

<p style="text-align: center;">HAMBLETON PARISH COUNCIL MINUTES OF THE ORDINARY MEETING HELD ON THE 7th JUNE 2016</p>
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Present: Cllrs Cameron (Chairman), Robinson, Sycamore, Peaker and Jenkinson, 4 members of the public and the Clerk.

1. **16/014 Apologies: Cllrs Squires and Davies.**
2. **16/015 Declarations of Interest** – Cllr Robinson expressed a non-pecuniary interest in item 8a as a lead member of the Shaping Your Neighbourhood Scheme.
3. **16/016 Minutes** - It was resolved that the minutes (previously circulated) of the Annual and Ordinary Parish Council meetings held on 3 May 16 be approved and signed by the Chairman as a true and accurate record.
4. **16/017 Matters Arising**
 - a. The Clerk reported that she had finally contacted Dave Isles about football on the Park and had received a list of fixtures. An agreement had been drafted and handed to Dave Isles for signature and the return of one copy.
 - b. Speeding on Marsh Lane is still ongoing and the Clerk is liaising with Traffic Management.
 - c. The Clerk advised that she had contacted the Police following complaints about drug abuse on the park and was awaiting an update.
5. **16/018 Items Introduced by the Public:**
 - a. **Gala:** Graham Potts was in attendance to check if the following would be acceptable:
 - marking of 2 football pitches for a tournament
 - removing the football club's goal posts
 - trailer vehicles on the field on Friday evening and fair to remain until Sunday evening
 - buntingThe Parish Council approved the above requests and a key for the Mill Lane entrance gate was given to Graham.
 - b. **U'5s:** Lisa Robbins from the U'5s was in attendance to discuss the Scarecrow Festival to be held in September. Cllr Cameron offered to have the dates of the festival included in the School newsletter and Cllr Robinson provided the telephone number of one of the Stalmine Scarecrow Festival organisers so that Lisa could liaise re highway permissions, process etc. The Parish Council confirmed their support for this event.
 - c. **Oak Tree, Fairmont Drive:** a resident asked if a TPO could be obtained for this tree. The Clerk was asked to liaise with Wyre Council.
6. **16/019 Police:** the crime report for April had been circulated prior to the meeting.
7. **16/020 BKV/WIB:** Two Representatives were in attendance to advise that more volunteers were needed otherwise the village would not be able to enter the 2017 competitions and that 2 litter picks were being organised on 27th June and 17th July 7pm at The Shovels Inn. The Clerk was asked to submit an item for the newsletter asking for volunteers and to also include the information on the Parish Council's website. The Wyre in Bloom judging would be held on 18th July 2016 and it was proposed that the Clerk ask Cllr Squires if she would accompany the BKV Committee during the judging. The Church Lane entrance to the park and the Millennium Circle were discussed and the Clerk was asked to contact the lengthsman to arrange to have these area tidied. The planting bed on Saltcoats Hill was discussed: grassing over, sustainable planting.
8. **16/021 Reports of Meetings: Nil**
9. **16/022 Bob Williamson Park**
 - a) **Shaping Your Neighbourhood Scheme:** The Clerk had arranged quotes for the mesh fencing, new latches for the dog exercise area. It was proposed that Cllr Robinson seek an alternative quote. The Clerk reported that a new bin and bench had been delivered and were

ready to be installed. It was reported that dog owners are still letting dogs off lead in other parts of the park. It was proposed that plans of the park be mounted at the three entrances to indicate the different areas of the park and where dogs could/could not be exercised off lead. A Code of Conduct for the dog exercise area was also reviewed and it was proposed that the code be printed as a sign and displayed at the park.

It was resolved to approve the above proposals.

b) Ponds: the Clerk reported that she had received a quote for £320 to complete a survey and maintenance plan for the ponds. The Clerk confirmed she had contacted The Wildlife Trust and they were unable to assist but indicated that Alison Boden from Wyre Council may be able to offer some advice. The Clerk has contacted Alison and is awaiting a reply. The combining of the ponds was discussed along with the removal of the jetty. It was proposed that this item be placed on the agenda for the next meeting.

It was resolved to approve the above proposal.

c) Gala: a letter had been received from the Gala Secretary inviting members of the Parish Council to lead the gala procession with other local dignitaries. The Clerk was asked to confirm numbers that would be attending and to ask the Gala Secretary for a copy of their liability insurance. The Parish Council had also been asked for a \$137 donation to the gala expenses. A donation of £500 was proposed.

It was resolved to approve the above proposal.

d) Car Park Gate: due to the complaints regarding drug use and dealing on the park and cars being left on the car park overnight it was proposed that the car park gate be locked overnight for a trial period starting around the middle of July – an item to be placed in the newsletter. The Clerk was asked to consult with the lengthsman regarding the opening of the gate in the mornings.

It was resolved to approve the above proposal.

10. 16/023 Other

a) Replanting of Trees – Shovels Inn: the Clerk reported that she had contacted both LCC and Wyre Borough regarding the planting of trees in the village and that the Parish Council would need to liaise with Wyre Borough regarding the planning permission and type of trees before seeking approval from LCC. It was proposed that the Council consider planting a small number of trees on the park near the dog exercise area during the autumn.

It was resolved to approve the above proposal.

b) Peddars Lane: the Clerk had contacted LCC Highways and been told that the Lane is a Public Right of Way but is a BOAT (Byway Open to All Traffic) and the Lane cannot therefore be obstructed. It was proposed that the Clerk advise LCC that the byway is only partly surfaced and perhaps a bollard could be placed at the end of the surfaced area.

It was resolved to proceed as above.

c) Hambleton U5's: as above.

d) Public Rights of Way Spend v Income: a spreadsheet was circulated to show the Parish Council's spend on Public Rights of Way compared to the income. It was proposed that the Council note the information.

It was resolved to approve the above proposal.

e) Bus Subsidy: Cllr Squires was not in attendance, but had provided her input for this item suggesting that the service provider consider reducing the Sunday service from Blackpool to Poulton to every 2 hours so that the service could then continue Over Wyre. This would not require any further staffing as the return trip from Poulton to Knott End would average 1 hour. The other proposal was to obtain the cost for a 2 hourly Sunday service from Poulton to Knott End with a view to then discussing the sharing of any cost with other local Parishes. It was proposed that the Clerk contact LCC for the above information.

It was resolved to proceed as proposed.

11. 16/024 Policies

a) Complaints Policy: a draft policy had been circulated to members prior to the meeting and it was proposed that the policy be adopted, with a paragraph regarding zero tolerance being inserted.

It was resolved to approve the above proposal.

12. 16/025 Finance

- a) **S137 Donation:** it was proposed that a donation of £100 be given to the Hambleton newsletter.
It was resolved to approve the above proposal
- b) **Bills for Payment:** **It was resolved that the following be approved for payment.**

	Payee	Amount
a.	A. Taylor - Salary	£469.05
b.	K Coleman Expenses:	
	Mileage/telephone	£14.46
	Copying/postage/other	£16.55
c.	K Coleman Salary	£560.06
d.	PAYE May	£117.02
e.	M Fenton – grass cutting	£190.00
f.	S137 Hambleton Gala	£500.00
g.	K Coleman (signs for park)	£17.04
h.	Glasdon UK	£459.65
i.	A Taylor – post cement	£5.40
j.	S137 Newsletter	£100.00
k.	M Norton – Internal Audit	£75.00

c) **Signing of bank statements** –the statements were initialled by the Chairman to acknowledge £1.37 interest.

c) **Risk Register:** A revised draft had been circulated prior to the meeting and it was proposed that the draft be approved, but that the Clerk think about storage of the data backup at another location other than her home.

It was resolved to approve the above proposal.

e) **Internal Audit Report:** the Internal Auditor had completed the audit and confirmed that no discrepancies had been found. The annual return had been completed and signed.

It was resolved that no further action was necessary.

f) **National Savings and Investments:** notification had been received advising that that the interest rate for the Council's Investment Account will be reducing to 0.45% from 1 July. The Clerk had researched some alternative accounts with interest rates of 0.50% and 0.75%, but it was proposed that the effort required to open a new account was disproportionate to the small increase in interest and that the current NS&I account should be continued.

It was resolved to approve the above proposal.

g) **NJC Salary Scales:** notification had been received from LALC that salary rates had increased from April 2016. It was proposed that the new scale be adopted and that the Clerk receive any relevant back pay from April 2016.

It was resolved to approve the above proposal.

12. 16/026 Planning Applications:

a) **16/00465/FUL** variation of condition 22 on planning permission 14/00478 change of roof design, land at Corner of Brick House Lane and Carr Lane.

b) **16/00166/REMAJ** reserved matters application following outline planning permission 16/00059 for the erection of 19 dwellings, land at Carr Lane.

It was resolved that the Council had no objections to the above 2 applications.

13. 16/027 Correspondence:

a. **Open Spaces Find our Way Fund**

It was resolved that no donation would be given.

b. **Lancashire County Council local services**

It was resolved that the Council would not provide comments on the consultation.

c. **Application for heavy goods vehicle operators' licences: Morley D Limited (Snap on Tools)**

It was resolved that the Council had no comments on this application.

Date of Next Meeting: ORDINARY PARISH COUNCIL MEETING

Tuesday 12th JULY 2016 - Village Hall 7.30PM

Signed **Date**