

Freckleton Parish Council

Minutes of the Meeting held on Monday 7th January 2008

Present: Councillor L Rigby (Chair),
Councillors Linda Burn, Mrs. E Willis, Mrs S Delany, Mrs M Foster, Mrs M Whitehead, T Threlfall, T Fiddler, C Robb, St J Greenhough and P Quinn.

Apologies: Councillor Mrs. M Dowling.

1) Open Forum

a) Police Update – attended by PC A. Scarisbrick and PCSO Ian Larmouth.

PC Scarisbrick informed the meeting that there had been very few crimes or anti-social incidents reported during the last month. He had been informed by Bryan Ward, FBC that the Youth shelter for the Memorial park has been ordered and should be installed sometime in February 2008.

Councillor Threlfall enquired if the CCTV camera could be used in the Memorial park to identify the culprits of the anti-social behaviour that regularly occurs in this area. PC Scarisbrick indicated that he would request that the camera be re-installed. County Councillor Whittle stated that there was a major review underway to consider installing permanent cameras in all the town centres in the Fylde. This would release the mobile cameras to be used in the other areas.

Councillor Mrs. Whitehead requested that PC Scarisbrick inform the meeting about the incident on the Community bus on the Lower lane estate. He stated that he had been called to an incident where the Community bus had been vandalized and the two Community workers, who were present at the time, would not give the names of the youths involved and would not make a statement. Councillor Fiddler suggested that this was not acceptable and the incident should be reported to the Head of Youth Services at Lancashire County Council. The Clerk was requested to write a letter of complaint. Councillor Whittle requested that a copy be sent to Bryan Ward, at Fylde Borough Council.

b) Public participation

A member of the public asked for an update on the Planning application at Lynton, Kirkham road, for the change of use to a children's home. Councillor Linda Burn stated that she had spoken to Mark Evans, FBC and he had indicated that this application was to be considered at the meeting on Wednesday 9th January 2008. He had indicated that it was being recommended for approval. The residential development would be for the Bungalow only, and would not include the outbuildings. The Application was for a maximum of 6 children, under the age of 12 years.

A further enquiry was made as to whether the restrictions could be lifted, in the future, to include the use of the outbuildings and increase the age of the children at the home. Councillor Fiddler stated that any future application could be challenged and then this would be tested against the reasons for imposing the original conditions.

2) Declaration of interest

There were no declarations of interest.

3) Declaration of Gifts and Hospitality.

There were no gifts or hospitality to declare.

4) To read and approve the minutes of:-

a. The Parish Council meeting held on Monday 3rd December 2007

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

Proposed by Councillor T Threlfall, seconded by Councillor Linda Burn and unanimously accepted.

Matters arising

The Clerk reported the following:-

- a. **Dog banning order** – The Consultation report from Ian Curtis had been received and a copy was passed to all members at the meeting. In addition, Ian Curtis has asked if the report can be released to the public.
It was agreed that the report should be released.
 - b. **Planning application 07/1187 - land adjacent to Woodys Warehouse** – The applicant's Agent has indicated that the site is currently used as personal storage in the existing timber cabins and there is no agricultural activity taking place at present. Also, the agricultural holding number is 21-224-0080.
Mike Atherton, FBC, has indicated that an amended location plan has been received, with an altered red edge, which shows the land, referred to in point 1 of our response, outside the application site. In any event, this piece of land is under the control of Woody's Warehouse. Also, this area of land was included in the Certificate of Lawfulness application which was granted earlier this year. Its lawful use is for the storage and retail of building materials.
 - c. **Invoice for £25, from FBC, for uncontested election – West ward** – Peter Walsh, FBC has responded indicating that the Chief Executive wrote to the Parish and Town Councils, on 30th January 2007, advising that the Borough Council had agreed that they would be re-charged for costs incurred in running their elections. Prior to this the Borough Council had agreed that Parishes would not be re-charged on the occasion of the quadrennial elections, however, they would be re-charged on the occasion of any by-elections. Prior to January 2007, when any Parish by-election had occurred, the Parish had been re-charged for any election expenses, irrespective of whether the by-election was contested or not. It is therefore not the case that Parishes have not previously been re-charged for un-contested elections.
It was agreed that the invoice should not be paid and the Clerk should write to FBC indicating that election charges are already built into the administrative costs of FBC and these are apportioned out to Parishes, as part of FBC community charges. By asking the Parishes to pay for these charges it is effectively charging the Parishes twice.
 - d. **Hedge adjacent to seat on Kirkham road/Lytham road** – LCC have indicated that Foldside is an adopted road and the grass verges and hedges are owned jointly by two of the residents of Foldside. Investigations are continuing. The owner of the hedge between Kirkham Road and the roundabout has been established and he has been contacted to see if he will pay for the contractors to cut it on a regular basis.
 - e. **Informal discussion with D Barlow, re land adjacent to 9, Preston Old road** – Previous correspondence dated January to March 2001 has been received from D Barlow, indicating that FBC willing to sell the strip of land for an extension to be built.
It was agreed that the Clerk should write to FBC requesting that Parish Council be allowed to buy this strip of land.
- b. The Planning meeting held on Thursday 13th December 2007**
Resolved: That these be affirmed as a true record, subject to Councillor Linda Burn being added to the attendees and signed by the Chairman,
Proposed by Councillor Mrs. L Willis, seconded by Councillor C Robb and unanimously accepted.

5. Finance

- a) Ratification of accounts approved by the Chairman of Finance and paid by Clerk – see Appendix A
Resolved: That the payments be ratified.
Proposed by Councillor Linda Burn, seconded by Councillor T Threlfall and unanimously accepted.
- b) Monthly budget statements– see Appendix B.

The Monthly budget statements were noted.

6. Correspondence

Sender	Subject	Requirements	Action Agreed
LCC Environment	Joint Lancs. Minerals & Waste Development framework – submission of core strategy	Comments	No action
FBC	The revised Licensing policy statement has been issued.	For information	No action
Lancs. minerals & waste	Final draft of Framework – Document issued to the Secretary of State	For information	Councillor Threlfall agreed to review.
Westminster Briefing	Invite to Westminster Briefing Conference – Thursday 24/04/08	Consider delegates	No action
Kirkham on line	Invitation to register Freckleton PC's web-site	To consider	It was agreed that the PC's web-site should be registered. Councillor Robb agreed to action it.
LCC	Parish Charter	Comments	No action
LAPTC	Chairmanship workshop – 04/03/08 Quality Parish Scheme workshop – 19/02/08 The Clerk reported that a Planning workshop was also being arranged	Consider delegates	It was agreed that Cllrs. Mrs. Foster and Greenhough should attend It was agreed that Cllr. Robb should attend. It was agreed that Cllrs. Mrs. Whitehead, Mrs. Delany and Greenhough should attend
Freckleton Cricket club	Thank you letter for PC's continued support	For information	The comments were noted.

7. To consider Quality Parish status

The Clerk reported that there were seven criteria that had to be met before a Parish could achieve quality status. Some of the criteria were being met but other, such as producing an annual report, need to be improved. In addition, one criterion was for the Clerk to become qualified in the Certificate in Local Council Administration. He anticipated that this would take approximately 60 hours of work to put together a portfolio for the exam.

Resolved: To pay any reasonable additional hours that have to be worked by the Clerk to pass the Certificate in Local Council Administration exam.

Proposed by Councillor T Fiddler, seconded by Councillor Linda Burn and unanimously accepted

8. Civic events – Remembrance Sunday and Carol services – Organisation

Councillor Linda Burn reported that she felt that this year's service was not properly organized, as the band and the British legion had to be prompted at certain points within the service. She felt that it lacked respect and orderliness and thought the Council members should walk in the procession, with the British legion, prior to the start of the Service.

Councillor Rigby indicated that previously the British Legion had been responsible for organizing the service. It was agreed that Councillor Linda Burn should liaise with the British legion and report back to Council by next September.

The Clerk reported that he was not satisfied with the way the procession to the Cenotaph was organized. In addition, he had received complaints about the way the hall had been left with food thrown down the toilets and drinks spilt on the floor.

It was agreed that only a drink and mince pie/biscuit should be provided after the services, in future.

It was agreed that Councillors Mrs. Whitehead and Linda Burn would organize the requirements for the next service.

9. To set up a sub-committee to review the possible sites for Burial ground.

Councillor Threlfall stated that additional ground has already been consecrated.

It was agreed that the committee should consist of Councillors T Threlfall, T Fiddler, P Quinn, Mrs. S Delany, Mrs. L Willis and the Chairman.

A meeting would be arranged after the results of the seismograph were received.

10. To agree a date and Agenda for a meeting to discuss the procedures at the Rawstorne Centre

The Clerk suggested the following items should be considered for discussion:-

1. The report from YMCA regarding the running of the AWS area.
2. Alternatively, the duties and job description of the AWS booking Clerk.
3. To review the estimates for the repair to the AWS area.
4. The electricity charges for the Rawstorne centre
5. To review the Constitution of the Rawstorne centre
6. Who should represent the Parish Council as the elected members to the Rawstorne committee.

It was agreed the meeting should take place on Monday 11th February 2008.

11. To agree a date for the Public meeting to receive additional comments on the proposed Dog Control Orders

It was agreed that the meeting should be held on Tuesday 22nd January 2008, in the main room, in the Village hall. It was emphasized that it should be made clear that the purpose of the meeting was to receive the views of the public. The decision, on what action should be taken regarding the Orders, will be made at a Council meeting immediately follow this public meeting.

The Clerk agreed to circulate a notice with the date and time and indicating the purpose of the meeting.

12. Date of next meeting

It was agreed that the next meeting should be held on Monday 4th February 2008, commencing at 7:00pm

There being no further business the Chairman closed the meeting.

Signed.....Mrs M Dowling, Chairman

Date.....04/02/08.....

Schedule of payments for December 2007

	Cheque No.	£
Precept Account		
KM Armistead - salary	4522p	416.67
KM Armistead - expenses	4533p	57.83
M Robertson - buffet for carol Service	4524	400.00
In-Trak - sound system for Carol service	4529	141.00
Open Spaces Account		
E4B - Electric charges - Rawstorne centre	D/D	467.58
Scottish power - electricity charges	D/D	33.00
KM Armistead - salary	4522p	435.51
PO Ltd - Tax & N/I	4523	324.39
K Armistead - Expenses	4533p	43.65
Grangeland Services - grass cutting	4520p	1105.83
Grangeland Services -Borders	4520p	387.50
J Garlick - litter picking	4521	458.34
J & B Cartmell - Winter plants	4516	763.75
A Watkinson - repair to Cenotaph lights	4517	42.19
Garrett Electrical - Repair to Rawstorne Security lights	4519	277.38
Grantham signs - warning signs for AWS	4525	90.24
KM Armistead - land registry search	4528	186.74
KM Armistead - keys for village hall & cenotaph	4530	10.00
J Townsend - diesel & petrol	4531	62.5
SPN - materials for seats at Green Acres	4532	55.46
Rawstorne centre - Contribution towards electrical repairs	Cheque	-150.00
Allotments		
Community Development Account		
Natwest - Interest	D/P	-381.24
KM Armistead - Christmas tree lights	4518	212.44
Rawstorne - rent for AWS	Cheque	-289.75
KM Armistead - land registry search	cash	3.00
FBC – Dog banning order - public notice costs	4527	316.19
Rawstorne - rent for AWS	Cheque	-34.96
Rawstorne - electricity AWS	cash	-51.00
Playground Fund		
VAT		
Total		5384.24

Precept Account 2007/2008

Budget		Expenditure		Balance	Percentage used
Headings	Allocation	Dec. 2007	To date	Outstanding	
Wages	£5,000	£417	£3,750	£1,250	75%
Insurance	£650		£630	£20	97%
Stationery	£400		£265	£135	66%
Postage	£700	£58	£610	£90	87%
LAPTC	£600		£563	£37	94%
Audit fee	£650		£610	£40	94%
Chair Allow	£100		£100		100%
Training	£150		£72	£78	48%
Civic functions	£400	£520	£720	-£320	180%
Grants	£0				
Election	£0				
Reserve	£0				
equipment	£200		£142	£58	71%
Section137	£900		£900	£0	100%
	£0				
Total	£9,750	£995	£8,361	£1,389	86%

Open Spaces Account 2007/2008

Budget		Expenditure		Balance	Percentage used
Headings	Allocation	December 2007	To date	Outstanding	
Grass cutting	£17,440	£1,159	£13,506	£3,935	77%
Borders & Plants	£10,302	£1,038	£10,087	£216	98%
Watering	£2,659	£0	£2,585	£74	97%
Cleansing	£5,665	£458	£4,125	£1,540	73%
Maintaining Buildings	£8,350	£421	£4,083	£4,268	49%
Outside Contractors	£7,690	£0	£5,744	£1,946	75%
Civic events	£1,413	£0	£1,414	-£1	100%
Indirect costs	£22,144	£1,234	£16,321	£5,823	74%
Reserves		£0	£0	£0	
Total	£75,664	£4,311	£57,864	£17,800	76%

Other Accounts December 2007

Account	Income	Expenditure	Balance
Croft Butts lane Allotments	£347	£897	-£550
Bush lane Allotments	£761	£943	-£182
Community Development	£25,304	£15,741	£9,563
Playground Fund	£1,482	£0	£1,482
VAT	£6,807	£4,879	£1,927
Total	£34,700	£22,460	£12,240