

<p style="text-align: center;"><b>HAMBLETON PARISH COUNCIL</b> <b>MINUTES OF THE ORDINARY MEETING HELD ON THE 6<sup>th</sup> JUNE 2017</b></p>
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**Present:** Cllrs Sycamore (Chairman), Cameron, Robinson, Jenkinson, Peaker and Squires, 2 members of the public and the Clerk.

1. **17/013 Apologies for Absence:** Cllr Davies.
2. **17/014 Declarations of Interest:** Nil
3. **17/015 Minutes:** It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting and the Annual Parish Council meeting held on 6<sup>th</sup> June 2017 be approved and signed by the Chairman as a true and accurate record.
4. **17/016 Matters Arising:**
  - a. **Local Plan:** it was confirmed that no further action was necessary at this time.
  - b. **Sports and Social Club Sponsorship:** the Clerk was asked to contact the Club for an update on the sponsorship.
5. **17/017 Police:** The monthly report had not been received.
6. **17/018 Items Introduced by the Public:**
  - a. Rik Faircloth from the Gala Committee was in attendance to check details for the Gala on 1<sup>st</sup> July. It was confirmed that the grass would be cut before the gala and a key for the gates would be provided. The event application form had been completed and the Clerk asked for a copy of the liability insurance. The Clerk will arrange to meet a representative of the Gala Committee to check any damage to the field before and after the event. Rik confirmed that members of the Gala Committee had received marshal training and that marshals from other villages would be attending on the 1<sup>st</sup> July. Cllr Robinson suggested forming a list of the names of people from the various villages who had completed the marshal training.
7. **17/019 BKV/WIB:** Pat Bick was in attendance to discuss the following:
  - a. **Judging:** the Wyre in Bloom judging date is 17<sup>th</sup> July and Cllr Squires volunteered to accompany the BKV Committee.
  - b. **Rockery:** Pat thanked the Parish Council for adopting the rockery area.
  - c. **Sponsor Sign:** the Council were asked if they would be willing to provide a sign to indicate that they are sponsoring planting in the village. This will be discussed later in the meeting under item 10 on the agenda.
8. **17/020 Reports of Meetings:**
  - a) **Village Hall Management Committee:** Cllr Davies had circulated the meeting minutes prior to the meeting and Cllr Peaker confirmed there was nothing further to report.
9. **17/021 Bob Williamson Park:**
  - a) **Maintenance:** the Clerk explained that no further progress had been made with regard to the S106 Agreement and a proposal being formulated to improve the park. It was proposed that the Clerk write to the Head of Operations at Wyre to try to move this project forwards.  
**It was resolved to approve the above proposal.**
    - (i) **Millennium Circle:** it was proposed that the area be inspected and the Clerk be given delegated authority to liaise with the lengthsman regarding improving the area ie weeding, more chippings.  
**It was resolved to proceed as proposed.**
    - (ii) **Tree Inspections:** the Clerk reported that Wyre Council would charge £150 to carry out tree inspections at the park.  
**It was resolved to proceed with an inspection for the current year.**
  - b) **Future Projects:** Councillor Sycamore had circulated a brochure from Fresh Air Fitness regarding adult outdoor fitness equipment. Similar equipment had been seen located near

children's playgrounds in other parks and it was proposed that the information be put on the Council's website and notice boards asking residents for comments on the idea of including in the Bob Williamson Park. It was thought that lottery funding may be available.

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

- b. **Gala:** (i) Event Application: the form had been completed and it was proposed that the application be approved providing a copy of the liability insurance could be inspected by the Clerk. The Clerk was also asked to meet with organisers of the Gala to inspect the field before and after the event.

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

(ii) Procession: a letter had been received inviting Council members to lead the procession with other dignitaries. The Clerk was asked to advise that 4 members would be present.

(iii) S137 Donation: a letter had been received requesting a donation towards the Gala.

**It was resolved to donate £500.**

- c. **Locking of Park Gates:** it was proposed that Councillors lock the gates on Friday and Saturday evenings provided that Richard Robinson was willing to open in the mornings. The closing would start again the weekend after the Gala and the Clerk was asked to liaise with Cllr Robinson regarding the opening of the gates and then prepare a revised rota.

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

- d. **Ponds:** a quote for cutting back trees, vegetation and creating a wildflower area had been received from the Wildlife Trust. It was proposed that another quote for the trimming of trees and vegetation be obtained and that grant opportunities be researched by the Clerk and Cllr Sycamore. The option of using a bid writer was raised.

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

#### 10. 17/022 Other:

a) **Rockery/Welcome to Hambleton Planting bed:** the rockery has now been replanted and the painting of the sign and the seeder were discussed. It was proposed that the welcome to Hambleton sign be painted black and white with stencils of music notes (or something similar) and that a quote for a sign in the form of a piano keyboard is obtained for the seeder.

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

b) **Festive Lighting:** the Clerk had met with a representative from Blachere illuminations who proposed that lights be erected on the front of the Village Hall / various lamp posts and Cllrs suggested an extra Christmas tree at the corner before the Shovels Inn and possibly a banner / Christmas scene at the Broadpool Lane shops. The Council have previously had a Christmas tree near the shovels and Cllr Squires volunteered to find out the location of the electric supply. It was proposed that the lighting be discussed at a future meeting, once the grant application details had been received from Wyre Council. Cllr Peaker will discuss the lights at the next Village Hall Committee meeting.

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

c) **Parish Council Raising Awareness:**

**It was resolved to discuss this topic at the July meeting.**

#### 11. 17/023 Finance

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

	Payee	Amount
a.	A. Taylor – Salary	£432.00
b.	K Coleman Expenses:	
	Mileage/telephone	£16.33
	Copying/postage/other	£8.88
c.	K Coleman Salary	£521.74
d.	PAYE May	£108.00
e.	Grass Cutting – M Mallon 14.05.17/24.05.17	£170.00
f.	Came and Company Insurance Renewal	£393.43
g.	M Norton – Internal Audit	£75.00
h.	A Taylor – rockery clearance and Public FP	£90.00
i.	Wyre Council park maintenance (16/17)	3876

j.	Gala – S137	£500.00
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**b) Signing of bank statements** – to acknowledge income of: interest £0.35.

**c) Bank Reconciliation:** the bank reconciliation for all accounts was checked against the bank statement and it was proposed that the reconciliation be signed by the Chairman.

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

**d. 2017-2018 Budget v Spend:** information was reviewed by the Council and it was proposed that the Council note that all budget headings are running within budget, but that it be noted that the park maintenance for 16-17 was invoiced in the current financial year so may result in an overspend under the budget heading Amenity Cleansing and Maintenance.

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

**e) Audit 2016-2017:** the Clerk reported that the internal audit had been completed with the auditor reporting no discrepancies and members were also informed that the annual return and relevant papers had been completed and were ready to be posted for external audit.

**f) Insurance:** the Clerk confirmed that the insurance company had included the additional items of Christmas lights in outside equipment and a bus shelter, bin and bench included in street furniture for no extra premium. Members were asked if they wished to proceed with Inspire/AXA with a 1 year policy for £414.13 or a 3 year policy for £393.43. It was proposed that the Council take out a 3 year policy.

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

**12. 17/0024 Risk Register:** an updated register had been circulated prior to the meeting and it was proposed that the register be approved with signing of invoices being added to point 2.2.

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

**13. 17/025 Planning Applications:**

**a) 17/00411/FUL: Rainbow Cottage:** documentation had not yet been uploaded onto the Borough Council's website.

**b) 17/00246/FUL:** erection of one single storey bungalow, Ingol Lane. This application was due to be considered by the Borough Planning Committee on 7<sup>th</sup> June 2017.

**14. 17/026 Correspondence:**

**a. Licensing Authority Application:** a change to a Heavy Goods Vehicle Operators' Licence had been forwarded by LALC for Unit 1 Hillfield Yard, Sower Carr Lane.

**It was resolved that no comments would be given.**

**b. Allotments:** an email had been received from a resident about the provision of allotments. It was proposed that the Council place an item in the newsletter and the Focus magazine asking if any other residents would be interested in a community allotment. At the same time stating that the Council do not have any appropriate land and asking for anyone to contact the Council if they have or know of any suitable land in the vicinity.

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

**c. Dog Area:** an email had been received about the possibility of placing mesh on the metal gate in the dog area to stop small dogs escaping. It was felt that this work should be completed and it was proposed that the Clerk liaise with the lengthsman.

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

**d. O'60s Friendship Group:** a thank you card had been received from the group thanking the Council for their kind donation.

**15. 17/027 Information:**

**a.** It was reported that there were exposed wires at the corner of Church lane and Ghants Lane. The Clerk was asked to report this issue.

**16. 17/028 Meeting Dates:**

**It was resolved to meet on 18<sup>th</sup> July and not to have a meeting in August.**

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

**Tuesday 18th July 2017**, Village Hall 7.30 PM

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