

<p style="text-align: center;"><b>HAMBLETON PARISH COUNCIL</b> <b>MINUTES OF THE ORDINARY MEETING HELD ON THE 2<sup>nd</sup> AUGUST 2016</b></p>
--

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

1. **16/042 Apologies: Cllr Sycamore**
2. **16/043 Declarations of Interest** – Cllr Robinson expressed a non-pecuniary interest in item 9a as a lead member of the Shaping Your Neighbourhood Scheme.
3. **16/044 Minutes - It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting held on 12<sup>th</sup> July 2016 be approved and signed by the Chairman as a true and accurate record.**
4. **16/045 Matters Arising:** Nil.
5. **16/046 Police:** the crime report for July was discussed and the information noted.
6. **16/047 Items Introduced by the Public:**
  - a. **Sponsorship:** a representative from Hambleton Sports and Social Club was in attendance to enquire about the sponsorship of the triangle of land at Ryecroft Corner with the possibility of signage indicating that the area was sponsored by the Club. It was felt that year round signage may be an issue, but it was proposed that the Club consider the sponsoring of the Christmas Tree and any BKV planting. The above suggestion would be presented to the next meeting of the Sports and Social Club.
  - b. **Rubbish/Skips at Hambleton Academy:** it was reported that the school is inclined to leave a full skip in school grounds all through the summer holidays along with full black rubbish sacks at the side of the school. Cllr Cameron will speak with the school.
7. **16/048 BKV/WIB:** Cllr Davies reported that he had accompanied the BKV judges during the recent judging and explained some of the timing issues that had arisen and the areas that had been inspected. The Chairman thanked Cllr Davies for his report and for accompanying the judges. Cllrs Robinson and Squires volunteered for any future inspections.
8. **16/049 Reports of Meetings:**
  - a. **LALC Area Meeting** – Cllr Robinson reported that County Councillor Cynthia Dereli the Parish Champion had attended the meeting and reminded Councillors about the grant scheme. David Thow from Wyre Council had reported planning enforcement and Sergeant Danielle Freaney had attended to represent the Police. Philip Orme had reminded Councillors about the Star Council Awards, the LALC AGM and had recommended Councils to review any Grievance Policies. The Chairman thanked Cllr Robinson for her report.
  - b. **Village Hall Management Committee:** Cllr Davies had circulated minutes prior to the meeting but reported that recent electrical inspections had resulted in the need for extensive work to be undertaken, opening lights had been fitted to windows in the main hall, the upgrade of the small meeting room had been put on hold and when re-considered it was felt that only minor works would be required. It was agreed that future meetings of the Parish Council would take place in the Supper room. The Chairman thanked Cllr Davies for his report.
9. **16/050 Bob Williamson Park**
  - a) **Shaping Your Neighbourhood Scheme:** The Clerk reported that a quote for 3 signs for the dog exercise area had been received. Cllr Davies proposed that a comparative quote be obtained from Blackpool Signs as he felt they would be able to provide a more competitive price. It was proposed that the Clerk be given delegated authority to proceed with the order of the signs once the new quote was received to the value of £120. The Clerk reported that she had contacted the Senior Parks Manager from Wyre Council for an update regarding her investigations about a Code of Conduct and byelaws for the Park. The response had indicated that further investigations were required. It was therefore proposed that the Council take no

further actions with the park until further information is available.

**It was resolved to just proceed with the signs for the dog area.**

**b) Ponds:** It was felt that the fencing around the ponds should be repaired and the Clerk was asked to organise quotes. It was proposed that the Council look at a longer term option of grant funding to upgrade the area, plant hedging, cutting back of trees/vegetations, planting of wildflowers, lecterns, plans of the park.

**It was resolved to proceed as proposed.**

**c) Picnic Bench Area:** it was proposed that no action be taken at present, but that this area be discussed as part of any grant applications.

**It was resolved to proceed as above.**

**d) Car Park Gate:** Councillors reported that on perhaps 2 or 3 occasions there had been unattended cars left on the car park and that as a consequence the gates had not been locked. It was proposed that in future if this was the case that the gates should be closed as agreed. It was also proposed that the Council continue with the locking of the gates, that a new rota be circulated and a review be carried out at the September Parish Council meeting.

**It was resolved to approve the above proposals**

#### **10. 16/051 Other**

**a) Festive Display Funding:**

**It was resolved that the Clerk proceed with an application for funding.**

**b) Bus Subsidy:** a response from Stalmine Parish Council had been received stating that no further action was being considered by Councillors. The reply from Preesall Town Council had been circulated to members prior to the meeting and it was proposed that the response be noted. It was also proposed that the Clerk contact the LCC Highways Officer responsible for section 106 monies.

**It was resolved to approve the above proposals.**

**c) Renovated Bench:**

**It was resolved that no further action would be taken.**

#### **11. 16/052 Finance**

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

	<b>Payee</b>	<b>Amount</b>
<b>a.</b>	A. Taylor - Salary	£420.00
<b>b.</b>	K Coleman Expenses:	
	Mileage/telephone	£20.67
	Copying/postage/other	£6.64
<b>c.</b>	K Coleman Salary	£564.83
<b>d.</b>	PAYE July	£105.00
<b>e.</b>	M Fenton – grass cutting	£95.00
<b>f.</b>	K Coleman (new latches for park gates)	£115.20
<b>g.</b>	M Fenton – grass cutting	£95.00

**b) Signing of bank statements** – there was no income to report.

**c) Financial Review:** budget v spend information had been circulated prior to the meeting to all members. It was reported that the Special Projects budget may show an overspend at the end of the year due to the dog exercise area fencing invoice being paid in the current financial year when it was budgeted to be spent in 2014/2015. There may also be a slight overspend on Clerk's salary due to an NJC salary scale increase. It was proposed that the Council note that expenditure is mostly in-line with proposed budgets.

**It was resolved to approve the above proposal.**

**d) Lengthsman:**

**It was resolved to approve the agreed clothing allowance and contribution to tools allowance budgeted for the lengthsman.**

12. 16/053 Planning Applications: Nil

13. 16/054 Correspondence:

a. CPRE Membership

It was resolved that the Council proceed with membership at £36/year.

**Date of Next Meeting:** ORDINARY PARISH COUNCIL MEETING

**Tuesday 6<sup>th</sup> SEPTEMBER 2016** – Supper Room, Village Hall 7.30PM

**Signed** ..... **Date** .....

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**Tuesday 6<sup>th</sup> SEPTEMBER 2016** – Supper Room, Village Hall 7.30PM

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  - a) **Shaping Your Neighbourhood Scheme:** The Clerk reported that a quote for 3 signs for the dog exercise area had been received. Cllr Davies proposed that a comparative quote be obtained from Blackpool Signs as he felt they would be able to provide a more competitive price. It was proposed that the Clerk be given delegated authority to proceed with the order of the signs once the new quote was received to the value of £120. The Clerk reported that she had contacted the Senior Parks Manager from Wyre Council for an update regarding her investigations about a Code of Conduct and byelaws for the Park. The response had indicated that further investigations were required. It was therefore proposed that the Council take no

further actions with the park until further information is available.

**It was resolved to just proceed with the signs for the dog area.**

**b) Ponds:** It was felt that the fencing around the ponds should be repaired and the Clerk was asked to organise quotes. It was proposed that the Council look at a longer term option of grant funding to upgrade the area, plant hedging, cutting back of trees/vegetations, planting of wildflowers, lecterns, plans of the park.

**It was resolved to proceed as proposed.**

**c) Picnic Bench Area:** it was proposed that no action be taken at present, but that this area be discussed as part of any grant applications.

**It was resolved to proceed as above.**

**d) Car Park Gate:** Councillors reported that on perhaps 2 or 3 occasions there had been unattended cars left on the car park and that as a consequence the gates had not been locked. It was proposed that in future if this was the case that the gates should be closed as agreed. It was also proposed that the Council continue with the locking of the gates, that a new rota be circulated and a review be carried out at the September Parish Council meeting.

**It was resolved to approve the above proposals**

#### **10. 16/051 Other**

**a) Festive Display Funding:**

**It was resolved that the Clerk proceed with an application for funding.**

**b) Bus Subsidy:** a response from Stalmine Parish Council had been received stating that no further action was being considered by Councillors. The reply from Preesall Town Council had been circulated to members prior to the meeting and it was proposed that the response be noted. It was also proposed that the Clerk contact the LCC Highways Officer responsible for section 106 monies.

**It was resolved to approve the above proposals.**

**c) Renovated Bench:**

**It was resolved that no further action would be taken.**

#### **11. 16/052 Finance**

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

	<b>Payee</b>	<b>Amount</b>
<b>a.</b>	A. Taylor - Salary	£420.00
<b>b.</b>	K Coleman Expenses:	
	Mileage/telephone	£20.67
	Copying/postage/other	£6.64
<b>c.</b>	K Coleman Salary	£564.83
<b>d.</b>	PAYE July	£105.00
<b>e.</b>	M Fenton – grass cutting	£95.00
<b>f.</b>	K Coleman (new latches for park gates)	£115.20
<b>g.</b>	M Fenton – grass cutting	£95.00

**b) Signing of bank statements** – there was no income to report.

**c) Financial Review:** budget v spend information had been circulated prior to the meeting to all members. It was reported that the Special Projects budget may show an overspend at the end of the year due to the dog exercise area fencing invoice being paid in the current financial year when it was budgeted to be spent in 2014/2015. There may also be a slight overspend on Clerk's salary due to an NJC salary scale increase. It was proposed that the Council note that expenditure is mostly in-line with proposed budgets.

**It was resolved to approve the above proposal.**

**d) Lengthsman:**

**It was resolved to approve the agreed clothing allowance and contribution to tools allowance budgeted for the lengthsman.**

**12. 16/053 Planning Applications: Nil**

**13. 16/054 Correspondence:**

**a. CPRE Membership**

**It was resolved that the Council proceed with membership at £36/year.**

**Date of Next Meeting: ORDINARY PARISH COUNCIL MEETING**

**Tuesday 6<sup>th</sup> SEPTEMBER 2016** – Supper Room, Village Hall 7.30PM

**Signed .....**                      **Date .....**

<p style="text-align: center;"><b>HAMBLETON PARISH COUNCIL</b> <b>MINUTES OF THE ORDINARY MEETING HELD ON THE 2<sup>nd</sup> AUGUST 2016</b></p>
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**Present:** Cllrs Cameron (Chairman), Robinson, Squires, Davies, Peaker and Jenkinson, 1 member of the public and the Clerk.

1. **16/042 Apologies: Cllr Sycamore**
2. **16/043 Declarations of Interest** – Cllr Robinson expressed a non-pecuniary interest in item 9a as a lead member of the Shaping Your Neighbourhood Scheme.
3. **16/044 Minutes - It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting held on 12<sup>th</sup> July 2016 be approved and signed by the Chairman as a true and accurate record.**
4. **16/045 Matters Arising:** Nil.
5. **16/046 Police:** the crime report for July was discussed and the information noted.
6. **16/047 Items Introduced by the Public:**
  - a. **Sponsorship:** a representative from Hambleton Sports and Social Club was in attendance to enquire about the sponsorship of the triangle of land at Ryecroft Corner with the possibility of signage indicating that the area was sponsored by the Club. It was felt that year round signage may be an issue, but it was proposed that the Club consider the sponsoring of the Christmas Tree and any BKV planting. The above suggestion would be presented to the next meeting of the Sports and Social Club.
  - b. **Rubbish/Skips at Hambleton Academy:** it was reported that the school is inclined to leave a full skip in school grounds all through the summer holidays along with full black rubbish sacks at the side of the school. Cllr Cameron will speak with the school.
7. **16/048 BKV/WIB:** Cllr Davies reported that he had accompanied the BKV judges during the recent judging and explained some of the timing issues that had arisen and the areas that had been inspected. The Chairman thanked Cllr Davies for his report and for accompanying the judges. Cllrs Robinson and Squires volunteered for any future inspections.
8. **16/049 Reports of Meetings:**
  - a. **LALC Area Meeting** – Cllr Robinson reported that County Councillor Cynthia Dereli the Parish Champion had attended the meeting and reminded Councillors about the grant scheme. David Thow from Wyre Council had reported planning enforcement and Sergeant Danielle Freaney had attended to represent the Police. Philip Orme had reminded Councillors about the Star Council Awards, the LALC AGM and had recommended Councils to review any Grievance Policies. The Chairman thanked Cllr Robinson for her report.
  - b. **Village Hall Management Committee:** Cllr Davies had circulated minutes prior to the meeting but reported that recent electrical inspections had resulted in the need for extensive work to be undertaken, opening lights had been fitted to windows in the main hall, the upgrade of the small meeting room had been put on hold and when re-considered it was felt that only minor works would be required. It was agreed that future meetings of the Parish Council would take place in the Supper room. The Chairman thanked Cllr Davies for his report.
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**It was resolved to approve the above proposals**

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**It was resolved to approve the above proposals.**

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**Date of Next Meeting:** ORDINARY PARISH COUNCIL MEETING

**Tuesday 6<sup>th</sup> SEPTEMBER 2016** – Supper Room, Village Hall 7.30PM

**Signed** ..... **Date** .....

**HAMBLETON PARISH COUNCIL**  
**TUESDAY 4th OCTOBER 2016 - ORDINARY MEETING**  
**IN THE SUPPER ROOM, VILLAGE HALL – 7.30 PM**  
**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 Parish Council Meeting (06.09.16)
4. Matters arising
5. **Report of Over Wyre Police Team**
6. **Items Introduced by the Public**
7. **BKV/WIB - Report/Update**
8. **Reports of Meetings**
  - a. Village Hall Management Committee (JD)
  - b. Wyre Flood Forum (RP)
  - c. Emerging Wyre Local Plan
9. **Bob Williamson Park**
  - a. Gates: to update regarding locking of barrier and confirm any further action
  - b. Hedges: to update and confirm actions
  - c. Trees: to confirm type / purchase and planting of trees
  - d. WBC Lease of land: to review the terms of new lease and confirm action to be taken
  - e. Abandoned Vehicle: to discuss any actions
10. **Other**
  - a. Archiving of Documents: to consider using Lancashire Archives
  - b. SLCC: to approve attendance at training session – Data Protection
  - c. Hambleton Social Club: to review and confirm costs for sponsoring of Ryecroft Corner
  - d. Spid: to consider loan request from Little Eccleston Parish Council
  - e. Festive Lighting Scheme: to review proposal, confirm Parish Council spend and actions to be taken
11. **Maintenance**
  - a. Marsh Lane Public Footpath: to consider strimming – cost £40
  - b. Latches/Sign: to review quote and confirm or otherwise
12. **Finance**
  - a. S137 Donation: to consider donation to Hambleton Newsletter
  - b. Bills for Payment
  - c. Signing of bank statements to acknowledge income
  - d. Asset Register: to review and confirm updated asset register
  - e. Workplace Pension Scheme: to review and confirm letter to be sent to employees
13. **Planning Applications**
14. **Correspondence**
  - a. Remembrance Services
  - b. Dept for Communities & Local Government: Neighbourhood Planning Bill
  - c. NALC: consultation on council tax referendum principles re increasing precepts
  - d. Proposed removal of payphones: to decide if any comments to be given on consultation
15. **Next Meeting – 1<sup>st</sup> NOVEMBER 2016 – ORDINARY PARISH COUNCIL MEETING**  
7.30 PM at the Village Hall.

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

Press and Public Welcome to Attend

For Further Information – please contact the Clerk: Kath Coleman  
Tel: 01995 671499 or email: [hambletonpc@yahoo.co.uk](mailto:hambletonpc@yahoo.co.uk)