

**HAMBLETON PARISH COUNCIL**  
**TUESDAY 1<sup>st</sup> August 2023 - ORDINARY MEETING**

**MINUTES**

1. Apologies for absence – Nil  
Attendees – Cllrs Wright, Squires, Graham, Sycamore, Robinson, Thompson, the Clerk and 2 members of the public
2. Declarations of Interest from members in any item to be discussed - Nil
3. Minutes of the Ordinary Parish Council Meeting 4<sup>th</sup> July 2023. It was resolved that due to some minor issues with the minutes, they were not approved as a correct record and for the Clerk to correct and resubmit at the August meeting.
4. Matters arising. - Nil
5. **To discuss any Police related issues** No police attendance but discussions took place regarding the dangerous parking around the school, damage at the park and reports of people knocking on doors and selling overpriced goods and using bank details from payments to extract additional funds from peoples bank accounts.

Open Public Discussion

A member of the public reported a dislodged drain cover on Church Lane. 2 members of the public attended in support of the placement of a bench at Mill Lane. They stated that people are being encouraged to exercise and that benches in more rural areas encouraged people to get out in the country but allowing them to rest part way around.

6. **Climate Change** – It was resolved that the Clerk would contact the Conifers Rest Home asking them to consider the placement of a water butt to be used for watering plants in the area.
7. **Village Flooding** – To discuss issues, receive feedback from Meetings and actions and resolve any further actions.  
Flooding in July resulted in a number of flooded areas but many of them cleared once the rain stopped. Areas of concern still Kiln Lane/Sherbourne Road, Sandy Lane/Pauls Lane and Broadpool Lane. In particular a blocked drain on Kiln Lane near Riverside needed raising via Love Clean Streets App. It was reported that there would be no further drain clearing en masse but problems should be raised via the Love Clean Streets App.  
**LALC** – Cllr Robinson provided feedback on meeting. Rivers Trust were looking to return rivers and streams to meandering rather than straight in order to slow down the flow of water especially during heavy rainfall etc. A representative from Wyre Council, attended to discuss the Local Plan, promote the Housing Support Fund and Healthy Living initiative. Also reported the receipt of 5 Green Flags in Wyre for Parks in the area. Other areas discussed were the work on Fleetwood market and issues with pollution in the sea. Also represented was the Police. Information on Anti-Social Behaviour in Garstang, encouraging people to report police matters, explained about the additional recruitment of Police and highlighted issues with Rural Crime.
8. **BKV/WIB** –
  - a. Future dates agreed were for litter pick 12<sup>th</sup> September 2023 starting at 10.30am and In Bloom meeting on 21<sup>st</sup> September starting at 7pm. It was requested that the Clerk issue reminder via Facebook re tidying up village for BKV judging final. It was resolved that the Parish Council would produce a task list that could be circulated and for volunteers to work on them at times to suit them rather than at a Working Group.
  - b. It was reported that work on bird boxes were ongoing and it was resolved that the Clerk would request residents to suggest positions for them via the Green Book.
  - c. It was resolved that 4 or 5 people would attend the Fundraising presentation event to receive the donation for In Bloom.
9. **Bob Williamson Park**
  - a. It was resolved that the Clerk request that LCC Highways review the curb at the front of the park and request that they correct /remove.

- b. The Clerk reported that the drainage works were due to start early in September following the school return. It was resolved that the Clerk advertise the works via Facebook and produce warning signs for the park.
- c. The Council required more information regarding a container on the park before a decision could be made. Clerk to contact Wyre Juniors to request more detail.
- d. It was resolved that the Council would hold an Afternoon Tea event to celebrate 80 Years since D Day to be held on or around 6<sup>th</sup> June 2024.
- e. Regarding Tree Opportunity, Councillors provided feedback for Clerk to collate.

## 10. Other

- a. It was resolved that the Clerk request LCC Highways to consider SPIDs in the following areas: Sandy Lane, Church Lane (near School), Coniston/Birchwood and Arthurs Lane.
- b. It was resolved that the following issues be included in the contribution for the Green Book for September 2023. Work due on the park, request to tidy up and for cutting hedges and asking people to park responsibly.
- c. The Clerk reported that she had received an objection to the placement position of the bench. It was resolved that the Clerk respond to resident explain that bench would be placed on a trial basis and it would remain if no issues identified. (Following the meeting it became apparent that permission for placing the bench in the area identified needed to be sought from LCC Highways and therefore item deferred to meeting in September.)
- d. Regarding Wyre Green Infrastructure Framework review, it was resolved that Clerk would request extension and Councillors would provide feedback via email after the meeting.
- e. No additional areas for Christmas Lights identified at this time, to be added to September agenda.
- f. It was resolved that the village Christmas Trees be ordered via PRS as last year.

## 11. Finance

- a. Bills for Payment

	<b>Payee</b>	<b>Amount (£)</b>	<b>Type</b>
<b>a.</b>	Salaries Total July 23	1,841.65	Online
<b>b.</b>	Cutts Lane Village Planting	3,181.89	Online

- b. It was resolved to accept the Bank statements to acknowledge receipt of Interest 5<sup>th</sup> July 2023
- c. It was resolved to accept the Bank Reconciliations (Monthly and YTD) as a true record of Hambleton Parish Council to 5<sup>th</sup> July 2023
- d. Update on actions of the Internal Audit for 2022/23 and resolve any actions. In particular:  
For Council  
Does the Parish Council wish to approve an Insurance Strategy? – The Councillors asked if there was a standard or example to help to understand requirement  
Risk assessment to be reviewed (see 10h) - Completed  
To consider alternative solution to Clerk making payments and receiving reimbursements – It was resolved to apply for a Debit Card to allow the Clerk to make payments direct from the Parish Council Bank Account rather than paying and requesting reimbursement. Card requested  
To consider applying for a Credit Card for the Parish Council – It was resolved that the Clerk apply for a Credit Card, If acceptable to the bank. Card requested

### For Clerk

- To apply a reference number to Online Payments. Now implemented
- To ensure amounts are included within minutes when contracts are reviewed – Now implemented
- To ensure that Budgets are reviewed each quarter – Quarter 1 budget reviewed meeting 4<sup>th</sup> July 23
- To ensure that there is a Receipt of monies note included for file. – Now implemented
- To contact BHIB Insurance to consider the impact of War Memorial Insurance. – It was resolved that the Clerk contact BHIB to identify whether any saving could be made by removing a War Memorial from the Policy. BHIB reported that War Memorial Insurance was standard and could not be removed although it could be increased.
- To correctly interpretate AGAR Guidance – Implemented and ongoing
- To detail reimbursements on the Agenda rather than total amount reimbursed for transparency – Implemented and Ongoing

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

Application Number: 23/00734/FUL

Proposal: Single-storey front extension, conversion of existing garage into living accommodation, first-floor side and rear extension over existing ground floor extension

Location: 61 Riverside Drive Hambleton Poulton-Le-Fylde Lancashire FY6 9EH

**It was resolved that the Parish Council had no objection to this application.**

**13. Correspondence**

Nil

**14. Next Meeting** – Ordinary Parish Council Meeting 5<sup>th</sup> September 2023 starting at 7pm in the Village Hall

Chairman..... 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)