

Freckleton Parish Council

Minutes of the Meeting held on Monday 3rd October 2005

Present:

Councillor T Fiddler, (Chair)

Councillors Mrs M Whitehead, Mrs M Foster, Mrs. M. Dowling, Mrs. J. Maguire, M/s D. Morriss, Mrs. E Willis, L Rigby, T. Threlfall, St J Greenhough and C Robb.

Apologies: Councillor Mrs S Delany.

1) **The needs of the young people of Freckleton – discussion with LCC, Education & Cultural Services.**

This item was postponed to a later meeting, as the representatives from the LCC were unable to attend.

2) **Open Forum**

a) **Police Update**

PC Scarisbrick informed the meeting that the following issues, raised at the last meeting, have been addressed and the he has spoken to the offenders:-

1. Lower lane estate - Under age drinking and a car offence.
2. Bush lane Playing fields – Youth hitting golf balls – The parents have also been informed.
3. Bush lane playing Fields – Young woman who persistently allows her dog to foul on the playing fields and was verbally abusive.
4. Bush lane Playing fields – Youths on Quad bikes.

He reported that he has not seen a repeat of these incidents and expects that they should not re-occur. The Chairman thanked him for the prompt action in dealing with these complaints.

1. Councillor Threlfall asked for an update on the use of the Police house, on Lytham road. Inspector Darwin indicated that no action has been agreed and he would inform the Council when a decision was made.
2. Councillor Morriss asked why there was little or no notice given on the arrival of the Travellers in the village and what action would be taken if they returned in the future. Inspector Darwin stated that the police were only informed at the last minute and they immediately mounted an operation to monitor the situation. He indicated that this could be an annual event and it is hoped that they would be given more notice so that a monitoring operation could be set-up sooner. The Council will be informed as soon as possible.
3. Councillor Rigby indicated that he was concerned about the use of motorised invalid carriages on the pavements and highways and enquired what action could be taken against them if they were causing a nuisance. Inspector Darwin stated that no regulations existed to cover these vehicles.

b) **Public participation**

1. Councillor Whitehead expressed concern about the new advertising signs that have been erected on Preston New road. County Councillor Whittle agreed to investigate the County Council's position on this type of sign and report back.
2. Councillor Whittle also informed the meeting that the school bus service to the Lower lane estate would be resumed after half term.
3. It was reported hat the hedges on Naze lane east, adjacent to the airfield, were in need of cutting, as they were blocking the footpath. The Clerk agreed to write to the owner.
4. It was reported that the "kissing" gate, by the boat yard, was in need of repair.

Councillor Whittle agreed to progress and report back.

5. Councillor Rigby reported that the road was flooding, outside 39, Clifton Place. The Clerk agreed to write to Lancashire County Council, Highways department.
6. Councillor Threlfall reported that the changes to the school lane car park were nearly finished. The mobile food shop, parked in the waste disposal area, will be removed. When all the work has been completed, Andrew Shore FBC will issue a Risk assessment report to the headmaster and it was hoped that the side entrance gate would then be re-opened.

3) Declaration of interest

There were no declarations of interest.

4) To read and approve the minutes of:-

- a) The Parish Council meeting held on Monday 5th September 2005.

Resolved: That these be affirmed as a true record and signed by the Chairman.

Proposed by Councillor Mrs. M Whitehead, seconded by Councillor L Rigby and unanimously accepted.

Matters Arising

Item 1a) 2 - Councillor Threlfall informed the meeting that he had arranged for new dog litter bins to be installed on Goa lane and on the north side of the Bush lane playing fields.

Item 5 – Correspondence – proposed changes to Planning Guidance – Councillor Greenhough informed the meeting that he had reviewed the document and he had no comments to make on it.

The Clerk informed the meeting that the following items had been progressed:-

Item 3.b) The Toilets will now be opened during the day, but will be locked over night.

Item 8. Equitable taxation – Outlined information had been received from Fylde Borough Council regarding the Service level agreement for Amenity cleaning. It was agreed that the Clerk should arrange a meeting with Dave Jenkinson, FBC to progress further.

- b) The Open Spaces meeting held on Monday 12th September 2005

Resolved: That these be affirmed as a true record and signed by the Chairman.

Proposed by Councillor T Threlfall, seconded by Councillor Mrs. E Willis and unanimously accepted.

Matters arising

Councillor Threlfall informed the meeting that he had obtained a further quote, for £5129, plus Vat, for the proposed extension to the Gardeners building. Previous estimates ranged from £8,500 to £18,500. This expenditure was agreed in principle and it that it should be dealt with at the Budget meeting, to be held in the near future.

Item 4 - Drainage problem – Bush lane allotments – Councillor Rigby informed the meeting that this problem had persisted for a number of years. It was agreed that dike should be cleaned out next summer.

Item 6 – Lancashire Best kept village competition – The Chairman congratulated Councillor Threlfall on the achievement of the village in this year's competition. It was agreed that the Council should hold an informal Cheese and wine evening in December, for all those that were involved, as thankyou for all the hard work that had been put in.

It was suggested that the village should also run a best-kept garden competition, to encourage the villagers in participating in this type of competition.

- c) The Planning meeting held on Monday 19th September 2005

Resolved: That these be affirmed as a true record and signed by the Chairman.

Proposed by Councillor St J Greenhough, seconded by Councillor Mrs. E Willis and unanimously accepted.

5) Finance

- a) Ratification of accounts paid by Clerk – see Appendix A

Resolved: That the action of the Clerk be ratified.

Proposed by Councillor Mrs. M Whitehead seconded by Councillor Mrs. J Maguire and unanimously accepted.

- b) Monthly budget statements– see Appendix B.

The Monthly budget statements were noted.

- c) To review the External Auditor’s Annual return.

Resolved: That the External Auditor’s Annual return be approved and accepted.

Proposed by Councillor Mrs. M Whitehead, seconded by Councillor Mrs. J Maguire and unanimously accepted.

The Chairman expressed concern that the Annual return had been qualified. He requested that the Clerk arrange a meeting with the Auditors to discuss the reasons for the report being qualified. The Clerk agreed to progress.

- d) To agree the Action plan to progress the External audit report – see Appendix C

Resolved: That the Action plan, to progress the External Auditor’s Annual return, be approved and accepted.

Proposed by Councillor Mrs. M Whitehead, seconded by Councillor Mrs. J Maguire and unanimously accepted.

6) Correspondence

Sender	Subject	Requirements	Action Agreed
Blackpool & Fylde College	Reduction of noise from Keep Fit Classes	Review	To try the village hall for the next full Council meeting (07/11/05). Accepted by a majority vote (7 for 3 against)
Lancs. Police Authority	Community meeting for Fylde	Items for the agenda	None
NALC	Guidance on Byelaws for Countryside Recreation	Comments	No comments
NALC	Periodic election review- Consultation	Comments	No comments

7) Planning

App. No.	Location	Description	Decision
05/0903	32, Polperro Drive	Conservatory to rear	Support
05/0822	1, Newton Close	Dormer to Front	Support
05/0876	36, Hodgson Ave	2 storey ext. to rear	Support

- 8) Date of next meeting.

The next meeting will be on Monday 7th November 2005, commencing at 7:00pm, **in the Village hall.**

There being no further business the Chairman closed the meeting.

Signed.....Trevor Fiddler (Chairman).....

Date.....7th November 2005.....

Schedule of payments for	September 2005	Appendix A £
Precept Account		
KM Armistead - salary	3902	588.32
Staples ltd - storage boxes	3910	12.98
T Fiddler - Chair Allowance	3913	100.00
Lancs. & Meriden Training	3915	25.00
BDO - External Audit fee	3917	763.75
KM Armistead - Expenses & postage	3920	57.69
FBC - balance of grant	D/P	-4,725.00
Open Spaces Account		
G Danson - wages	3901	867.52
PO Ltd - Tax & N/I	3905	332.65
Grangeland service - gardening work	3906	1037.00
Ribble Fuels ltd - red diesel	3907	103.32
JA Garlick - watering	3908	825.00
KM Armistead - petrol for machines	3909	15.00
FIB - Traders combined Insurance	3911	5671.70
Smith Hire - Parts for strimmer	3914	27.50
Grangeland services - gardening	3916	1042.00
SPN - materials	3917	29.31
Elliot Electrical - repair to Rawstorne Centre	3919	35.00
KM Armistead - Expenses	3920	59.48
FBC - balance of grant	D/P	-18771.20
Allotments		
PO Ltd. - water - Croft Butts	3912	25.69
Community Development Account		
D Turcsanyi - wages	3903	60.84
Nat West - Interest	D/p	-285.44
FBC - balance of grant	D/P	-4432.00
FBC - Christmas tree grant	cheque	-300.00
Total		-16833.89

Precept Account 2005/2006

Appendix B

Budget		Expenditure		Balance	Percentage used
Headings	Allocation	Oct. 2005	To date	Outstanding	
Wages	3800		£1,765	£2,035	46%
Insurance	700		£788	-£88	113%
Stationery	400	£34	£249	£151	62%
Postage	650		£365	£285	56%
LAPTC	600		£606	-£6	101%
Audit fee	750		£718	£33	96%
Chair Allow	100		£100		100%
Training	150		£25	£125	17%
Civic functions	600			£600	
Grants	200			£200	
Election	0			£0	
Reserve	300			£300	
equipment	200		£223	-£23	111%
Section137	1000		£900	£100	90%
Total	£9,450	£34	£5,737	£3,713	61%

Open Spaces Account 2005/2006

Budget		Expenditure		Balance	Percentage used
Headings	Allocation	Oct. 2005	To date	Outstanding	
Wages	£19,494	£1,783	£10,582	£8,912	54%
Sub Contractors	£10,300	£670	£10,276	£24	100%
Repairs & Maintenance	£15,623	£148	£18,342	-£2,719	117%
Energy	£4,944	£567	£2,151	£2,793	44%
Equipment Furniture & Materials	£2,657	£491	£2,148	£509	81%
Miscellaneous e.g. Insurance	£6,911	£42	£7,637	-£725	110%
Sub Total	£59,930	£3,700	£51,137	£8,793	85%
Freckleton in Bloom	£9,122	£713	£9,267	-£146	102%
Total	£69,051	£4,413	£60,404	£8,647	87%

**External Auditors Report 2005
Action Plan**

1. Risk Assessment

A meeting will be arranged during October 2005 and the results will be presented to the Council in November 2005.

2. Payment made under Section 137

This was in respect of a gift to a retiring Councillor. In future, such payments will not be made under section 137.

3. Asset Register

The comments made by the External Internal auditor have been noted and the Asset register has been amended to show the additional information suggested.

4. Investments market value

This relates to the Bank of America shares. True market value will be included in the return in future.

5. Minuting Approval of annual return

Internal Auditors comments were noted, relating to a more detailed breakdown of the expenditure heading being appended to the minutes. This is now being carried out.

6. Fixed Assets

The comments made by the internal auditor have been noted and the asset register has been amended to reflect the open market value and to exclude items that have no nominal value.

7. Payment authorisation

Payments are authorised in advance, by the Chairman of Finance and ratified at the next Council meeting, as laid down in the Financial regulations.

8. VAT on non-Council Invoices.

This relates to expenditure incurred in respect of the Parish Plan. The invoices were made out to Councillor Robb and not the Council. New invoices, made out to the Parish Council, have been obtained for all these purchase.