

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL**  
**held on MONDAY 21 MAY 2018 in the MEMORIAL HALL**  
**Annual Meeting of the Council**

**Councillors present** Mr Roland Stretch, Mr Stephen Jones, Miss June Cohen-Kingsley,  
Mrs Tracey Scott

**Clerk** Mrs Doreen Brookes

2574 **To receive apologies for absence** Cllr Stewart Scothern

2575 **Election of the Chairman**

Cllr Stewart Scothern was unanimously elected unopposed as Chairman for the next twelve months; proposal made by Cllr J Cohen-Kingsley and seconded by Cllr S Jones.

In the absence of Cllr Scothern the meeting was chaired by Cllr R Stretch

**Open Forum**

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

Present for the Open Forum

City Cllr Sylvia Rogerson, County Cllr Stuart Morris

County Cllr Morris reported that he had been in touch with the Hest Bank Lane flood group and a feasibility study is to be carried out to assess flooding issues there. Also County Council has allocated funds to improve drainage on Hatlex Lane which has also suffered from flooding problems. To date there is no information about a proposed scheme to overcome flooding on the foreshore.

Permanent signage for the canal bridges still remains unresolved, however the possibility of imposing weight limits is being considered.

The visitors left the meeting and Standing Orders were reinstated

2576 **Election of the Deputy Chairman, Internal Reviewer of Accounts, Representative on the Memorial Hall Committee**

The following elections were made:

Deputy Chairman	Cllr R Stretch
Internal Reviewer of Accounts	Cllr S Scothern
Representative on the Memorial Hall Committee	Cllr J Cohen-Kingsley

2577 **Appointment of the Responsible Financial Officer**

Resolution: to re-appoint the clerk, Mrs D Brookes, as the Responsible Financial Officer.

2578 **Appointment of a Data Controller**

This is to comply with General Data Protection Regulations which come into force on 25<sup>th</sup> May 2018.

Resolution: to appoint the clerk, Mrs D Brookes as the Data Controller.

2579 **To record Declarations of Interest** none

2580 **Minutes of the previous meeting**

Resolution: to approve the minutes of the meeting of the Parish Council held on Monday 16 April 2018 as a true record.

They were duly signed by the Chairman.

2581 **Progress Reports** *(for information only)*

- The Coastal Road bus shelter is now in place and the loss adjusters have agreed to pay the insurance claim
- Foreshore - both the County Council and the Environment Agency have been contacted again about the flooding and erosion on the foreshore but further information is still awaited

- The Scout & Guide HQ has now been re-roofed.
- The small climbing frames have been removed from the recreation field play area because of safety concerns; also a wire fence has been fixed in place of temporary plastic fencing round the pond area.
- Lancashire County Council's consultation on street lighting maintenance noted -no comments
- Lancashire County Council's consultation on community transport in Lancashire noted -no comments
- Resident's comments about the bus shelter and seat on Hest Bank Lane noted. Lancashire County Council Highways have confirmed that they will construct a mobility type crossing area and hard standing at the bus stop. Further work will then be considered.
- Filming is to take place along the canal for a television series -no objections to this.

#### 2582 Administration

Neighbourhood Development Plan -further work continues on this and it is hoped that the draft Plan will be ready for the Council's approval at the June meeting. A six-week consultation is planned with open meetings for residents. All households are to receive a leaflet explaining the process.

Annual review of Standing Orders -Standing Orders are to be updated to include compliance with new General Data Protection Regulations. It is noted that Parish Councils do not need to appoint a Data Protection Officer. Personal information is securely stored and used only for necessary communication. It is not passed on to a third party.

Village Newsletter -the editor has raised some concern about the proposed publication dates for the newsletter as many village organisations begin their new programme of activities in September and have published information about this in the newsletter. The dates are therefore to be reviewed and a newsletter published in September this year.

#### 2583 Financial matters

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

Current Account £4228.71 Savings Account £110,178.56

Audit 2018 - Annual Return for the year ended 31 March 2018

Resolution (i): to complete and approve the Annual Governance Statement.

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

The Independent Internal Audit is to be carried out on Thursday 24 May by the Independent Internal Audit Panel.

Change of signatories on the accounts following the resignation of Mr E Hamer in February.

Resolution; to remove Mr Hamer as an account signatory and to appoint Cllr Tracey Scott as a new signatory.

Agreed unanimously.

#### 2584 Open Spaces

Recreation field drainage issues; the Council's solicitors have informed the defendant's representatives that the Council intends to commence some remedial work and suggested that they were given six weeks notice which would give them time to identify and instruct an expert should they wish to do so. This was agreed by the Council which confirmed that no work would be commenced prior to Monday 4<sup>th</sup> June. This has been adhered to.

Three quotations for remedial work on the recreation field which had been received towards the end of 2017 were reconsidered.

Resolution; to appoint Duncan Ross Ltd as the contractor of choice to carry out the work.

Mr Ross is to be invited to visit the field again to further fully discuss with councillors the work required and to provide any revisions of the original quotation.

Cllr Scott explained the initiative to set up a Community Development Group to take forward the Council's plans to hold a consultation on the facilities desired for the recreation field once the drainage problems have been resolved.

Preliminary enquiries suggest some interest in this and a public meeting is to be held on Tuesday 12 June. The Group is being established to benefit the community in three areas, development of the recreation field, submission of funding bids and event planning and in turn to develop a stronger sense of community.

The Group will report back to the Parish Council. Thanks go to Cllr Scott for her work with this.

Coastal Road bus shelter (south side); the shelter is showing signs of ageing with corrosion in some places. It was agreed to consider its replacement and a quotation is to be sought from Queensbury Shelters Ltd..

#### 2585 Burial Ground

The Council's policy on memorial safety has been reviewed. A notice will be placed at the burial ground explaining that the memorials are the responsibility of the grave owners but that the Council reserves the right to carry out appropriate work if a memorial is deemed unsafe. Mr Brade, groundsman, is to be asked to report any memorials that become a safety risk and action will be considered.

The biennial safety inspection of graves & memorials was carried out in the summer of 2017.

#### 2586 Planning Applications

Applications received

18/00363/FUL Cote Farm, Strellas Lane, Slyne. LA5 8AB

As this is a retrospective application some concerns were raised. A previous application for this site was refused as being contrary to the aims and objectives of the National Planning Framework and a number of policies contained within it and the Council failed to see that the new application overcame many issues that were previously raised. Should it be minded to grant this application the Council recommended that a condition be attached restricting the use solely to occupation by an agricultural worker and that this should be reviewed after five years.

18/00520/FUL 6 Sunningdale Crescent, Hest Bank, LA2 6DE

18/00531/FUL Lyngarth, Lancaster Road, Slyne. LA2 6AS

No issues raised on the two above applications.

18/00553/CU & 18/00554/FUL Manor House Farm, 128 Main Road, Slyne, LA2 6AZ

Some concerns were raised on these applications. The Council suggested that in the context of the proposals for the café it cannot be seen as rural diversification or employment and sustainability of the location. Also the potential for increased vehicle movement and parking on Manor Lane close to the junction of the A6 which already suffers congestion and sight line problems gave rise to concern.

Applications permitted

18/00081/FUL 21B Hest Bank Lane, Hest Bank, LA2 6DG

18/00205/FUL Brantholme, Hasty Brow Road, Slyne, LA2 6AG

18/00278/FUL mast on land off Powderhouse Lane, Slyne

#### 2587 Matters arising from the Annual Parish Assembly None

#### 2588 Payment of Accounts

Resolution; to authorise the transfer of £2000 from the Deposit Account to the Current Account

Resolution; to approve the payment of the accounts as listed:

	DD	Eon	8.44	electricity bill -burial ground
		BT	188.33	phone bill
Cheque	122137	Envirocare Maintenance Solutions	876.00	grounds maintenance -April
	122138	Viking	69.26	stationery
	122139	Mrs D Brookes	891.12	clerk's salary & expenses
	122140	Petty cash	15.98	sundry items
	122141	Mr S Brade	311.94	groundsman's pay & expenses

#### 2589 Matters raised by members for future consideration

Overgrowing hedges- request to be made to County Council about their leaflet on this problem

#### 2590 Date of next meeting Monday 18 June 2018 at 7.30pm

The Chairman declared the meeting closed at 8.45pm.