

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL  
held on MONDAY 17 JUNE 2019 in the MEMORIAL HALL**

Councillors present Mr Stewart Scothern -Chairman, Mr Roland Stretch, Mr Stephen Jones, Mrs Tracey Scott, Miss June Cohen-Kingsley, Mrs Nicky Whittall

Clerk Mrs Doreen Brookes

Cllr Scothern signed the Declaration of Acceptance of Office as Chairman for 2019/20

2732 **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: County Cllr S Morris, City Cllr M Thomas

Apologies were received from; none

- Cllr Thomas commented on the closure of VVW Fitness Centre and an apparent proposal for development of the land. It would seem that developers have already had a meeting with Lancaster City Council Planning Department to discuss a possible planning application. To date the council has not been made aware of any proposals.
- Concern about safety at Hasty Brow crossroads: this is being pursued by Cllr Morris and Lancashire County Council have agreed responsibility for reinstating the railings that were damaged in an accident. Some improvements to markings and signage at the junction are being made but it thought that more action is required. Several e-mails about the foreseen problems have been received from a local resident. The Council is to consider further action
- Concerns about safety outside St Luke's Primary school were also discussed; indiscriminate parking, usually with no Police action, in spite of requests, and exceeding of the speed limit of 20mph were thought to contribute to the problem. Cllr Morris is to write to the headmaster expressing concern.
- Damage to canal bridges was discussed. There has been further damage to the Hest Bank Lane bridge and also damage to Hatlex Lane bridge. This has been reported to the Canal and River Trust. The bridges are Grade II listed structures. Lancashire County Council is considering some signage but it is thought that this may not be enough and action is needed.

2733 **To record Declarations of Interest** none

2734 **Minutes of the previous meeting**

Resolution: to approve the minutes of the Annual Parish Council meeting held on Monday 20 May 2019 as a true record. They were duly signed by the chairman.

2735 **Progress Reports** (*for information only*)

- The owner of an overgrowing hedge that was causing concern has been contacted and some improvements have been made.
- Network Rail requested permission to remove a tree on parish council land which was overhanging the railway line and this was agreed.
- A caravan parked without permission on the foreshore has finally been removed. The council's solicitors were consulted about the legal issues around such parking as notices are on display prohibiting overnight parking and camping. It is noted that if legal fees are to be covered by the council's insurance policy, consultation must be with the insurance company and their preferred solicitors used.
- As a trial small notices have been placed at the Burial Ground in the Garden of Remembrance to 'Keep the path clear' so that it is not obstructed by planters, pots etc. and all plots are easily accessible. Also this makes the area easier to maintain.
- Consideration of a seventh member of the council to make the full complement -left in abeyance

2736 **Administration**

Neighbourhood Plan; the Steering Committee is still waiting for a review of the Strategic Environmental Assessment (SEA Report). The re-alignment of the Green Belt will need to be taken into account in the NP rather than in the Lancaster City Council Local Plan and there had been some concern expressed about consultation on the Green Belt. The final draft of the Plan is very near to completion and the Council expressed a wish to see it

before it is published for consultation. The proposed consultation period is from 22<sup>nd</sup> July to midnight 1<sup>st</sup> September 2019.

The Steering Group is hosting the community coffee morning on Saturday 6<sup>th</sup> July and there will be an opportunity for the public to look at the Plan.

Community Development Group; due to a change of circumstances the Group is now not able to host the community coffee morning in August. A meeting is to be held within the next few weeks and consideration will be given to organising a Christmas Fair.

Memorial Hall Field -dedication as a Centenary Field; a final draft of the Deed of Dedication has been received.  
Resolution: to give full approval to the Deed and to sign it accordingly.

Memorial bench; an order is to be placed with David Ogilvie Engineering Ltd. for an Armed Services bench seat along with a fixing kit, total cost £906 + £105 delivery +VAT.

Annual review of Standing Orders -Standing Orders -suggested adjustments had been circulated to the Council; i.e. para 20 point 3 the council shall appoint a Data Protection Officer and para 21 ....routine planning decisions, subject to consultation being made with the two members of the Planning Committee.

Resolution: to approve the changes.

## 2737 Financial matters

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

Current Account    £2913.08                      Savings Account    £141,668.06

An internal review of the council's accounts was carried out by Cllr S Scothern on Friday 10<sup>th</sup> May 2019 and a record completed.

Resolution (i): to accept and record the above report

Independent Internal Audit of the Accounts for 2018/19; this was carried out on Thursday 23<sup>th</sup> May 2019 by a member of the Independent Audit Panel which is comprised of Responsible Financial Officers from the parish councils of Bolton-le-Sands, Halton and Slyne with Hest. The relevant page of the Annual Return form 2019 was completed by Mrs P Bradley, clerk to Bolton-le-Sands Parish Council. No matters were identified as needing the Council's attention.

Resolution (ii): to accept and record the above report.

Audit 2019 - Annual Return for the year ended 31 March 2019

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

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

The above are to be submitted to PKF Littlejohn PPL, the external auditor.

Addition of another signatory on the bank accounts -no decision made- left in abeyance.

Review and approval of the payment of councillors' allowances; in compliance with regulations, these are paid to elected members of the Council (minute ref. 1760). The Chairman's allowance is £50 for the year and a Councillor's allowance is £10

Resolution: to retain the allowances at the same level and to pay them to the members.

To review the fees chargeable for the burial ground; a proposal was put forward to make an overall increase of the fees by 5% for residents of the parish and 7.5% for those who have resided outside the parish.

Resolution: to approve these changes from 1 August 2019.

## 2738 Open Spaces

Recreation Field; commencement of drainage work on the field has been promised for 1 July 2019.

A check is to be made on whether there has been any increase in cost. As agreement for this work was by e-mail, enquiries are to be made about the need for a contract.

The Council's insurance cover has been checked and there is no cover for contract disputes. In the light of previous experience enquiries are to be made about adding this to the policy.

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

Cllr J Cohen Kingsley is to carry out the biennial safety checks at the burial ground.

2739 **Highways**

Hasty Brow crossroads; County Council has again been contacted, some work to signage and on road markings has been done but further may be considered after an inspection, but this may take 10-12 weeks and is dependant on budget. Reduction of the speed limit on the southern end of Hest Bank Lane is not being considered. The County Council has noted the Council's offer of provision of a Speed Indicator Detection Device (SpID) and a list of conditions that apply to the use of these devices has been provided. Further explanation of these and possibly a site meeting are to be requested. Locations would need to be approved. Further quotations for the cost of various types of these signs have been obtained.

Canal bridges; there have been reported strikes at the Hest Bank Lane bridge and the Hatlex Lane bridge, thought to be by large delivery vehicles. This has been reported to the Canal and River Trust and to Lancashire County Council(LCC). LCC has stated that the placing of 'unsuitable for HGVs' signs is being considered on the approach to Hatlex Lane bridge and that appropriate warning signs are in place at the Hasty Brow and Hest Bank Lane bridge and road markings have recently been renewed. A repair is planned for Hatlex Lane bridge but this will be in the Canal & Rivers Trust 2020 business plan. In the meantime they intend to monitor the condition of the bridge.

Cllr Morris has provided a contact for a website of sign manufacturers and appropriate signs for restrictions on the bridges are to be investigated. The Council would bear the cost of these.

2740 **Planning Applications**

Applications received

19/00581/FUL 13 Coastal Road, Hest Bank, LA2 6HB

19/00582/FUL Grange Court, Hasty Brow Road, Slyne, LA2 6AG

19/00584/FUL 16 Greenacre Road, Hest Bank, LA2 6HD

No issues were raised on the above applications

19/00683/FUL Williamsland Farm, Hasty Brow Road, Slyne, LA2 6AE -temporarily withdrawn

Applications permitted

19/00356/FUL 2 Manor Close, Slyne, LA2 6JG

19/00367/FUL 38 Bay view Avenue, Slyne, LA2 6JS

19/00418/FUL 1 Hatlex Drive, Hest Bank, LA2 6HA

19/0046/TPO 21B Hest Bank Lane, Hest Bank, LA2 6DG

19/0068/TPO 25 Hest Bank Lane, Hest Bank, LA2 6DG

2741 **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	9.23	electricity bill -burial ground
Cheque 122224	Envirocare Maintenance Solutions	876.00	grounds maintenance -May
122225	Printing Plus	236.27	printing of summer newsletter
122226	Viking	73.38	cartridges and stationery
122227	Lune Cleaning Company Ltd.	30.02	bus shelter cleaning
122228	Mrs D Brookes	881.90	clerk's salary
122229	Petty cash	13.02	postage
122230	Mr S Brade	204.00	groundsman's pay

2742 **Matters raised by members for future consideration**

The use of footpaths and public rights of way by horse riders  
Tall and overhanging trees on Shady Lane

2743 **Date of next meeting**

Monday 15<sup>th</sup> July 2019 at 7.30pm.

The meeting was declared closed at 9.10pm