

MINUTES OF ELSWICK PARISH COUNCIL MEETING: 30th May 2018
Elswick Pavillion, Elswick 19h45.

PRESENT: Cllr Hayhurst (Chairman), Cllr Reed (Vice Chairman), Cllr Dean, Cllr Rowe, Cllr Hudson, Cllr Francis, Cllr Molloy

IN ATTENDANCE: Jane Lingsings (outgoing clerk), David Kirkham (in-coming clerk)
 PCSO's Becca Didsbury and Lauren Vallely

Public Time.

The PCSO's in attendance introduced themselves to the council. It was proposed by PCSO to initiate a local 'police surgery' at the village community centre – clerk to confirm details with Becca Didsbury. Concerns raised that there is no communication between neighbouring districts with regards to policing. Elswick is located on the cusp of Fylde and Wyre districts – seemingly information from Wyre-based police are not communicating details of local criminal incidents with Fylde and vice-versa. There is a rise in anti-social behaviour within the village. The parish council requests greater co-ordination between policing of parishes and districts.

Meeting opened at 20h03

1	Election of Chairman To elect a Chairman for the next 12 months who will then be required to sign the "Acceptance of Office".
19/1	It was resolved to appoint Cllr P.Hayhurst as Chairman. The appointment was accepted by Cllr. Hayhurst.
2	Election of Vice Chairman To elect a Vice Chairman for the next 12 months who will then be required to sign the "Acceptance of Office".
19/2	It was resolved to appoint Cllr. M. Reed as Chairman. The appointment was accepted by Cllr. Reed.
3	Appointments to Outside Bodies To agree which Councillors will be appointed as subject leads to the following areas:
19/3	The following positions were resolved:- <ul style="list-style-type: none"> • Risk Assessment – Cllr Reed • Maintenance/Village Inspection – Cllr Molloy • Contractors/Tenders – Cllrs Hayhurst and Reed • Elswick in Bloom – Cllr Hayhurst • Orchard and Wild Flower Meadow – Cllr Hayhurst • FBC Planning – Cllr Hayhurst • FBC District Parish Liaison Committee – Cllr Hayhurst and D.Kirkham (clerk) • Village Hall Site – Cllrs Francis and Hudson • CCTV - Cllrs Francis and Hudson • MUGA - Cllrs Francis and Hudson • Responsible Financial Officer – D.Kirkham (clerk) • Data Protection Officer – Local Council Public Advisory Service
4	Calendar of Parish Council Meetings for 2018 / 19 To approve the dates of the meetings and update of contact details
19/4	It was resolved to confirm dates and contacts details as in appendix #2
5	Declaration of Interests and Dispensations <ul style="list-style-type: none"> • To receive declarations of interest from Councillors on items on the agenda

	<ul style="list-style-type: none"> To receive written requests for dispensations for disclosable pecuniary interests (if any) To grant any requests for dispensation as appropriate
19/5	<p>Cllr. Hayhurst - non-pecuniary interest on planning application 18/0318 Cllr. Reed - non-pecuniary interest on planning application 18/0318 Cllr. Rowe – pecuniary interest on planning application 18/0318 Cllrs. Hayhurst and Hudson declared a pecuniary interest in some financial matters, whereby, purchases have been made on behalf of the parish council.</p>
6	<p>Apologies for Absence To receive apologies for absence</p>
19/6	None
7	<p>Minutes of the Previous Meeting To resolve to approve as a correct record the Minutes of the Council Meeting held on 25th April 2018</p>
19/7	The minutes from the meeting held on the 25th April 2018 were ratified as an accurate record and signed by the Chairman.
8	<p>Action Tracker To review the action tracker (for information only)</p>
19/8	<p>The action tracker was reviewed and updated. Additional – new CCTV signage to be installed in compliance with GDPR regs.</p>
9	<p>Planning and Licensing To discuss and consider the following planning applications and resolve any action required:</p> <ul style="list-style-type: none"> 18/0384 5 Stafford Close, Elswick Two storey side and rear extension. 18/0318 Land North of and adjacent Norcroft Farm, Mill Lane, Elswick Application for approval of reserved matters pursuant to outline planning permission 16/0180 for the layout, scale, external appearance and landscaping of a residential development comprising 50 dwellings with associated open space and infrastructure. <p>To note planning decisions awaited from Fylde Borough Council as per the planning tracker.</p>
19/9	<p>18/0384 – It was resolved to raise NO OBSERVATIONS 18/0318 – Cllr Francis took the Chair as those councillors declaring an interest left the room – It was resolved to raise NO OBSERVATIONS Those councillors declaring an interest in item 18/0318 re-entered the room and Cllr Hayhurst took the Chair.</p> <p>Noted – clerk to place application for grants in order to fund laptop and/or projector. Action tracker – noted.</p>
10	<p>Finance</p> <ul style="list-style-type: none"> To receive and approve monthly bank reconciliation To authorise payments. To receive the cumulative budget monitoring report To acknowledge receipt of income
19/10	<p>It was resolved to approve all financial matters outlined above (10) – appendix #1. Note – request for payment to Emmington for £316.80 was not approved – clerk to investigate previous payment for fence panels. Purchase of rotavator to be added to asset register. Thanks noted to Cllr Hudson and Mrs Hudson and those involved in rotavating the flower beds.</p>

	<p>Thanks to Cllr. Hudson for installation of cycle rack. Cllr. Hayhurst authorised to purchase watering cannisters in order to assist public with maintenance of village floral display. Budget monitor – flower purchase and flower maintenance to be itemised separately.</p>
11	<p>Audit: Annual Return for the year ending 31st March 2018</p> <ol style="list-style-type: none"> i. To consider and approve the Internal Auditors Report and resolve any actions required. ii. To approve and authorise the Chairman and RFO to sign Section 1 (Annual Governance Statement) iii. To approve and authorise the Chairman and RFO to sign Section 2 (Statement of Accounts) iv. To action the Electors Rights to view annual return documentation.
19/11	<ol style="list-style-type: none"> i. It was resolved to approve all matters relating to Internal Auditors report. ii. It was resolved to approve the Annual Governance Statement iii. It was resolved to approve the Statement of Accounts iv. Audit to be submitted by the clerk. Clerk to organise publication on village website and noticeboards. <p>Note – thanks to Jane Lingings for her work in preparing the detailed audit.</p>
12	Bank Mandate
19/12	It was resolved to approve the removal of the outgoing clerk and the addition of the incoming clerk to the Bank Mandate.
13	Leisure, Amenities and Open Space To discuss and consider current issues and resolve any actions required:
19/13	<ul style="list-style-type: none"> • CCTV – Impressive new set-up. Password protected. Any suspicious activity within the area of CCTV to be reported to Cllr. Hudson • Meadow/Orchard – evidence of more bees in the orchard. Meadow will be attended to in near future. • MUGA – spraying is in hand for near future • Elswick in Bloom – scouts have volunteered their services – possibly utilise them for painting of benches. Youth Club can be utilised to plant the car park. There has been a vast amount of planting to date, however, more plants will be required to complete the project. • Green Flag – attending 10h30 on 4/6/2018. MUGA netting requires attention. • FBC Roseacre Road Inspection Report Actions – FBC reported that they will NOT be removing the football posts in order to repair patchy ground. The clerk to contact M. Sumner to resolve the matter. • Trees on Roseacre Road – clerk to contact FBC to ascertain decision relating to cutting. Report findings to parish council.
14	County & Borough Council To receive and consider any Parish issues and resolve any actions:
19/14	<ul style="list-style-type: none"> • Consultation on Street lighting maintenance – clerk to correspond relating to decision to inspect during daytime – the parish council consider this an inefficient methodology • Consultation on Community Transport – clerk to correspond to consultation. The parish council highlighted the need for services in rural communities as priority. • Rural Policing Matters Campaign – clerk to correspond. The parish council highlighted the lack of community policing in the rural areas and lack of liaising between districts. The PCSO's and police services are stretched beyond capacity in rural Fylde.

	<ul style="list-style-type: none"> • FBC New Ranger Service – to be invited to a future meeting.
15	<p>Correspondence To note the following items of correspondence previously distributed by the clerk for information only:</p> <ul style="list-style-type: none"> • May Briefing Session - The Role and Responsibility of the Chief Inspector • Meet the Regulators Drop in Session - 16 May 2018 - for Cuadrilla's site at Preston New Road • Elswick URC Church Anniversary • District Parish Liaison meeting will be held on Wednesday 18 July 2018 • Latest news from the ICO • Agenda for Planning Committee meeting to be held on 23/05/2018
19/15	Noted
16	Items for the Next Agenda (for information only)
19/16	<p>Parish Council Insurance Renewal Village Hall lighting externally BT line / WIFI in village hall – FBC Community Projects</p>
17	Date of Next Meeting
19/17	<p>Wednesday 4th July 2018 (Elswick Pavilion) Jane Lingings was thanked for her excellent work as clerk to the parish council.</p>

The meeting closed at 21h53

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CHAIRMAN

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DATE