

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

1. **16/084 Apologies:** Cllrs Squires and Sycamore.
2. **16/085 Declarations of Interest** – Nil
3. **16/086 Minutes** - It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting held on 4th October 2016 be approved and signed by the Chairman as a true and accurate record.
4. **16/087 Matters Arising:**
 - a) **Archiving of Council documents:** The Chairman asked if the archiving of old minute/record books had been actioned. The Clerk reported that the documents needed to be taken to the LCC offices in Preston and that this would be arranged in December.
5. **16/088 Police:** no crime report had been received at the time of the meeting.
6. **16/089 BKV/WIB:** Nil to report.
7. **16/090 Items Introduced by the Public:** Nil.
8. **16/091 Reports of Meetings:**
 - a) **Village Hall Management Committee:** Cllr Davies advised that the October committee meeting minutes had already been circulated to Council members, but reported on an issue with recent works that had been undertaken at the Village Hall and confirmed that a Village Hall Management Committee member would be clarifying the situation. A rent review has been carried out by Duxbury's for the renewal of the lease for the Sports and Social Club. When the lease is renewed the rent will be £12,500/annum.
 - b) **Wyre Flood Forum:** Cllr Peaker confirmed that he had received the minutes and would review and report any matters to members.
 - c) **LALC Area Meeting:** Cllr Robinson reported that the AGM had resulted in the same members be elected to office, that Wyre Council representatives had given an update on the Local Plan and that the Shaping Your Neighbourhood Scheme had been renamed as Together we make a difference in Wyre. There had only been 3 Parish Councils represented at the area meeting and Cllr Robinson reported that a questionnaire was to be circulated to all Parish Councils in the near future. The Police reported an increase in crime figures and advised forthcoming changes to the Policing teams.
9. **16/092 Bob Williamson Park**
 - a) **Hedges:** various quotes had been received for the cutting of the hedges at the Park and it was proposed that the Council continue with the current contractor. It was also proposed that a second cutting of the hedge be arranged.
It was resolved to proceed as proposed.
 - b) **Trees:** various species of trees were discussed and it was proposed that the Clerk investigate varieties of flowering medium size trees and report to a future meeting.
It was resolved to proceed as proposed.
 - c) **WBC Lease of Land:** the Clerk had circulated an email that had been received from Wyre Council quoting £400 for the advertising costs for the lease renewal. The Clerk also confirmed that there would be legal and surveyor costs totalling £352. Councillors agreed the £352, but asked the Clerk to investigate the high advertising costs.
It was resolved to proceed as stated above.
 - d) **Trees Church Lane:** the Clerk had met with contractors and received various quotes for cutting back (by 50%) the tall trees edging the park along Church Lane. The Clerk also reported that a Road Space Licence from LCC may be required at a cost of £45. It was

proposed that Mark Garner be appointed to carry out the work and that the Clerk complete the Road Space Application. The school holiday dates were confirmed to try to have the works completed during the holidays.

It was resolved to proceed as above.

(e) Public Space Protection Orders: The Clerk confirmed that she had spoken to Ruth Hunter from Wyre Council and that she had advised that Wyre needed to finalise some legal issues before an update on the Orders could be provided. The Clerk was asked to update members when further information was available.

10. 16/093 Other

a) Hambleton Sports/Social Club: no further clarification had been received from the Sports and Social Club regarding the sponsoring of the area of grass at Ryecroft Corner. The Clerk advised that the costs were to be presented at the October Sports and Social Club Committee meeting on 8th November.

b) Festive Lighting Scheme: the Clerk circulated an estimate of the costs for 3 Christmas trees and lights around the shops at West Lodge. The full scheme cost would be £3750 and after deducting all funding/donations/Parish Council contributions there was going to be a shortfall of £580. As the costs were estimates it was proposed that the Council limit the spend to the value of donations/grants etc and therefore only proceed with the normal tree at Ryecroft Corner, a Christmas tree at the Spar and lights at the shops. If the quotations were lower than the estimate then it was proposed that the Council reconsider erecting a Christmas Tree adjacent to Pedders Lane. Cllr Robinson volunteered to order two Christmas Trees.

It was resolved to proceed as above.

c) Data Protection Seminar: the Clerk reported that she had attended the seminar and that it had highlighted that various policies needed to be drafted and adopted by the Council. It was proposed that the Clerk present draft policies to the Council as they become available. The Clerk also confirmed that she needed to investigate some of the issues raised at the seminar and would report further if necessary.

11. 16/094 Finance

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

	Payee	Amount
a.	A. Taylor - Salary	£345.60
b.	K Coleman Expenses:	
	Mileage/telephone	£43.69
	Copying/postage/other	£17.74
c.	K Coleman Salary	£505.23
d.	PAYE October	£86.40
e.	J W Coleman renovation of notice board	£190.00
f.	K Coleman – reimbursement for SLCC seminar	£10.00

b) Signing of bank statements – to acknowledge income of interest £1.38.

c) Workplace Pension Scheme: the Clerk reported that the staging date for the Council had been brought forward to 31st October 2016 and that letters had been sent to employees. It was explained that the Council now had 6 months to complete the compliance questionnaire.

d) Budget Review: a spreadsheet showing the Council's spend to 1st November along with projected spend to the end of the current financial year had been circulated prior to the meeting. A draft budget for 2016/2017 had also been circulated and after a quick review it was proposed that the current spend/anticipated spend information be noted and that this along with the budget for 2016/2017 be reviewed at the January Parish Council meeting to give members time to evaluate the information.

It was resolved to confirm the above proposal.

13. 16/095 Planning Applications:

a) 16/00907/OUT: outline application for 1 detached dwelling, St Mary's Church Hall, Church Lane, Hambleton.

b) 16/00934/FUL: 1 new dwelling including new vehicular access onto Moss Lane, Hambleton.

Signed **Date**