

**HAMBLETON PARISH COUNCIL**  
**TUESDAY 3<sup>rd</sup> October 2023 - ORDINARY MEETING**

**AGENDA**

1. To receive apologies for absence
2. To record Declarations of Interest from members in any item to be discussed
3. To approve as a correct record and sign Minutes of the Ordinary Parish Council Meeting 5<sup>th</sup> September 2023.
4. Matters arising.
5. **To discuss any Police related issues**

Open Public Discussion

6. **Climate Change** - To discuss potential suitable projects and to resolve any further actions.
7. **Village Flooding** – To discuss issues and receive feedback from Meetings and resolve any further actions.  
Feedback from Wyre Flood Forum 14<sup>th</sup> September 2023
8. **BKV/WIB** –
  - a. To agree future dates for litter pick and In Bloom Meeting Group and resolve any further actions.
  - b. To acknowledge receipt of £600 from WBC as contribution to planting in the village.
  - c. To resolve to purchase a further sack of stone to spread around Public Rights of Way.
9. **Bob Williamson Park**
  - a. To discuss any further work required on the park and resolve any further actions
  - b. To receive update on Park drainage and resolve to fund the additional pipework required up to £4,000 to ensure that bigger project is successful
  - c. To consider allowing Wyre Juniors Football Club to place a container for the storage of their equipment on the Park.
  - d. To receive update on damage to Kiddie Equipment on the Park and to resolve any actions.
  - e. To acknowledge receipt of £1000 from the Village Under 5's Group as part payment of the Music Corner on the park.
10. **Other**
  - a. To receive update regarding SpID data and consider further SpID points in the village and to resolve any further actions.
  - b. To discuss any contributions for the Green Book for November 2023
  - c. To receive update on the bench and cycle racks to be placed on Mill Lane (Cutts Lane end) and resolve any further actions.
  - d. Date reminders – Mayors Concert, Parish Church Hambleton on 6<sup>th</sup> October 2023. Shovels Fundraising Presentation 7<sup>th</sup> October 2023 in the Shovels
  - e. Update on the Bus shelter at Sower Carr Lane and to resolve any actions.
  - f. To receive details of Christmas Lights switch on 1<sup>st</sup> December 2023 at 7.15pm. To consider whether Parish Council are prepared to fund refreshments for the Switch on as provided by Hambleton friendship Group.
  - g. To consider attendance at the Lancashire Parish and Town Council Conference on 4<sup>th</sup> November 2023 (morning) and the LALC AGM (afternoon).
  - h. To make note of Mayors Charity Event to be held at Garstang Country Club on 6<sup>th</sup> April 2024.
  - i. Lancashire Age UK request for suggestions for proposed Project to address isolation and loneliness amongst older people to resolve to respond.
11. **Finance**
  - a. Bills for Payment

	<b>Payee</b>	<b>Amount (£)</b>	<b>Type</b>
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<b>a.</b>	Salaries Total	2,016.10	Online
<b>b.</b>	PKF Littlejohn – External Audit	378.00	Online
<b>c.</b>	Y Walton – Litter pickers and hoops	166.14	Online
<b>d.</b>	North West In Bloom – Tickets	60.00	Online
<b>e.</b>	A Taylor Allowances	250.00	Online

- b. Bank statements to acknowledge receipt of Interest to 4<sup>th</sup> September 2023
- c. Bank Reconciliations (Monthly and YTD) to resolve to accept the Bank Reconciliation as a true record of Hambleton Parish Council to 4<sup>th</sup> September 2023
- d. Completion of the limited assurance review for the year ended 31 March 2023 – for decision

Except for the matters reported, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The smaller authority has disclosed that it made proper provision during the year 2022/23 for the exercise of public rights, by answering ‘Yes’ to Section 1, Assertion 4. However, as was reported last year, we are aware that it failed to do this and therefore should have answered ‘No’ to this Assertion. It has also disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering ‘Yes’ to Section 1, Assertion 7, which, on the basis of the above, is not correct.

The Accounts and Audit Regulations 2015 (SI 2015/234) set out what the Town Council must do at the conclusion of the review. In summary, the Town Council are required to:

- a) Prepare a “Notice of conclusion of audit” which details the rights of inspection, in line with the statutory requirements.
- b) Publish the “Notice” along with the certified AGAR (Sections 1, 2 & 3) before 30 September, which must include publication on the smaller authority’s website.
- c) Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- d) Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication

To resolve to accept the findings of the External Auditor and to resolve to accept that the Clerk has carried out points a to d above in line with the deadline set down.

- e. To consider any Projects for 2024/2025 in order that they can be built into Precept Calculation due to be finalised in January 2024 and to resolve any actions required.
- f. To resolve to allow the Clerk to purchase the latest version of Local Council Administration ie 13<sup>th</sup> edition at a cost of £137 plus £4 postage.
- g. To consider the Quarter 2 budget and resolve any further actions.

## 12. Planning Applications - to consider the following planning applications:

Application Number: 23/00890/FUL

Proposal: Single storey rear and side extension, replacement garage and widening of existing shared driveway  
Location: Dilwyn Green Meadow Lane Hambleton Poulton-Le-Fylde Lancashire

Application Number: 23/00850/COUQ

Proposal: Prior approval for proposed change of use of agricultural building to 2 dwelling houses (C3) with building operations under Class Q of the GPDO  
Location: Bowses Hill Farm Neds Lane Stalmine-with-staynall Poulton-Le-Fylde Lancashire

## 13. Correspondence

Nil

## 14. Next Meeting – Ordinary Parish Council Meeting 7<sup>th</sup> November 2023 starting at 7pm in the Village Hall

Clerk..... Date .....

Press and Public Welcome to Attend

For Further Information – please contact the Clerk: Yvonne Walton

Tel: 07703 773785 or email: [hambletonpc@yahoo.co.uk](mailto:hambletonpc@yahoo.co.uk)