

<p style="text-align: center;">HAMBLETON PARISH COUNCIL MINUTES OF THE ORDINARY MEETING HELD ON THE 7th FEBRUARY 2017</p>
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Present: Cllrs Cameron (Chairman), Robinson, Jenkinson, Davies, Peaker and Sycamore and the Clerk.

1. **16/126 Apologies:** Cllrs Squires.
2. **16/127 Declarations of Interest** – Cllr Robinson declared an interest in item 13 on the agenda (Planning Application: 17/00039/FUL)
3. **16/128 Minutes** - It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting held on 3rd January 2017 be approved and signed by the Chairman as a true and accurate record.
4. **16/129 Matters Arising:**
 - a. **Speeding Marsh Lane:** Cllr Davies informed members that the police were still monitoring vehicle speeds as a police vehicle had recently been seen on the lane.
 - b. **Mill Lane Flooding:** Cllr Robinson asked that the flood issue on Mill Lane be reported again to Lancashire County Council. She was concerned that approaching vehicles are having to swerve to avoid the water and because this flooding is on a bend could prove quite dangerous if there is oncoming traffic.
 - c. **Goal posts on park:** the Clerk updated members about progress with the removal of the posts. It was agreed that the Clerk should go ahead and arrange for the lengthsman to cut up the posts and remove.
5. **16/130 Police:** The annual comparison figures for 2015 v 2016 were reviewed and it was noted that crime levels in the area had reduced. The January figures were also noted.
6. **16/131 BKV/WIB: Nil to report.**
7. **16/132 Items Introduced by the Public: Nil**
8. **16/133 Reports of Meetings:**
 - a) **Village Hall Management Committee:** Cllr Davies had circulated the January minutes prior to the meeting and reported that CCTV cameras in the shared entrance had been re-positioned during the Christmas period by the Sports and Social Club – a written apology had been received. The installation of an electronic door locking system is being investigated so that keys are not required. It had been proposed that an area for children be created in the snooker room to reduce the numbers of children being left unsupervised in the entrance hall. Notices stating that children must not be left unsupervised are regularly hung in the entrance to the club, but these notices are removed. The Chairman thanked Cllr Davies for his report.
 - b) **Wyre Flood Forum:** Cllr Peaker advised that he had not been able to attend the last flood forum meeting, but had read the minutes and had not found anything relevant to Hambleton, but advised that previous minutes had stated that jetting of sewers had taken place on Sandy Lane. The Chairman thanked Cllr Peaker for this report.
 - c) **Area LALC Meeting:** Cllr Robinson reported that Wyre Council representatives had provided information about the outbreak of avian flu in the area, discussed business plans and budgets. The 'together we can make a difference' network was presented to the meeting and Cllr Robinson passed information to the Clerk to include on the website. Cllr Robinson also reported that representatives from 13 parishes had attended the meeting and that the meeting venue was not being changed for the foreseeable future. The Chairman thanked Cllr Robinson for her report.
9. **16/134 Bob Williamson Park**
 - a) **New Lease:** The Clerk had circulated the Heads of Terms for the new lease prior to the meeting and it was proposed that the Council raise the following concerns:

Clause 13: Break Clause - the Council feel that this clause is not acceptable because if they invest in any projects on the field, the use of the area could be withdrawn with Wyre Council only giving a six month notice period. Also the Parish Council are expected to pay the full costs of maintaining and ensuring the safety of an area that could be taken off them with very little notice.

Clause 20: Repairing obligation - the Clerk was asked to stress that the relationship with Wyre Council has always been that the Parish and Borough Council work together to keep the park and equipment in proper repair. The new terms show that the Parish Council will now be responsible for all areas including the car park and the play equipment. The Parish Council would not be able to afford the cost of re-tarmacking the car park or replacing play equipment.

The plan with the current lease does not clearly define the area owned by Wyre Council.

Clause 34: Trees - the Parish Council planted all the trees that are on the land and have also maintained trees to ensure that they are safe - the new terms state that the Parish Council are unable to cut down or inure any trees on the land.

Clause 25: Permitted Use - the park at Hambleton is currently used for events other than sports or games for example the Hambleton Gala is held on the park every year.

It was resolved that the Council proceed as proposed.

b) Payment for advertising of the Lease:

It was resolved that the payment would not be made until the Terms of the lease had been determined.

c) Dog Exercise area: an email from a resident had been received highlighted problems with gaps in fencing/hedging in the area.

It was resolved that the Clerk obtain quotes for review at the March meeting.

10. 16/135 Other

a) Hambleton Sports/Social Club: The clerk updated members on progress of the sponsorship / signage and confirmed that she had contacted the Sports and Social Club secretary, as requested, and it had been confirmed that the Club wished to proceed with the sponsorship. It was proposed that the Clerk contact the Club representative advising signage size and suggested wording that would need to be approved by the Parish Council before ordering. The commemorative stone on the area was also discussed and the Clerk was asked to contact the WI to ascertain ownership/removal.

It was resolved to proceed as proposed.

b) Grass Cutting: the clerk reported that she had forwarded tender documents to two contractors, but that only one had so far returned the necessary documentation.

It was resolved to defer until the March meeting.

c) Website Reports: reports showing the number of hits per month had been circulated before the meeting and it could be seen from the comparisons that the visits to the site were increasing. It was suggested that a feedback/contact area be established and that perhaps the Clerk include a monthly update on the website (and green book) about plans/news from the Council. Cllr Davies volunteered to add the feedback/contact page. The Chairman also asked that the Councillors details page be amended as the information could not be viewed properly when using a tablet.

It was resolved to proceed as above.

11. 16/136 Finance

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

	Payee	Amount
a.	A. Taylor - Salary	£288.00
b.	K Coleman Expenses:	
	Mileage/telephone	£13.46
	Copying/postage/other	£14.66
c.	K Coleman Salary	£505.23

d.	PAYE January	£72.00
e.	PRS Electrical Xmas Lighting	£1980.00
f.	Data Protection Registration	£35.00
g.	A Taylor strimming FP5	£40.00

b) Signing of bank statements – to acknowledge income of interest £0.26, festive lighting contributions: Moy Vets £50, Cardwell's £30, Village Off-Licence £30

12. 16/137 POLICIES

a) Privacy Policy: a draft policy had been circulated prior to the meeting and it was proposed that the policy be adopted and added to the website.

It was resolved to proceed as proposed.

b) Retention of Documents Policy: a draft policy had been circulated prior to the meeting and it was proposed that the policy be adopted. It was suggested that the Council meet, when necessary, prior to a Parish Council meeting to review any documents before deciding whether to archive, destroy. The Clerk was asked to firstly look at whether the receipts and payment books should be archived.

It was resolved to proceed as proposed.

c) Freedom of information request policy: a draft policy was circulated prior to the meeting and it was proposed that the policy be adopted.

It was resolved to adopt the policy.

13. 16/138 Planning Applications:

a) 17/00022/REM: reserved matters application for the erection of one detached dwelling (outline approval 14/00141/OUT) Mill Haven, Mill Lane, Hambleton.

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

b) 17/00039/FUL: first floor balcony to rear Northways 16 Brick House Lane, Hambleton.

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

13. 16/139 Correspondence:

a. LCC Budget Proposals: the Council had been invited to make comments on the proposal.

It was resolved that the Council would not make any comments.

b. Battle's Over: information had been received about the nations tribute to mark the end of WW1 by lighting beacons in the UK, Isle of Man and Channel Isles on 11th November 2018. It was proposed that the Council express an interest and include an item on the website and in the 'green book' asking for resident comments about making this a public event.

It was resolved to proceed as proposed.

c. LALC Chairmanship Workshop:

It was resolved that no further action was necessary.

d. LCC Parish and Town Council Conference: a reminder about the conference had been received.

It was resolved that no further action was necessary.

e) Plunkett Foundation Call to Action: correspondence regarding raising awareness within Town and Parish Councils of the potential for community co-operatives.

It was resolved that no further action was necessary at this time.

14. 16/140 For Information

a) Cllr Robinson commented on the possible dangers associated with vehicles being parked on Mill Lane near to a property called Fir Trees. The Clerk was asked to report to either the Police or LCC.

Date of Next Meeting: ORDINARY PARISH COUNCIL MEETING

Tuesday 7th March 2017, Village Hall 7.30PM

Signed

Date

