

## Freckleton Parish Council

### Minutes of the Parish Council Meeting held on Wednesday 6<sup>th</sup> November 2013, in the Methodist hall.

**Present:** Councillor St J Greenhough, (Chairman)

Councillors Mrs. L Willis, Mrs. M Whitehead, Mrs. S Delany, Mrs. G Cowell, Mrs. J Cartmell, T Fiddler, T Threlfall, L Rigby, C Robb, and P Walton.

**1) To accept Apologies for Absence.**

Councillor, K McKay, (away on business)

It was resolved that the reason for absence should be accepted.

**2) Open Forum**

**a) Police Update**

No Police representative attended the meeting.

**b) Public Participation**

A number of residents from the Village expressed concern about the proposed fracking that would be undertaken in close proximity to the Village and indicated that the Marsh was a protection zone.

It was agreed that a public meeting would be held to listen to the views of all the Villagers. The Clerk agreed to organise the meeting in December 2013.

Another member of the public indicated that the room was not big enough for the number of people attending. His comments were noted.

**3) To record Declaration of interest from members in any item to be discussed.**

All Councillors, as Landlords, declared an interest in the Rawstone Centre and the Memorial park, and, as Trustees, the Croft Butts lane allotments.

Councillor Threlfall, as a member of the Friends of the Park committee, declared an interest in item 7 – to receive an update from Lyn Braithwaite.

**4) To read and approve the minutes of the following meeting:**

a) The Parish Council meeting held on Monday 7<sup>th</sup> October 2013

b) The Open Spaces meeting held on Monday 16<sup>th</sup> September 2013

c) The Communications meeting held on Monday 9<sup>th</sup> September 2013 and

d) The Extra ordinary meeting held on Monday 28<sup>th</sup> October 2013

It was resolved that the minutes of the above meetings, previously circulated, be approved and signed by the Chairman.

**5) To receive the Clerk's report.**

The comments in the Clerk's report, previously circulated, were noted.

**6) Finance**

**a) Ratification of accounts paid by Clerk**

It was resolved that the accounts should be approved – see Appendix A

**b) Monthly budget statements**

The statements were noted – see Appendix B

**c) To consider the estimates for additional Chairs & Folding Tables and upgrading the lighting at the Rawstone Centre.**

It was resolved to approve the estimate of £348.83, for the table and chair.

*Councillor Threlfall declared a pecuniary interest in the estimates for the electrical work and left the room.*

It was resolved to accept the estimate of £100, from Paul Wenham, for the installation of new lights at the Centre.

*Councillor Threlfall returned to the room.*

It was further resolved that the Council would move to the Rawstone centre to hold its meetings with effect from February 2013.

It was requested that the Clerk notifies the Methodist hall committee of this decision and to thank them for the use of the room.

**d) To consider the estimate for the Council's insurance.**

It was resolved to accept the estimate of £4,390.18 and to sign a long term agreement until 30<sup>th</sup> November 2016.

**7. To receive an update from Lyn Braithwaite, the Friends of the Memorial Park committee.**

Lyn Braithwaite did not attend the meeting.

Councillor Threlfall reported that the fund raising activities were continuing. BAE systems had promised to make a donation of £10k and Mark Wilde from FBC was helping with the fund raising with assistance from Officers from LCC.

**8. To consider what action to take regarding dog fouling in the Memorial park.**

It was resolved to put up signs at both entrances to the park requesting that dogs be kept on a lead and owners pick up after their dogs had fouled.

The Clerk agreed to check out if there were any existing Orders on the park.

**9. To consider what action to take regarding the overgrown hedge on Naze lane, adjacent to Green lane.**

The Clerk reported that he had made enquiries and was unable to trace the owner of the land. He had referred the matter to the LCC Highways department but had not received a response.

It was suggested that the Clerk contact Mrs. Linda Parkinson to try to identify the owner of the land.

**10. To consider what action to take regarding the parking on Lytham road.**

It was reported that the existing parking was a calming measure and if parking was restricted on Lytham road it would cause problems in the adjacent roads.

It was resolved to take no action, by a majority decision.

**11. To consider the letter from Stuart Spence regarding the felling of the two trees at the South end of the Croft Butts lane allotments.**

The Chairman of Open Spaces reported that the trees were felled because one was split at a joint and the other was dead inside. He indicated that had the Clerk not been on holiday when the work was undertaken the residents would have been notified in advance of the work starting.

The Clerk was requested to write to Stuart Spence to explain the reason for the trees being felled.

**12. To consider a response to FBC's Review of the Polling Districts and Polling Places**

It was resolved to support the proposals.

**13. To consider the letter from The Rt. Hon. Don Foster, MP on becoming involved in the "Our Place" programme, (part of the second phase of the Neighbourhood Community Budget)**

The report was noted and will be reviewed if areas are identified.

**14. To consider the changes to the format of the Newsletter, as suggested by the Communications committee.**

It was resolved not to change the format of the Newsletter and to try to restrict the information that is included.

**15. To consider the procedures for the Tree Lighting and Carol service.**

The procedures were reviewed and volunteers were agreed for the different requirements.

The Clerk reported that the Council was charged for the hire of the Village hall for the first time last year, despite the Council cutting the perimeter hedge and grass at no charge. The Councillors attending the next Village hall committee meeting agreed to query this charge.

**16. To review the Standing Orders in respect of Disclosable pecuniary interests**

The Clerk reported that he has sought legal advice on the wording of the Standing Orders and Code of Conduct documents because of the incident at a recent meeting when a Councillor did not follow the regulations set out these documents.

He reported that he had been advised to include the following wording in section 15 of the Standing orders so that there would be no misunderstanding, in future, regarding the action that should be taken in similar circumstances:-

**“15. Disorderly Conduct**

- a) **All Members must observe the Code of Conduct which was adopted by the Council on 3<sup>rd</sup> September 2012.**
- b) That if a member has a disclosable pecuniary interest in any matter to be considered, or being considered at the meeting, then the member must declare that interest to the meeting and leave the room whilst any discussion or voting takes place.
- c) That if a dispensation has been granted to the member in relation to a disclosable pecuniary interest then, subject to the terms of the dispensation, the member may be relieved from the above restrictions but must declare the interest and dispensation to the meeting.”

It was resolved to approve the above change to the Standing Orders.

**17. To receive an update from meetings held with other Organisations and Bodies**

- a) BAE – It was reported that the Order books were healthy and there were no plans for job cuts. They will be starting on the entrance to the Enterprise zone in the near future.
- b) Freckleton In Bloom – The Chairman of Open Spaces reported that the Village had won Gold in the North West in Bloom; Silver Gilt in the Britain in Bloom and several prizes in the Lancashire Best Kept Village competition. However, one of the members of the FIB committee is at loggerheads with our Contractors.

**18. To receive an update from the FBC councillors.**

It was reported that LCC are now responsible for the issues relating to Shale gas.

**19. To agree the date of the next meeting**

It was resolved that the next meeting would be held on Monday 2<sup>nd</sup> December 2013

Signed.....Councillor St J Greenhough.....

Date.....04/12/13.....

**Schedule of payments Oct '13**

Appendix A

	Cheque No.	£	VAT	Net of VAT
<b>Precept Account</b>				
KM Armistead - Salary	5913	£1,130.27		£1,130.27
PO ltd - Tax & N/I	5915	£388.89		£388.89
J Winstanley - salary	5914	£284.29		£284.29
KM Armistead - expenses	5916	£123.84		£123.84

Delivered NW - Printing Newsletter	5925	£140.00		£140.00
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**Open Spaces Account**

Golden leaf - grass cutting	5920p	£2,000.00		£2,000.00
Golden leaf - Bedding out & Borders	5920p	£1,297.32		£1,297.32
Golden leaf - litter picking	5920p	£375.00		£375.00
Golden leaf watering - FIB	5920p	£26.00		£26.00
Scottish power - electricity charges	D/D	£27.00		£27.00
Townsend's - Diesel & petrol	5922	£112.26	£18.71	£93.55
Battersby sports - materials for Cricket	5917	£631.18	£90.28	£540.90
Fred Hughes - bulbs for Storeroom	5918	£5.00		£5.00
Woodys - materials	5921p	£150.00		£150.00
R Cartmell - Repairs to benches	5921p	£105.00		£105.00
Threlfall electrics - repair AWS lights	5926	£187.20	£31.20	£156.00
Golden leaf - watering	5924	£300.00		£300.00
Club day committee - donations towards fence	cheque	-£1,155.00		-£1,155.00
Bowling club - donation for petrol	cash	-£20.99		-£20.99

**Allotments**

PO ltd - water charge - Bush lane	5923p	£115.55		£115.55
PO ltd - water charge - Croft Butts lane	5923p	£195.06		£195.06
UU - surface water & drainage charge	D/D	-£15.00		-£15.00
Rent - croft butts lane	cheques	-£365.00		-£365.00

**Community Development Account**

Bank of America - interest	cheque	-£9.95		-£9.95
Natwest - Interest	D/P	-£9.56		-£9.56
Woodys - materials	5919	£6.62	£1.10	£5.52
UU - donations towards repair to allotment lane	cheque	-£1,400.00		-£1,400.00

**Rawstorne Centre**

British Gas - Rawstorne electric	D/D	£157.61	£7.51	£150.10
UU - surface water & drainage charge	D/D	11.28		11.28
British Gas - Rawstorne gas	D/D	£58.62	£2.79	£55.83
Warton Typhoons - membership fees	cheque	-£80.00		-£80.00

**VAT**

HM Customs - VAT Refund		-£2,690.86		-£2,690.86
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<b>Total</b>		<b>£2,081.63</b>	<b>£151.59</b>	<b>£1,930.04</b>
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Budget		Expenditure		Balance	Percentage used
Headings	Allocation	Oct '13	To date	Outstanding	
Wages	£22,500	£1,803	£12,624	£9,876	56%
Insurance	£5,000		£67	£4,934	1%
Stationery	£1,000		£395	£605	39%
Postage	£1,800	£264	£1,299	£501	72%
LAPTC	£550		£614	£64	112%
Audit fee	£650		£470	£180	72%
Chair Allow	£100		£100	£0	100%
Training	£100			£100	0%
Civic functions	£500		£224	£276	45%
Election	£70		£70	£0	100%
Reserve	£1,200			£1,200	0%
equipment	£300		£74	£226	25%
Grants	£2,500		£2,500	£0	100%
Section137	£480		£400	£80	83%
<b>Open Spaces Account</b>				£0	
Grass cutting & shrub borders	£16,760	£2,150	£10,232	£6,528	61%
Bedding out & Watering	£24,400	£1,696	£18,592	£5,808	76%
Cleansing	£7,080	£375	£2,911	£4,169	41%
Maintaining Buildings	£2,700	£266	£2,777	£77	103%
Organisations	£9,710	£614	£7,557	£2,153	78%
Electric & rates	£2,200	£27	£1,622	£578	74%
<b>Total</b>	<b>£99,600</b>	<b>£5,967</b>	<b>£62,528</b>	<b>£37,072</b>	<b>63%</b>

## Other Accounts Oct '13

Account		Income	Expenditure	Balance
Croft Butts lane Allotments		£365	£500	£135
Bush lane Allotments		£755	£308	£447
Rawstorne Centre		£8,800	£2,979	£5,821
Community Development		£4,568	£14,185	£9,616
Memorial park - playground	£15,275			£15,275
Tom Croft Car park	£5,274			£5,274
Open spaces -capital	£3,600			£6,932
VAT		£6,517	£5,844	£673
<b>Total</b>	<b>£24,149</b>	<b>£21,005</b>	<b>£23,816</b>	<b>£24,670</b>