

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL
held on MONDAY 21 MARCH 2011 in the MEMORIAL HALL**

Councillors present Mr Peter Millard (PM) -Chairman, Mr Stephen Jones (SJ), Mrs Joanne Leeman (JL)
Miss June Cohen-Kingsley(JC-K),

Clerk Mrs Doreen Brookes

1564 To receive apologies for absence Cllr J Newbold, Cllr S Scothern, Cllr B Melici

1565 To record Declarations of Interest None

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

Open Forum

Present for the Open Forum: Mr R Greaves

- Police and Communities Together (PACT) meeting; no Police present therefore no report received
- Mr Greaves explained how he could board over the well at Hanging Green Wood to make it safe and Cllr Millard agreed to check this over with him. Mr Greaves commented on the proposals for the development of the recreation field and had some objections to the extensive football pitches.
He also made reference to the information received about the recent developments surrounding the proposed M6 to Heysham Link, pointing out his perceived advantage of an integrated transport system for the area.

Mr Greaves left the meeting and Standing Orders were reinstated

1566 Minutes of the previous meeting

Resolution: to approve the minutes of the meeting held on Monday 21 February 2011 as a true record.
They were duly signed by the Chairman

1567 Progress Reports (for information only)

- Potholes and poor condition of road surfaces -the County Council had been contacted and the recommendation is that anyone with concern should report it directly to County as this way it will be dealt with promptly. Some of the roads in the village are going to be inspected in order to identify any repairs that may be required. An area-wide programme of permanent repairs to potholes is due to be undertaken in the Spring.
- Canal -two new dog-waste bins have been installed. Information has been received from Lancaster City Council that the toilets do now not have any water or electricity supply. Apparently British Waterways have indicated that they have no use for the building and it is due for demolition in 2015/16. Work has recently been carried out to repair the parapet of the Hest Bank Lane bridge.
- Flooding at Hest Bank Lane - a further meeting was held on Friday 4th March attended by residents, councillors and Officers from the County & City Councils, United Utilities, Environment Agency and a representative of David Morris MP. Mr S McCreesh from Lancashire County Council explained the difficulties they are facing because of reduced funding and the necessity to make changes to the original plans. It seems very likely that a drainage scheme will be put in place alongside the Link Road. Work on a feasibility study, for which £45,000 was allocated, is still going ahead and there are plans to use boreholes to better understand the topography of the area. However there are a number of legalities to be overcome and the start date is uncertain. It is hoped that much of this will have been resolved by the time of the next meeting scheduled for Friday 25 November 2011.
- Play area grant application made to RDPE- this is still going forward but there has been some delay on their part due to cancellation of a meeting
- Cllr Millard has spoken to the leader of the group that operates the school bus from and to Manor Lane. This will only be for a short time longer. Safety issues were discussed. An offer has been made to rectify damage caused to the grassed verge on Manor Lane and to carry out other projects in the village.

1568 Administration

Information about grass cutting received from Lancaster City Council confirming the amenity areas that they will be cutting has two large areas, previously cut in the scheme, missing from the new plan. They are the area on Shady Lane opposite the school and the one further along opposite Manor Avenue. It would appear that there has been some mistake which is being looked into. The intended cutting frequency for these amenity areas is 12 -14 cuts per season.

Delegated Services Pilot Projects -Lancashire County Council has indicated its intention to review the existing Parish Lengthsman Scheme (the current lengthsman scheme will cease in its present form in 2012) and to establish 3 pilot schemes. Mr Ashton, parish lengthsman, has expressed an interest in being a 'guinea pig' for a pilot scheme. Enquiries have been made of the other parishes involved with this parish in the present scheme but to date no reply has been received. Information has also been received about the potential services which councils may request and deliver direct and some forward thinking would be prudent. Nothing was included in the 2011/12 budget to deal with any of these, but could be worth considering in the future.

Parish Plan review -following several meetings under the Chairmanship of Cllr Leeman the list of action points written in the 2006 plan has been fully reviewed and a comprehensive report has been produced. The next step is to open the review to wider public consultation and awareness and a display of the achievements and some targets which have not been met is planned for the Community Coffee Morning on 7th May and the May Fair on 21st May.

1569 Financial Matters

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

Current Account £3560.95 Savings Account £32,848.46

Financial Regulations of the Council -amendment of clause 5.2 to include reference to the details of payments being accessible on the website and the addition of a new clause to set out the details and conditions attached to the petty cash float for the village lengthsman.

Resolution: to adopt the amendments and approve the Financial Regulations.

Risk Management procedures -a new Risk Management Plan has been written and amendments have been made to the Risk Management Register to update the details and reflect the current procedures.

Resolution: to adopt the Risk Management Plan and amended Risk Management Register.

Assets Register -following amendments to proper practices as noted in Governance and Accountability for Local Councils-A Practitioners Guide and recommendations of BDO, the external auditor, values of the Council's assets as recorded in the register have been amended in line with requirements.

Resolution: to approve the Assets Register and values as now stated.

Internal Audit Arrangements -a statement has been written setting out the procedures within the Independent Audit Group comprised of clerks/RFOs from Carnforth Town Council, Bolton-le-Sands Parish Council, Halton PC, Nether Kellet PC and Slyne with Hest PC.

Resolution: to continue with the present arrangement and to confirm the appointment of the Independent Internal Auditor as a member within this group. Also to confirm that the Council, on review of the Procedures, is satisfied the effectiveness of internal audit which appears to meet the criteria required.

The Burial Ground fees which were last increased in April 2009 were reviewed

Resolution: to increase the fees by 10% from 1st April 2011.

Grant application received from the Slyne with Hest Memorial Hall Committee -the application is for £2000 towards the provision of a new storage area which will also include a new stage in the main hall (see minute ref 1557). The total cost of the project is £7000 and applications have also been made to other bodies for grants towards the funding of the project.

Resolution: to approve the application and make a grant of £2000 to the Slyne with Hest Memorial Hall Charity.

1570 Payment of accounts

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

Resolution: to pay the accounts as listed

Chq	101370	North West Air Ambulance	50.00	donation (S137) minute ref 1555
	101371	LBKV competition	20.00	entry fee
	101372	RBS Invoice Finance Ltd	26.77	bus shelter window cleaning
	101373	E.on	15.96	electricity bill for burial ground
	101374	Lancaster City Council	47.70	play equipment monthly inspection
	101375	Mr R McGuire	102.40	groundsman's pay
	101376	Mrs D Brookes	798.27	clerk's salary & expenses
	101377	Petty cash	14.03	sundry items

1571 Open Spaces

Purchase of summer bedding plants for the tubs at Station Road green and the Memorial Hall
Resolution: to allocate a maximum of £800 for the purchase of the plants and grant Cllr Cohen-Kingsley permission to go ahead and place an order.

Lancashire Best Kept Village Competition - Certificate of Merit entries -Slyne with Hest Bowling Club and St Luke's Church have expressed an interest in being entered in the appropriate class and it was agreed to do this. Peacock Lane garden is also to be entered for a Certificate of Merit and members offered to help in its upkeep.

Arden Close Residents Association is entering the North West in Bloom Competition independently.

Hanging Green Wood -quotation of £450,00 had been obtained from P McGaffigans to supply and fit a galvanised iron safety grating over the well which was uncovered by Mr Greaves. However -see Open Forum above- Mr Greaves has offered to make and fit a cover. It is to be made clear to Mr Greaves that priority must to be given to this for safety reasons.

Recreation Field development project -the consultation process seems to be progressing well. Ms Julie Paton an officer of County Council Environmental Project Team and Ms Penny Bennett, Landscape Architect, have accepted an invitation to attend the Annual Parish Assembly to speak about the project and their work.

Slyne with Hest Bowling Club had written to the Council about various repairs they had found it necessary to carry out to their premises and had submitted an application for a grant for the repair of a path to the pavilion. The application is to be circulated to members of the Council for perusal and further discussion was deferred to the next meeting.

1572 Foreshore

Cancercare had asked whether the Council would give approval to the use of land on the foreshore for the provision of further amenities and facilities in connection with the finish of the Cross Bay Half Marathon Challenge to be held in July. No objections were raised and therefore it was agreed to give approval.

1573 Planning Applications

Application No.

Application considered by full council

11/00092/FUL 6 Prospect Drive, Hest Bank, LA2 6HX

The Council did not raise any issues on this application.

Application dealt with under Standing Order 20

11/00127/FUL 4 Orchard Close, Slyne, LA2 6BP

The Council did not raise any issues on this application.

Notification of permission granted

10/01316/FUL 20 Sea View Drive, Hest Bank, LA2 6BY

10/01307/FUL 34 Marine Drive, Hest Bank, LA2 6EB

Notification of application withdrawn

10/01169/FUL 138 Main Road, Slyne, LA2 6BD

1574 Burial Ground

Placement of a war-time memorial plaque in the Burial Ground -following discussions at the last meeting, a suitable position for the plaque in the Burial Ground had been investigated. However it was decided that it would be prudent to try to establish the ownership of the plaque before any decisions about its future are made. Cllr Cohen-Kingsley offered to make some enquiries about this and a granite cross which had originally been with plaque.

Work on the entrance -unfortunately, despite phone calls and promises, no information has yet been forthcoming.

1575 Matters suggested by members for future consideration

For information only

Cllr Jones reported that there is still some concern about flooding at the Sea View Drive snicket

1576 Date of next meeting

Monday 18 April 2011 at 7.30pm

The Annual Parish Assembly is to be held on Monday 11 April 2011.

The Chairman declared the meeting closed at 9.15pm