

ELSWICK PARISH COUNCIL

Minutes of the Ordinary Meeting held on

Monday 1 December 2008 in Elswick and District Village Hall commencing at 7.45 pm

PRESENT: Cllrs Rowe (Chair), Chedd, Hayhurst, Taylor, Emmington, Molloy and James. In attendance K Coleman (Clerk) and 2 members of the public.

1. DECLARATION OF INTEREST

Nil.

2. **MINUTES** – the minutes of the Ordinary Meeting (06.11.08) were read, approved and signed as a correct record with one small amendment to point 4 – Special Sgt Hudson was changed to Special Constable.

3. MATTERS ARISING

i) Copp Lane Flooding – The draft letter to LCC was still outstanding.

ii) Informal Meeting/Working Party (10.11.08)

(a) Budget Review – It was reported that the budget was on course and changes to specific areas had been made to ensure that the budget remained on target. Amenity Cleaning hours had been reduced for winter, electricity consumption had been investigated and future DD payments were to be reviewed before the end of the financial year.
(b) Risk Assessment/Internal Audit – the following areas had been investigated – indemnities, internal audit processes, diesel usage, VAT claims.

08/121 Resolved: that the indemnities provided adequate cover, a mileage claim form be introduced, diesel usage/cost of the sweeper had been sufficiently verified, a new format for budget reporting be introduced, frequency of VAT claims be investigated and the internal financial checking process be enhanced.

4. PLANNING

i) Items for consideration

08/0863 Gorst Farm – change of use from dwelling to offices, erection of replacement dwelling, conversion of agricultural buildings to office use and storage/distribution and change of use of agricultural bldgs and land to caravan storage. A new application had been received for the above and it was raised that a business appeared to be operating from this site.

08/122 Resolved: that the new application be checked against the previous submission and that the Parish Council's observations/report be resent to Fylde Borough Council with any appropriate amendments. The Parish Council to again inform Planners about the business being carried out at this site.

ii) Items for information

Elswick Generating Station – a letter had been received advising the Council that a renewal of planning consent would be submitted to Fylde Borough Council on 24th November.

08/123 Resolved: that no further action be taken and to wait for the actual submission from Fylde Borough Council.

5. FINANCE

i) Expenditure to be resolved

Date	To Whom	Reason for Payment	Chq No	Nett	VAT	Total
13.11.08	Eon	Electricity Supplier	DDebit	132.38	6.62	139.00
31.10.08	G Hall	Mowing of bowling Green	SO	275.00	0.00	275.00
31.10.08	H S Dransfield	Municipal Skip EPC53	100161	90.00	15.75	105.75
01.12.08	R Taylor	Beech Hedging (world of hedges)	100159	93.60	0.00	93.60
01.12.08	R Taylor	Fence panels (B&Q)	100160	8.48	0.00	8.48
30.11.08	G Thornley	Expenses	100162	52.76	9.23	61.99
01.12.08	K Coleman	Expenses	100163	32.95	4.16	37.11
01.12.08	G Thornley	Wages - November	100164	230.70	0.00	230.70
01.12.08	K Coleman	Wages – October/November	100165	168.00	0.00	168.00
01.12.08	Inland Revenue	PAYE – October/November	100166	42.00	0.00	42.00
01.12.08	John Rowe	Fencing/Paint (B&Q)	100167	30.40	0.00	30.40
01.12.08	John Rowe	Box Hedging	100168	12.00	0.00	12.00
01.12.08	John Rowe	Copying for Elswickian	100169	25.00	3.75	28.75
25.11.08	Rowe Bldrs Ltd	Materials for Memorial Pillar	100170	100.00	17.50	117.50
03.11.08	P Molloy	Repair to Tennis/Football Crts	100171	345	0.00	345.00

08/124 Resolved: These accounts are to be paid with the exception of cheque number 100161 to allow investigations to be made into the recording/payment procedure with this supplier.

ii) Income to be acknowledged

Date	Received from	Reason for Payment	Payment Type	Amount (£)
27.10.08	Sita Trust Ltd	Playground Repayment	Transfer	30,000.00
14.11.08	HSBS	Interest	Transfer	1.78
01.12.08	MUGA	Casual/blck bookings	chq/Cash	115.00

- 08/125 Resolved: Income acknowledged and to be paid into the Bank.**
 iii) Maturity of Deposit Bond – it was reported that HSBC were offering an interest rate of 2.51% for a period of 6 months.
- 08/126 Resolved: To delegate to Chairman/Vice Chairman to investigate other accounts/investments and that the period for investment be extended to 12 months and the amount increased to 40k.**
- 6. BOROUGH COUNCILLOR’S REPORT**
 i) Cllr Hayhurst reported that Fylde Borough Council (FBC) no longer had responsibility for Kirkham Baths and St Annes Baths and that FBC had published the re-assessment of their budget.
- 7. OPEN SPACES**
 NIL
- 8. AMENITY CLEANSING**
 i) Road Sweeper - It was reported that a repair was necessary for the sweeper and that a quote was being obtained before the work was carried out.
- 08/127 Resolved: that Chairman and Vice Chairman be given the authority to progress with any work if the quote was below £1000.**
 ii) Fly Tipping – there had been several reports of fly tipping in the parish and these had been reported to Fylde Borough Council, but had not yet been cleared.
- 08/128 Resolved: that Clerk continue communication with Fylde Borough Council and that the Chairman be cc’d on communication.**
- 9. MAINTENANCE WORK**
 i) Playground Maintenance Plan – an email had been received from Fylde Borough Council advised that the figure for maintenance of the playground would be £1056 for next year. It was discussed that this figure was acceptable providing it was just for maintenance for the Roseacre Road playground. It was also mentioned that the way the previous year’s money had been received was by a deduction from the precept payment – this was not acceptable for next year.
- 08/129 Resolved that: Cllr Hayhurst write to Fylde Borough Council re the amount and the payment method.**
- 10. HIGHWAYS**
 i) Road Sign – it was reported that the road sign for Grange Road was missing at the point where Grange Road meets The Meadows.
- 08/130 Resolved: That this be reported to Fylde Borough Council.**
- 11. CORRESPONDENCE - not already dealt with elsewhere on the Agenda**
 i) Freedom of Information Act
 Further information had been received concerning the new Model publication scheme. The template for available information needs to be completed and a notice displayed on the notice boards advising the public where they can obtain information.
- 08/131 Resolved: That the new model publication scheme be adopted and the template completed with a notice drafted for notice boards.**
- 12. COUNCIL DIARY**
 December payments – this topic was included in the diary and salary payments for December were discussed.
- 08/132 Resolved: that salary payments be made as normal for December and arrangements can be made for signing of cheques if necessary.**
- 13. DATE, TIME AND VENUE OF NEXT MEETING**
 Thursday 22nd January 2009 at 7.45pm in Elswick and District Village Hall.

Signed: Chairman Date

Signed: Clerk Date