

MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL
held on MONDAY 20 MAY 2013 in the MEMORIAL HALL
Annual Meeting of the Council

Councillors present Mr Peter Millard(PM), Miss June Cohen-Kingsley(JC-K), Ms Moyna Hargest(MH)
 Mr Stephen Jones (SJ),

Clerk Mrs Doreen Brookes(DB)

1873 Election of Chairman

Cllr P Millard was elected unopposed as chairman for the next twelve months.

1874 To receive apologies for absence Cllr J Leeman, Cllr S Scothern

Open Forum

The meeting was adjourned for the Open Forum -Standing Orders were suspended.
 Present for the Open Forum: City Cllr M Thomas, PCSO S Brown, Mr F Tranter
 Apologies for absence were received from PC I Nickson

- Police and Communities Together (PACT) meeting: in the previous month, incidents reported included the theft of an ornament from a garden, a burglary from a small holding, theft of items from an unsecured vehicle. There were nine cases of anti-social behaviour, 5 domestic related, 3 cases of nuisance and an abandoned vehicle.
- Some concern was expressed about overgrowing hedges and their impact on footpaths and therefore the safety of pedestrians. These are mainly matters that need to be referred to Lancashire County Council or Lancaster City Council
- Mr Tranter questioned why Throstle Grove did not come under the 20mph zone as he has concerns about the speed of vehicles along this road. The Council shares some of these concerns. Mr Tranter had already made contact with the County Council and it was suggested that he should bring the matter to the attention of the Traffic Safety Team.

The visitors left the meeting and Standing Orders were reinstated

1875 Election of Deputy Chairman, Internal Reviewer of Accounts, Representatives on Memorial Hall Committee, Representative to attend LALC meetings

These appointments were deferred to the next meeting when it is hoped the full complement of councillors will be present

1876 Appointment of the Responsible Financial Officer

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

1877 To record Declarations of Interest

All members present recorded a potential interest in the increase of the burial ground fees

1878 Minutes of the previous meeting

Resolution: to approve the minutes of the meeting held on Monday 15 April 2013 as a true record. They were duly signed by the Chairman.

1879 Progress Reports (for information only)

- Arden Close residents have decided not to enter the North West in Bloom competition this year.
- The May Fair Committee's plans for the Field Day on Saturday 22 June are progressing well. Much will depend on the stage reached in the development of the recreation field as to which areas will be available for the various planned activities

- Throstle Grove path -Lancashire County Council has investigated the complaint about the use of the path by cyclists and understands the concerns but does not usually object to dual use. It is unusual for them to erect signs forbidding use by cyclists but there are some at Throstle Grove -it is thought that larger signs would be no more effective. Measures cannot be put in place to narrow or restrict the path because they would obstruct use by wheelchairs, push chairs etc.
- Following up enquiries about developments at Beaumont Grange farm it is believed that the occupiers have now put in a new application for a roof over the horse schooling area but this has not yet been received by the Council
- Lancaster City Council, Spatial Planning Events -Key Villages results -report noted

1880 **Administration**

Annual review and adoption of Standing Orders

Resolution: to re-adopt the Standing Orders of the Council without any amendment.

Lancashire County Council's Public Rights of Way scheme- delegated maintenance of PROWs. £200 is to be paid to the Parish Council for general maintenance by the lengthsman plus payment for materials for any specific work.

Resolution: -to approve the opting into Lancashire County Council's scheme for 2013/14.

Parish Plan website -the renewal of registration is due. The website was set up in 2006 but it is suggested that it has served its purpose and should now be shut down

Resolution: to allow the renewal to lapse.

1881 **Financial matters**

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

Current Account £2,826.75 Savings Account £45,084.99

Audit 2013 - Annual Return for the year ended 31 March 2013

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

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

Review of the fees charged for the Burial Ground -a list of the present fees has been circulated to all councillors

Resolution: to increase the fees by 10% rounding up the figures to the next £5/£10. The new scale of charges to be effective from 1 June 2013 until further notice.

1882 **Burial Ground**

Safety inspections of graves and memorials and risk assessment: in compliance with a decision made in May 2009 (minute ref. 1286) to carry out inspections every two years these are now due. Cllr Cohen-Kingsley offered to carry out the inspections.

The attachment of number plaques to the headstones is still held in abeyance.

Consideration of a request that has been received to place a new memorial bench in the burial ground; this would be in line with the council's policy and charges for memorial benches.

Resolution: to agree to this in principle subject to the details of the style of bench being approved and a suitable site agreed with the applicant.

1883 **Open Spaces**

Recreation Field project -following further meetings and discussions with the landscape architect and the contractor it has been agreed that further work is needed to resolve the flooding problem. The contractors have assured the Council that putting in additional drainage channels should resolve the problems particularly at the southern end of the field (cost £2088 +VAT). Further work may yet be necessary at a later date

Resolution: to give formal approval to the drainage work being carried out with reserve funds being used as required to cover the cost.

As the aim is to have at least parts of the field in a suitable condition to hold the Field Day on Saturday 22 June some further work has already begun. The levelling of the football pitch has still to be completed after which it will be seeded and allowed to develop in time for the new season. Some parts of the path still need to be finished. Land at the side of the bowling green will be fully restored to grass once all the work has been completed and heavy machinery removed.

Play equipment- a recent inspection report has identified damage to a swing seat and it needs to be replaced. Lancaster City Council is to be asked to replace this under its agreement for play equipment maintenance. Work is also needed on a bench in the play area, on the zip wire and on the gate closures. The lengthsman is to be asked to carry out the necessary repairs.

Footpath path from the A6, by Ashton Hall Farm and the caravan park to Bottomdale; some problems have arisen over its exact route. The path has been inspected and recommendations are being looked into by the County Council.

Bottomdale Wood - some work is needed on the fence and hedge alongside it. The possibility of a Green Partnership Awards grant from the County Council is being investigated. The Council is grateful to the Plymouth Brethren who have offered carry out some improvement work in the wood.

1884 Planning Applications

Applications received

13/00308/RENU	14 Hest Bank Lane, Hest Bank, LA2 6DG
13/00259/FUL	24 Marine Drive, Hest Bank, LA2 6EB
13/00421/FUL	19 Sea View Drive, Hest Bank, LA2 6BY
13/00458/FUL	13 Beech Grove, Slyne, LA2 6AJ

No issues were raised on any of the above applications

Notice of appeal

APP/A2335/A/13/2195339 Williamsland Farm, Hasty Brow Road, Slyne LA2 6AE

Applications permitted

13/00180/VCN	39 Hatlex Lane, Hest Bank, LA2 6EZ
13/00254/FUL	20 Sunningdale Avenue, Hest Bank LA2 6DF

1885 Payment of accounts

Resolution: to authorise the transfer of £18,000 from the Savings Account to the Current Account.

Resolution: to pay the accounts as listed

	DD	EON	3.08	electricity bill -burial ground
	DD	BT	129.40	phone bill
Cheque	101596	Lancaster City Council	145.20	fortnightly emptying of litter bin - play area
	101597	Travis Perkins Trading Company Ltd	8.59	maintenance at burial ground
	101598	Mr R McGuire	144.00	groundsman's pay
	101599	Mrs D Brookes	780.07	clerk's salary
	101600	Petty cash	26.65	sundry items
	101601	Newground CIC	17066.48	work on recreation field project (interim payment)

1886 Matters raised by members for future consideration

None

1887 Date of next meeting Monday 17 June 2013 at 7.30pm.

The Chairman declared the meeting closed at 9.07pm

