 Unbudgeted Income**

It was resolved to approve the transfer to balances of the £2500 received from Community Projects.

12. 14/185 CORRESPONDENCE – not already dealt with elsewhere on the agenda

i) Fylde Litter Action Group (FLAG)

It was resolved that the Council register their support for the action group.

ii) Road Safety, Copp Lane – a response had been received from LCC regarding the parking issues at the school on Copp Lane. The response confirmed that the area has a good accident record and therefore LCC are not able to introduce new parking restrictions.

It was resolved that the Council take no further action.

iii) Public Rights of Way Local Delivery Scheme 2015/2016

It was resolved that the Council opt into the scheme.

iv) Pension Scheme – the Clerk informed members about the requirement to establish a pension scheme for employees confirming that the staging date for the Parish Council was November 2016.

It was resolved to note the information and confirmed that no further action was needed at this time.

v) LCC Waste Recycling – the details of the new inert waste permit scheme were provided to members.

It was resolved to note the scheme.

13. 14/186 COUNCIL DIARY

i) 2015 Diary

The diary was checked for outstanding actions and signed by the Chairman.

It was proposed that a training evening for new Councillors be held on 14th May and that the Annual Parish and Annual Parish Council meetings be held on 21st May 2015 in the Village Hall.

It was resolved to accept the above proposal.

14 Retiring Members - Cllrs Rowe, Chedd and Reed were thanked for their dedication, support and hard work as retiring members of the Parish Council.

**DATE, TIME AND VENUE OF NEXT MEETING – THURSDAY 21st MAY 2015
ANNUAL PARISH AND ANNUAL PARISH COUNCIL MEETINGS
7.45PM – AT ELSWICK VILLAGE HALL**

Signed: Chairman Date