

## ELSWICK PARISH COUNCIL

**The Annual Meeting of the Parish Council will be held in  
Elswick and District Village Hall on  
Monday 23 May 2011 commencing at approx 8.15 pm**

### AGENDA

1. **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN** - and signing of acceptance forms
2. **SIGNING OF DECLARATION FORMS AND DISTRIBUTION OF INTEREST FORMS TO ALL CLLRS**
3. **APOLOGIES FOR ABSENCE**
4. **DECLARATIONS OF INTEREST in any item to be discussed**
5. **MINUTES** - To receive and approve minutes of the Ordinary Meeting 19.04.11 and the Special Meeting 28.04.11
6. **MATTERS ARISING** - From Item 5 not covered elsewhere on the Agenda
  - i) **Financial Regulations**
  - ii) **Website**
  
7. **POLICE**
  - i) Report of Crimes
  - ii) Letter from Insp Laura Lawler
  
8. **HIGHWAYS**
  - i) LCC – prohibition of stopping on school entrance markings – to review and decide if any comments to be given
  
9. **PLANNING**
  - i) Items for Consideration**10/0649** Elswick Riding Centre, Bonds Lane, Elswick Preston – removal of condition for occupation of dwelling employed in the operation of the riding School – Appeal against Refusal of Planning Permission
  
10. **LEISURE AND AMENITIES**
  - i) Great Eccleston Show – memory marquee – to confirm if taking part
  - ii) Playground Inspection Report (Roseacre Road) – to review and note
  
11. **OPEN SPACES**
  - i) LCC Winter Pilot Review – to give comments on pilot
  
12. **MAINTENANCE**
  - i) Burst Pipes – to update re Repair/showers
  
13. **FINANCE**
  - i) Expenditure to be resolved and agreed, Income to be acknowledged and checking of calculations
  - ii) Internal Audit – Checking and signing of documentation (a) Banking of cash (b) Check Salary calculations – including deduction of tax
  - iii) Annual Return 2010/2011 – to discuss and confirm timescales
  - iii) Parish Insurance to review renewal and approve
  
14. **BOROUGH COUNCILLOR'S REPORT**
  
15. **CORRESPONDENCE** - Not already Dealt with elsewhere on the Agenda
  - i) Civic Sunday 5<sup>th</sup> June 2011
  - ii) Lancs Fire and Rescue Service – consultation outcomes
  - iii) FBC – Final draft of Statement of Community Involvement – to discuss and decide if comments to be given
  
16. **COUNCIL DIARY**
  - i) Review appointments to outside bodies
  - ii) Confirm meeting schedule
  - iii) Confirm date to review diary
  
17. **DATE, TIME AND VENUE OF NEXT MEETING** - Thursday 26 May 2011 - 7.45 pm in Elswick & District VH

**The Next Ordinary Meeting of the Parish Council will be held in  
Elswick and District Village Hall on  
Thursday 26 May 2011 – Commencing at 7.45pm**

## AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest in any item to be discussed**
3. **Presentation of Honorary Citizenship**
4. **Minutes of Special Meeting held on 28.04.11**
5. **OPEN SPACES**
  - (i) Britain in Bloom – to discuss progress and confirm actions
  - (ii) Wildflower Meadow/Orchard – to discuss and confirm actions
  - (iii) LCC Grass Verge Maintenance – to review and sign LCC contract
  - (iv) Parish Lengthsman Scheme
6. **LEISURE AND AMENITITES**
  - (i) MUGA Fencing
  - (ii) Great Eccleston Show – memory marquee to confirm if taking part
7. **FINANCE**
  - (i) Parish Insurance - to review renewal and approve
  - (ii) Annual Return – to discuss and confirm timescales
8. **BOROUGH/COUNTY COUNCILLORS REPORT**
9. **CORRESPONDENCE** – not already dealt with elsewhere on the agenda
10. **Date, Time and Venue of Next Meeting**  
23<sup>rd</sup> June 2011 – 7.45 pm Elswick and District Village Hall

**KATH COLEMAN**

**CLERK TO THE COUNCIL**

**17.05.11**