

ELSWICK PARISH COUNCIL

Minutes of the Ordinary Meeting held on

Thursday 23 July 2009 in Elswick and District Village Hall commencing at 7.45 pm

PRESENT: Cllrs Rowe (Chair), Hayhurst, Taylor, Emmington, James, Chedd and Molloy. In attendance K Coleman (Clerk) and 1 resident.

1. APOLOGIES FOR ABSENCE – Nil.

2. DECLARATION OF INTEREST – Cllr Rowe declared an interest in item 9(i) on the agenda.

3. MINUTES – the minutes of the Parish Council Meeting (25.06.09) were read, approved and signed as a correct record.

4. MATTERS ARISING

i) Openreach Claim – It was confirmed that the insurers be advised that work on the new gate posts was carried out by a Parish Council contractor. Clerk to advise.

ii) Income Bond – it was reported that LALC were unable to provide financial advice. Current HSBC bond rates were discussed.

09/34 It was resolved that £25,000 be invested for a 6 month period at a rate of 0.55%. Clerk to arrange.

ii) Youth Nuisance – It was proposed that the Police be invited to the next Parish Council meeting and in the meantime they be asked to undertake spot checks of the playground and surrounding area. It was also proposed that the current byelaws concerning dogs on the play area be investigated and Fylde BC's legal department consulted for assistance.

09/35 It was resolved to proceed as above - Clerk to action.

5. PLANNING

i) FBC Decisions

(a) 09/0290 – 3 Wilson Drive, Elswick, Preston – Proposed porch to front elevation of dwelling – permission granted.

ii) Items for Consideration

(a) 09/0061 – Land Roseacre Road, Elswick PR4 3UD – Resubmission of application 07/1100 for two stable blocks (3 no stables each block) with sand paddock for private use

09/36 It was resolved that the response made to previous applications for this site be again forwarded to FBC.

b) 09/0374 – The Coppice, Bonds Lane, Elswick – resubmission of APP 09/0140 – Certificate of lawfulness for existing use as dwelling

09/37 It was resolved that the response made to previous applications for this site be forwarded to FBC with the addition of evidence in aerial photograph, members recall site originally being considerably smaller and an element of the boundary was not included in previous application.

6. FINANCE

i) Expenditure to be resolved

DATE	TO WHOM PAID	DETAILS OF PAYMENT	CHEQ NO.	NET PAYMENTS	VAT	TOTAL PAYMENTS
30.06.09	G Hall	Mowing (June)	SO	£275.00		£275.00
13.07.09	Eon	Monthly Charge	DD	£109.52	£5.48	£115.00
23.07.09	H S Dransfield	Skip Hire EPC56	100235	£90.00	£13.50	£103.50
23.07.09	K A Coleman	July Salary	100236	£84.00		£84.00
23.07.09	G A Thornley	July Salary	100237	£288.40		£288.40
23.07.09	Post Office	Road Tax for Sweeper (12 mths)	100238	£165.00		£165.00
23.07.09	JimBob Agriculture Ltd	Repair sweeper Hydraulic system	100239	£128.80	£19.33	£148.13
23.07.09	G Thornley	Mowing £390/watering £140	100240	Cheque Cancelled		Cheque Cancelled
23.07.09	G Thornley	Expenses Disl £56.01 miles £12.00	100241	£60.49	£7.52	£68.01
23.07.09	K A Coleman	Expenses Mile £8.80, other £6.98	100242	£15.52	£0.26	£15.78

23.07.09	G Thornley	Mowing	100243	£390.00		£390.00
23.07.09	G Thornley	Watering	100245	£46.25		£46.25
23.07.09	F H & M Davies	Summer Bedding	100244	£2422.40	£363.37	£2785.77
				£4075.38	£409.46	£4484.84

09/38 It was resolved that all the above accounts are to be paid and cheque 100240 cancelled and replaced with cheques 100243/245 after amendments made to calculations.

09/39 It was also resolved that a working group be established to review hours/rates for grass cutting/watering etc.

ii) income to be acknowledged

DATE	PAYMENT FROM	DETAILS OF PAYMENT	METHOD	NET PAYMENTS	VAT	TOTAL PAYMENTS
14.06.09	HSBC	Interest - Money Mger	CR	£8.20		£8.20
23.06.09	MUGA	Rental of courts	Cash	£66.00		£66.00
25.07.09	FBC	Grant for Elswick in Bloom	Cheque	£360.00		£360.00
25.07.09	K&D Olive	Deposit rental of football pitch	Cheque	£25.00		£25.00
				£459.20	£0.00	£459.20

09/40 It was resolved that the above income be acknowledged and paid into the Bank where applicable.

iii) Internal Audit – The internal audit had been completed and it was reported to the meeting that the figures being shown in the final accounts were considerably different to figures for the previous year. Various points had been raised for consideration and it was reported that points had been explained in full to the internal auditor. One of the points needed further investigation – does the car park need including on the asset register. It was also stressed that the key document for the Council was the updated Risk Assessment.

09/41 It was resolved to investigate the inclusion of the car park on the asset register.

iv) Roadsweeper Vehicle Tax – Covered under expenditure above.

v) New Fylde Housing – it was reported to the meeting that contact had been made with New Fylde Housing and they had in principle approved the charge of £1000 for grass cutting.

09/42 It was resolved that an invoice be prepared as soon as possible.

vi) Financial Regulations – a review of the regulations is to be undertaken and it was proposed that a working group be established to undertake this review.

09/43 It was resolved that the working group be established and that they report back to a future Parish Council meeting.

vii) Best Kept Garden Competition – it was proposed that vouchers to the value of £160 and the engraving of the trophies for the winners be approved by the council.

09/44 It was resolved to proceed with the above proposal.

7. BOROUGH COUNCILLOR'S REPORT

Cllr Hayhurst reported that at the FB Council Meeting to be held on 27th July it was intended to discuss the recommendation that the Council undertakes a community governance review on the establishment/abolition of Parish Councils and if approved this would give the Borough Council the power to decide on boundaries, numbers of Councillors etc. It was proposed that a letter be sent to the Chief Executive of Fylde Borough Council expressing concern that no consultation with Parish or Town Councils has yet taken place and that this action taken by FBC makes any Parish Charter meaningless.

09/45 It was resolved that the above proposal be accepted and the Clerk write to the Chief Executive.

8. OPEN SPACES

i) Wild Flower Meadow – it was reported to the meeting that contact had been made with LCC regarding grants and outstanding funding. It was proposed that the Council give Cllr Hayhurst authority to apply for a grant and that if successful the Council contribute up to £500 to the scheme.

09/46 It was resolved to approve the above.

ii) Tree Preservation Orders – it was proposed that this be undertaken on 10th August meeting at the VH at 7.30pm.

09/47 It was resolved to ahead with above proposal.

iii) Football – It was reported that contact had been made with the Football Foundation (FF) and it was proposed that Cllr Hayhurst be given authority to apply for a grant. If the grant is then

successful a tender process for the works would be undertaken. It was suggested that the grant application be referred back to the Council for approval before submission.

09/48 It was resolved that the above proposals be agreed.

9. MAINTENANCE WORK

i) Fencing Tender – Information on Peels fencing had been received and it was proposed that Mark Wild from FBC be approached for any advice/assistance with this project. It was also reported to the meeting that Green Flag Status was an award that Elswick could possibly consider obtaining. It was proposed that the Clerk write to Claire Platt (Director of parks and Open Spaces) of FBC asking if the Council would be able to provide assistance to achieve this award.

09/49 It was resolved that Cllr Emmington contact Mark Wild from FBC and that the Clerk write to Claire Platt.

ii) Pavilion – Sealed tenders were opened by the Clerk. Rowe Builders Ltd was the most competitive so it was proposed that the work be placed with them.

09/50 It was resolved that the above be approved.

iii) Village Inspection – 17th August at 7.30 pm was proposed.

09/51 It was resolved to agree to the above date.

iv) Village Hall – it was reported to the meeting that various health and safety obligations had been highlighted by the VH committee – emergency exit needed a hand rail, uneven paths, white edging on front steps faded, benches at the front of the VH need refurbishing. It was suggested that the above repairs should be handled by the Village Hall committee.

09/52 It was resolved that further investigation be carried out.

10. STAFF

i) Staff Salaries – It was proposed that the Clerk's hours be increased to 18 per month along with expenses of £8/month being paid towards telephone and broadband rentals and back dated to 1st November 2008. It was also proposed that from 1st November 2009 the Clerk's salary increase to £7.50/hour. It was confirmed that any local government increases would be paid to the Clerk and lengthsman and any pay award would be back dated to 1st April 2009.

09/53 It was resolved that the above be agreed.

11. CORRESPONDENCE – not already dealt with elsewhere on the Agenda.

i) HSBC – As part of the Risk Assessment actions, a letter had been drafted to HSBC asking for duplicate bank statements to be sent to the Chairman. Chairman and Vice Chairman were asked to sign the letter.

09/54 It was resolved that the letter be signed.

ii) Fylde Borough Council Core Strategy – the Council had been asked to consider the circulated document. The deadline for responses was end of July so it was proposed that the Clerk write to FBC explaining that due to holiday commitments Elswick would not be able to give their response until Mid August. It was suggested that information for the response be gathered on 10th August 2009 when reviewing any TPOs.

09/55 It was resolved that the above be agreed.

12. COUNCIL DIARY

09/56 It was resolved that an updated diary be prepared by the Clerk in conjunction with Cllr Hayhurst ensuring that all Risk Assessment actions are included.

13. DATE, TIME AND VENUE OF NEXT MEETING - Thursday 27 August 09 at 7.45pm in Elswick & District VH.

Signed: Chairman Date