

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL**  
**held on MONDAY 24 MAY 2021 in the MEMORIAL HALL**  
**Annual Meeting of the Council**

A full coronavirus risk assessment had been carried out so that this could be held as a face-to-face meeting adhering to current Covid19 regulations with social distancing and other safety measures in place.

Councillors present Mr Roland Stretch, Mrs Tracey Scott, Miss June Cohen-Kingsley, Mr Alan Connor, Mrs Joanne Bateman

Clerk Mrs Doreen Brookes

2989 To receive apologies for absence Chairman -Cllr S Scothern, Cllr S Jones

Cllr Stretch acted as chairman for the meeting

**Open Forum**

Standing Orders were suspended

Present for Open Forum; City Cllr K Budden  
Apologies were received from City Cllr M Thomas

Cllr Budden commented on Lancaster City Council's strategy for grounds maintenance following an eighteen month consultation. In this policy areas of public land are not being mown but left to develop as wild flower meadows. However issues have been raised about the untidiness of some of these areas and their availability for public use. He suggested that rather than take land out of public use it would be better to designate specific areas as wild flower meadows to encourage wildlife populations.

In response to a problem raised at the Annual Parish Assembly about the of lack of late evening bus services from Lancaster to the rural parishes it was felt that there is scope for improvement of rural services and this should be throughout the county as well as through government initiatives throughout the country. However it was acknowledged that lack of use of many of the bus services has lead to cuts by bus companies.

Cllr Budden left the meeting and Standing Orders were reinstated

2990 **Election of the Chairman**

Unfortunately Cllr Scothern who had held the office in 2020 was unable to attend the meeting due to illness. After much discussion no decision was made and the election of the chairman was left in abeyance until the next meeting

2991 **Election of Deputy Chairman**

Cllr R Stretch was unanimously elected unopposed as Deputy Chairman.

2992 **Election of the Deputy Chairman, Internal Reviewer of Accounts, Representative on the Memorial Hall Committee, Planning Application Advisors**

The following appointments were agreed unanimously:

Internal Reviewer of Accounts	Cllr R Stretch
Representative on the Memorial Hall Committee	Cllr J Cohen-Kingsley
Planning Application Advisors	Cllr S Jones and Cllr J Cohen Kingsley
Person to oversee the Neighbourhood Plan	Cllr T Scott

2993 **Appointment of the Responsible Financial Officer**

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

2994 To record Declarations of Interest

none

2995 Minutes of the previous meeting

Resolution: to approve the minutes of the meeting held on Monday 19 April 2021. They were duly signed by the Deputy Chairman

2996 Progress Reports (for information only)

- Reanes Wood; the land owner and tenant have been contacted and the area has been tidied up and some signs are to be erected indicating private land.
- Planters; S Brade will carry out some work on these during the summer Daffodil bulbs will be left in place again and the type of plant, e.g. perennials will be reviewed for next year.
- Wall on Coastal Road near to the steps at Hatlex Drive; concern has been raised about large cracks in the rendering and this has been reported to Lancashire County Council Highways.
- The Valuation Office Agency of HM Revenue and Customs has made a request for information about the burial ground. This has been supplied.
- Further contact has been made with Lancaster City Council about litter bin emptying at the recreation field play area and an outcome is awaited.
- Lancaster Canal Multi-User Trail consultation -forwarded to members for consideration

2997 Administration

Neighbourhood Plan; the completed draft plan had been circulated to all councillors for perusal  
Resolution: to formally approve and adopt the Neighbourhood Plan in the name of the Parish Council

Work on the foreshore road off Marine Drive; a new contractor to place stone blocks along the edge of the road was contacted, a quotation was received which was sent to and approved by councillors and as there was some urgency work was carried out as agreed at the April meeting. The work was overseen by Cllrs Stretch and Connor and the clerk.

Resolution: to give retrospective formal approval to the above work by Colin Briscoe Construction Limited

A problem arose during the course of the work as one mobile home resident refused to remove his vehicle and took measures to prevent completion of the work being carried out safely. As this is trespass on parish council land, advice has been sought through the council's insurers and legal advice has been sought. It was agreed that the clerk should contact a local solicitor with the intention of making arrangements for issuing legal proceedings against the person occupying the mobile home.

is to

Social media and the website; Cllr Bateman has set up a Facebook page in the name of the parish council. Some advice has been sought from the Society of Local Council Clerks and consideration needs to be given to communications protocol and policies relating to the use of social media.

Resolution: to adopt a social media policy.

Contact is to be made with Tech-Hub (NorthWest) to arrange a meeting about the setting up of a new website, which would be fully compatible with Accessibility Regulations (2018), and discussing the style and content.

Consideration of an enquiry about the purchase of an area of parish council land; it was agreed that the Council does not wish to dispose of any land.

2998 Financial Matters

Approval was given to the end of year summary of receipts and payments

Current account £8,421.08 Savings account £198,726.13

Consideration of the reimbursement of planning application fee for SwH Football Club; there had been some mix up with the payment of the fee as Lancaster City Council would not accept a cheque and the architect had paid the fee for the Club by direct debit. It was agreed to reimburse the Club

Payment of the invoice for work done by Duncan Ross Ltd previously withheld -payment agreed.

Payment of the invoice for work done by Briscoe Construction Ltd. -work not fully completed -see above.  
Payment agreed

2999 **Open Spaces**

Recreation field; work on the drainage and boardwalk replacement has suffered a setback due to the contractor's backlog of work, however completion of the work has been promised by the end of June 2021. The contractor has carried out some work on the drained seeded area of the field and this is developing well.

For the planning application for the MUGA, Lancaster City Council has requested a revised plan and an ecological appraisal of the area. Envirotech Consultants has quoted £329 +VAT for the appraisal and agreement was given to accepting this. Enquiries have also been made about the plans.

Repairs to the equipment on the children's play area; an inspection of the area had been carried out by Cllrs Stretch, Scott and Connor and the work needed had been assessed. Cllr Connor has offered to carry out repairs to the surrounds of the safety surfaces beneath some pieces of equipment and has priced up the materials. Mr Brade, the groundsman is making arrangements for the delivery of bark chippings for the safety areas beneath the basket swing and the play tower. Agreement was given to this work being carried out.

Gate closures have been modified to comply with regulations.

Use of the Memorial Hall field; an enquiry had been received about the use of the field for a meeting but the general opinion was that this should not be agreed to without further information.

It has been noted that the field is used by dog training groups as well as by individuals exercising dogs. The field is used by organised children's and young people's groups as well as for general play and the opinion is that it is not an appropriate place for dogs. It was agreed that a sign should be erected stating that dogs are not allowed.

Covid wall /structure -requests had been made for volunteers to help with its construction with limited success. After discussion, it was thought to be out of time and it was decided to shelve the project with perhaps an alternative being considered at a later date.

3000 **Highways**

Concern has been raised about the speeding vehicles through the parish. County Cllr S Morris has been contacted for help in obtaining information and support from Lancashire County Councils Highways and he is looking into what action could be taken to improve safety.

3001 **Burial Ground**

The clerk has made arrangements to meet an Officer from Public Realm, Lancaster City Council, to look at the condition of some of the headstones and what measures might need to be taken.

3002 **Any matters arising from the Annual Parish Assembly**

In response to the comments on the late evening buses -agreed to find out more information

3003 **Planning applications**

Applications received

21/00439/FUL 10 Throstle Grove, Slyne, LA2 6AX

21/00458/FUL 35 Hest Bank Lane, Hest Bank, LA2 6DB

21/00396/FUL & 21/00397/LB 1 Hest Bank Lane, Hest Bank, LA2 6DN

21/00600/FUL 99 Hest Bank Lane, Slyne, LA2 6AH

## Applications permitted

20/01340/FUL 1 Grove Court, Slyne, LA2 6AX  
 21/00189/FUL 11 Sunningdale Avenue, Hest Bank, LA2 6DD  
 21/00390/PAD 28 Sunningdale Avenue, Hest Bank, LA2 6DF  
 21/0042/TCA, 136 Main Road, Slyne, LA2 6BD  
 21/0041/TPO Land rear of Holly Mount, Hasty Brow Road, Slyne, LA2 6AG  
 21/0053/TPO St Luke's School, Shady Lane, Slyne, LA2 6JL

3004 **Payment of Accounts**

Approval was given to the transfer of £4000 from the Deposit Account to the Current Account

Approval was given to the payment of the accounts as listed:

	DD	Information Commissioners Office	35.00	data protection
	DD	BT	200.43	phone bill
Cheque	122386	Duncan Ross Ltd	1320.00	work on foreshore
	122394	Envirocare Maintenance Solutions	816.00	grounds maintenance -April
	122395	Viking	78.28	cartridges & sundries
	122396	Mrs D Brookes	877.70	clerk's salary
	122397	Petty cash	21.77	sundry items
	122398	Mr S Brade	463.41	groundsman's pay & materials
	122399	Mr D Ruddick	39.59	website hosting
	122400	Slyne with Hest Football Club	462.00	reimbursement (see above)
	122404	Colin Briscoe Construction Ltd	3597.74	work on foreshore road

3005 **Matters raised by members for future consideration**

none

3006 **Date of next meeting**

Monday 21 June 2021 at 7.00pm

The meeting was declared closed at 9.05pm