

MINUTES OF ELSWICK PARISH COUNCIL MEETING: 23rd February 2017

Elswick Pavilion, Elswick 7.45pm

PRESENT: Cllr Hayhurst, Cllr Molloy, Cllr Francis, Cllr Rowe

IN ATTENDANCE: Jane Lingings (Clerk). 2 members of the public attended.

Ref	No.	Item																																																						
<p>Public Time. No points raised.</p>																																																								
228/17	1.	<p>Apologies for Absence Cllrs Hudson, Dean and Reed</p>																																																						
229/17	2.	<p>Declaration of Interests None declared</p>																																																						
230/17	3.	<p>Minutes of the Previous Meeting The minutes from the meeting held on the 26th January 2017 were ratified as an accurate record and signed by the Chairman.</p>																																																						
231/17	4.	<p>Action Tracker (for information only) The action tracker was reviewed and updated.</p>																																																						
232/17	5.	<p>Finance</p> <p>It was resolved to approve the monthly bank reconciliation for February 2017.</p> <p>It was resolved to approve the cumulative budget report for February 2017. Overspends in the relevant budget line have been previously discussed and noted.</p> <p>It was resolved to authorise payments for February 2017</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 45%;">Details</th> <th style="width: 10%;">Cheque</th> <th style="width: 10%;">Net Amount</th> <th style="width: 10%;">VAT</th> <th style="width: 10%;">Gross Amount</th> </tr> </thead> <tbody> <tr> <td>23.2.17</td> <td>February salaries/PAYE</td> <td>100728</td> <td>17 17/42</td> <td style="text-align: center;">-</td> <td style="text-align: right;">731.42</td> </tr> <tr> <td>23.2.17</td> <td>Grass Cutting Area 1</td> <td>200729</td> <td>275.00</td> <td style="text-align: center;">-</td> <td style="text-align: right;">275.00</td> </tr> <tr> <td>23.2.17</td> <td>Grass cutting Area 2</td> <td>200730</td> <td>131.25</td> <td style="text-align: center;">-</td> <td style="text-align: right;">131.25</td> </tr> <tr> <td>23.2.17</td> <td>Clerk Expenses</td> <td>200733</td> <td>35.60</td> <td style="text-align: center;">-</td> <td style="text-align: right;">35.60</td> </tr> <tr> <td>23.2.17</td> <td>Bowling Green Maintenance</td> <td>SO</td> <td>266.70</td> <td style="text-align: center;">-</td> <td style="text-align: right;">266.70</td> </tr> <tr> <td>23.2.17</td> <td>Trade waste removal</td> <td>200734</td> <td>649.28</td> <td></td> <td style="text-align: right;">649.28</td> </tr> <tr> <td>23.2.17</td> <td>Planting tulip bulbs/primroses</td> <td>200735</td> <td>60.00</td> <td></td> <td style="text-align: right;">60.00</td> </tr> <tr> <td>23.2.17</td> <td>450 primula vulgaris</td> <td>200736</td> <td>562.50</td> <td style="text-align: right;">112.50</td> <td style="text-align: right;">675.00</td> </tr> </tbody> </table> <p>Income Received: HMRC VAT refund £3535.30 Interest 0.73p</p> <p><u>HSBC Bank Mandate:</u> The clerk reported that the mandate had now been updated.</p> <p><u>Santander Account:</u> Further to previous concerns raised by the Clerk (Min Ref 159/16, 178/16, 197/16) this mandate has still not been updated. It was resolved to remove the Kath Coleman as an existing member and add Jane Lingings as a new member.</p>	Date	Details	Cheque	Net Amount	VAT	Gross Amount	23.2.17	February salaries/PAYE	100728	17 17/42	-	731.42	23.2.17	Grass Cutting Area 1	200729	275.00	-	275.00	23.2.17	Grass cutting Area 2	200730	131.25	-	131.25	23.2.17	Clerk Expenses	200733	35.60	-	35.60	23.2.17	Bowling Green Maintenance	SO	266.70	-	266.70	23.2.17	Trade waste removal	200734	649.28		649.28	23.2.17	Planting tulip bulbs/primroses	200735	60.00		60.00	23.2.17	450 primula vulgaris	200736	562.50	112.50	675.00
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233/17	6.	<p>Budget 17 18 The Parish Council discussed and considered the budget in order to set the precept for 2017/18. It was resolved to set the precept figure at £29695. Band D of £69.54 which equates to 5.6% increase (£3.68).</p> <p>Cllrs Hayhurst, Molloy and Francis voted in favour Cllr Rowe voted against Three councillors were absent.</p> <p>It was resolved to rebase the special project fund to £10,000 and maintain the reserve figure at £12,000.</p>
234/17	7.	<p>Internal Audit It was resolved to appoint Kath Coleman as Internal Auditor for 16/17. It was resolved to approve the reviewed Internal Audit Terms of Reference and suggested testing methodology with no changes required.</p>
235/17	8.	<p>Asset Register The asset register was reviewed and it was resolved to approve the revised version which will be dated 23.2.17.</p>
236/17	9.	<p>Safeguarding Children, Young People and Vulnerable Adults Policy. The Parish Councillors discussed and considered the policy prepared by the Clerk, and it was resolved to approve this policy with no amendments.</p>
237/17	10.	<p>Planning and Licensing There were no planning applications for discussion at this meeting.</p> <ul style="list-style-type: none"> Correspondence regarding planning applications within Elswick including some environmental health concerns had been received. It was resolved to forward this letter onto Fylde Borough Council and request that the concerns raised within the letter are investigated. <p>The planning tracker was noted.</p>
238/17	11.	<p>County & Borough Council To receive and consider any Parish issues and resolve any actions:</p> <ul style="list-style-type: none"> Fylde West Division are looking to scope the level of local services available in particularly for the frail and elderly in area. County Cllr Hayhurst would like to meet with the Parish Councils in the first instance. It was resolved that Elswick Parish Council would participate. Consultation Results Public Space Protection Orders – Dogs: As part of Fylde Borough Councils recent consultation to introduce PSPOs for dog control, the results for Elswick specific PSPOs were: Dogs on lead Larbreck Play Area: 46% of respondents in favour Dogs excluded from the Orchard and Nature Reserve: 40% of respondents in favour <p>The Councillors discussed these results and it was resolved that the Parish Council are still in favour of introducing these Parish specific PSPOs. The decision will be made by Fylde Borough Council at a later date. Cllr Rowe was not in favour.</p>
239/17	12.	<p>Leisure and Amenities</p> <p>MUGA: The clerk provided an update from the Parish Councils Insurers Came and Company with regard to opening the MUGA with its current surface issues previously minuted:</p> <p><i>“We advise that the Council keep the Multi-Use Games Area (MUGA) closed until the surface is fit for purpose. The Council would be found to be negligent, and therefore liable to any claims, should someone injure themselves on the surface which the Council know to be unsafe. Unfortunately asking for a waiver to be signed will not discharge the duty of care that the Council owe those wanting to use the MUGA”</i></p>

		<p>The Councillors discussed the surface conditions and agreed, as in previous meetings, that routine moss control will be required consisting of two treatments per year coinciding with growth periods in Spring and Autumn with spot treatments carried out as and when during the rest of the year. It was resolved that when the weather conditions as stipulated in the herbicide instructions are satisfied, the surface will be resprayed.</p> <p>Play Inspection Report: The clerk reported that the items raised in the report have been prioritised as low risk and will be monitored on a weekly basis by Fylde and if they become a hazard, the repairs will be carried out.</p> <p>Open Spaces and Amenity Cleansing</p> <p>Wildlife Flower Meadow/Orchard: Steve Edwards, former Countryside Officer for Lancashire County Council has been assisting volunteers in the Orchard with tree trimming. It was resolved that the Parish Council pay £40.00 in recognition of this advice and informal training. Cllr Rowe was not in favour.</p> <p>Hedging near dog enclosure: it was resolved to install a fence and hedge at the bottom of the football pitch.</p>
240/17	13.	<p>Annual Parish Meeting It was resolved to change the date of the Annual Parish meeting to Wednesday 10th May 2017, 7.45pm to be held in the Village Hall. This date change was due to a clash with the Lancashire County Councillor elections.</p>
241/17	14.	<p>Parish Council Meeting Venue This item was deferred until the next meeting.</p>
242/17	15.	<p>Correspondence The following items of correspondence previously distributed by the clerk were noted:</p> <p>Fylde Council Budget Consultation Document for 2017/18 District Parish Liaison Meeting - Minutes 25.1.17 Latest news from the ICO Fields in Trust Parliamentary Inquiry reveal our parks are at a "tipping point" FBC Development Management Committee 8.2.17 Lancashire County Council Budget Options 2017</p>
243/17	16.	<p>Items for the Next Agenda (for information only) Review the effectiveness of internal controls Annual Governance Statement Annual Village Inspection date Parish Council Meeting Venue</p>
244/17	17.	<p>Date of Next Meeting Thursday 30th March 2017</p>

Meeting closed: 9.10pm

Chairman Date