

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL
held on MONDAY 20 JUNE 2016 in the MEMORIAL HALL**

Councillors present Mr Stewart Scothern -Chairman, Miss June Cohen-Kingsley, Mr Roland Stretch, Mr Stephen Jones, Mr E Hamer, Mrs Helen Brownjohn,

Clerk Mrs Doreen Brookes

2319 **To receive apologies for absence** Cllr J Leeman

Open Forum

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

Present for the Open Forum: City Cllr M Thomas and City Cllr S Rogerson, Mr B Maitland, Mrs E Maitland, Mrs J Hamer, Mr C Bowman

Apologies for absence were received from County Cllr A P Jones

- Cllr A P Jones had provided updated information on the Hest Bank Lane flooding issues and this was conveyed to the meeting. Investigation into the December flooding is on-going by Lancashire County Council. A list of suggested studies and works has been submitted to the Environment Agency which will forward the bids to DEFRA. The list specifically identifies Slyne with Hest. A decision on the proposals is not expected until later in the year.
- Mr & Mrs Maitland explained their concerns about proposals under a planning application for developments at a property next to their own. These include the scale of the development, drainage and flooding issues, parking and highway safety. This application is on the agenda for discussion by the Council and Mr & Mrs Maitland were also advised to seek the help of City Cllr S Rogerson.
- Mr C Bowman explained his wish to apply to install a memorial bench at the Burial Ground, somewhere close to the hedge alongside the Non-conformist section. This is on the agenda for approval.

The visitors left the meeting and Standing Orders were reinstated.

2320 **To record Declarations of Interest** none

2321 **Minutes of the previous meeting**

Resolution: to approve the minutes of the meeting held on Monday 16 May 2016 as a true record. They were duly signed by the Chairman.

2322 **Progress Reports** *(for information only)*

- Footpath at the church triangle; Enquiries have been made to Lancashire County Council Highways but as this is perceived as a low risk area for accidents they are not able to do anything because of budget constraints. The lengthsman, M Ashton, has cut back a little of the vegetation alongside the triangle edge on Hanging Green Lane.
- Grass cutting on the foreshore near to the caravan park has been highly commended by a resident of the park and thanks have been passed on to M Ashton.
- Painting of the fence along Hanging Green Lane has been put on Community Payback's schedule of work.
- First Aid course planned by the Memorial Hall committee and run by St Johns Ambulance. It was noted that there are a few vacancies for anyone interested.
- Local councils are being invited by the Ministry of Defence to 'Fly the Flag' on Armed Forces Day on Saturday 25 June. It was agreed to fly the union flag at the Memorial Hall.

2323 **Administration**

Neighbourhood Development Plan; a grant of £4,530 has been received towards the development of the Plan. The steering group is to consult with residents and others on what they regard as important issues to be covered by the Plan. It is hoped to get out and about during the summer months at various events and targeting residents and other people using businesses and facilities in the parish. The first steps in preparation of the Plan are expected to begin in September.

Consideration of a community emergency plan; letters have been sent to all the churches in the village and to the Memorial Hall Management Committee asking if they would be interested in being part of a community committee which would have a plan in place to deal with any serious and widespread disruption. Some positive feedback has been received. Grants are available, for example, to provide equipment, alteration to premises, storage facilities and publicity. The deadline for expressing an interest and providing some indication of what would be needed and the cost is 1st July and it was felt that there was too little time to do this. However it was agreed that it would still be worthwhile arranging a meeting with the interested parties in early autumn to discuss the way forward. A date for a meeting is to be decided at the Council's July meeting.

2324 Financial matters

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

Current Account £8741.02 Savings Account £82,649.03.

Internal Audit and the Independent Internal Audit of the Accounts for 2015/16; the Council's own independent audit of the accounts was carried out by Cllr Scothern on Thursday 19 May 2016. All was found to be in order.

Independent Audit of the Accounts; this was carried out on Thursday 26 May 2016 by a member of the Independent Audit Panel which is comprised of Responsible Financial Officers from the parish councils of Bolton-le-Sands, Halton, Carnforth, Nether Kellet and Slyne with Hest. The relevant page of the Annual Return form 2016 was completed by Mr P Charnley, clerk to Carnforth Town Council. No matters were identified as needing the Council's attention.

Resolution (i); to accept and record the above reports.

Audit 2016 - Annual Return for the year ended 31 March 2016

Resolution (ii); to approve the Statement of Accounts completed by the Responsible Financial Officer.

Accounting information is to be published on the parish website as required by accounting regulations.

Consideration of the review of councillors' allowances & expenses; these are paid to elected members of the Council (minute ref. 1760). The Chairman's allowance is £50 for the year and the Councillors' allowance is £10

Resolution: to keep the allowances at the same level and to pay them to the 5 elected members.

2325 Open Spaces

Recreation field; The Surveyor, Mr Andrew Hill, has provided a report on the issues with the recreation field with regard to the state of the field, the project plan, the work that was carried out, its supervision and management. This has been carefully considered by the Council. It was agreed to accept the report. A meeting is to be arranged with Mr C Hollingdrake, solicitor, to seek advice on how to proceed. This will be brought back to the next parish council meeting.

Risk Assessment and annual inspection of open spaces owned by the Council (including bus shelters and fixtures); councillors will carry out the inspection of designated areas.

2326 Highways

Consideration of applying to Lancashire County Council for an Environmental Weight Restriction on the canal bridges -this is a suggestion put forward by the Canal & River Trust(C&RT). There is some damage to the parapets of the bridges but assurance has been received from the C&RT that the three canal bridges (114,118 and 119) are all Full Strength Public Road Bridges for highway purposes and as such the C&RT cannot legally enforce a weight restriction on them. However they would support an application by the parish council for an Environmental Weight Restriction as it would reduce the risk of damage to the structures. The parapets do not affect the capacity of the bridge but they are often damaged by large vehicles trying to negotiate the bridges. Repairs are costly. The bridges are Grade II listed structures

Resolution: to ask LCC to consider an Environmental Weight Restriction for the three bridges.

If necessary the council would be willing to make a contribution towards the cost of signs.

2327 Burial ground

Application to place a memorial bench in the burial ground made by Mr C Bowman

Resolution; to approve the application

It was suggested that an appropriate site would be close to the hedge adjacent to the Non-conformist section. Mr Walton is to be asked to remove a dead tree and this would create a suitable space.

2328 Planning Applications

Consideration of setting up a planning committee to deal with planning applications; it was agreed to set up a committee of three members to deal initially with planning applications and to make any observations. Any issues and comments are to be reported and recorded at the next full council meeting after receipt of the application. Members of the committee are Cllrs J Cohen-Kingsley, E Hamer and S Jones.

Applications received:

16/00672/FUL 81 Hest Bank Lane, Hest Bank, LA2 6BS

Some concerns have been expressed about this application; it is a substantial extension on a relatively small two-bedroomed bungalow, an overdevelopment of the site and relates poorly to the existing property and surrounding ones. There would appear to be some issues regarding drainage and flooding and highway and parking concerns.

16/00686/FUL 6 Hatlex Hill, Hest Bank, LA2 6ET

There are concerns about this application as work appears to have gone ahead in spite of a previous refusal of permission, reports about retention of trees and hedges appear not to have been adhered to and the Council has been given to understand that there are issues over drainage and installation of drains nearby.

16/00670/FUL Nordean, Lancaster Road, Slyne, LA2 6AS

No issues were raised on this application.

Applications permitted

16/00472/FUL 14 Marine Drive, Hest Bank, LA2 6EB

16/0052/TPO St Luke's School, Shady Lane, Hest Bank, LA2 6JL

2329 Payment of Accounts

Resolution: to authorise the transfer of £3,000 from the Savings Account to the Current Account.

Resolution: to pay the accounts as listed;

	DD	Eon	5.72	electricity bill for burial ground
	DD	BT	156.80	phone bill
Cheque	101903	Envirocare Maintenance Solutions	1590.00	monthly grass cutting
	101904	Wenning Surfacing Limited	3600.00	path & entrance -recreation field
	101905	G.B. Sport & Leisure UK Ltd	836.40	repairs to play equipment
	101906	JWK Solicitors	312.00	legal fees
	101907	PC World (reimburse D Brookes)	89.99	purchase of new printer & cartridges
	101908	Mr S Brade	338.00	groundsman's pay
	101909	Mrs D Brookes	836.12	clerk's salary
	101910	Petty cash	17.04	postage
	101911	Petty cash -Neighbourhood Plan	85.52	Neighbourhood Plan petty cash
	101912	MJ Holmes	354.50	N'hood Plan publicity material

2330 Matters raised by members for future consideration

none

2331 Date of next meeting Monday 18 July 2016 at 7.30pm.

The Chairman declared the meeting closed at 9.05pm

