

## Freckleton Parish Council

### Minutes of the Parish Council Meeting held on Monday 1<sup>st</sup> September 2014, in the Rawstone Centre.

**Present:** Councillor L Rigby, (Chairman)

Councillors Mrs. L Willis, T Threlfall, T Fiddler, St J Greenhough, Mrs S Delany, Mrs. M Whitehead, P Walton, and K McKay.

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

Councillors Mrs G Cowell, Mrs. J Cartmell, (other commitments) and C Robb (unwell).  
It was resolved to accept the reasons for absence.

**2) Open Forum**

a) **Police Update** – attended by PC Darren Coathup and PCSO Kate Heaton.

### **Freckleton Crime Figures**

Location	Total Incidents	Total Crimes
Freckleton West	8	1
Freckleton East	21	2
Lower Lane/The Mede	11	4

The figures show a total of 7 crimes recorded for the month of August 2014.

The crimes for August 2014 are made up as follows:

**Assault** – Domestic incident on Bush Lane

**Burglary** - A caravan in storage has been targeted and its doors forced. Property was stolen from within.

**Burglary** – Builders Merchants targeted for the second time in a month. Offenders captured by CCTV and identified by PC 3181 Coathup and PCSO Heaton. Offenders located and interviewed. Property from the burglary and the previous burglary has been located and recovered in full.

**Handling Stolen Goods** – Property from the above burglary was located and recovered and the offender dealt with.

**Assault** – Common assault incident following a neighbour dispute on The Mede.

**Assault** – Common assault incident between drunken friends on Lower Lane.

**Assault** – Common assault incident following a neighbour dispute on Lower Lane

Also, there has been suspicious circumstances reported on the fields off Preston Old Road where 8 men with dogs were seen on 30/08/14. The wildlife officer has been informed.

**b) Public Participation**

Mr A Holt gave a summary of his concerns regarding the way the Council had dealt with his recent Planning application and other applications in the past. It was pointed out that his concerns would be dealt with under item 14 of the agenda.

Mr S Hunter expressed concern of the safety of Kirkham road. He stated that it was used for training by emergency vehicles and LCC maintenance vehicles. Paul Rigby agreed to progress this issue.

Also, he enquired if the Council could help to re-house his friend within the Village, as he was wheel chaired bound and was diabetic. Councillor Fiddler agreed to see if he could help by speaking to Progress Housing.

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

All Councillors, as landlords of the Rawstorne Centre and the Memorial Park declared an interest in item 6.h, 8 and 10.

Councillor Rigby, as Chairman of the Bowling club, declared an interest in item 7.

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

- a) The Parish Council meeting held on Monday 1<sup>st</sup> July 2014
- b) The Planning committee meeting held on Monday 4<sup>th</sup> August 2014

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

The following minutes, of unofficial meetings, were noted:-

- a) The cancelled Fabrics meeting that should have been held on Monday 28<sup>th</sup> July 2014
- b) The meeting with Inspector Mark Thackeray-Scott held on Monday 11<sup>th</sup> August 2014

**2) To review the Clerk's report**

The contents were noted.

Councillor Threlfall suggested that the Council write to the Club day committee to thank them for all the hard work that had gone into "The Last Night of the Proms" event and hoped similar events would be held in future. The Clerk agreed to write to the Club day committee.

**3) 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 approve the External Auditor's report.**

It was resolved to accept the External auditor's report.

**d) To approve the use of Internet banking by the RFO.**

The Clerk outlined the new procedures for internet banking and confirmed that they had been approved by the Chairman and Vice Chairman of Finance.

It was resolved that the internet banking procedures should be approved and the forms signed by the Chairman of the Council and the Chairman of Finance.

**e) To approve the revised Financial Regulations to reflect the controls for Internet banking.**

It was resolved to approve the revised Financial Regulations to incorporate the Internet banking procedures.

**f) To consider the estimate for relining the car park**

It was resolved to accept the estimate of £776.03 plus Vat, from A1 Streamline Road Markings.

**g) To consider a request from the Rawstorne Centre to contribute to the cost of new crockery.**

It was resolved to approve £39, to pay for 50% of the cost of the crockery for the Rawstorne Centre.

**h) To consider the estimate for additional railings around the Club day container.**

It was resolved to accept the quote of £1,189 plus VAT, from Structural Manufacturing Services, subject to the Club day committee paying half of the costs.

**6. To consider a request from the Bowling club to install a defibrillator on the Cenotaph railings.**

It was resolved that the electricity, for the Bowling club's defibrillator, can be supplied from the Cenotaph.

It was suggested that it be located on the old Bank wall, subject to the owners giving approval.

Councillor Rigby agreed to contact the Co-op to see if they would agree to the Mayor's defibrillator being located on the outside wall of the shop and to provide an electricity supply for it.

**7. To consider a response to the concerns regarding the proposals to revamp the Memorial Park.**

Two representatives from the Friends of the Memorial park gave a presentation on the two options that they were considering for new equipment for the park. The final decision would be made in the near future and they agreed to present this option to the Council for consideration and approval. It was agreed that a football pitch would not be installed and all the equipment would be enclosed within fencing to that it was still safe to walk through the park.

The Clerk agreed to respond to the email to explain what had been agreed.

**8. To consider a response to the complaint regarding an incident in the Memorial park**

It was agreed that this item should be deferred until the October meeting.

**9. To consider the request from Barrett Homes to re-vamp the Memorial gardens.**

It was resolved to accept this offer in principle and the Open Spaces committee and the Freckleton in Bloom committee should meet with Barrett Homes to review their proposals.

**10. To consider a request to have a seat installed near Dibbs pocket, in Memory of Richard Garlick.**

It was resolved that the seat may be installed on the site on the Coastal walk.

**11. To consider a request to have a wreath to be laid on the Cenotaph in London at the national Remembrance parade in November.**

It was resolved to accept the offer to have a wreath laid on the Cenotaph in London, on behalf of the Parish Council.

**12. To consider the request from the Veterans in Communities group.**

This request was noted.

**13. To consider the issues raised regarding Planning application 14/0405**

The Clerk made the following comments on the questions raised:-

**1. Why are the minutes recorded in such a way as to afford anonymity to the speaker? Surely it is important to know who said what.**

The Parish Council is a corporate body, as such it makes collective decisions and therefore it is not necessary to record the comments made by individuals. The guidance and training given by NALC and LALC recommend not naming individual Councillors to avoid litigation against them.

**2. Who was the provider of the information supplied to the committee in order to persuade them to make a decision?**

See comments above

**3. What provisos are there in your rules and regulations to rectify misinformation?**

Minutes of every meeting are checked and approved by the Council at the next meeting. Any information that is not recorded correctly will be amended before the minutes are approved.

**4. Why do you not notify applicants of their right to attend your meetings and warn them of the dates and times their applications will be discussed? Surely this is a common courtesy.**

Agendas of all minutes are published, before the meeting takes place, on the noticeboard and the Council's web-site. At the Planning meetings the public are encouraged to make representation for any application they have an interest in. The public very often attend the Planning meetings and make comments to the committee.

**5. Why do you not give an opportunity for the applicant to speak to your committee?**

See item 4 above.

**6. How can a person who was absent at the meeting sign to authorise the written minutes as a true and correct record?**

It is the members attending the meeting that approves the minutes. The Chairman signs them on their behalf, as demonstrated at this evening's meeting.

**7. Do you believe your committee is in existence to help members of your parish?**

The Parish Council endeavours to provide a service that is in the best interest of all the Community, sometimes this may conflict with individual's requirements.

**8. Can you explain your negativity towards my attempts over the years to improve my premises and my quality of life?**

Comments are made in respect of ALL Planning applications based on the regulations in force, compiled by FBC, relating to Planning rules of the application.

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

There were no updates.

**15. To receive an update from the FBC Councillors.**

Councillor Threlfall reported that the Cabinet had given approval for the Parks department to help the Friends of the Park with the design of the re-vamp of the Memorial park.

Councillor Fiddler reported that Balfour Beatty were in the process of selling off Blackpool airport and the surrounding land.

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

It was resolved that the next meeting would be held on Tuesday 7<sup>th</sup> October 2014, as there was a Fylde Borough Council meeting on Monday 6<sup>th</sup> October 2014.

Signed.....L Rigby, Chairman.....

Date.....07/10/14.....

## Schedule of payments July '14 Appendix A

	Cheque No.	£	VAT	Net of VAT
<b>Precept Account</b>				
KM Armistead - Salary	6082	£1,141.47		£1,141.47
PO ltd - Tax & N/I	6084	£392.79		£392.79
J Winstanley - salary	6083	£284.29		£284.29
KM Armistead - expenses	6085	£101.56		£101.56
L Rigby - Chair allowance	6090	£100.00		£100.00
DeliveredNW - print & delver Newsletter	6086	£264.00		£264.00
<b>Open Spaces Account</b>				
Golden leaf - grass cutting	6100p	£2,325.00		£2,325.00
Golden leaf - Bedding out & Borders	6100p	£2,000.00		£2,000.00
Golden leaf - litter picking	6100p	£450.00		£450.00
Golden leaf - litter picking	6108	£990.00		£990.00
Golden leaf watering	D/d	£25.00		£25.00
Scottish power - electricity charges	6086	£122.90	£20.48	£102.42
Chubbs - Alarm system review at Storeroom	6104	£240.00	£40.00	£200.00
Kwik Skip - Skips for Club day & Jubilee	6087	£40.50	£6.75	£33.75
Portable Conveniences - damage to toilets	6102	£338.12	£56.35	£281.77
Townsend's - diesel & petrol	6103	£35.00		£35.00
Mark1mowers - repair to strimmer	6088	£174.76	£29.12	£145.64
Glasdon - Waste bin for Bowling green	cheque	-£145.64		-£145.64
Bowling Club - donation towards waste bin	6101	£68.00		£68.00
R Cartmell - additional work June '14	6092	£1,067.92	£105.32	£962.60
FCR Events - materials for club day	6107	£1,176.00	£196.00	£980.00
Sports Systems Ltd- materials for club day	6097	£1,074.00	£179.00	£895.00
IN Trak - PA system for club day	cheques	-£33.75		-£33.75
Club day committee - donations damaged toilets	cheques	-£962.60		-£962.60
Club day committee - donations towards materials	6093	£25.00	£4.17	£20.83
smith hire - strimmer cord	6094	£56.00	£9.33	£46.67
Woodys - paint for benches	cheque	-£315.00		-£315.00
Donation from FIB	cheque	-£895.00		-£895.00
Club day committee - donations towards materials	6091	£300.00		£300.00
L Quirk - security for club day	6095	£82.00		£82.00
Disleys - repair to Bowling club toilet	6096	£3,505.24	£584.21	£2,921.03
Newgate nurseries - summer plants	6098	£16.80		£16.80
Smalleys - materials	cheque	-£9.33		-£9.33
Bank of America - playground fund	cheque	-£980.00		-£980.00
Club day committee - donations towards materials				
<b>Allotments</b>				
UU -water charges	D/D	£130.97		£130.97

UU - Water charges	D/D	£142.59		£142.59
<b>Community Development Account</b>				
Natwest - interest	D/P	-£9.26		-£9.26
Kirkham Seniors - AWS rent	cash	-£24.00	-£4.00	-£20.00
Cubbins - transfer to Rawstorne centre	transfer	£100.00		£100.00
Dell - new Computer	6105	£743.63	£123.94	£619.69
<b>Rawstorne Centre</b>				
UU - Water charges	D/D	£73.67		£73.67
FIB - Insurance	6099	£466.69		£466.69
CNG - Rawstorne gas	D/D	£43.64	£2.08	£41.56
C Robb - materials	6106	£61.34	£8.54	£52.80
UU - surface water & drainage charge	D/D	£11.63		£11.63
	transfer			
	from Com			
Cubbins - contribution towards electric	dev.	-£100.00		-£100.00
<b>VAT</b>				
HM Customs - VAT Refund	D/P	-£3,153.23		-£3,153.23
<b>Total</b>		£11,542.70	£1,361.29	£10,181.41

### Schedule of payments August '14

	Cheque No.	£	VAT	Net of VAT
<b>Precept Account</b>				
KM Armistead - Salary	6109	£1,141.47	£0.00	£1,141.47
PO ltd - Tax & N/I	6111	£390.59	£0.00	£390.59
J Winstanley - salary	6110	£284.29	£0.00	£284.29
KM Armistead - expenses	6112	£125.33	£0.00	£125.33
Freeola - website rental	dd	£7.20	£1.20	£6.00
Staples - software	6116	£189.00	£31.50	£157.50
Staple - memory sticks	6117p	£11.98	£2.00	£9.98
BDO - External audit fees	6118	£480.00	£80.00	£400.00
<b>Open Spaces Account</b>				
Scottish power - electricity charges	D/D	£31.00		£31.00
Golden leaf - grass cutting	6122p	£2,130.00		£2,130.00
Golden leaf - Bedding out & Borders	6122p	£2,000.00		£2,000.00
Golden leaf - litter picking	6122p	£405.00		£405.00
Golden leaf watering	6123p	£1,275.00		£1,275.00
Townsend's - petrol	6121	£428.66	£71.44	£357.22
J Cartmell - Plants and compost	6113	£491.16	£79.86	£411.30

Road safety services - Hire of barriers for club day	6115	£402.00	£67.00	£335.00
Came & Co - Insurance for last night at proms	6120	£25.00		£25.00
Golden - leaf - additional work	6123p	£70.00		£70.00
Woodys - materials	6124	£109.39	£4.23	£105.16
Club day committee - donation towards toilets	cheque	-£200.00		-£200.00
Bowling club - donation for petrol	cheque	-£22.57		-£22.57
Portable conveniences - toilets for Last Night	6125	£750.00	£125.00	£625.00
PO ltd - water rates for car park	6126	£34.55		£34.55
FIB - donation towards plants & watering	cheque	-£1,293.00		-£1,293.00
<b>Community Development Account</b>				
Glasdon - seat for Lytham road	6114	£1,177.65	£196.27	£981.39
Intrak - hire of barriers	D/P	-£120.00	-£20.00	-£100.00
<b>Rawstone Centre</b>				
British Gas - electric	D/D	£435.86	£72.64	£363.22
C Robb - materials	6127	£122.49		£122.49
UU - surface water & drainage charge	D/D	£11.63		£11.63
CNG - Gas	D/D	£20.94	£1.00	£19.94
Makro - Tea towels	6119	£9.59	£1.60	£7.99
Staples - Presentation pads & markers	6117p	£44.98	£7.50	£37.48
British Gas - electric	D/D	£232.53	£38.76	£193.78
Club day committee - subscription	cheque	-£240.00		-£240.00
		£638.02		
<b>Total</b>		<b>£10,961.72</b>	<b>£759.99</b>	<b>£10,201.74</b>

**Precept Account August '14 Appendix B**

Budget		Expenditure		Balance	Percentage
Headings	Allocation	Aug '14	To date	Outstanding	used
Wages	£22,500	£1,816	£9,082	£13,918	39%
Insurance	£5,000	£0	£42	£4,559	1%
Stationery	£1,000	£0	£512	£488	51%
Postage	£1,800	£132	£853	£1,147	43%
LAPTC	£550	£0	£616	£4	99%
Audit fee	£650	£400	£470	£30	94%
Chair Allow	£100	£0	£100	£0	100%
Training	£100	£0	£0	£100	0%
Civic functions	£500	£0	£0	£800	0%
Election	£70	£0	£0	£0	
Reserve	£1,200	£0	£0	£1,200	
equipment	£300	£167	£167	£433	28%
Grants	£2,500	£0	£2,500	£0	100%
Section137	£480	£0	£400	£80	83%
<b>Open Spaces Account</b>					
Grass cutting & shrub borders	£16,760	£2,305	£9,098	£7,177	56%
Bedding out & Watering	£24,400	£2,728	£13,301	£11,874	53%
Cleansing	£7,080	£405	£1,887	£4,013	32%
Maintaining Buildings	£2,700	£0	£420	£2,280	16%
Organisations	£9,710	£785	£3,959	£5,891	40%
Electric & rates	£2,200	£66	£3,257	-£1,057	148%
<b>Total</b>	<b>£99,600</b>	<b>£8,804</b>	<b>£46,663</b>	<b>£52,937</b>	<b>47%</b>

**Other Accounts Aug '14**

Account		Income	Expenditure	Balance
Croft Butts lane Allotments		£0	£174	-£174
Bush lane Allotments		£1,151	£143	£1,008
Rawstone Centre		£3,050	£2,069	£981
Community Development		-£2,392	£5,740	-£8,132
Memorial park - playground	£15,275	£5,000	£0	£20,275
Tom Croft Car park	£5,274	£4,194		£9,468
Open spaces -capital	£6,932	£3,332	£0	£10,264
VAT		£4,646	£5,314	-£669
<b>Total</b>	<b>£27,481</b>	<b>£18,980</b>	<b>£13,441</b>	<b>£33,020</b>