

MINUTES OF ELSWICK ANNUAL PARISH COUNCIL MEETING: 26th MAY 2016
Elswick Village Hall, Elswick (7.55pm)

PRESENT: Cllr P Hayhurst (Chairman)
 Cllr M Molloy
 Cllr J Dean
 Cllr N Hudson
 Cllr J Rowe
 Cllr M Read

IN ATTENDANCE: Jane Lingings (Clerk). Two members of the public attended.

Ref	No.	Item
075/16	1.	Election of Chairman Cllr Paul Hayhurst was elected as Chairman for the next 12 months duly signed the "Acceptance of Office".
076/16	2.	Election of Vice Chairman Cllr Mark Read was elected as Vice Chairman for the next 12 months and duly signed the "Acceptance of Office".
077/16	3.	Appointments to Outside Bodies It was resolved to appoint Councillors as subject leads in the following areas: <ul style="list-style-type: none"> • Village Hall Committee – Cllr J Rowe • FBC District Parish Liaison Committee – Cllrs P Hayhurst and M Read • Risk Assessment – Cllr M Rowe • Maintenance/Village Inspection - All • Elswick in Bloom – Cllr P Hayhurst • Orchard and Wild Flower Meadow – Cllr P Hayhurst • FBC Planning - All • CCTV – Cllr N Hudson • MUGA – Cllr N Hudson
078/16	4.	Calendar of Parish Council Meetings for 2016 2017 It was resolved to approve the dates of the meetings as follows: <ul style="list-style-type: none"> • Thursday 30th June 2016 • Thursday 28th July 2016 • No meeting in August 2016 • Thursday 29th September 2016 • Thursday 27th October 2016 • Thursday 24th November 2016 • No meeting in December 2016 • Thursday 26th January 2017 • Thursday 23rd February 2017 • Thursday 30th March 2017 • Thursday 27th April 2017 • Thursday 25th May 2017
Public Time No issues raised.		
079/16	5.	The General Power of Competence (GPC) It was resolved to adopt the General Power of Competence given that it meets the criteria, namely that at least two thirds of councillors were elected at the last ordinary election and the Clerk holds an appropriate qualification (the Certificate in Local Council Administration inc GPC module).
080/16	6.	Declarations of Interests Cllr Hayhurst declared a pecuniary interest in Agenda Item 16.

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081/16	7.	<p>Apologies for Absence Apologies were received and accepted from Cllr Molloy</p>
082/16	8.	<p>Minutes of the Previous Meeting The minutes of the previous meetings held on the 9th May 2016 were amended as follows under Item 2:</p> <p><i>Cllr P Hayhurst declared a non-pecuniary interest in Agenda Item 6, 16/0180.</i> <i>Cllr M Read declared a non-pecuniary interest in Agenda Item 6, 16/0180.</i> <i>Cllr J Rowe declared a non-pecuniary interest in Agenda Item 6, 16/0262 and 16/0209</i></p> <p>The minutes were then ratified as an accurate record and signed by the Chairman.</p>
083/16	9.	<p>Action Tracker The action tracker was reviewed and completed actions updated.</p>
084/16	10.	<p>Police No police report had been received. It was noted that a small team of people had been leaflet dropping and door knocking in the local area This will be reported to the Trading Standards team at LCC as a precautionary measure to verify the company are legitimate due to recent mailing scams of a similar nature.</p>
085/16	11.	<p>Planning and Licensing The Parish Council discussed and considered the following applications:</p> <p>16/0291 4 Ronwood Close, Elswick Single storey extension The Parish Council had no comments on this application</p> <hr/> <p>16/0329 2 Cedar Walk, Elswick Two storey side extension The Parish Council had no comments on this application</p> <hr/> <p>Planning decisions awaited/granted from Fylde Borough Council were noted</p>
086/16	12.	<p>Leisure and Amenities To discuss and consider current issues and resolve any actions required:</p> <p>MUGA: Inspection has been undertaken of the MUGA lights the result of which has demonstrated the lights require replacement. It was resolved to renew the lights with LEDs which will be energy efficient and have a 5 year guarantee.</p> <p>It was noted that persons as yet unknown had been climbing onto the flat roof of the village hall. Between the church land and the village hall is a boundary post and large hawthorn bush which is thought to belong to the church. Clarity on ownership of the hawthorn will be sought as it may alleviate the problem if this bush is removed.</p>
087/16	13.	<p>Open Space:</p> <ul style="list-style-type: none"> • Wildlife Flower Meadow/Orchard: Work to the pathways around the Orchard are complete. The meadow has now been seeded and the Bee Keepers are preparing for the bee hive installation. • Britain in Bloom: Flower beds fronting the village hall – further to the last meeting and following discussion with landscaping specialists, the work required to overhaul this bed will be more than originally anticipated. In order to redevelop the bed, at least one foot of soil requires removal along with the plants and conifers. The bed will be levelled moving the stones to the front. The area of the bed to be planted is 70 square metres at a planting density of approximately 5 reasonably established plants per square metre (350 plants). The estimate for this work is between £3,500 to £4,500. The Parish Council discussed and considered this work and costings and it was resolved to redevelop the bed on the above basis noting that the flower bed had not been rebuilt for 20 + years. Once the remodelling is complete, the Womens Institute have kindly offered to maintain the bed.

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		<ul style="list-style-type: none"> Green Flag Following the recent Green Flag Assessment, Elswick has once again been successful in being awarded the Green Flag. Annual Competitions It was resolved that the annual competitions, Best Garden, Annual Sunflower and Hanging Basket will be advertised in the Elswickian. Larbreck Avenue Park Fence Adjoining Properties: The Parish Council had received an enquiry regarding this fence. It was resolved that the clerk will contact the resident to clarify the ownership of the fence. Bus Shelter Lodge Lane: It was resolved that the shelter windows and frames require replacement with wood frames and glass, using the funds assigned to the Parish Council from Fylde Borough Council for maintenance. Larbreck Park: Additional hedging is required to fill gaps in this area. It was resolved that this be purchased (approximately 5 hedging plants required). 																																																																																					
088/16	14.	Amenity Cleansing Lengthsmans duties remain ongoing with no additional duties required at present.																																																																																					
089/16	15.	County & Borough Council Localised Flooding Roseacre Road: The Parish Council discussed and consider the issue of the blocked drainage in this area. This is one of many areas requiring repairs in Lancashire. It was recognised that LCC is facing unprecedented financial cuts and as part of their asset management the County Council is having to consider the impact of decisions in prioritising work. This issue has been raised by Cllr Hayhurst in his capacity as County Councillor. LCC Consultation "Changes to where services are Provided": This consultation was noted. FBC: Neighbourhood Plan: It was resolved that the Parish Council neighbourhood plan would be based on the "Whole Parish" as a Neighbourhood Planning Area. FBC: 2015 Election Costs: FBC have written to the Parish Council regarding the outstanding invoice for election costs with details of a revision downwards. It was resolved that the clerk write to FBC for further information.																																																																																					
090/16	16.	Finance It was resolved to approve monthly bank reconciliation for May 2016. It was resolved to authorise payments for May 2016: <table border="1" data-bbox="319 1473 1356 2038"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Details</th> <th>Cheque/DD/SO</th> <th>Gross Amount</th> </tr> </thead> <tbody> <tr> <td>3.5.16</td> <td>A Cummings</td> <td>Bowling Green Contract</td> <td>SO</td> <td>266.70</td> </tr> <tr> <td>26.5.16</td> <td>A Atkinson</td> <td>May Salary</td> <td>200601</td> <td>448.89</td> </tr> <tr> <td>26.5.16</td> <td>A Atkinson</td> <td>Grass Cutting Area 1</td> <td>200602</td> <td>275.00</td> </tr> <tr> <td>26.5.16</td> <td>B Armstrong</td> <td>Grass cutting Area 3</td> <td>200603</td> <td>131.25</td> </tr> <tr> <td>26.5.16</td> <td>J Lingings</td> <td>May Salary</td> <td>200604</td> <td>225.93</td> </tr> <tr> <td>26.5.16</td> <td>HMRC</td> <td>HMRC</td> <td>200605</td> <td>56.60</td> </tr> <tr> <td>26.5.16</td> <td>AFC Fylde Community Foundation</td> <td>MUGA sports sessions</td> <td>200606</td> <td>900.00</td> </tr> <tr> <td>26.5.16</td> <td>Society of Local Clerks</td> <td>Membership for Clerks</td> <td>200607</td> <td>96.00</td> </tr> <tr> <td>26.5.16</td> <td>P Hayhurst reimbursement (£85.98)</td> <td>Gift card vouchers best gardens</td> <td>200608</td> <td>20.00</td> </tr> <tr> <td>26.5.16</td> <td>"</td> <td>Granthams Elswickian</td> <td>"</td> <td>23.00</td> </tr> <tr> <td>26.5.16</td> <td>"</td> <td>Anti vandal paint</td> <td>"</td> <td>17.98</td> </tr> <tr> <td>26.5.16</td> <td>"</td> <td>Dog Exercise Area sign</td> <td>"</td> <td>10.00</td> </tr> <tr> <td>26.5.16</td> <td>"</td> <td>Toilet Key signs</td> <td>"</td> <td>15.00</td> </tr> <tr> <td>25.5.16</td> <td>Boston Seeds</td> <td>Seeds for Meadow</td> <td>200609</td> <td>323.51</td> </tr> <tr> <td>26.5.16</td> <td>A Atkinson</td> <td>Mowing/strimming public footpaths</td> <td>200610</td> <td>80.00</td> </tr> <tr> <td>26.5.16</td> <td>K Coleman</td> <td>Internal Audit Services</td> <td>200612</td> <td>150.00</td> </tr> </tbody> </table>	Date	Payee	Details	Cheque/DD/SO	Gross Amount	3.5.16	A Cummings	Bowling Green Contract	SO	266.70	26.5.16	A Atkinson	May Salary	200601	448.89	26.5.16	A Atkinson	Grass Cutting Area 1	200602	275.00	26.5.16	B Armstrong	Grass cutting Area 3	200603	131.25	26.5.16	J Lingings	May Salary	200604	225.93	26.5.16	HMRC	HMRC	200605	56.60	26.5.16	AFC Fylde Community Foundation	MUGA sports sessions	200606	900.00	26.5.16	Society of Local Clerks	Membership for Clerks	200607	96.00	26.5.16	P Hayhurst reimbursement (£85.98)	Gift card vouchers best gardens	200608	20.00	26.5.16	"	Granthams Elswickian	"	23.00	26.5.16	"	Anti vandal paint	"	17.98	26.5.16	"	Dog Exercise Area sign	"	10.00	26.5.16	"	Toilet Key signs	"	15.00	25.5.16	Boston Seeds	Seeds for Meadow	200609	323.51	26.5.16	A Atkinson	Mowing/strimming public footpaths	200610	80.00	26.5.16	K Coleman	Internal Audit Services	200612	150.00
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		<p>It was resolved approve the cumulative budget monitoring report and explanation of variance for May 2016</p> <p>Income: none received.</p> <p>It was resolved to transfer £17,029.95 by cheque from current account to Santander MUGA fund.</p>
091/16	17.	<p>Audit: Annual Return for the year ending 31st March 2016</p> <ul style="list-style-type: none"> i. It was resolved to approve the Internal Auditors Report ii. It was resolved to approve and authorise the Chairman and RFO to sign Section 1 (Annual Governance Statement) iii. It was resolved to approve and authorise the Chairman and RFO to sign Section 2 (Statement of Accounts) iv. It was resolved to action the Electors Rights to view annual return documentation commencing on the 3rd June – 14th July 2016.
092/16	18.	<p>Standing Orders and Financial Regulations Review</p> <p>It was resolved to defer this item to the June agenda.</p>
093/16	19.	<p>Annual Village Inspection</p> <p>The Village was recently inspected for the “Best Kept Village” competition. As part of this process the village was judged and will be provided with a report, which assisted in the village inspection.</p>
094/16	20	<p>Parish Councillor Vacancy</p> <p>The Parish Council has received notification from Fylde Borough Council that they may now fill the casual vacancy by co-option. It was resolved to advertise this vacancy in the Elswickian.</p>
095/16	21	<p>Honorary Citizenship</p> <p>It was resolved to close this item from members of the public under the Public Bodies (Admission to meetings) Act 1960 s1 due to the confidential nature of the business to be transacted. The Parish Council discussed and considered nominations for Honorary Citizenship based on contributions made to village life. It was resolved that five nominated persons would be presented with this award, date to be confirmed.</p>
096/16	22	<p>Correspondence</p> <p>To note the following items of correspondence previously distributed by the clerk for information only:</p> <p>LCC: Bus Service Changes Leaflet May 2016 LCC: Changing how and where we deliver services LCC: Trading Standards Early Warning April 2016 FBC: Agenda for DM Committee 25.5.16</p>
097/16	23	<p>Items for the Next Agenda (for information only)</p>
098/16	24	<p>Date of Next Meeting</p> <p>Thursday 30th June 2016</p>