

MINUTES OF ELSWICK PARISH COUNCIL MEETING: 29th JUNE 2017

Elswick Pavilion, Elswick 7.45pm

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

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

Ref	No.	Item
<p>Public Time. No points raised.</p>		
310/17	1.	<p>Apologies for Absence Apologies were accepted for Cllr M Molloy</p>
311/17	2.	<p>Declaration of Interests Cllr P Hayhurst declared a pecuniary interest in Agenda Item 9.</p>
312/17	3.	<p>Minutes of the Previous Meeting The minutes from the meeting held on the 25th May 2017 were ratified as an accurate record and signed by the Chairman. The minutes from the meeting 1st June 2017 were amended to include the wording under CCTV "<i>part funded by utilising the Parish Champion grant of £500</i>", and were then ratified as an accurate record and signed by the Chairman.</p>
313/17	4.	<p>Action Tracker (for information only) The action tracker was reviewed and updated.</p>
314/17	5.	<p>Election of Vice Chairman (deferred from May 2017) Cllr Mark Read was elected as Vice Chairman for the next 12 months duly signed the "Acceptance of Office".</p>
315/17	6.	<p>Appointments to Outside Bodies It was resolved to defer this item to the next meeting.</p>
316/17	7.	<p>Calendar of Parish Council Meetings for 2017 18</p> <p>It was resolved to approve the dates of the meetings</p> <ul style="list-style-type: none"> • Wednesday 26th July 2017 (Elswick Pavilion) • No meeting in August 2017 • Wednesday 27th September 2017 (Elswick Pavilion) • Wednesday 25th October 2017 (Elswick Village Hall) • Wednesday 29th November 2017 (Elswick Village Hall) • No meeting in December 2017 • Wednesday 31st January 2018 (Elswick Village Hall) • Wednesday 21st February 2018 (Elswick Village Hall) • Wednesday 28th March 2018 (Elswick Village Hall) • Wednesday 25th April 2018 • Wednesday 30th May 2018 <ul style="list-style-type: none"> • Annual Parish Assembly: Wednesday 21st March 2018 (Elswick Village Hall)
317/17	8.	<p>Planning and Licensing The Parish Councillors discussed and considered the following applications:</p> <ul style="list-style-type: none"> • 17/0429 application for non material amendment to planning permission 16/0916 to substitute render block finish from original brick to side elevation and remove gable roof to same elevation Brenmar House, Lodge Lane, Elswick <p>The Parish Council made no comment on this application.</p>

Chairman Date

		<ul style="list-style-type: none"> • Gorst Farm, Lodge Lane, Elswick – operating centre for D R L House, Wyrefields, Poulton. New authorisation at this operating centre will be: 15 vehicle(s), 4 trailer(s). <p>Cllr Hayhurst is making further enquiries regarding this as part of his role as Fylde Borough Councillor following residents concerns.</p> <p>The planning tracker was noted.</p>																																																																																																																								
318/17	9.	<p>Finance</p> <p>It was resolved to approve the monthly bank reconciliation for June 2017. It was resolved to approve the cumulative budget report for June 2017. It was resolved to authorise payments for June 2017</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Details</th> <th>Net Amount</th> <th>VAT</th> <th>Gross Amount</th> </tr> </thead> <tbody> <tr> <td>29.6.17</td> <td>Staff Costs</td> <td>Salaries/PAYE</td> <td>738.58</td> <td>-</td> <td>738.58</td> </tr> <tr> <td>29.6.17</td> <td>A Atkinson</td> <td>Grass Cutting Area 1</td> <td>275.00</td> <td>-</td> <td>275.00</td> </tr> <tr> <td>29.6.17</td> <td>B Armstrong</td> <td>Grass cutting Area 2</td> <td>131.25</td> <td>-</td> <td>131.25</td> </tr> <tr> <td>29.6.17</td> <td>J Lingings</td> <td>Admin Expenses</td> <td>39.94</td> <td>-</td> <td>39.94</td> </tr> <tr> <td>29.6.17</td> <td>A Cummings</td> <td>Bowling Green Maintenance</td> <td>291.66</td> <td>-</td> <td>291.66</td> </tr> <tr> <td>29.6.17</td> <td>D Sanderson</td> <td>Repair to rain water pipe</td> <td>28.00</td> <td></td> <td>28.00</td> </tr> <tr> <td>29.6.17</td> <td>Kirkham Tyres</td> <td>Repairs to water bowser</td> <td>158.00</td> <td>31.60</td> <td>189.60</td> </tr> <tr> <td>29.6.17</td> <td>A Atkinson</td> <td>Summer flower planting</td> <td>3,500.00</td> <td>-</td> <td>3500.00</td> </tr> <tr> <td>29.6.17</td> <td>A Atkinson</td> <td>Mowing strimming public footpath</td> <td>80.00</td> <td></td> <td>80.00</td> </tr> <tr> <td>29.6.17</td> <td>A Atkinson (reimbursement)</td> <td>Growmore</td> <td>49.14</td> <td>9.82</td> <td>58.96</td> </tr> <tr> <td></td> <td></td> <td>Conifer</td> <td>9.50</td> <td>-</td> <td>9.50</td> </tr> <tr> <td></td> <td></td> <td>Plants x 23</td> <td>25.30</td> <td></td> <td>25.30</td> </tr> <tr> <td></td> <td></td> <td>Growmore</td> <td>33.32</td> <td>6.66</td> <td>39.98</td> </tr> <tr> <td>29.6.17</td> <td>FH & M Davies & Son</td> <td>Summer flowers</td> <td>1,532.50</td> <td>306.50</td> <td>1839.00</td> </tr> <tr> <td>29.6.17</td> <td>Advanced Landscapes</td> <td>Meadow work</td> <td>1,650.00</td> <td>330.00</td> <td>1980.00</td> </tr> <tr> <td>29.6.17</td> <td>P Hayhurst (reimbursement)</td> <td>Dragon wings</td> <td>36.00</td> <td>-</td> <td>36.00</td> </tr> <tr> <td></td> <td></td> <td>Flowers and compost</td> <td>26.90</td> <td>-</td> <td>26.90</td> </tr> <tr> <td></td> <td></td> <td>Replacement tubs x 2</td> <td>38.00</td> <td>-</td> <td>38.00</td> </tr> <tr> <td></td> <td></td> <td>Moss</td> <td>6.50</td> <td>-</td> <td>6.50</td> </tr> </tbody> </table> <p>Income Received: £5.20 interest</p> <p>Santander Business Bond: the clerk informed the Council that the bond had only accrued £5.20 in interest for the 12 months April 2016 – April 2017 and recommended the bond be closed and the balance transferred to the reserve account. It was resolved that the clerk obtain the appropriate paperwork and signatures to close the account.</p>	Date	Payee	Details	Net Amount	VAT	Gross Amount	29.6.17	Staff Costs	Salaries/PAYE	738.58	-	738.58	29.6.17	A Atkinson	Grass Cutting Area 1	275.00	-	275.00	29.6.17	B Armstrong	Grass cutting Area 2	131.25	-	131.25	29.6.17	J Lingings	Admin Expenses	39.94	-	39.94	29.6.17	A Cummings	Bowling Green Maintenance	291.66	-	291.66	29.6.17	D Sanderson	Repair to rain water pipe	28.00		28.00	29.6.17	Kirkham Tyres	Repairs to water bowser	158.00	31.60	189.60	29.6.17	A Atkinson	Summer flower planting	3,500.00	-	3500.00	29.6.17	A Atkinson	Mowing strimming public footpath	80.00		80.00	29.6.17	A Atkinson (reimbursement)	Growmore	49.14	9.82	58.96			Conifer	9.50	-	9.50			Plants x 23	25.30		25.30			Growmore	33.32	6.66	39.98	29.6.17	FH & M Davies & Son	Summer flowers	1,532.50	306.50	1839.00	29.6.17	Advanced Landscapes	Meadow work	1,650.00	330.00	1980.00	29.6.17	P Hayhurst (reimbursement)	Dragon wings	36.00	-	36.00			Flowers and compost	26.90	-	26.90			Replacement tubs x 2	38.00	-	38.00			Moss	6.50	-	6.50
Date	Payee	Details	Net Amount	VAT	Gross Amount																																																																																																																					
29.6.17	Staff Costs	Salaries/PAYE	738.58	-	738.58																																																																																																																					
29.6.17	A Atkinson	Grass Cutting Area 1	275.00	-	275.00																																																																																																																					
29.6.17	B Armstrong	Grass cutting Area 2	131.25	-	131.25																																																																																																																					
29.6.17	J Lingings	Admin Expenses	39.94	-	39.94																																																																																																																					
29.6.17	A Cummings	Bowling Green Maintenance	291.66	-	291.66																																																																																																																					
29.6.17	D Sanderson	Repair to rain water pipe	28.00		28.00																																																																																																																					
29.6.17	Kirkham Tyres	Repairs to water bowser	158.00	31.60	189.60																																																																																																																					
29.6.17	A Atkinson	Summer flower planting	3,500.00	-	3500.00																																																																																																																					
29.6.17	A Atkinson	Mowing strimming public footpath	80.00		80.00																																																																																																																					
29.6.17	A Atkinson (reimbursement)	Growmore	49.14	9.82	58.96																																																																																																																					
		Conifer	9.50	-	9.50																																																																																																																					
		Plants x 23	25.30		25.30																																																																																																																					
		Growmore	33.32	6.66	39.98																																																																																																																					
29.6.17	FH & M Davies & Son	Summer flowers	1,532.50	306.50	1839.00																																																																																																																					
29.6.17	Advanced Landscapes	Meadow work	1,650.00	330.00	1980.00																																																																																																																					
29.6.17	P Hayhurst (reimbursement)	Dragon wings	36.00	-	36.00																																																																																																																					
		Flowers and compost	26.90	-	26.90																																																																																																																					
		Replacement tubs x 2	38.00	-	38.00																																																																																																																					
		Moss	6.50	-	6.50																																																																																																																					
319/17	10.	<p>Asset Register</p> <p>It was resolved to add the water bowser to the asset register</p>																																																																																																																								
320/17	11.	<p>County & Borough Council</p> <ul style="list-style-type: none"> • Traffic Monitoring through Elswick/Thistleton: concerns were raised regarding the recent traffic monitoring being undertaken through the village, by Lancashire County Council, which are understood to potentially relate to Cuadrillas planning application at Roseacre wood. It was resolved that the Parish Council write to Highways England drawing attention to the recent monitoring and raise concerns that this maybe used as a consideration to routing HGV traffic through Thistleton and Elswick utilising the already dangerous Thistleton junctions. If this proves to be the case, The Parish Council will urge Highways England to oppose any proposals as the safety record at these junctions is already very poor and is likely to get considerably worse due to the number of new houses proposed/approved in Elswick, Great Ecclestone, Little Ecclestone and Inskip. 																																																																																																																								

		<ul style="list-style-type: none"> District Parish Liaison Meeting: Cllr Hayhurst updated the group regarding policing in Fylde and closure of some of the Fylde and Wyre stations. Parish Councils were assured at the latest DPL that Community Beat Managers would be assigned to various areas in addition to the PSCO who covers such a large area at present.
321/17	12.	<p>Leisure, Amenities & Open Spaces To discuss and consider current issues and resolve any actions required.</p> <ul style="list-style-type: none"> MUGA: It was resolved that the Booking Co-ordinators would review the booking process for the MUGA, adjust any aspects if necessary and inform members of the public via an Elswickian. Storage Facility Door: It was resolved to replace the door as advised and quoted by D Sanderson. Minor Roof Repair: It was resolved that the clerk would arrange for minor repair to the roof between the changing/store room and the Village Hall. Surplus Summer Plants: It was resolved that any surplus summer plants would be offered in the first instance to Copp School. Cllr Hayhurst to co-ordinate. Should the school not require these plants, they will be offered to the co-ordinators of the "Little Park" fundraising group to sell to increase their fund. Cllr J Rowe to co-ordinate.
322/17	13.	<p>Land Registry Update for Larbreck Park The clerk had completed a search of the Land Registry which had been returned as "un-registered land", however the clerk advised the Council that this does not mean the land has no owner. It was resolved that the clerk will commence the process via the Land Registry to claim possession utilising historical records of maintenance of the land over many years.</p> <p>It was noted that this is an extremely lengthy process with no guarantees. If the Parish Council is granted ownership, then the future use of this piece of land will be carefully considered and will take into account the views of the community.</p>
323/17	14.	<p>Storey Homes Correspondence Land North of Mill Lane The Parish Council discussed the correspondence received from Storey homes expressing their desire to engage with the Parish Council around the work on the emerging Neighbourhood Plan. It was resolved that the Parish Council would submit a response to this letter in due course.</p> <p>Fylde Borough Council has been requested to prepare a paper for the inspector with regard to the Emerging Local Plan with regard the the villages Tier 2 status. It was resolved that the Parish Council would write to FBC and request that a robust case for maintaining Tier 2 status is provided.</p>
324/17	15.	<p>The General Data Protection Regulation (May 2018 Deadline) Update from the clerk: The Data Protection Act is being replaced with the General Data Protection Regulation which comes into force in May 2018. Currently this is lengthy legislation of 88 pages long. There is still uncertainty as to what precisely the law will require, particularly guidance which focusses on smaller public authorities, such as Parish Councils. The ICO will remain as the regulator for data protection and will continue to publish guidance. High level guidance has already been published ie "The 12 Steps" document, which has been distributed to all Parish Councillors by the clerk.</p> <p>It is essential that Parish Councillors are aware of this new legislation and the importance of compliance. The clerk will continue to prepare for the GDPR on behalf of the Parish Council and bring relevant documents to the Parish Council which require updating.</p>
325/17	16.	<p>Contract of Employment Clerk Following recommendations from internal audit and follow up checks from the BDO, it was resolved to issue the clerk with a contract.</p>
326/17	17.	<p>Contractors Documentation It was resolved that the Chairman 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.</p>

		Following the direction of the Council in March 2017 regarding contractors documentation (Min ref 260/17) the clerk provided an update to the Council. A confidential file note detailing the discussion will be held with the minutes, signed by the Chairman.
327/17	18.	<p>Correspondence The following items of correspondence previously distributed by the clerk were noted:</p> <ul style="list-style-type: none"> • Police Community Message • Highways England invites you to: Planning Future Investment in England's Strategic Roads • Westby with Plumpton's Joint Civic Service • Trading Standards - Consumer Alert for June 2017 • Latest news from the Information Commissioner's Office • Have a Field Day and #LoveYourLocalPark • An invitation to councillors & politicians day at Cuadrilla site - Tuesday 27th June • Agenda for Planning Committee 28 June 2017 meeting
328/17	19.	<p>Items for the Next Agenda (for information only) Appointments to outside bodies</p>
329/17	20.	<p>Date of Next Meeting Wednesday 26th July 2017</p>

Meeting closed: 9.20pm