

**CHAMBLETON PARISH COUNCIL**  
**MINUTES OF THE ORDINARY MEETING HELD ON THE 5<sup>th</sup> JUNE 2018**

**Present:** Cllrs Sycamore (Chairman), Peaker, Cameron, Robinson, Squires, Jenkinson, Clerk Yvonne Walton, 3 members of the public.

1. **18/013 Apologies for Absence:** Cllr Davies.
2. **18/014 Declarations of Interest:** Nil
3. **18/015 Minutes:** It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting held on 1<sup>st</sup> May 2018 be approved and signed by the Chairman as a true and accurate record.
4. **18/016** It was resolved that Cllr Sycamore be confirmed as the new Chairman and Acceptance of Office form was signed.
5. **18/017 Matters Arising:** Nil
6. **18/018 Police related issue.** A discussion took place re recent burglaries at Spar, Shovels, Seven Stars, Sandy Lane, Broadpool Lane. It was resolved that the Clerk contact Garstang Police to obtain an update and invite to the next Parish Council Meeting.
7. **18/019 a) BKV/WIB** Representative confirmed that judging will be on Tuesday 17<sup>th</sup> July starting at 9.30 for 2-3 hours. Planting with children at Sherbourne Road was to take place on 7<sup>th</sup> June at 6.30. At Ryecroft Corner there would be hanging baskets etc following the theme of Suffragettes. BKV committee were still looking for additional sponsors. The BKV committee raised £85 at cake stall at fun run.  
It was resolved that Cllr Robinson attend the BKV judging.  
It was also resolved that Cllr Robinson would chase the Social Club for sponsorship.

**17/020 Public Participation**

- Gala** GP from Gala reported that the committee were asking people with houses along the gala route to decorate the front of their homes in the theme of the gala ie Red, White and Blue. Cutts Lane Nurseries was sponsoring and therefore the Gala were promoting the buying of plants from the nurseries. GP reported that road closures for procession had been accepted and a risk assessment was to be issued to all taking part in the procession, he was meeting with provider of fairground to finalise details. The Gala field is being re-arranged this year. It was highlighted that the Marquee costs were increasing significantly and it was requested that in the future the Parish Council consider increasing the Gala donation to help cover the increase. GP requested that the field be mowed early in the week of the gala.  
It was resolved that the Clerk contact WBC to confirm the request for early cutting of park.
- LCC** A member of the public who was in attendance had previously met with County Cllr Shedwick to discuss parking, road, drainage issues around the park and school and asked for update. Flashing sign at school had been requested, JS had been asked to look at Double Yellow lines around school but no further update available. There was a concern that things would only be fixed following an accident.
- Flooding** Member of Public raised concerns re flooding around Pegs Pool, there was some confusion as to what had and had not been carried out or attempted.  
It was resolved that Cllr Peaker re-raise with JS via Flood Forum

7. **18/021 Reports of Meetings:**
  - a) **Village Hall Management Committee:** No report
  - b) **Area LALC** Nil
  - c) **Wyre Flood Forum:** Cllr Peaker reported that EA had looked at River and damage to fencing following soil building up against fence. UU are considering water access around Kiln

Lane Sherbourne Rd area. They had attempted to inspect Wardleys Water Course exit but were unable to locate, further inspection required to ensure excess water can escape into it. Carr Lane/Market Street gullies to be cleared, had been completed up to Coppings. John Blundell to meet with Cllrs to discuss updates on Flood Forum and to update Flood Plan.

**8. 18/022 Bob Williamson Park:**

- a) Friends Group: Meeting to be held on 10<sup>th</sup> June to discuss ideas and consider how to take these forward.
- b) Gym Equipment: No further update. A request was made to consider extra seating in dog walking area.  
It was resolved that the Clerk obtain quotes for consideration at the next meeting
- c) Park Inspection: Cllrs Cameron and Robinson shared the outcome of their inspection. Areas for concern were:  
Hand rail at entrance  
Gate missing from Pond area  
Deep water sign missing  
Dog gates not automatically closing  
Poor state of Millenium Circle  
Boggy area to the right of main entrance to Park  
It was resolved that the Pond area be fenced off, signs be erected – Danger Deep Water No Entry and red and white tape around missing gate area.  
Meeting with WBC re improvements. JF had sent a plan to Clerk (shared), the plan focussed on drainage and how to improve existing problems, however Council more interested in making area accessible. Clerk was meeting with JF to discuss further.
- d) Tesco – Clerk had produced prototype flyer/Poster  
It was resolved that the Flyer/Poster be issued to all Councillors via email.

**9. 18/023 Other**

- a) Meeting with John Shedwick (notes shared) – Cllr Squires highlighted confirmation from JS that gullies would only be cleared as they are raised as an issue.  
It was resolved that Council would promote raising of Gully problems and to ask people without access to IT to raise via Council. Variety of causes makes some problems difficult to resolve eg buildings, antiquated drains and ditch/dyke maintenance
- b) Updated Contract of Employment – Lengthsman (shared)  
It was resolved that this be accepted and was signed by the Chairman.
- c) Updated Hambleton Parish Council Risk Assessment (shared)  
It was resolved to accept the updated Risk Assessment
- d) Land between Conifers and Kiln Lane  
It was resolved that Clerk could investigate ownership, including incurring small fee.

**10. 18/024 Finance:**

- a) Internal Audit Report for the 2017/18 Annual Accounts  
It was resolved to accept the Internal Audit Report
- b) Invoice to pay Internal Auditor £100  
It was resolved to pay Internal Auditor £100
- c) **Bills for Payment: It was resolved that the following be approved for payment.**

	<b>Payee</b>	<b>Amount</b>
<b>a.</b>	Matthew Shimmell	150.00
<b>b.</b>	M Mallon (Grass cutting)	170.00
<b>c.</b>	K Coleman May Salary	409.36
<b>d.</b>	A Taylor May Salary	443.60
<b>e.</b>	Y Walton May Salary	259.20
<b>f.</b>	PAYE	206.40
<b>g.</b>	M Taylor (internal Audit)	100.00
<b>h.</b>	K Coleman (Clerk Expenses)	94.53

i.	WBC (Park Maintenance)	3840.00
j.	WBC (Tree Inspection)	180.00

**d) Clerk Expenses**

It was resolved that the new Clerk Claim expenses in line with the previous Clerk.

**e) Signing of bank statements:** the bank statements were initialled to acknowledge receipt of interest

**f) Change of signatories for the NS & I Investment Account**

It was resolved to sign the form provided by the bank.

**g) Change of signatories for the NatWest Current & Business Accounts**

It was resolved to sign the form provided by the bank

**h) Updated Reserves Policy to include extra reserves for replacement Play equipment and for potential election costs in 2019. (shared)**

It was resolved to accept the updated Reserves Policy

**i) Leaving gift for previous clerk**

It was resolved that a suitable gift and flowers be bought and sent to the Clerk

**11. 18/025 Planning Applications**

**a) Development of land on Arthurs Lane 18/00395/RELMAJ**

Cllr Squires raised issues with discrepancy between original outline plan and new detailed plan. Also concerns over lack of information regarding access to site during development

It was resolved that the Clerk respond with objections as discussed

**b) 18/00522/FUL variation to boundaries on land east of Carr Lane (Original 15/00500/FULMAJ)**

It was resolved that the Council had no objections

**12. 18/026 Correspondence:**

Nil

**Date of Next Meeting: ORDINARY PARISH COUNCIL MEETING  
Tuesday 3<sup>rd</sup> July 2018, Village Hall 7.30 PM**

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