

MINUTES OF ELSWICK PARISH COUNCIL MEETING: 27th October 2016

Elswick Village Hall, Elswick (7.45pm)

PRESENT: Cllr Hayhurst, Cllr Read, Cllr Molloy, Cllr Rowe, Cllr Dean, Cllr Hudson,
Cllr Francis

IN ATTENDANCE: Jane Lingsing (Clerk). 9 members of the public attended.

Ref	No.	Item
<p>Public Time The following points were raised:</p> <p>The Youth Club at Elswick will be restarting in the coming weeks. Days and times will be confirmed shortly. The Club would like the Parish Council to consider awarding a grant to the club to assist with start-up.</p> <p>MUGA: Concerns were raised regarding</p> <ul style="list-style-type: none"> • the arrangements for sports provision following the end of grant funding previously awarded to AFC. • the surface of the MUGA due to algae • inadequate communication between the Parish Council, AFC and parents regarding sports provision. 		
168/16	1.	<p>Apologies for Absence None received</p>
169/16	2.	<p>Declaration of Interests Cllr Hayhurst declared a pecuniary interest in agenda item 11.</p>
170/16	3.	<p>Minutes of the Previous Meeting The minutes of the previous extra ordinary meetings (8th and 19th September 2016) were deferred for ratification. As previously minuted, the clerk had been unable to attend these meetings and the notes had been received this evening. These will be typed up and published in draft form until ratification in November.</p> <p>The minutes from the meeting held 29th September 2016 were ratified as an accurate record and signed by the Chairman.</p>
171/16	4.	<p>Action Tracker (for information only) The action tracker was reviewed and updated.</p>
172/16	5.	<p>Police The Police report for September 2016 was received and noted. The Police operations update for Bonfire Night and Halloween was noted.</p>
173/16	6.	<p>Planning and Licensing The Parish Council considered the following planning applications:</p> <ul style="list-style-type: none"> • 16/0783 57 Roseacre Drive, Elswick Non material amendment to planning permission 14/0616 to reduce projection of side extension and add two velux roof lights to side/rear extension. <p>The Parish Council had no comment on this application.</p> <p>The planning tracker was noted.</p>
174/16	7.	<p>Leisure and Amenities</p> <ul style="list-style-type: none"> • MUGA sports provision: The Parish Council will be looking at alternative booking arrangements for the MUGA facility, currently co-ordinated through Cllr Molloy at Bonds Ice Cream. These will be considered in detail at the November meeting. • MUGA Surface: as discussed in public time, the surface is suffering from algae in parts and will require treatment and sweeping. Cllr Hudson had undertaken considerable research to find the most suitable product for sports facilities. It was resolved that the surface be treated with a specialist algacide at a cost of £191.68.

Chairman Date

		<ul style="list-style-type: none"> • MUGA AFC: It was resolved by the Parish Council that AFC could continue using the MUGA facilities free of charge on a private basis between AFC and Elswick parents. The Parish Council will write to AFC to formalise this arrangement.
175/16	8.	<p>Open Spaces</p> <ul style="list-style-type: none"> • Wildlife Flower Meadow/Orchard Dyke around meadow: the dyke is awaiting clearance as agreed at the July meeting, which will be undertaken within the next few months. • Britain in Bloom: this year Elswick has won: <ul style="list-style-type: none"> ○ Gold for the National Britain in Bloom North West Village Category which enables Elswick to compete for the Champion of Champions award, the highest accolade bestowed in the Bloom campaign. ○ Winner of North West in Bloom Best Village ○ Winner of Best Kept Village <p>The Parish Council acknowledges the response in the Parish questionnaire 2015 whereby over 90% of respondents wanted Elswick to continue participating in Britain in Bloom and it was resolved that the Parish Council continue to sponsor Elswick Village next year.</p> • Winter Bedding: It was resolved that minimal winter bedding would be planted this year with a maximum budget of £600. • Best Kept Garden Competition: the results will be announced this week. • Overgrown Trees between Cedar Close and The Ship Pub: the trees have been cut back and removed. • Slabbed "footpath" near Larbreck Avenue Park/The Meadows: concerns were raised regarding this unofficial footpath in 2014 and have been raised again. The Parish Council clarified the following: <ul style="list-style-type: none"> ○ this is not Parish Council land ○ the slabs were not laid by the Parish Council ○ the Parish Council, not being the land owner, is not in a legal position to maintain the flags. <p>Attempts have been made in the past to ascertain land ownership, but the land was not registered. The clerk advised the Council that should they decide to maintain this footpath by relaying the flags etc, the Parish Councils liability insurance would become void as the Parish Council is not the land owner and has no consent from the land owner.</p>
176/16	9.	<p>Amenity Cleansing No issues raised.</p>
177/16	10.	<p>County & Borough Council</p> <ul style="list-style-type: none"> • Highways England: A585 Windy Harbour to Skipool Road Improvement Scheme Consultation: The consultation ran from 5 September to 17 October was published in a variety of formats by Highways England. Responses are now being collated. It was resolved that the Parish Council would write with comments regarding required safety improvements to the scheme. • FBC: Playground Inspection Scheme It was resolved that the Parish Council would continue to be part of the Fylde Borough Council Inspections and Maintenance Scheme which will be £1,190.00 for the playground and £340 for the football field. Costings for the MUGA area awaited.
178/16	11.	<p>Finance</p> <p>It was resolved to approve the monthly bank reconciliation for October 2016 It was resolved to approve the cumulative budget report for October 2016 and overspends in the relevant budget line noted. Continued overleaf</p>

It was resolved to authorise payments for October 2016:

Date	Details	Net Amount	VAT	Gross Amount
27.10.16	October Salaries/PAYE	731.42		731.42
27.10.16	Grass Cutting Area 1	275.00		275.00
27.10.16	Grass cutting Area 2	131.25		131.25
27.10.16	Expenses	30.70	-	30.70
27.10.16	12 month service of sewage plant	320.00	64.00	384.00
27.10.16	Remaining Election Costs	327.89	-	327.89
27.10.16	Electricity Bill	81.67	4.08	85.75
27.10.16	Mowing grass on 2 public footpaths	80.00		80.00
27.10.16	Mowing Grass in orchard and outer area	80.00		80.00
27.10.16	Train fares BIB Finals	48.00		48.00
27.10.16	Accommodation BIB Final	60.00	12.00	72.00
27.10.16	Freedom of Parish Scroll	50.00		50.00
27.10.16	Reimbursement Algaecide	159.98	32.00	191.98
31.10.16	Bowling Green Maintenance	266.70		266.70

Income Received: Interest £1.98

Payment Error: The clerk had notified the Councillors last week of an error in salary resulting in an overpayment to J Lingings of £56.40. Rather than deducting next months salary, this has been repaid in full, which enables a complete audit trail.

HMRC Bank Mandate: Further to previous concerns raised by the Clerk (Min Ref 159/16) this mandate has still not been updated.

Santander Account: Further to previous concerns raised by the Clerk (Min Ref 159/16) this mandate has still not been updated.

179/16

12.

Contracts

- Bowling Green Contract (Expires March 2017)
The clerk will contact the bowling green club to discuss the service specification prior to obtaining three quotes next year.
- Grass Cutting Contract Area 2 Larbreck Avenue and Football Pitch: this contract runs from 1st March – 28th February each year and is subject to a maximum of 3 years. **It was resolved** to roll over this contract into Year 3 (March 2017 – February 2018).

180/16

13.

2017 Meeting Dates

26th January
 23rd February
 30th March
 27th April
 ** 4th May
 Annual Parish Meeting (remodelled as agreed at last meeting) **7.30pm**
 25th May
 29th June
 27th July
 No meeting in August
 28th September
 26th October
 30th November
 No meeting in December

181/16

14.

Christmas Tree

Unfortunately this year the valuable service received by the Parish Council for many years in putting up the tree and lights, is no longer available. **It was resolved** that Cllrs Hayhurst and Reed would organise this year. A resident attending the meeting will discuss the use of their Manitou handler with Cllr Hayhurst.

182/16	15.	<p>Pensions Update</p> <p>Members were asked to note that the “Duties Checker” had been completed in readiness for the staging date 1st November 2016 and letters to employees had been completed in readiness to issue to its employees. The declaration of compliance deadline is 31st March 2017</p>
183/16	16.	<p>Parish Council Documentation</p> <p>In order to minimise the risk of loss of Parish Council electronic documents, it was resolved that the clerk purchase a portable external hard drive which will be backed up on a monthly basis.</p>
184/16	17.	<p>Correspondence</p> <p>The following items of correspondence previously distributed by the clerk were noted:</p> <ul style="list-style-type: none"> • Fields in Trust: Clinging on to our parks and playing fields • Fields in Trust: Nominate your favourite park for UK's Best Park Award • FBC Response to Election Costs Correspondence • FBC: Agenda for Development Management Committee 12.10.16 • FBC: Agenda for District Parish Liaison Meeting 19.10.16 • LCC Flood Campaign Alert • LCC Winter Briefing Note • LCC November Bus Service Changes Leaflet • Council Matters Autumn 2016 - Came & Company Local Council Insurance Brokers • Countryside Alliance: The Rural Oscars are open for business
185/16	18.	<p>Items for the Next Agenda (for information only)</p> <p>Risk Assessment Asset Register MUGA Bookings Youth Club Grant</p>
186/16	19.	<p>Date of Next Meeting</p> <p>Thursday 24th November 2016</p>

Meeting closed: 9.35pm

Chairman Date