

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL
held on MONDAY 19 SEPTEMBER 2016 in the MEMORIAL HALL**

Councillors present Mr Stewart Scothern -Chairman, Miss June Cohen-Kingsley, Mr Stephen Jones, Mr E Hamer, Mrs Helen Brownjohn, Mrs Joanne Leeman

Clerk Mrs Doreen Brookes

2344 **To receive apologies for absence** Cllr Roland Stretch

Open Forum

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

Present for the Open Forum: City Cllr M Thomas, City Cllr S Rogerson, County Cllr A P Jones, and representing Slyne with Hest Tennis Club -D Bird, L Hewitt, A Cartmell, J Yarnall, M Brownjohn

- County Cllr Jones reported that he had attended a Lancashire County Council meeting at which a briefing was given relating to the flooding problems in the south of the parish; an application is to be made to the Government for funding to assess the issues. Brought to Cllr Jones' attention was the problem of potholes and the uneven road surface at the southern end of Hest Bank Lane where drainage work was carried out. He promised to follow up with the County Council the concerns already raised by the Parish Council.
- City Cllr Thomas reported on the outcome of a planning application for extensions at the garage at the southern end of Hest Bank Lane -permission has been granted. Concerns had been raised about parking of vehicles along the length of road adjacent to the garage and traffic safety. However this is not a planning issue and would require a request to the police and Highway Safety Officers if the situation became hazardous. Cllr Hamer offered to speak to the garage proprietors and neighbouring residents to try to resolve some of the issues. The Parish Council has brought to the attention of the City Council the deteriorating condition of the fence surrounding the former play area on Manor Lane. Cllr Thomas has spoken to Mr Mark Davies at the City Council in reference to this and a response is awaited.
- Mr D Bird on behalf of the Tennis Club Committee explained their proposals for the development of the hard-standing area on the recreation field. This would be to construct a new fencing-enclosed tennis court with a canopy-style roof so that it could be used in all weather conditions. It could be used also for disabled tennis and other disability sports. This would require the presently tarmaced area and some additional adjacent land. The Club would expect to have some control and access for all club matches. The Club has been investigating funding for such a development which is estimated to cost in the region of £168,000 +VAT. It was explained to the Tennis Club members that the Council had intentions to provide a Multi - Use Games Area (MUGA) on this site but on-going issues with drainage of the recreation field still need to be resolved. It was suggested that consideration could be given to a joint project between the Tennis Club and the Parish Council. The development of the recreation field including this area is an agenda item for further discussion.

The visitors left the meeting and Standing Orders were reinstated.

2345 **To record Declarations of Interest**

Cllr Scothern -being related to the contractor that supplied a quotation for repair of the burial ground gate.

Cllr Brownjohn -in relation to discussions about the Tennis Club proposals- her husband is a member of the Tennis Club committee.

2346 **Minutes of the previous meeting**

Resolution: to approve the minutes of the meeting held on Monday 18 July 2016 and the report of financial activities and planning matters between the July and September meetings as a true record. They were duly signed by the Chairman.

2347 **Progress Reports** (for information only)

- Canal bridges -a consultation is being carried out by Lancaster City Council on HGV restriction through the city centre once the new link road is opened. Several members suggested that HGV restrictions should be considered for the canal bridges in the parish and this has been passed on to the City Council. Hasty Brow is to be closed while repair work on the canal bridge is carried out.
- United Utilities have been investigating flooding at the corner of Hatlex Lane near to the canal and a request has been made to them for any information on the drainage systems in that area. Knowing how the systems link up could help with the recreation field drainage investigations.
- The Environment Agency has been carrying out some work on the outfall on the shore to install some rock armour groynes to give protection.
- A new memorial bench is now in place at the burial ground
- Play area - new bark chippings have been put under the play equipment and an inspection has been carried out.
- Bus shelter window cleaning -this had not been done for over 6 months due to changes in the firm that does the cleaning but has now been carried out.
- A local resident has expressed some concern about safety on the foreshore, in particular warning visitors about the hazards of going on to the sands and enquired why the red flag is no longer in place. Enquiries have shown that the signs in place on the foreshore are of the standard required.
- Overgrowing hedge at Pointer Parrock restricting site lines when driving on to the A6 road from Hest Bank Lane. It was agreed to send a request to the householder to cut back the hedge in the interest of safety. The problem of overgrowing vegetation on the wall along the path at the Crescent was raised and as this is the responsibility of the Canal & River Trust a request for attention to this is to be made to them.
- To note:- Slyne with Hest Preschool is has been taken over by Infinity Preschool of Caton and will be run as a business rather than a Charity. The siting of the Preschool storage shed at the back of the Memorial Hall will be subject to discussion at a future meeting.

2348 **Administration**

Neighbourhood Development Plan report; Mr Eddy Taylor, consultant, attended the recent meeting to provide some advice & guidance. The Steering Group was pleased to note a positive response to the recent consultations and is writing a Vision Statement based on the this. The wording for the Statement was subject to long discussion but now the objectives have been identified and they will form the basis of the policies to be written into the plan. A leaflet is to be delivered to all households in the parish containing the Vision Statement and outlining the Group's intentions.

Community Emergency Plan; a meeting to discuss this was held on Monday 12 September and 11 people attended. It was decided to set up a Steering Group to develop a Plan and, using a national template, Cllr J Leeman and Mr A Worgan agreed to put together a plan for this parish. The opinion of the group was that the main objective of the plan should be to support the more vulnerable people in the parish, for example, in a power loss or other difficult situation. Mr L Simpson and Mr B Eagle have put together a list of items that might be needed in an emergency and based on this a bid for funding is to be made. Mr J Hollingworth offered the use of a building at the rear of the Christadelphian Church for storage.

Resolution; to accept the decisions made by the Steering Group and to support a bid for funding. Thanks go to those who attended the meeting and have given their support.

2349 **Financial matters**

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

Current Account £5,816.39 Savings Account £77,649.03.

Annual Return for the year ended 31 March 2016 -the audit has now been completed by BDO LLP. No matters were raised by the Auditors which require attention by the Council.

Resolution; to approve and accept the audited Annual Return.

A notice of the conclusion of the audit is displayed on the main council notice board and posted on the Council's website as required.

Consideration of the insurance policy for 2016/17; the insurance is due for renewal on 1st October 2016.

A quotation has been received from Zurich Municipal Insurance (£881.44) and one from Aon (£1102.88). A comparative list of the cover given by both companies has been drawn up.

Resolution: to accept the terms provided and to take out a policy with Zurich Insurance and to agree to pay the premium of £881.44 for the one-year cover.

To report on a damages claim as a result of an alleged accident on the foreshore; this was received from Bannister Bates Solicitors on behalf of a client and has been forwarded to JWK Solicitors for advice. Some information had been given to the insurance company, Zurich. It would seem that this was on land registered to the Parish Council but the exact location is as yet unclear.

Consideration of the use of financial reserves held and spending priorities; the clerk brought to the Council's attention the reserves that it holds and suggested that consideration should be given to the purposes for which the money is held and restricted and unrestricted funds identified. Suggestions for future projects and improvements are to be considered and prioritised. The Council is aware that a large reserve needs to be kept for the developments at the recreation field.

2350 Open Spaces

Recreation field project; following Mr Andrew Hill's report it was agreed to go ahead with further investigations and JWK Solicitors were asked to instruct Mr Hill. He has asked Coastal Drains to fully assess the recreation field and to supply a report on the drainage system. This work is due to be done in the very near future.

Consideration of the future development of the recreation field and the proposals put forward by the Tennis Club; it was agreed that little progress could be made until the drainage problems have been resolved and measures taken to alleviate the flooding. This is tied up with the disputed delivery of the previous project. However it was generally agreed that the land behind the telephone exchange (the old tennis court) should be developed into a multi-purpose area for a variety of sports and use by the general public. The development could be in partnership with the Tennis Club and an agreement reached with them for access for Club matches and similar activities. A proposal for a covering for the area would be given consideration once more details are available. A considerable amount of external funding would be needed and the Tennis Club had indicated that it would be investigating grant sources.

Consideration of work on some trees at the Memorial Hall field; some trees are becoming over grown and need some attention. It was agreed to ask Mr P Walton for an estimate for the work. Also, it was suggested that some work is needed on trees along the inner perimeter of the recreation field to open up some of the areas. A price for this work will also be requested.
It was reported that a resident, Mr J Shaw, has carried out work to tidy up the Peacock Lane garden. The Council's appreciation is to be conveyed to him.

2351 Burial Ground

Consideration of the replacement of the gate at the top entrance; there has been some damage to this gate and on inspection it was found to be corroded and loose on its hinge and could be dangerous if anyone tried to move it. A quotation of £650 has been obtained from Mountainstone Forge to install a fixed panel and a wide pedestrian gate (to allow disabled access etc.) As this gate is not now used for vehicle access it is thought that this would be a better alternative to the present set up. The quotation is for a metal gate and metal panel, similar in design to the existing.

Resolution: to replace the existing gate with a new wide gate and fixed panel and accept the quotation For the work from Mountainstone Forge.

2352 Planning Applications

Report by the planning committee; Cllr Hamer reported that he some concerns about planning applications that had been permitted and also concern about how Lancaster City Council Planning Committee meetings were conducted. On his own initiative he had spoken to the Democratic Services Manager of the City Council who had agreed to look into the matter.

The following applications have been received and looked at by the Planning Committee

Applications received
16/00819/FUL 5 Coastal Drive, Hest Bank, LA2 6HH

16/2111/TCA 2 Orchard Close, Slyne, LA2 6BP

No issues were raised on the two applications above

Applications permitted

16/00854/FUL 11A Coastal Road, Hest Bank, LA2 6HB

16/00970/FUL 17 Manor Lane, Slyne, LA2 6JF

Application Refused

16/00686/FUL 6 Hatlex Hill, Hest Bank, LA2 6ET

Application withdrawn

16/00906/FUL 4 Rosedene, Lancaster Road, Slyne, LA2 6AR

2353 **Payment of Accounts**

Resolution: to pay the accounts as listed;

	DD	Eon	7.62	electricity bill -burial ground
cheque	101934	Travis Perkins Trading co. Ltd.	13.98	maintenance materials
	101935	Envirocare maintenance Solutions	1380.00	monthly grass cutting
	101936	Printing Plus	236.65	September newsletter printing
	101937	BDO	360.00	audit fees
	101938	Mrs D Brookes	836.12	clerk's salary
	101939	Petty cash	25.79	sundry items
	101940	Mr S Brade	197.69	groundsman's pay & expenses
	101941	Mrs J Westwell	74.05	Neighbourhood Plan expenses
	101942	Lancaster City Council	332.33	replace bark chippings under play equipment

2354 **Matters raised by members for future consideration**

none

2355 **Date of next meeting** Monday 17 October 2016 at 7.30pm.

The Chairman declared the meeting closed at 9.10pm