

MINUTES OF ELSWICK PARISH COUNCIL MEETING: 30th March 2017

Elswick Pavilion, Elswick 7.45pm

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

IN ATTENDANCE: Jane Lingings (Clerk). 1 members of the public attended.

Ref	No.	Item																																										
Public Time. No points raised.																																												
245/17	1.	Apologies for Absence Nil																																										
246/17	2.	Declaration of Interests Cllr J Rowe declared a non pecuniary interest in Agenda Item 5, 17 0127.																																										
247/17	3.	Minutes of the Previous Meeting The minutes from the meeting held on the 23 rd February 2017 were ratified as an accurate record and signed by the Chairman.																																										
248/17	4.	Action Tracker (for information only) The action tracker was reviewed and updated.																																										
249/17	5.	<p>Planning and Licensing The Parish Councillors discussed and considered the following applications:</p> <ul style="list-style-type: none"> • 17 0127 Foxfields, Grange Road, Elswick Outline application for the erection of a single dwelling with all matters reserved. <p>It was resolved that the Parish Council would submit comments of objection. It was noted Cllr J Rowe objected to this resolution.</p> <hr/> <ul style="list-style-type: none"> • 17/0163 Chapel Farm, High Street, Elswick Variation of conditions to planning permission 16/0197 for erection of 3 dwellings variations are to conditions 5 and 6 and 7d. <p>It was resolved that the Parish Council would submit comments of objection regarding variation to condition 7d regarding footpath provision.</p> <p>The planning tracker was noted.</p>																																										
250/17	6.	<p>Finance</p> <p>It was resolved to approve the monthly bank reconciliation for March 2017. It was resolved to approve the cumulative budget report for March 2017. Overspends in the relevant budget line have been previously discussed and noted. It was resolved to authorise payments for March 2017</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Cheque</th> <th>Net Amount</th> <th>VAT</th> <th>Gross Amount</th> </tr> </thead> <tbody> <tr> <td>30.3.17</td> <td>Salaries and PAYE</td> <td>200737</td> <td>731.42</td> <td style="text-align: center;">-</td> <td>731.42</td> </tr> <tr> <td>30.3.17</td> <td>Grass Cutting Area 1</td> <td>200738</td> <td>275.00</td> <td style="text-align: center;">-</td> <td>275.00</td> </tr> <tr> <td>30.3.17</td> <td>Grass cutting Area 2</td> <td>200739</td> <td>131.25</td> <td style="text-align: center;">-</td> <td>131.25</td> </tr> <tr> <td>30.3.17</td> <td>Clerk expenses</td> <td>200742</td> <td>25.90</td> <td style="text-align: center;">-</td> <td>25.90</td> </tr> <tr> <td>30.3.17</td> <td>Bowling Green Maintenance</td> <td>SO</td> <td>266.70</td> <td style="text-align: center;">-</td> <td>266.70</td> </tr> <tr> <td>30.3.17</td> <td>Tree trimming advice/training</td> <td>200743</td> <td>40.00</td> <td style="text-align: center;">-</td> <td>40.00</td> </tr> </tbody> </table> <p>Income Received: Nil</p>	Date	Details	Cheque	Net Amount	VAT	Gross Amount	30.3.17	Salaries and PAYE	200737	731.42	-	731.42	30.3.17	Grass Cutting Area 1	200738	275.00	-	275.00	30.3.17	Grass cutting Area 2	200739	131.25	-	131.25	30.3.17	Clerk expenses	200742	25.90	-	25.90	30.3.17	Bowling Green Maintenance	SO	266.70	-	266.70	30.3.17	Tree trimming advice/training	200743	40.00	-	40.00
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		<p><u>Santander Account</u>: The up-to-date paperwork had now been received by Santander Business Banking, and it was resolved that this be signed by Cllr Hayhurst and Molloy to formalise removing Kath Coleman as an existing member and add Jane Lingings as a new member, as resolved at the previous meeting.</p>
251/17	7	<p>County & Borough Council</p> <ul style="list-style-type: none"> • Parish Charter for Fylde: The Parish Council discussed the amended Charter which has been consulted on at District Parish Liaison meetings. The main principles of the charter remain the same - better joint working, better communication and better consultations, however it was resolved that the clerk forward the following comments to the District Parish Liaison: <ul style="list-style-type: none"> ○ Parish Councils continue to be given 28 days in which to reply on Planning Items, and that this is not reduced to 21 days as stated in the charter. ○ The charter should document that Parish Councils will be consulted with on Fylde Borough Councils policy and formula for charging parish and town councils to recover election costs. • Bus Services: Since the 76 bus service between Blackpool Victoria Hospital and the Fylde villages ceased, Lancashire County Council agreed that the 75A between Fleetwood, Poulton, Great Eccleston and Kirkham would meet the 74 in Poulton to enable onward travel. Unfortunately the Parish Council has been informed that on occasion the 75A runs late which then misses the vital connection of the 74. It was resolved that the clerk contact Lancashire County Council to request that, if this be the case, then please could this be addressed.
252/17	8.	<p>Leisure and Amenities To discuss and consider current issues and resolve any actions required.</p> <ul style="list-style-type: none"> • Storage Facility Door: the door of this facility adjacent to the Village Hall requires either repairs or replacement. It was resolved that the clerk would make arrangements for this to be inspected and either repaired or replaced. • Village Hall Rear Wall: it has been reported that repairs are required to the gutters/downspout adjoining the water butt. It was resolved that the clerk would make arrangements for this to be inspected and repaired.
253/17	9.	<p>Open Spaces and Amenity Cleansing To discuss and consider Open Space issues and resolve any actions required:</p> <ul style="list-style-type: none"> • Installation of Fence: The clerk declared an interest in this item but took no part in the discussion on this item. Following the resolution in February to install a fence and hedge at the bottom of the football pitch adjacent to the dog enclosure, it was resolved that the quote from W Holloway was acceptable and Mr Holloway would be contacted to undertake the fencing work as soon as possible. It was resolved that the hedging could be purchased as previously agreed and A Atkinson would undertake the planting. • Summer Flowers Contract: Following receipt of quotations, it was resolved that the contract will be split across two providers – F H & M Davies and Laburnum Nurseries. • Wildflower Meadow: the renovation work on the meadow is estimated to complete by the end of July. It was resolved that the meadow be seeded by the end of April under the Tesco Grant. Management by mowing is essential to the meadow to avoid this area becoming scrubland. The number and timing of cuts each year has many factors and has considerable scope to vary from year to year. It was resolved that the meadow will potentially require 4 cuts plus removal this year. Following discussion regarding draining within this area, it was noted that the Parish Council had not in previous works, nor this more recent work instructed contractors to install drainage pipes and no payments had been made to contractors for draining work.

254/17	10.	Review the effectiveness of internal controls It was resolved to approve the annual review of audit controls which had been updated and presented by the clerk.
255/17	11.	Annual Governance Statement It was resolved to approve the Clerks internal annual governance statement.
256/17	12.	Annual Village Inspection Date It was resolved that the Councillors will undertake an inspection during May – date to be agreed informally nearer the time.
257/17	13.	Parish Council Meeting Venue It was resolved that the Parish Council will meet in the Pavilion Building during the months of April – September and the Village Hall during the months of October – March. The clerk will contact the Village Hall Committee to arrange.
258/17	14.	Training Courses Lancashire County Training partnership is offering a selection of courses throughout 2017. It was resolved that Cllr Francis would attend the New Councillor and Chairmanship Courses. Some of the Cllrs wanted to check their commitments and are to contact the clerk if they wish to attend.
259/17	15.	Highways England Invitation: Planning future investment in England's strategic roads (8 May 2017 - 18 May 2017) Item noted.
260/17	16.	Contractors Documentation The clerk informed the Council that two of the contractors had yet to provide public liability insurance documentation and sought direction from the Council. It was resolved that the clerk write to the contractors to request this documentation by return.
261/17	15.	Correspondence The following items of correspondence previously distributed by the clerk were noted: <ul style="list-style-type: none"> • Latest news from the ICO • Trading Standards Consumer Alert March 2017 • Planning Committee Agenda 15.3.17 • Freedom of Information request • FBC: Changes to garden waste collections • FBC: District Parish Liaison Meeting change of date
262/17	16.	Items for the Next Agenda (for information only) Preparation for Year End Charitable Donations
263/17	17.	Date of Next Meeting Thursday 27 th April 2017

Meeting closed: 8.45pm

Chairman Date