

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL
held on MONDAY 15 JUNE 2015 in the MEMORIAL HALL**

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

Clerk Mrs Doreen Brookes

Cllr Scothern signed the Acceptance of Office as elected Chairman of the Council

2175 **To receive apologies for absence** none

Open Forum

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

Present for the Open Forum: City Cllr M Thomas, Mr Ian Sharp, Cllr J Wild arrived later in the meeting

- Cllr Thomas apologised for not having attended the Neighbourhood Plan meeting. The outline of the meeting was briefly given to him. The next meeting is scheduled for Tuesday 7th July.
Cllr Thomas asked for any suggestions of streets that might benefit from Lancaster City Council's Street Clean Programme. Thought to be given to it.
- Mr Sharp explained the problem with the toilet block on the canal towpath which has not only become an eyesore because of lack of maintenance but also the block and surrounding area is frequently used inappropriately and this can be seen from Mr Sharp's house. This has been going on for some time and he has had contact with Lancaster City Council (LCC) and the Canal & River Trust (CART) but with little success. He therefore requested the support of the Council to try to get some action. It was agreed that the clerk should contact LCC Environmental Services and CART.

The visitors left the meeting and Standing Orders were reinstated

2176 **To record Declarations of Interest**

None

2177 **Minutes of the previous meeting**

Resolution: to approve the minutes of the meeting held on Monday 15 May 2015 as a true record.
They were duly signed by the Chairman.

2178 **Progress Reports** (*for information only*)

- Vacancies on the council -no enquiries have so far been received and the date set by City Council has passed -to be referred back to the Elections officer.
- Fly-tipping on Hest Bank Inn car park; a letter was sent to the manager and a response has been received from the Salvation Army which is responsible for the recycling collection bins. These bins have been removed and the site is much tidier. No suggestions were forthcoming for an alternative site for the bins.
- Speed notices on household waste collection bins- information had been received from a firm that produces stickers for 'wheelie bins', e.g '20mph', 'slow down', as part of an initiative to try to improve safety by reminding motorists about the speed restriction. No action taken
- Speed of vehicles and pedestrian safety on Bottomdale Road; concern has been raised about this as, especially at present during the construction of the bypass, large numbers of vehicles are using the road. The road is narrow, there is no footpath and it is hazardous for pedestrians. The clerk is to contact Lancashire County Council to enquire whether any measures can be taken to improve safety.

2179 **Administration**

Neighbourhood Plan; four councillors, the clerk and five residents had attended the meeting on Tuesday 9 June. Cllr Leeman chaired the meeting and outlined the purpose of developing a Neighbourhood Plan and the steps to be taken in developing it. It was agreed that the Parish Plan and Village Design 2006

Statement could act as a starting point. More input from the community would be needed and it will be necessary to have some professional input in formulating a Plan. It was decided to invite Mr P Hatch, Lancaster City Council Senior Planning Officer to talk at the next meeting which will be on Tuesday 7th July. Publicity will be given to this meeting.

Consideration of an invitation to the Council from the Lancaster Canal Trust to become an affiliated member of the Trust. This is a charitable body which is endeavouring to restore the fifteen miles section of the canal between Tewitfield and Kendal with a view to boosting tourism associated with the canal
Resolution: to take up the invitation and become an affiliated member and to pay the annual fee of £14.

Emergency resolution to discuss an item not on the agenda because urgent action is needed -approved Lancashire County Council Highways asked for urgent action to remove overhanging branches from trees on Hanging Green Lane because they were being hit by buses causing damage to the buses and also raising concerns about safety for passengers and passers-by should any of the branches be dislodged.
Resolution: to contact Mr P Walton and ask him to carry out the necessary work on the trees as soon as possible.

2180 Financial matters

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

Current Account £ 3487.62 Savings Account £87,310.49

Independent Audit of the Accounts; this was carried out 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 has been completed. No matters were identified as needing the Council's attention.

Audit 2015 - Annual Return for the year ended 31 March 2015

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

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

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 all members.

2181 Open Spaces

Recreation field issues; following last month's meeting a letter was sent to Penny Bennett -landscape architect, with copies to Newground, the contractor and Julie Paton -Lancashire County Council Project Officer, explaining that the recent invoice from Newground had not been paid due to the Council's dissatisfaction with the work that was done and the present state of the field. The parties concerned were invited to meet for discussion of the problems. This was accepted by P Bennett with a suggestion that, at this stage, she and J Paton met with the chairman and clerk. It was felt that Cllr Leeman should also be included as, through the May Fair Committee, she had been closely involved with the scheme. Cllr Stretch expressed a wish to also attend.

The position of the main manhole on the field has been located by Mr Cowperthwaite, who also rodded the drains as far as he could. Most of the drains appear to be clear and there is water running into the manhole but it is possible that a drain taking water from the worst flooded area has been damaged. A meeting with another drainage contractor, Landscape Engineering was held on 12th June and a quotation and report from them is awaited. Also Duncan Ross Limited is to be contacted again for their assessment of the problem.

The contractor supplying new fencing for the play area has been contacted and it is hoped that the work can be carried out early in July, providing that the ground conditions are suitable. Councillors offered to help the lengthsman to take down the old fencing.

Improvement and extension of path at the recreation field; quotations have been sought for this work and the information is awaited -deferred to next meeting

Funding towards the recreation field project was received by the May Fair Committee from the Lancashire Environmental Fund, through ENTRUST and the field is to be inspected by them on 23 June. Cllr Leeman and the clerk will be present. The documentation requested by the inspector has been

forwarded.

Repair of the Sea View Drive snicket handrail; this was left over some months ago as it was felt at the time that it was not a priority but it does now need some attention.

Resolution: to ask the lengthsmen to carry our repairs.

Risk Assessment and annual inspection of open spaces owned by the Council; councillors will carry out the inspection of designated areas.

Review of the lengthsmen's hours; a record of the hours worked by the lengthsmen over a twelve month period and specifically over the past two months has been reviewed and it would seem that for this Council the full allocation is not being worked. The Chairman is to discuss this with the lengthsmen. Appointment of a groundskeeper; three people have expressed an interest in the part-time groundskeeper's job that has been advertised. However it was decided to re-advertise with increased hours-from 4 to 8 per week and with information that the appointment will be on a self-employed basis.

Complaint about the toilets by the canal- see Open Forum

2182 Burial ground

Preparation of the area for consecration: still waiting to receive information from Blackburn Diocese. There is still some work to be done by the lengthsmen (and new groundskeeper, when appointed) to prepare the burial area and tidy up the surrounding area.

Biennial safety inspection of graves & memorials -Cllr Cohen Kingsley has offered to carry out the inspection. The numbering of the graves that was discussed some time ago is to be reconsidered -item on next agenda.

2183 Planning Applications

Applications received

15/00625/FUL 41 Hatlex Lane, Hest Bank, LA2 6EZ
15/00656/FUL The Croft, Hest Bank Lane, Slyne, LA2 6AH
No issues were raised on the above applications.

Notification of permission granted

14/01195/FUL Seaways, The Shore, Hest Bank. LA2 6EQ
15/00073/REM Birklands, Hest Bank Lane, Hest Bank, LA2 6DG
15/0050/TCA 116 Main Road, Slyne, LA2 6AZ

2184 Payment of Accounts

Resolution: to authorise the transfer of £1,000 from the Savings Account to the Current Account.

Resolution: to pay the other accounts as listed

	DD	Eon	5.32	electricity bill -burial ground
	DD	BT	150.28	phone bill
Cheque	101805	Travis Perkins Trading Company Ltd	21.47	maintenance materials
	101806	Viking	148.54	stationery
	101807	Envirocare	1566.00	grass cutting
	101808	Printing Plus	257.61	printing of village newsletter
	101809	Mrs D Brookes	831.52	clerk's salary
	101810	Petty cash	10.06	postage

2185 Matters raised by members for future consideration

RS -grass and weeds growing in gutters along roads and in other areas

2186 Date of next meeting Monday 20 July 2015 at 7.30pm

The Chairman declared the meeting closed at 9.00pm.

