

## **ELSWICK PARISH COUNCIL**

### Minutes of the Ordinary Meeting held on

Tuesday 15<sup>th</sup> December 2009 in Elswick and District Village Hall commencing at 7.45 pm

**PRESENT:** Cllrs Rowe (Chair), Hayhurst, Taylor, James (until 8.00pm), Molloy and Chedd. In attendance K Coleman (Clerk) and 1 resident.

**1. APOLOGIES FOR ABSENCE** – Cllr Emmington.

**2. DECLARATION OF INTEREST** – Nil

**3. MINUTES** – Minutes of the Parish Council Meeting (22.10.09) were read, approved and signed as a correct record. The minutes of the Working Party held on 10<sup>th</sup> September 2009 were signed as a correct record.

#### **4. MATTERS ARISING**

i) Sustainable Communities Act – After seeking further clarification from FBC it was felt that an inadequate explanation had been received and it was therefore proposed that no further action be taken.

**09/101 It was resolved that no further action be taken.**

ii) Filling of Temporary Vacancy – It was proposed that the final details be resolved by a working party to decide the split of duties/hours to be worked, management of work/hours. Subject to previously paid amounts not being exceeded, it was proposed that an advertisement be placed – In Focus, the Kirkham Advertiser and in local shops.

**09/102 It was resolved to agree to above proposals and a working party be organised.**

#### **5. POLICE**

A Report had been received from PCSO Begg and this detailed the two recent crimes in the area and the details for the next PACT meeting to be held on 6<sup>th</sup> January at 11am at Elswick Village Hall.

#### **6. PLANNING**

(a) 09/0697 – The Coppice Bonds lane, Elswick – Erection of Agricultural Building. The Council had not responded to this application as the deadline had been missed.

(b) 09/0061 – Land Roseacre Road, Appeal re 2 stable blocks with sand paddock for private use.

(c) 09/0362 – Land to rear of Osbourne House, High Street, Elswick – appeal re proposed new dwelling.

**09/103 On points (b) and (c) above it was resolved that the Council had nothing to add to comments previously forwarded to FBC.**

#### **7. AMENITY CLEANSING**

i) Road Sweeping – the recent sweeping of the village had been completed and future provisions would be discussed in conjunction with the current vacancy.

ii) LCC – a proposal to undertake grass verge maintenance had been received and it was proposed that completion of necessary information be finalised by the working party.

**09/104 It was resolved to agree to the above proposal.**

#### **8. LEISURE AND AMENITIES**

i) Football Pitch – a quote for maintenance had been received from Danvic.

**09/105 It was resolved that Cllr Hayhurst contact Danvic for further information. It was also decided that at the present time the football pitch could not be hired until drainage issues had been resolved.**

ii) Green Flag Status – It was proposed that this be put on hold until next year when works on MUGA etc had been undertaken. Cllr Hayhurst confirmed that he had been contacted by local parents about the Skateboard Park and he would be asking Mark Wilde to assist.

**09/106 It was resolved to agree to this proposal.**

iii) Enforcement of Byelaws – The Council was advised that FBC had confirmed that any byelaws imposed by the Parish Council were enforceable by the Council.

**09/107 It was resolved that no further action was necessary at this time.**

#### **9. FINANCE**

i) Expenditure to be resolved

DATE	TO WHOM PAID	DETAILS OF PAYMENT	CHEQ NO.	NET PAYMENTS	VAT	TOTAL PAYMENTS
30/11/09	G Hall	Mowing (Nov)	SO	£275.00		£275.00
12/11/09	British Gas	Electric Charges	DD	£108.66	£5.43	£114.09

11/12/09	British Gas	Electric Charges	DD	£124.39	£18.66	£143.05
31/10/09	H S Dransfield	Skip Hire EPC 59	100274	£90.00	£13.50	£103.50
12/11/09	Pete Marquis	Sweeping of Elswick	100275	£125.00	£18.75	£143.75
31/10/09	Elswick VH	Rental of meeting room	100276	£50.00		£50.00
12/12/09	G Thornley	Supply etc of Christmas Tree	100277	£190.00		£190.00
15/12/09	Inland Revenue	PAYE November/December	100278	£54.00		£54.00
15/12/09	K Coleman	November/December Salary	100279	£216.00		£216.00
15/12/09	K Coleman	Expenses	100280	£51.47	£3.05	£54.52
15/12/09	R Taylor	Winter Bedding (Daffodils)	100281	£6.08	£0.91	£6.99
				<b>£1,057.55</b>	<b>£36.21</b>	<b>£1,093.76</b>

**09/108 It was resolved that all the above accounts are to be paid and that skips are no longer required after the next collection.**

ii) Income to be acknowledged

DATE	PAYMENT FROM	DETAILS OF PAYMENT	METHOD	NET PAYMENTS	VAT	TOTAL PAYMENTS
30.11.09	Elswick Youth Club	Rental of MUGA	Cheque	£145.60		£145.60
14.09.09	HSBC	Money Mger Interest		£6.72		£6.72
15.12.09	MUGA Hire	Rental of MUGA	Cash/Cheque	£190.00		£190.00
				<b>£196.72</b>	<b>£0.00</b>	<b>£196.72</b>

**09/109 It was resolved that the above income be acknowledged and paid into the Bank where applicable.**

iii) Budget Review – Each of the budget areas were reviewed and any variances discussed. Generally most headings are on target for the year. Planned Maintenance was overspent and it was recommended that an improved projection for spend needed to be agreed for the next financial year.

iv) Asset Register

**09/110 It was resolved that the Village Hall Car Park be included on the asset register at a nominal value of £1 and that the recommendations from the informal meeting held on 10<sup>th</sup> September be actioned.**

v) Financial Regulations

**09/111 It was resolved that the recommendations from the informal meeting held on 10<sup>th</sup> September be actioned.**

vi) Internal Audit – checking of documentation

**09/112 It was resolved that the above items be discussed by the working party.**

vii) Precept 2010/11 – various correspondence had been received from FBC asking the Council to confirm that precept requirements would be completed by 8<sup>th</sup> January 2010. It was proposed that the Council respond that the Parish Council will not be in a position to submit requirements by the above date and that if an insufficient precept is estimated by the Borough, the Council would require a further advance. It was also proposed that the Chairman investigate the statutory instrument numbers mentioned in the correspondence from FBC.

**09/113 It was resolved to proceed as above.**

viii) New Fylde Housing Invoice – Cllr Hayhurst confirmed he now had the details and would forward to Clerk so that an invoice could be raised.

ix) Honorarium External Auditor – it was proposed that £150 be paid to the auditor.

**09/114 It was resolved to accept the above proposal.**

## 10. HIGHWAYS - Nil

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

i) Tree Preservations – Correspondence had been received from a resident regarding trees on Parish Council land to the rear of The Meadows and Ronwood Close. It was proposed that the tree officer from FBC be contacted regarding this suggestion and other possible tree/hedge preservations in the Parish.

**09/115 It was resolved that the Clerk contact the tree officer and update the resident.**

ii) LVRC Road Races 2010 – The Council acknowledged the dates when races would be in the area and agreed that a copy of the correspondence should be sent to the bowling club for information.

iii) Freedom of Information

**09/116 It was resolved that a review of charges for information be undertaken at the next meeting.**

iv) Draft Streetscene delegated services – information had been received from LCC regarding potential services that could be delegated to parish councils.

**09/117 It was resolved that this be discussed by the next working party meeting.**

**12. COUNCIL DIARY**

**09/118 It was resolved that an updated copy be sent to Cllr Hayhurst for consideration.**

**13. DATE, TIME AND VENUE OF NEXT MEETING** - Thursday 28<sup>th</sup> January 2010 at 7.45pm in Elswick & District VH.

**Signed:** ..... **Chairman** ..... **Date**