

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL
held on MONDAY 19 FEBRUARY 2018 in the MEMORIAL HALL**

Councillors present Mr Stewart Scothern -Chairman, Mr Stephen Jones, Mr Roland Stretch,
Miss June Cohen-Kingsley

Clerk Mrs Doreen Brookes

2538 **To receive apologies for absence** Cllr Tracey Scott,

Open Forum

The meeting was adjourned for the Open Forum -Standing Orders were suspended.

Present for the Open Forum

City Cllr S Rogerson, City Cllr M Thomas

Nothing to report from Lancaster City Council

Mr Stuart Morris is the newly elected councillor for Morecambe North on Lancashire County Council

Previous to the meeting, representatives from the Neighbourhood Plan Steering Committee (Jean Walker, Janet Westwell and Richard Jardine), at the request of the Council, outlined the policies that are proposed for inclusion in the Plan. They explained how sites had been chosen, had been assessed, put forward for public consultation and which ones were likely to be available for future development. Development sites can be allocated only by the Local Authority. The Neighbourhood Plan must be compatible with the Lancaster City Council Local Plan. The status of the North Lancashire Green Belt has come under scrutiny. Any re-drawing of the Green Belt boundary has to fit in with the LCC Local Plan and authorised by the Local Authority. Much of the background information has been gathered and put in place. The deadline for completion of the draft Plan is 31st March 2018. It is to be sent to Mr Paul Hatch, the Lancaster City Council Officer overseeing Neighbourhood Plans, for his advice. There will be a 6 week consultation period, on the draft Plan probably in May or June. The Plan is being written in the name of the Parish Council and the Council thanks the Steering Committee for all the work being done and the voluntary time given by the members.

The visitors left the meeting. Standing Orders were reinstated.

2539 **To record Declarations of Interest** none

2540 **Minutes of the previous meeting**

Resolution: to approve the minutes of the meeting of the Parish Council held on Monday 15 January 2018 as a true record.

They were duly signed by the Chairman.

2541 **Progress Reports** *(for information only)*

- Wall adjacent to the Crescent; the Canal & River Trust has had this inspected and given assurances that it is safe.
- Dog waste bin on the canal towpath near to Hatlex Bridge; the Canal & River Trust has been informed about the problem of the bin overflowing and debris being left around; this is to be cleaned up and a new bin is due to be installed in the near future
- Several of the litter bins on the foreshore have been repaired by the groundsman, S Brade.
- At a meeting of the Community Emergency Plan committee some small amendments to the Plan have been made. The Committee is endeavouring to ensure that all residents are aware of the existence of a CEP and that help would be available in a serious emergency.
- Some work to improve safety has been carried out at the recreation field play area.

2542 **Administration**

Mr Eric Hamer has tendered his resignation from the Council and this was formally accepted. The Lancaster City Council Returning Officer is to be informed. There are now two vacancies on the Council. The Committee dealing with general Planning Applications will now be Cllr Jones and Cllr Cohen-Kingsley.

Consideration of a request to use the Memorial Hall field along with the Memorial Hall for a wedding reception and to erect a small marquee or shelter -this was agreed to under the following terms; a

nominal rent for the day will be charged, the users are made aware that this is a public space and everything must be left clean and tidy, noise should be kept to a minimum, the Council cannot accept liability for injury, loss or damage and there must be no consumption of alcohol on the field as the licence held by the Memorial Hall Committee covers only the hall itself.

2543 Financial matters

Resolution: to approve the monthly receipts and payments report presented by the clerk.

Current Account £5,354.64 Savings Account £54,968.63.

Review of Clerk's salary; checks of the pay scale for part-time clerks have been carried out.

Resolution: to pay the clerk on the NALC hourly rate for part-time clerks, level SCP 23 (£11.00) commencing on 1st April 2018.

Coastal Road bus shelter -damaged in a traffic accident; Zurich Insurance have agreed to pay for the repairs but not the full cost of a new shelter. However they will agree to contribute £1,153.20 to the cost of a new shelter if the Council wishes to pay the balance. The quotation of £3,139 +VAT for a new shelter and removal of the existing one given by Queensbury Shelters still stands. A cheque has been received from Zurich for £160 which covers the cost of the emergency repairs.

Resolution; to accept the quotation from Queensbury Shelters and to purchase a new shelter.

Electricity supply at the Burial Ground; Eon have offered to renew the electricity plan for the next twelve months on the same basis as the existing one -i.e. Standing Charge 27.00p per day, normal units 22.29p per kWh, payable by monthly Direct Debit giving a discount of 7% per month.

Resolution: to accept the agreement.

To consider the renewal of the membership of Fields in Trust for 2018/19 and to pay the subscription of £50.00.

Resolution; to renew the membership.

Review of the Financial Regulations of the Council and Financial Risk Management -copies of the documents have been provided to all councillors. The Financial Risk Assessment and Management Register has been updated to account for changes made during the year, 2017/18.

Resolution: to approve the Financial Regulations and to approve the Financial Risk Assessment and Management Register.

To review the effectiveness of the internal audit & to confirm internal audit procedures; these presently are the same as in previous years.

Resolution: to continue with the present arrangement and to confirm the appointment of a member of the Independent Audit Group, comprised of clerks/RFOs from Carnforth Town Council, Bolton-le-Sands Parish Council PC, Halton with Aughton PC, Nether Kellet PC and Slyne with Hest PC, as the Independent Internal Auditor.

The Council's own internal audit is carried out by an appointed member of the Council.

Review of the Council's assets -an up-to-date list of the Council's assets and their values has been supplied to all members of the Council.

Resolution: to approve the Assets Record.

2544 Open Spaces

Recreation field drainage issues; A Standstill Agreement, extending the negotiating period until September has been agreed between JWK Solicitors, acting on behalf of the Council, and the Other Parties and this was given approval. Agreement was given to the Solicitor's request to write to BLM who are negotiating on behalf of the defendants urging them to progress matters as efficiently and quickly as possible.

Recreation field play area; it was agreed to accept the offer made by Lancaster City Council of free three-monthly safety inspections of the play equipment. Regular inspections of the equipment are also made by the Council's groundsman.

Manor Lane play area; three quotations have been obtained for a post-installation inspection and report of the play area. This is required to cover all safety issues of the playground.

Resolution: to accept the quotation of £295.00+VAT supplied by Playdale Playgrounds.

Safety inspections of the Manor Lane play area; Lancaster City Council has quoted an annual cost of £120.00+VAT for three-monthly inspections.

Resolution: to accept the quotation and to request Lancaster City Council to carry out the inspections.

2545 **Burial Ground**

Meeting with Lancaster City Council's Cemeteries Management Officer; headstones and kerbs have been inspected. However as they belong to the purchaser or family member it is their responsibility to maintain them and the Parish Council can only act if any becomes dangerous, for example, laying it on the grave. Some headstones have been staked and banded for safety and if it is found necessary to renew any of these work will be carried out.

2546 **Foreshore**

Two enquiries have been received about placing memorial benches on the foreshore. If formal application is made the Council will accede to the requests. The benches will have to be placed towards the eastern end of the foreshore. In future, consideration will need to be given to how many memorial seats are desirable on the foreshore.

2547 **Planning Applications**

Applications received

18/00037/FUL 4 Hayfell Grove, Hest Bank, LA2 6DT
 18/00081/FUL 21B Hest Bank Lane, Hest Bank, LA2 6DG
 18/00146/FUL 2 Hatlex Hill, Hest Bank, LA2 6ET
 18/0020/TPO 25 Throstle Walk, Slyne, LA2 6LD

No issues have been raised on any of the above applications

Applications permitted

17/01244/FUL Church Hall, St Luke's Church, Shady Lane, Hest Bank
 17/01358/FUL Land rear of Kirklands & Hanging Green Lane, Hest Bank
 17/01378/FUL 13 Rushley Drive, Hest Bank, LA2 6EF
 17/01469/FUL 66 Marine Drive, Hest Bank, LA2 6EB
 17/01474/FUL 64 Marine Drive, Hest Bank, LA2 6EB
 17/01523/FUL 36A Prospect Drive, Hest Bank, LA2 6H
 17/01560/FUL 10 Rushley Mount, Hest Bank, LA2 6EE
 17/01536/PLDC 5 Sea View Close, Hest Bank, LA2 6BZ

2548 **Payment of Accounts**

Resolution; to authorise the transfer of £2,000 from the Savings Account to the Current Account.

Resolution: to pay the accounts as listed

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| | DD Eon | 8.44 | electricity bill -burial ground |
| | DD BT | 195.15 | phone bill |
| Cheque | 122116 Envirocare | 876.00 | grass cutting -January invoice |
| | 122117 Lancaster City Council | 863.59 | summer grass cutting at Bottomdale fields |
| | 122118 Mr S Brade | 445.55 | groundsman's pay and expenses |
| | 122119 Mrs D Brookes | 860.34 | clerk's salary & expenses |
| | 122120 Petty cash | 53.45 | sundry items |
| | 122121 Fields in Trust | 50.00 | annual membership fee |
| | 122122 Playdale Playgrounds Ltd | 354.00 | Manor Lane playground inspection |

2549 **Matters raised by members for future consideration**

Erosion round outfall pipes at the shore
 Obstruction of pavements by overgrowing bushes and by parked vehicles

R Stretch -proposal to plant a memorial holly tree in Hanging Green wood close to the southern entrance of the recreation field -unanimously approved

2550 **Date of next meeting** Monday 19 March 2018 at 7.30pm

The Chairman declared the meeting closed at 8.38pm