

MINUTES OF ELSWICK PARISH COUNCIL MEETING: 27th SEPTEMBER 2017**Elswick Village Hall, Elswick 7.45pm**

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

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

Ref	No.	Item																																																																														
Public Time. None requested																																																																																
355/17	1.	Apologies for Absence Apologies were accepted for Cllr Dean																																																																														
356/17	2.	Declaration of Interests Cllr P Hayhurst declared a pecuniary interest in Agenda Item 6.																																																																														
357/17	3.	Minutes of the Previous Meeting The minutes from the meetings held on the 26 th July, 2 nd August and 7 th September 2017 were ratified as an accurate record and signed by the Chairman.																																																																														
358/17	4.	Action Tracker (for information only) The action tracker was reviewed and updated.																																																																														
359/17	5.	<p>Planning and Licensing No planning applications had been submitted for consideration, however it was noted that dates had been set for the following appeal hearings:</p> <ul style="list-style-type: none"> • 16.0645 Land North of Beech Road, Elswick: 31st October 2017 • 16/0180 Land North of Mill Lane, Elswick: 1st November 2017 <p>It was resolved that as the Parish Council had previously submitted comments of objection to both the applications, Cllr P Hayhurst would prepare a statement for the hearings on behalf of the Parish Council.</p> <p>The planning tracker was noted.</p>																																																																														
360/17	6.	<p>Finance</p> <p>It was resolved to approve the monthly bank reconciliation for September 2017. It was resolved to approve the cumulative budget report for September 2017. It was resolved to authorise payments for September 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>7.9.17</td> <td>Came and Company</td> <td>Parish Council Insurance</td> <td>1,490.45</td> <td>-</td> <td>1490.45</td> </tr> <tr> <td>27.9.17</td> <td>Salaries/PAYE</td> <td>Staff cists</td> <td>738.58</td> <td>-</td> <td>738.58</td> </tr> <tr> <td>27.9.17</td> <td>A Atkinson</td> <td>Grass Cutting Area 1</td> <td>275.00</td> <td>-</td> <td>275.00</td> </tr> <tr> <td>27.9.17</td> <td>B Armstrong</td> <td>Grass cutting Area 2</td> <td>131.25</td> <td>-</td> <td>131.25</td> </tr> <tr> <td>27.9.17</td> <td>A Cummings</td> <td>Bowling Green Maintenance</td> <td>291.66</td> <td>-</td> <td>291.66</td> </tr> <tr> <td>27.9.17</td> <td>Kirkham Tyres</td> <td>Replacement pump water bowser</td> <td>195.00</td> <td>39.00</td> <td>234.00</td> </tr> <tr> <td>27.9.17</td> <td>S&S Site Services Ltd</td> <td>Service of sewage treatment plant</td> <td>175.00</td> <td>35.00</td> <td>210.00</td> </tr> <tr> <td>27.9.17</td> <td>Fred Moor</td> <td>Modifications to PC website</td> <td>45.00</td> <td></td> <td>45.00</td> </tr> <tr> <td>27.9.17</td> <td>BDO LLP</td> <td>Parish Council External Audit</td> <td>300.00</td> <td>60.00</td> <td>360.00</td> </tr> <tr> <td>27.9.17</td> <td>Fylde Borough Council</td> <td>Playground Maintenance SLA</td> <td>765.00</td> <td>-</td> <td>765.00</td> </tr> <tr> <td>27.9.17</td> <td>J Lingings</td> <td>Administration Expenses</td> <td>45.67</td> <td>-</td> <td>45.67</td> </tr> <tr> <td>27.9.17</td> <td>P Hayhurst (reimbursement)</td> <td>Granthams (Elswickian)</td> <td>38.64</td> <td></td> <td>38.64</td> </tr> </tbody> </table>	Date	Payee	Details	Net Amount	VAT	Gross Amount	7.9.17	Came and Company	Parish Council Insurance	1,490.45	-	1490.45	27.9.17	Salaries/PAYE	Staff cists	738.58	-	738.58	27.9.17	A Atkinson	Grass Cutting Area 1	275.00	-	275.00	27.9.17	B Armstrong	Grass cutting Area 2	131.25	-	131.25	27.9.17	A Cummings	Bowling Green Maintenance	291.66	-	291.66	27.9.17	Kirkham Tyres	Replacement pump water bowser	195.00	39.00	234.00	27.9.17	S&S Site Services Ltd	Service of sewage treatment plant	175.00	35.00	210.00	27.9.17	Fred Moor	Modifications to PC website	45.00		45.00	27.9.17	BDO LLP	Parish Council External Audit	300.00	60.00	360.00	27.9.17	Fylde Borough Council	Playground Maintenance SLA	765.00	-	765.00	27.9.17	J Lingings	Administration Expenses	45.67	-	45.67	27.9.17	P Hayhurst (reimbursement)	Granthams (Elswickian)	38.64		38.64
Date	Payee	Details	Net Amount	VAT	Gross Amount																																																																											
7.9.17	Came and Company	Parish Council Insurance	1,490.45	-	1490.45																																																																											
27.9.17	Salaries/PAYE	Staff cists	738.58	-	738.58																																																																											
27.9.17	A Atkinson	Grass Cutting Area 1	275.00	-	275.00																																																																											
27.9.17	B Armstrong	Grass cutting Area 2	131.25	-	131.25																																																																											
27.9.17	A Cummings	Bowling Green Maintenance	291.66	-	291.66																																																																											
27.9.17	Kirkham Tyres	Replacement pump water bowser	195.00	39.00	234.00																																																																											
27.9.17	S&S Site Services Ltd	Service of sewage treatment plant	175.00	35.00	210.00																																																																											
27.9.17	Fred Moor	Modifications to PC website	45.00		45.00																																																																											
27.9.17	BDO LLP	Parish Council External Audit	300.00	60.00	360.00																																																																											
27.9.17	Fylde Borough Council	Playground Maintenance SLA	765.00	-	765.00																																																																											
27.9.17	J Lingings	Administration Expenses	45.67	-	45.67																																																																											
27.9.17	P Hayhurst (reimbursement)	Granthams (Elswickian)	38.64		38.64																																																																											

Chairman Date

		<p>Income Received:</p> <p>£25.00 MUGA Rental £14,847.00 Fylde Borough Council Precept 2nd Instalment £2,786.00 Amenity Cleansing £140.00 Bus Shelter Grant</p>
361/17	7.	<p>External Audit The Annual Return and External Auditor Certificate for the year ending March 2017 were received. It was resolved to approve and accept this report and certificate noting there were no matters which had come to the attention of the auditors. The notice of conclusion of the audit was displayed on the Parish Council notice boards before the 30th September 2017.</p>
362/17	8.	<p>County & Borough Council Public Space Protection Orders (PSPO) Dog Control: Fylde Borough Council following a public consultation in December 2016 have agreed on the introduction of a number of PSPOs. More detailed information can be found on the Fylde Borough Councils website.</p>
363/17	9.	<p>Leisure, Amenities & Open Spaces</p> <ul style="list-style-type: none"> • Winter Bedding Contract: It was resolved that the Parish Council would not undertake a contract for this winter. • Best Kept Garden Competition (Britain in Bloom): The results are awaited. It was resolved that part of the Fylde Borough Council in Bloom grant would be used to purchase tickets for up to eight volunteers plus councillors to attend the North West in Bloom awards in Southport as in previous years. • Grass Cutting Contract Area 2: This contract has reached the maximum of 3 years for extension, therefore it was resolved that the clerk strive to obtain quotations in preparation for March 2018.
364/17	10.	<p>General Data Protection Regulation Update The Clerk reminded Councillors of the EU regulation known as General Data Protection Regulation comes into force on 25th May 2018. The Clerk has undertaken a further review of the Information Commissioner's guide 'Preparing for the General Data Protection Regulation' and will report back to the Council in due course. All Councillors have been furnished with relevant ICO documentation and are aware of the importance of compliance with this regulation.</p> <p>It was resolved that the clerk would require additional hours to check through archive files to ensure all documentation being held is appropriate.</p>
365/17	11.	<p>Christmas Tree It was resolved that a 16 foot tree would be ordered from Windmill Nurseries, which will include the delivery, erection and disposal of the tree. As the Christmas tree lights are defunct, the clerk will obtain prices for replacement.</p>
366/17	12.	<p>Pensions Update The clerk provided an update to the Parish Council that by law the minimum pensions contribution would be increasing. As part of the Parish Councils ongoing duties as an employer, at this stage no further action is required.</p>
367/17	13.	<p>Correspondence The following items of correspondence previously distributed by the clerk were noted for information only:</p> <ul style="list-style-type: none"> • Lancashire Fire & Rescue Service's Emergency Cover Review 2017 consultation. • Latest news from the ICO • Consultation on additional evidence in support of the Fylde Local Plan to 2032 • Trading Standards Consumer Alert August 2017 • Hyacinth Bucket's Champagne Breakfast - Wednesday 6th September • Notification: TTRO - Copp Lane, Great Eccleston - 30.10.17 • Fylde Mayor's School's Out in Lytham

Chairman Date

		<ul style="list-style-type: none">• ICO news - separating GDPR fact from fiction
368/17	14.	Items for the Next Agenda (for information only) Budget preparation
369/17	15.	Date of Next Meeting Wednesday 25 th October 2017 (Elswick Village Hall)

Meeting closed: 9.10pm