

<p style="text-align: center;">HAMBLETON PARISH COUNCIL MINUTES OF THE ORDINARY MEETING HELD ON THE 6th MARCH 2018</p>

Present: Cllrs Davies (Chairman), Sycamore, Cameron, Robinson, Peaker, Squires, the Clerk, 5 members of the public.

1. **17/102 Apologies for Absence:** Cllr Jenkinson.
2. **17/103 Declarations of Interest:** Nil
3. **17/104 Minutes:** It was resolved that the minutes (previously circulated) of the Ordinary Parish Council meeting held on 9th January 2018 be approved and signed by the Chairman as a true and accurate record.
4. **17/105 Matters Arising:**
 - a) **Lengthsman Collecting Rubbish:** Cllr Squires mentioned that under item 11b it stated that the outskirts of the village should be litter picked more than the village as volunteers regularly litter picked but she wanted to highlight that the volunteers only picked litter once every month and she felt that the lengthsman still needed to focus on the village centre.
5. **17/106 Police:** Reports were no longer being generated by the Police, but it was felt an item should remain on the monthly agenda so that any known issues could be raised.
6. **17/107 Items Introduced by the Public:**
 - i) **General:** a member of the public was in attendance to raise several items: state of the road near the Church Lane entrance to the park, pot holes along Cutts Lane, road signs – no school road signs, parking near the school, speed limits on the roads around the school, blocked gullies. Cllr Robinson informed the resident that the above issues had regularly been raised with Lancashire County Council.
 - ii) **Flooding:** a couple of residents were in attendance to discuss flooding in the village and to highlight that drains on Kiln Lane had not been cleared even though they had been identified as an issue. The Council was also asked if the drains in the village would be upgraded to cope with the additional properties being built and Cllr Peaker advised that the drains are at peak capacity, but this is not a consideration when planning applications are being decided. Cllr Robinson also advised that she had requested Wyre to organise another meeting for residents to meet with utility companies and other agencies. It was also suggested that the County Councillor for Hambleton Mr John Shedwick be invited to attend a future meeting of the Parish Council. The cleaning of dykes was also raised and Cllr Robinson will question future cleaning.
 - iii) **Gala:** Graham Potter was in attendance to discuss the arrangements for the fair at this year's gala and suggested that Cubbins would need an event licence from Wyre Council. Graham was informed that the Parish Council would be discussing the requirements later in the meeting and that an update would be provided.
 - iv) **Shore Road:** Graham also enquired about ownership of the shore and informed Councillors of his intention to try to organise a weekend family litter pick from Shore Road to Pedders Lane to collect any plastic. The Council expressed their support advising that litter pickers could be borrowed from the BKV group.
7. **17/108 BKV/WIB:** A meeting had been held with 2 members of the BKV Committee prior to the Parish Council meeting and the Council were encouraged to consider planting/upgrade of the 'Welcome to Hambleton' area so that plants could be ordered.
8. **17/109 Reports of Meetings:**
 - a) **Village Hall Management Committee:** Cllr Davies reported that meetings are now held every two months, quotes for lowering the ceiling in the supper room and the committee room are being sourced, lighting in the main hall to be changed to LED. He also advised that the Village Hall is doing well with a steady income from the Sports and Social Club.
 - b) **Halite:** Cllr Peaker reported that he had attended the community meeting held at Knott End Golf Club on 2nd March and the main topic discussed was ways to slow down the progression

of Halite. Planning consent has stipulated noise restrictions and Halite has admitted they will have great difficulty achieving the restrictions – this will be monitored by Halite and the community group. The salt emissions from the site are also a great concern and residents are being encouraged to sign a parliamentary petition. Halite also missed a survey deadline which has resulted in development works being delayed until July 2018.

9. 17/110 Bob Williamson Park:

a) Section 106 monies: the pre meeting with Jane Ferguson from Wyre Council had been postponed as she was off work ill – another meeting will be arranged.

b) WBC Schedule of tasks: this item was also deferred.

c) Outdoor Gym: the Clerk had received new layout plans and pricing from one contractor and it was proposed that the Clerk contact the other contractor to obtain a plan so that these could be considered at an event with the Community.

It was resolved to proceed as proposed.

d) PSPOs: a price of £12/sign had been obtained from Hambleton Signs and it was proposed that with slight amendments, 6 of each sign be ordered.

It was resolved to proceed as proposed.

10. 17/111 Finance:

a) Wyre Council: the Council was asked to approve a payment of £352 for the legal and surveying costs associated with the new lease for the Bob Williamson Park.

It was resolved to approve the payment.

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

	Payee	Amount
a.	A. Taylor – January and February Salary	£295.60 x 2
b.	PAYE January and February	£74.00 x 2
c.	K Coleman Expenses:	
	Mileage/telephone	£22.86
	Copying/postage/other/Christmas expenses/ copying for grant app	£21.44
d.	K Coleman repayment for fee to Inghams	£5.00
e.	Wyre Council legal and surveyor fees (lease)	£352.00
f.	PRS Electrical – xmas lighting	£1212.00
g.	A Taylor repair of security barrier	£160.00
h.	M Shepherd & Sons – hedge cutting	£140.40
i.	Cutts Lane Nurseries Winter Planting	£257.00
j.	K Coleman January Salary + extra hours	£666.22
k.	K Coleman February Salary	£521.74

c) Signing of bank statements: the bank statements were initialled to acknowledge income of £5656 community foundation grant and interest £1.73, £1.39 and NS&I interest of £25.85.

d) Bank Reconciliation: reconciliations for January and February were presented and it was proposed that these be approved.

It was resolved to approve the reconciliations.

e) Effectiveness of Internal Audit: a document had been circulated prior to the meeting and it was proposed that this be approved.

It was resolved to approve the internal audit provisions.

f) Auditor: it was proposed that M Norton be approved as the internal auditor for 2017/2018 after considering the competence, independence.

It was resolved that M Norton be approved as the internal auditor.

g) Asset Register: a revised register had been circulated prior to the meeting and it was proposed to approve the new register.

It was resolved to approve the new register.

11. 17/112 Other

a) Clerk Role:

It was resolved to discuss this later in the meeting as a confidential item.

b) Road Closure: no action to take

c) Problems with Teenagers: it was proposed that the Clerk contact the resident to see if they were still having problems and if so to suggest involvement with the Neighbourhood Watch Scheme and that the Clerk contact the Police.

It was resolved to proceed as proposed.

d) Gala: it was proposed to respond as follows:-

- Cubbins to submit an application to use the field and provide a copy of liability insurance;
- dog area not to be used for parking of caravans and no overnight stay, not necessary to provide toilets
- Cubbins to clear any rubbish, apply for an events licence to WBC
- a damage bond of £1000 in advance

The Clerk was asked to provide the above information to Graham Potter so he could liaise with Cubbins.

It was resolved to proceed as proposed.

e) Flooding: residents had responded to the recent article in the local newsletter and Focus Magazine and Cllr Peaker read out a report he would be submitting to Wyre Council prior to the Flood Forum meeting. It was also proposed that Hambleton Parish Council support the letter being drafted by the Churchtown Flood Group to send to Lancashire MPs. It was also suggested that the Clerk contact John Blundell from Wyre Council so that the Hambleton flood plan can be reviewed and updated.

It was proposed to support the letter to MPs and to contact John Blundell

f) Data Protection: the General Data Protection Regulations (GDPR) will be introduced on 25th May and various papers/information had been received and circulated to all members. The Clerk felt that further help/clarification was needed regarding the regulations and it was proposed that this item be included on the April agenda so that Cllr Sycamore could feedback any information after attending a seminar through her employment.

It was resolved to proceed as proposed.

12. 17/113 Planning Applications:

a) 18/00178/FUL: change of use of existing domestic outbuilding to café/tea room, Clear View, 19 Brick House Lane.

It was resolved that no comments would be given as the site is in Stalmine.

b) 18/00148/REM: reserved matters for Land adjacent Mill Haven, Mill Lane

It was resolved that the Council have no objections.

c) 17/01170/OUT: outline application for 4 detached dwellings, land west of Barnfield, Sower Carr Lane. It was proposed that the Council object to this application due to the site being agricultural land, not a sustainable location, outside the settlement boundary.

It was resolved to proceed as proposed.

13. 17/114 Correspondence:

a) Bus Service 24: the Sunday service would be ceasing in April and the Council was being encouraged to contact LCC about a replacement service. It was proposed that before contact is made with LCC, passenger numbers are obtained.

It was resolved to proceed as proposed.

b) Healthwatch Lancashire: an email had been received explaining the intention to engage with local councils to extend the number of people reached with information about health and social care services. The email asked the Council to add their details to the contact database.

It was proposed to provide details for the database.

c) Hackney Carriage and Private Hire Licensing Policy:

It was resolved that no comments would be given.

d) Rural Services Network: an email explaining the extension of the Priority Services Register had been received asking the Council to complete a short survey.

It was resolved to complete the survey.

e) Wyre Area Road Safety Committee: a letter had been received advising that this

Committee will cease to operate and returning the £20 donation made by the Parish Council.

It was resolved that no further action was necessary.

f) **Radio Lancs:** are asking for information about flood support structures.

It was resolved that the Hambleton flood plan needed updating before information could be provided.

g) **Consultation on transport information centres:**

It was resolved that no comments would be given.

h) **Mayor's Charity Ball:** the details for the event were given to members.

i) **Gala:** a letter inviting members to lead the procession and judge the procession had been received and the Clerk was asked to accept the invitation and confirm that members would do the judging.

j) **Eon:** a letter confirming changes to the charges for non-metered electric had been received.

It was resolved to note the information.

- 14. 17/100 Clerk Role:** It was proposed that Cllrs Davies, Squires and Peaker perform the first interviews with a short list being created for second interviews and it was also proposed that all six candidates that had applied be invited to attend for interview. The Clerk was asked to arrange interviews and provide a list of possible questions, along with the job description, person specification and the job advert.

It was resolved to proceed as proposed.

Date of Next Meeting: ORDINARY PARISH COUNCIL MEETING

Tuesday 3rd April 2018, Village Hall 7.30 PM

Signed **Date**