

Freckleton Parish Council

Minutes of the Parish Council Meeting held on Monday 5th January 2015, in the Rawstorne Centre.

Present: Councillor L Rigby, (Chairman)

Councillors Mrs. L Willis, St J Greenhough, Mrs G Cowell, Mrs S Delany, Mrs. M Whitehead, , K McKay and T Fiddler.

- 1) **To receive declarations from anyone (public or Councillors) if they propose to record the meeting (film or audio) under the Openness of the Local Government Bodies Regulations 2014.**

There were no declarations received.

- 2) **To accept Apologies for Absence.**

Councillors T Threlfall and C Robb (unwell), Mrs. J Cartmell (holiday) and P Walton (working)
It was resolved to accept the reasons for absence.

- 3) **Open Forum**

a) **Police Update** – attended by PCSO Kate Heaton
Figures: for 01/12/2014 to 31/12/2014

Freckleton Crime Figures

Location	Total Incidents	Total Crimes
Freckleton West	34	4
Freckleton East	48	2
Lower Lane/The Mede	24	1

The figures show a total of 106 incidents. However, this has only resulted in 7 crimes being recorded.

The crimes for December 2014 are made up as follows:

Assault – An ABH domestic assault incident. Due to the sensitive nature of the incident we are unable to discuss the matter further.

Drugs Possession – A male was stopped on Avalon Drive and was found to be in possession of a small amount of Cannabis. The Cannabis was seized and destroyed and the male received an official Cannabis warning.

Criminal Damage – A vehicle travelling on Preston Old Road was damaged by unknown person(s) throwing stones at passing vehicles. This is a re-occurring issue and is believed to be down to local youths. The suspected youths have been spoken to however there is no evidence against them to take any official action.

Assault - Assault incident on Ribble Ave. Unable to progress due to unwilling victim.

Criminal Damage – Window smashed at an address following a domestic incident between estranged parties. Unable to discuss further

Theft – A youth stole an energy drink from Bargain Booze. The youth has been identified by NHP officers and dealt with by Restorative Justice.

Theft – Theft of alcohol from the Co-op store. Offender captured on CCTV but as yet offender remains unidentified.

The Clerk enquired if any progress had been made with the community work suggested for the youth that had damaged the Scout hut. PCSO Heaton agreed to enquire and report back to the Clerk.

The Chairman thanked PCSO Heaton for all the hard work she had put in over the last 3 years and wished her well in her new position.

b) Public Participation

A member of the public enquired if the Council would object to the cuts proposed by Lancashire County Council.

A member of the public reported that he was being harassed over his lease agreement. The Council sympathised with him but indicated that it was unable to help. It was suggested that this should be referred to County Councillor Paul Rigby.

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

Councillor Rigby, as a member of the Bowling Club, declared an interest in items 8

5) To read and approve the minutes of the following meetings:

a) The Parish Council meeting held on Monday 8th December 2014

b) The Parish Council meeting held on Monday 15th December 2014

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

6) To review the Clerk's report

The contents were noted.

7) Finance

a) Ratification of accounts paid by Clerk

It was resolved to approve the expenditure.

b) Monthly budget statements

The Monthly budget statements were noted.

8) To read the letter from the Bowling Club regarding the installation of the AED and to read the Clerk's reply

The contents of the letter and the reply were noted.

9) To review the maintenance procedures for the recently installed AEDs.

It was resolved that the Council would accept responsibility for the maintenance of the two defibrillators.

10) To consider replacing the electrical equipment in the Cenotaph.

It was resolved that the Clerk should obtain quotations for the replacing the electrical equipment in the Cenotaph security cupboard.

11) To receive an update from meetings held with other Organisations and Bodies

It was reported that Bond helicopters were again flying out of BAE.

12) To receive an update from the FBC Councillors.

None were received.

It was resolved that in view of the confidential nature of the business about to be transacted under item 13 and 14, it is advisable, in the public interest, that the public be temporarily excluded and they are instructed to withdraw.

13) To review the workloads of the Clerk and Assistant Clerk.

The Chairman of Finance reported that the Clerk has spoken to the Assistant Clerk and because she is finding it difficult to work evenings it was felt that her role is no longer that of being trained up to replace him, but just to assist with some of his duties. If this is the case, she was informed that when he retires her duties will cease, as the new Clerk will take over all the duties. All the Financial duties, she undertook as part of her training role, have been returned to the Clerk.

Therefore, it is recommended that her hours should be reduced from 7.5 hours per week to 6.25 hours per week. The Clerk's hours should increase from 19.75 hours per week to 20.5 hours per week.

It was resolved that the assistant Clerk's hours should be reduced from 7.5 hours per week to 6.25 hours per week. The Clerk's hours should increase from 19.75 hours per week to 20.5 hours per week. Both effective from 1st January 2015.

Concern was raised that the Assistant Clerk was appointed on the basis that she would be trained up to cover for the Clerk during periods of absence and eventually take over from him.

It was further resolved that the Chairman, Chairman of Finance and the Clerk should interview the Assistant Clerk to establish her future role with the Council.

14) To review the payment for the Contracts with Golden leaf, for 2015/16 financial year.

It was resolved that the payments for the contracts for 2015/16 should remain the same as the 2014/15 contracts.

15) To agree the date of the next meeting

It was resolved to hold the next meeting on Monday 2nd February 2015, at the Rawstorne Centre, starting at 7:00pm.

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

Date.....02/02/15.....

Schedule of payments		Dec-14	Appendix A	
	Cheque No.	£	VAT	Net of VAT
Precept Account				
KM Armistead - Salary	6179	£1,141.47		£1,141.47
PO ltd - Tax & N/I	6181	£390.59		£390.59
J Winstanley - salary	6180	£284.29		£284.29
KM Armistead - expenses	6187	£107.67		£107.67
Freeola - web-site rental	D/D	£10.80	£1.80	£9.00
Intrak- PA system Remembrance Sunday & Carol Service	6189	£192.00	£32.00	£160.00

St J Greenhough - Snacks for Carol service	6192	£42.23		£42.23
Open Spaces Account				
Golden leaf - grass cutting	6188p	£1,045.00		£1,045.00
Golden leaf - Bedding out & Borders	6188p	£1,000.00		£1,000.00
Golden leaf - litter picking	6188p	£375.00		£375.00
Townsend's - diesel & petrol	6194	£65.01	£10.84	£54.18
Scottish power - electricity charges	D/D	£31.00		£31.00
J Rayton - Repair to Cenotaph lights	6182	£37.50		£37.50
Window doctor - repair to RC door	6183	£45.00		£45.00
McMurray - lettering on Cenotaph	6184	£151.80	£25.30	£126.50
Balmers - Repair to John Deere	6185	£87.47	£14.58	£72.89
Snap & hunter - Repair to RC areas	6186	£750.00		£750.00
FIB - donation for winter plants	Cheque	-£130.00		-£130.00
FIB - donation for Noticeboard	cheque	-£879.97		-£879.97
Steve Gorton - bulbs for Cenotaph lights	6190	£15.92	£2.65	£13.27
Woodys - materials for cenotaph	6191	£81.97	£13.66	£68.31
MK Illuminations - Lights for xmas tree	6193	£88.03	£14.67	£73.36
Signs of the Times - Plaque for FIB	6196	£134.10	£22.35	£111.75
Screw fix - water pump	6198	£19.99		£19.99
K Armistead - pipes & fittings - Cenotaph	6199	£173.32	£28.89	£144.43
FIB - donation towards plaque	cheque	-£111.75		-£111.75
Croft butts rent	c	-£30.00		-£30.00
Community Development Account				
Physio- control - 2 defibrillators	6197	£1,560.00	£260.00	£1,300.00
NatWest - interest	D/P	-£6.01		-£6.01
Rawstorne Centre				
British Gas - Rawstorne electric	D/D	£104.37	£4.97	£99.40
UU - surface water & drainage charge	D/D	£11.63		£11.63
CNG - Rawstorne gas	D/D	£192.39	£9.16	£183.23
Talk-talk - internet and line rental	D/D	28.19	4.70	23.49
Self-Management - rent	cash	-40.00		-40.00
Total		£6,969.01	£445.57	£6,523.44

Budget		Expenditure		Balance	Percentage
Headings	Allocation	Dec-14	To date	Outstanding	used
Wages	£23,000	£1,924	£16,455	£6,545	72%
Insurance	£4,600		£4,337	£263	94%
Stationery	£1,000	£42	£645	£355	65%
Postage	£2,000	£9	£1,225	£775	61%
LAPTC	£620		£616	£4	99%
Audit fee	£500		£470	£30	94%
Chair Allow	£100		£100	£0	100%
Training	£100		£0	£100	0%
Civic functions	£800	£160	£320	£480	40%
Election	£0		£0	£0	
Reserve	£1,200		£0	£1,200	0%
equipment	£600		£167	£433	28%
Grants	£2,500		£2,500	£0	100%
Section137	£480		£400	£80	83%
Open Spaces Account					
Grass cutting & shrub borders	£16,275	£1,118	£14,275	£2,000	88%
Bedding out & Watering	£25,175	£870	£18,948	£6,227	75%
Cleansing	£5,900	£429	£3,501	£2,399	59%
Maintaining Buildings	£2,700	£325	£2,763	-£63	102%
Organisations	£9,850	£73	£4,865	£4,985	49%
Electric & rates	£2,200	£31	£3,527	-£1,327	160%
Total	£99,600	£4,982	£75,116	£24,484	75%

Other Accounts

Dec-14

Account		Income	Expenditure	Balance
Croft Butts lane Allotments		£665	£314	£351
Bush lane Allotments		£1,151	£247	£904
Rawstorne Centre		£4,888	£3,312	£1,576
Community Development		£1,933	£7,789	-£5,856
Memorial park - playground	£15,275	£5,000	£0	£20,275
Tom Croft Car park	£5,274	£4,194	£776	£8,692
Open spaces -capital	£6,932	£3,332	£0	£10,263
VAT		£7,517	£6,725	£792
Total	£27,480	£28,680	£19,163	£36,997