

<p style="text-align: center;"><b>HAMBLETON PARISH COUNCIL</b> <b>MINUTES OF THE ORDINARY MEETING HELD ON THE 3<sup>rd</sup> JANUARY 2017</b></p>
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**Present:** Cllrs Cameron (Chairman), Robinson, Jenkinson, Davies, Peaker and Squires and the Clerk.

1. **16/112 Apologies:** Cllrs Sycamore.
2. **16/113 Declarations of Interest** – Nil
3. **16/114 Minutes** - It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting held on 6<sup>th</sup> December 2016 be approved and signed by the Chairman as a true and accurate record.
4. **16/115 Matters Arising:**
  - a. The Clerk reported that 6 volumes of minutes had now been deposited with the Lancashire Archives and that a Receipt and Depositor Agreement had been received, signed and returned to LCC.
5. **16/116 Police:** The December crime report had not been received at the time of the meeting.
6. **16/117 BKV/WIB:** The Clerk had received the Britain in Bloom Judges reports and the Silver Gilt Certificate from the BKV Committee and reported on some of the areas highlighted for improvement. The Certificate was to be hung in the small meeting room. The Council asked that their congratulations and thanks to the BKV Committee and all helpers be recorded in the minutes.
7. **16/118 Items Introduced by the Public:** Nil
8. **16/119 Reports of Meetings:**
  - a) **Village Hall Management Committee:** Cllr Davies reported on the recent events regarding a contractor's qualifications and advised that the situation was now resolved. Cllr Robinson asked for clarification regarding the responsibility for the foyer area of the Village Hall as she had recently witnessed children being left unsupervised. Cllr Davies confirmed that this issue would be raised at a future meeting of the Village Hall Committee. Recent CCTV footage was still being investigated and the Village Hall Management Committee were considering moving a camera from the foyer to the entrance door of the Village Hall after recent complaints about children disturbing classes taking place in the Village Hall. The Chairman thanked Cllr Davies for his feedback.
  - b) **Wyre Flood Forum:** Cllr Peaker had not been able to attend the last meeting. Cllr Davies reported that the Parish Council website now had links to Wyre's Flood and Emergency Response plans.
9. **16/120 Bob Williamson Park**
  - a) **Hedging to the dog exercise area:** The Clerk reported that the free hedging pack that had been received from the Woodland Trust had been planted by the lengthsman, but that more plants were required. It was proposed that spend of up to the value of £150 be approved for further plants.  
**It was resolved to proceed as suggested.**
  - b) **Goal Posts:** further attempts had been made to contact the football club organisers regarding removal of the one goal post and the Clerk reported that no response had been received. It was proposed that the Clerk liaise with the lengthsman regarding removal after the deadline of 2<sup>nd</sup> week of January.  
**It was resolved to proceed as proposed.**
10. **16/121 Other**
  - a) **Hambleton Sports/Social Club:** The Clerk reported that she had contacted the Sports and Social Club representative and advised that the sponsor amounts had been approved by the

Parish Council. The Clerk was asked to forward draft wording for the sign and to ensure that any final wording was approved by the Parish Council. It was also proposed that the Clerk contact the Secretary of the Sports and Social Club before progressing any further to ensure they were aware of the sponsorship. The Clerk explained that she would also contact LCC to check if permission was needed for signage near to the highway.

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

**b) Speeding March Lane:** Cllr Davies reported that this remained a problem in the Village and produced a photograph of a garden wall on Marsh Lane that had recently been demolished by a vehicle. It was proposed that the Clerk contact Marc Proctor from Lancashire Constabulary Traffic Management to enquire about any figures from the recent speed detections and advising about the Council's requests to LCC about 30mph signs. A copy of the photograph was given to the Clerk so this could also be forwarded.

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

**c) Grass Cutting Tender Process:**

**It was resolved that the Clerk compile tender documentation for the grass cutting contract.**

## 11. 16/122 Finance

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

	Payee	Amount
<b>a.</b>	A. Taylor - Salary	£288.00
<b>b.</b>	K Coleman Expenses:	
	Mileage/telephone	£26.85
	Copying/postage/other	£7.04
<b>c.</b>	K Coleman Salary	£505.23
<b>d.</b>	PAYE December	£72.00
<b>e.</b>	Mark Garner Tree Services Ltd	£2994.00
<b>f.</b>	Lancashire County Council Road Permit	£45.00
<b>g.</b>	Lancashire County Council construction of feeder pillar	£504.00
<b>h.</b>	FH&M Davies – Christmas Trees	£318.00

**b) Signing of bank statements** – to acknowledge income of interest £0.48, festive lighting grant Wyre Council £2500, £500 festive lighting contribution Darin Ltd, BKV winter planting £304.17.

**c) 2017/2018 Budget:** a draft budget had been circulated prior to the meeting and it was proposed that the budget be approved with one amendment: the removal of the £150 donation to the Church.

**It was resolved to approve the budget with the above amendment.**

**d) Precept 2017/2018:** it was proposed that a precept of £30,000.00 be requested from Wyre Council.

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

**e) Reserves Policy:**

**It was resolved to defer the review of the policy until after the year end.**

## 12. 16/123 POLICIES

**a) Data Protection Policy:** a draft policy had been circulated prior to the meeting and it was proposed that the policy be approved and adopted.

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

**b) Registration with the Information Commissioner (ICO):** the Clerk explained the regulations and the benefits of registering with the ICO for an annual fee of £35. It was also explained that the Council could register voluntarily if the online check process proved they were exempt. It was proposed that the Clerk contact LALC for advice on registration and agreed that if most Parish Councils are registering then Hambleton should proceed with registration.

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

**d) Privacy Policy for Website:** Cllr Davies explained the purpose of a privacy policy and the requirements that the Clerk have adequate virus software on any home computers. It was

proposed that the Clerk and Cllr Davies jointly prepare a draft policy for review by the Council. Cllr Robinson also requested more information on the use/visits to the website and the Clerk was asked to produce a report for the February meeting.  
**It was resolved to proceed as proposed.**

**13. 16/124 Planning Applications:**

**a) 16/01095/FUL:** variation of condition 22 to amend the car park design for planning application 16/00465/FUL, Land at Corner of Carr Lane and Brickhouse Lane.

**b) 16/01077/FUL:** change of use application to a mixed use of residential and b&b accommodation with associated parking, Park Hill, Bull Park Lane.

**It was resolved that the Council had no comments to make on the above applications.**

**13. 16/125 Correspondence:**

**a. LCC Parish and Town Council Conference Saturday 25<sup>th</sup> February.**

**It was resolved that no further action was needed.**

**b. LALC Annual Report:**

**It was resolved to note the information.**

**c. Carol Service at Blackburn Cathedral Sunday 5<sup>th</sup> February.**

**It was resolved that Cllr Squires attend.**

**d. Open Spaces Society: Save Out Spaces Appeal:**

**It was resolved that no further action was needed.**

**e. Local Government Finance Settlement:** a reply had been received from Ben Wallace MP and had been circulated to all members prior to the meeting.

**It was resolved that no further action was necessary.**

**f. Buckingham Palace Garden Party:**

**It was resolved that Cllr Cameron be nominated.**

**Date of Next Meeting: ORDINARY PARISH COUNCIL MEETING  
Tuesday 7<sup>th</sup> February 2017, Village Hall 7.30PM**

**Signed .....**

**Date .....**