

HAMBLETON PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING HELD ON THE 3rd APRIL 2018

Present: Cllrs Davies (Chairman), Cameron, Robinson, Peaker, Squires, Jenkinson, the Clerk, 1 member of the public.

1. **17/115 Apologies for Absence:** Cllr Sycamore.
2. **17/116 Declarations of Interest:** Nil
3. **17/117 Minutes:** It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting held on 6th March 2018 be approved and signed by the Chairman as a true and accurate record.
4. **17/118 Matters Arising:**
 - a) **Bus Service 24:** the Clerk reported that she had tried to contact the bus company to obtain details of the numbers who had been using the service, but had so far not had any success.
5. **17/119 County Councillor:** the Clerk explained that Cllr Shedwick had been unable to attend the Parish Council meeting for personal reasons, but had asked the Council to, in principle, give their support for him to pursue a full review of the A588. The Council agreed to support the review and the Clerk was asked to arrange a meeting between the Chairman and Cllr Shedwick to discuss current issues.
6. **17/120 Police:** Nil
7. **17/121 Items Introduced by the Public:**
 - i) **Dogs on the Park:** The member of the public present reported that he had witnessed on several occasions a large number of dogs being exercised by one person in the dog area and wondered if there was an order for a maximum number of dogs. It was explained that the new PSPOs permitted no more than 4 dogs to be exercised by one person. The Clerk was asked to contact the Wyre Enforcement Officer.
8. **17/122 BKV/WIB: Nil to report**
 - a) **Welcome to Hambleton area:** Councillors suggested a replacement metal sign at the entrance to the village and they discussed including boats, mills, flowers on the sign. It was proposed that the Clerk contact Chris Archer for some guidance.
It was resolved to proceed as proposed.
 - b) **Flowers:** It was proposed that the Suffragette theme for planting be used at the rockery location and that the Clerk order plants for the rockery and the seeders.
It was resolved to proceed as proposed.
9. **17/123 Reports of Meetings:**
 - a) **Village Hall Management Committee:** Cllr Davies reported that quotes for suspended ceilings and insulation had been received and that the Committee were now seeking quotes for improving the lighting in the main hall.
10. **17/124 Bob Williamson Park:**
 - a) **Park Lease:** The Clerk reported that the completed lease had been received.
It was resolved to note the completion of the lease.
 - b) **Section 106 monies:** An email had been received from Wyre Council asking for confirmation of ideas for enhancing the park with the S106 monies. The Council proposed: improvement of the Church Lane entrance with provision for disabled access, improved paths and a path in front of the new dog area. Cllr Davies suggested plastic ground stabiliser mesh on paths and volunteered to provide details of locations where this mesh could be seen. It was also reported that a drainage channel had been excavated near the Church Lane entrance to help with drainage. The Clerk was asked to check if this had been created by Wyre Council.
It was resolved to proceed as proposed.

c) Outdoor Gym: the Clerk had received a layout plan from Fresh Air Fitness which shows the placing of the equipment in a straight line instead of an arc around the trees. The Chairman commented on the quality of the powder coated materials used by this company and the Clerk explained that they were able to provide details of an independent company who could assist with the completion of a funding bid, but that the Council needed to be aware that if they decided to have assistance with the bid, then they would be tied to Fresh Air Fitness to complete the project. Cllr Robinson proposed a meeting with Fresh Air Fitness to discuss further.

It was resolved to proceed as proposed.

c) Locking of Park Gates: It was proposed that no further action be taken at this time and to review the decision again if there are reports of unsociable activity on the park.

It was resolved to proceed as proposed.

11. 17/125 Finance:

a) LEF Grant Fund: the Clerk reported that the Council's application had been successful and that if they were wished to proceed they needed to pay the 3rd party contribution of £1445.

It was resolved to agree to pay the contribution.

b) Bills for Payment: It was resolved that the following be approved for payment.

	Payee	Amount
a.	A. Taylor – March Salary	£399.36
b.	PAYE March	£99.60
c.	K Coleman Expenses:	£28.84
d.	Wyre Council charge for park rent 17-18	£85.00
e.	Wyre Council charge for park rent 18-19	£100.00
f.	M Mallon – Grass Cutting	£85.00
g.	Lancashire Environmental Fund – 3 rd party contribution	£1445.00
h.	LALC Membership	£353.78
i.	Eon Seasonal Lighting	£4.44
j.	K Coleman – March Salary	£524.74

c) Signing of bank statements: the bank statements were initialled to acknowledge income of £20 safety committee return of donation, interest £1.40, £1.73.

d) Bank Reconciliation: reconciliation for March was presented and it was proposed that this be approved.

It was resolved to approve the reconciliation.

d) S137 Donation: a request for a donation had been received from the Over 60's Friendship Group. It was proposed that the Council donate £100.

It was resolved to approve the donation.

f) Salary Summary: summaries were presented for the Clerk and Lengthsman and it was proposed these be approved and signed by the Chairman.

It was resolved to approve the summaries.

g) Audit 2017-2018: the Clerk reported that audit information had been received from PKF Littlejohn and proforma documents received that were slightly different to previous years.

It was resolved to acknowledge receipt of the audit information

h) Precept 2018-2019: The Clerk reported that a remittance advice had been received from Wyre Council confirming that the Precept payment of £40,000 had been paid.

It was resolved to acknowledge receipt of the remittance advice.

i) Tesco Funding: the Clerk reported that the recent application for funding from the Bags for Help scheme had been successful and information had been received on how the voting for schemes would take place. It was suggested that the information be reviewed and proposals to raise awareness of the scheme be discussed at the May meeting.

12. 17/126 Other

a) Clerk Role:

It was resolved to discuss this later in the meeting as a confidential item.

b) Issues Outlined by Resident: it was proposed that the Clerk email LCC regarding: road signs, speed limits on Marsh Lane/Church Lane, double yellow lines near the school and water from the park.

It was resolved to approve the proposal.

c) Gala: Nil.

d) Data Protection: the Clerk reported that Wyre Council had organised a seminar on 16th May 2018 and that 2 places had been reserved.

It was resolved to discuss at the May meeting who would attend the seminar.

e) Damage to Grass Verge near Spar:

It was resolved that the Clerk report to LCC.

f) Flood Plan:

It was resolved to defer this item until after the April Flood Forum.

13. 17/127 Planning Applications:

a) 18/00240/FUL: erection of single storey rear extension, front dormers, front porch and detached garage following removal of existing conservatory, Holly Cottage, Sower Carr Lane.

It was resolved that the Council have no objections.

14. 17/128 Correspondence:

a) LCC consultation on changes to disabled NoWcard.

It was resolved that no comments would be given.

b) LALC Annual Report:

It was resolved to note the information.

c) Open Spaces: correspondence had been received confirming Data Protection Communications.

It was resolved that no further action was necessary.

d) Bowland Pennine Mountain Rescue Team: a request for funding had been received.

It was resolved that the Council would not provide a donation.

e) Windy Harbour A585 new road: .

It was resolved that no further action was necessary.

g) NALC Review of Local Government Ethical Standards:

It was resolved that no comments would be given.

15. 17/129 Clerk Role: It was proposed that Yvonne Walton be offered the post of Clerk on SCP 15, with a 3 month probationary period. Salary to increase by one further scale point on confirmation of a successful probation and on obtaining ILCA or CiLCA qualifications. It was also proposed that the Clerk draft a contract of employment and make enquiries about the above two qualifications with a view to the new Clerk commencing her employment and training as soon as possible.

It was resolved to proceed as proposed.

Date of Next Meeting: ORDINARY and ANNUAL PARISH COUNCIL MEETING

Tuesday 1st May 2018, Village Hall 7.30 PM

ANNUAL PARISH MEETING – Thursday 3rd May 2018, Village Hall 7.00pm

Signed **Date**