

Freckleton Parish Council

Minutes of the Parish Council Meeting held on Monday 1st February 2016, in the Methodist Hall.

Present: Councillor T Fiddler, (Chairman)

Councillors, T Threlfall St J Greenhough, Mrs M Whitehead, K McKay, Mrs S Delany, Mrs J Cartmell, Mrs N Griffiths and L Rigby.

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.

Cllr Noreen Griffiths.

2) To accept Apologies for Absence.

P Walton & C Robb – Sick. P Holt – Bereavement
It was resolved to accept the reasons for absence.

3) Open forum

a) Police report.

There was no Police present.

Police volunteer Craig Eckersley read out the report.

Number of Incidents Logged: 80

Number Of Crimes: 8

06/01/2016 WA1600293 Criminal Damage BUNKER STREET- CLOSED -

Unknown offenders removed and destroyed an electric sensor on electric gates to a driveway and then made off undetected.

10/01/2016 WA1600445 Shoplifting LYTHAM ROAD- CLOSED -

Unknown offender stole a crate of beer bottles near the door.

14/01/2016 WA1600915 Theft NEW ROAD- CLOSED

Unknown offender removed and stole a catalytic converter from a secure van at an unknown date and time.

16/01/2016 WA1600750 Burglary BUSH LANE- CRIME UNDER ACTIVE INVESTIGATION

Unknown offender attempted to break into a wooden garden chalet through the door and then forced open the window and stole some items.

20/01/2016 WA1600913 Burglary --ADDRESS SANITISED--- CLOSED

Unknown offender broke into a shed by forcing door hinges and then entered a garage by forcing open the lock.

21/01/2016 WA1601018 Theft SCHOOL LANE- CLOSED

Theft of a gas meter from a home by an unknown offender.

21/01/2016 WA1600905 Assault --ADDRESS SANITISED--- CLOSED

Assault during an argument between two offenders known to each other.

27/01/2016 WA1601297 Theft of Motor Vehicle --ADDRESS SANITISED--- CLOSED

Theft of a motorcycle from the rear garden of a home by unknown offenders

The Chairman thanked Craig on behalf of the council for his commitment and support to the council.

3b) Public participation

A member of the public enquired when the Memorial clock would be repaired. It was confirmed that the clock had been accidentally switched off at the mains and was now working properly.

A representative from the Friends of the Park enquired why the Council had held a meeting with FBC and LCC and proposed changes to the design of the re-vamping of park.

It was confirmed that the Council had not held a meeting and it would be sending representatives to the meetings at FBC when the tendering process is being progressed. The Chairman expressed concern that there would be a 3 months delay in starting the work due to the process having to be overseen by the Leisure and Tourism committee under the new "Committee" system at FBC. This committee only meets every three months. Under the old "Cabinet" system the decision would have been made immediately by the Portfolio Chairman.

The chairman told the public that the consultation period for the library has started. Councillor T Ashton has asked for the period to be extended. The chairman also asked if they could have a lobbying party to push this.

It was resolved that councillor Mrs M Whitehead and councillor T Threlfall would follow this up and would include anybody else they think would be helpful.

Councillor P Rigby gave the date for the budget of the 11th February. He said it would be very tight. As soon as he has any information he will email the clerk.

Councillor T. Threlfall asked for the gullies on Freckleton road to be cleaned and he also reported loose kerb stones outside the chapel.

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

All Councilor's, as landlords, declared an interest in the Rawstone centre, Bowling club, Memorial park, the Cenotaph and Bush Lane Allotments.

Councillor Mrs. J Cartmell declared a pecuniary interest – Item 16.

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

The Parish Council meeting held on Monday 4th January 2016.

It was resolved that the minutes of the above meetings, previously circulated, be approved.

6) To review the Clerk's report

The comments were noted.

Rawstone Centre Boiler - Concern was expressed at the faults that had been identified during the installation of the Boiler in 2012. It was reported that the specification procedure, introduced by the new Chairman of Fabrics, should eliminate this type of fault going undetected.

Proposed closure of the Library – Councillor Mrs. Whitehead agreed to set up a sub-committee to try to ensure the Library is kept open.

Defibrillator in the Village – It was agreed that the Bowling club and the Rawstone Centre should be responsible for checking the machines on a weekly basis and reporting to the North West ambulance service each month. Councillor Mrs. Griffith agreed to check the FBC defibrillator, located on the shop wall on Lytham road. The Clerk agreed to help all parties set up the new procedure.

Declaration of interest Forms - The Clerk stressed that it was important to ensure that all Councillors check their forms and update or submit a new form, where appropriate. These forms are now available on the Council's web-site and it is important that they are updated and accurate.

7) Finance

a) Ratification of accounts paid by Clerk

It was resolved that the accounts should be approved

b) Monthly budget statements

Noted.

c) To review the Council's Financial procedures

The Clerk reported that he was concerned that issues have been raised in the last 2 months that would indicate that the financial regulations may need updating. The following issues were discussed:-

1. Why was January '16 meeting moved to the Methodist hall without the full Council's authorisation of the expenditure.

It was clarified that this was revenue (Precept) not capital expenditure and had already been agreed when the budget was set.

The reason was accepted.

2. KMA's Expenses

A full explanation was given at last month's meeting, including why VAT is not claimed.

No changes to the financial regulations were proposed.

3. Grass cutting payments in December and January.

The Contractor has requested that the annual costs for grass cutting is paid in monthly instalments to help with his cash flow. The Council benefit from this because most of the work is carried out in the summer months and some of the payments are made later in the year. This procedure has been in operation for at least 6 years.

The reason was accepted.

4. Jenny Cartmell being Vice chairman of the Finance committee.

There were no objections to this appointment.

In view of the explanation given to each issue raised no action was proposed for changes to the financial regulations.

d) To consider opting in to the NALC audit service scheme

It was resolved that the council would opt in.

8) To receive an update on the revamping of the Memorial park

Cllr Threlfall reported all the funding had been acquired and was in place.

The group was waiting to hear back from LEF and were in the process of confirming costs for the grant from FPC. There is a provisional commencement date for the end of July. There is a list of meetings they need to attend. The group would like to get a representative from the council to help push the project along.

The group have £28700 in the bank from various fund raising initiatives

It was resolved that Councillor Threlfall and one other Councillor would represent the Council.

9) To review the venue for future Council meetings

If the Council returned to the Rawstone Centre, it would need a volunteer to turn the heating on at least 2 hours before the meeting and also to turn the light on the car park before arriving for the meeting as it is very dark and daunting for some members of the public and some councilors.

It was resolved to carry on meeting at the Methodist hall.

10) To consider a request to prune a tree on the western side of Balderstone road.

It was resolved that the clerk would contact the tree officer as the tree has a tree preservation order on it.

11) To review the Risk Assessment procedures.

No comments were noted

It was resolved to approve the procedures.

12) To receive updates from the Chairman of the Committees.

Fabrics

- Council Garage.
Replacement of fluorescent lights.
- Scout hut and Guide hut.
Repair to drain and installation of drain.
Replacement of fascia with UPVC.

- Notice Board and Electric Cabinet on Cenotaph.
Repair to notice board and cabinet door.
- Grass Compound on Bush Lane Sports field.
Under discussion

However due to an over spend on the building budget, sending out for tender has been delayed until April when the new financial year starts.

Cllr Greenhough informed the council that the back of notice board is damp water rising up it inside causing the ink on notices to run. Cllr Threlfall advised that Kirkham Prison have a community division and have a good joinery department.

It was resolved that the Clerk would contact the prison.

Cllr Cartmell stated that the grass is getting long and will soon need cutting – Where are we to put the grass cuttings?

It was resolved that this issue would be put on the open spaces meeting agenda.

Cllr Delany attended a FIB meeting and informed the council that judging would be the 2nd week in August.

There was a request as to who owned the street signs as there were several missing or in a poor state of repair. Cllr Threlfall informed the council that FBC are responsible for the signs. – Cllr Threlfall did an audit on signs late last year and had several replaced or repaired. Cllr Threlfall and the clerk will go round again and report as necessary

Can we write to Brewery's to tidy up the Plough car park and the Recycle bin area as it looks like they have been set on fire. The Coach & Horses car park and surrounding fences need tidying as well as the Thomas Croft car park as this is also a mess.

The above issues were referred to the Open Spaces meeting.

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

The clerk read out the following report from Councillor P Holt, from the Parish Liaison meeting held on 28/01/16

There appears to be a breakdown in Communications due to the poor attendance of recent meetings. Please inform FBC of the contact details of representatives from each Council that should attend.

Two items put on the agenda by Warton Parish council were not discussed because there were no representatives from Warton.

It was agreed that the letter from Ribby with Wrea Council regarding a meeting about flooding should be referred to the Parish liaison meeting to progress.

It was suggested that help should be available to fill in the declaration of Interest forms.

The Clerk asked the councillors to check and amend/update their declaration forms. He has offered support if needed.

Councillor St. J Greenhough reported that he had rung David Coats BAE to report fast moving Lorries through village chewing up Grass verges.

All truck drivers have been instructed to slow down and the contractor will be arranging to repair any damage

14) To receive an update from the FBC Councillors.

Nothing to report.

15) To review the salaries of the Clerk and Committee Clerk, for the 2016/17 financial year

It was resolved that the Clerk and the Committee Clerk would not receive an increase in their salaries.

Councillor Mrs. J Cartmell left the room.

16) To review the payments for the Contracts with Golden leaf, for the 2016/17 financial year.

The Clerk reported that Golden Leaf no longer want to do the watering.
They requested an increase of 50p per hour for litter picking.
It was resolved to refer both these requests to the Open Spaces meeting.
They requested a 2% increase for grass cutting and boarder care.
The Clerk reported the cost would be £460 for the coming year.
It was resolved that the 2% increase would be paid.

Councillor Mrs. J Cartmell returned to the meeting.

17) To agree the date of the next meeting

7th March 2016.

Signed.....T Fiddler.....

Date.....07/03/16.....

Schedule of payments – January 2016 - Appendix A

Freckleton Parish Council					
Precept Account January '16					
Budget		Expenditure		Balance	Percentage
Headings	Allocation	January '16	To date	Outstanding	used
Wages	£23,000	£1,972	£19,769	£3,231	86%
Insurance	£4,600		£4,173	£427	91%
Stationery	£1,000		£516	£484	52%
Postage	£1,800	£117	£1,270	£530	71%
LAPTC	£620		£689	-£69	111%
Audit fee	£500		£470	£30	94%
Chair Allow	£100		£100	£0	100%
Training	£100		£324	-£224	324%
Civic functions	£500		£556	-£56	111%
Election	£2,000		£2,331	-£331	117%
Reserve	£0				
equipment	£280		£133	£147	48%
Grants	£2,500		£500	£2,000	20%
Section137	£500		£400	£100	80%
Open Spaces Account					
Grass cutting & shrub borders	£16,275	£1,000	£20,567	-£4,292	126%
Bedding out & Watering	£25,175	£1,259	£18,154	£7,021	72%
Cleansing	£5,900	£417	£4,371	£1,529	74%
Maintaining Buildings	£2,700	£380	£5,648	-£2,948	209%
Organisations	£9,850	-£24	£7,514	£2,336	76%
Electric & rates	£2,200	£36	£1,835	£365	83%
Total	£99,600	£5,157	£89,320	£10,280	90%
Other Accounts January '16					
Account		Income	Expenditure	Balance	
Croft Butts lane Allotments		£710	£1,428	-£718	
Bush lane Allotments		£1,211	£400	£811	
Rawstome Centre	£7,944	£3,140	£11,346	-£262	
Rawstome Centre - refurbishment		£13,000	£13,000	£0	
Community Development	£67,318	£677	£7,515	£60,480	
Memorial park - playground	£20,275	£0	£0	£20,275	
Tom Croft Car park	£8,692	£8,193	£534	£16,351	
Open spaces -capital	£10,263	£3,798	£8,050	£6,012	
VAT		£11,702	£10,502	£1,200	
Total	£114,492	£42,431	£52,773	£104,149	

Precept Account - January 2016 - Appendix B

Freckleton Parish Council						
Schedule of payments January '16						
			Cheque No.	£	VAT	Net of VAT
Precept Account						
04/01/2016	KM Armistead - Salary		6424	£1,210.82		£1,210.82
04/01/2016	PO ltd - Tax & N/I		6426	£486.96		£486.96
04/01/2016	N Bibby - salary		6425	£274.37		£274.37
04/01/2016	KM Armistead - expenses		6427	£82.35		£82.35
04/01/2016	N Bibby - Expenses		6428	£34.59		£34.59
Open Spaces						
11/01/2016	Golden leaf - grass cutting		64029p	1,000.00		1,000.00
11/01/2016	Golden leaf - Bedding out & Borders		64029p	500.00		500.00
11/01/2016	Golden leaf - litter picking		64029p	375.00		375.00
11/01/2016	Golden Leaf - additional work		64029p	110.00		110.00
11/01/2016	Scottish power - electricity charges		D/D	36.00		36.00
11/01/2016	Townsend's - diesel		6431	50.00	8.33	41.67
11/01/2016	SEEOR properties -repair to RC gas boiler		6430	380.25		380.25
11/01/2016	Newgate Nurseries - deposit for summer plants		6432	1,227.61	204.60	1,023.01
11/01/2016	St J Greenhough		6433	42.33		42.33
11/01/2016	Bank of america - Interest		Cheque	-66.27		-66.27
18/01/2016	FIB _ donation towards summer plants		cheque	-374.35		-374.35
Allotments						
21/01/2016	UU - Croft Butts water charge		D/D	£181.28		£181.28
21/01/2016	UU - Bush lane water Charges		D/D	£42.31		£42.31
Community Development Account						
31/12/2015	Nationwide - interest		D/P	-£52.67		-£52.67
Rawstorne Centre						
20/01/2016	CNG- Rawstorne gas		D/D	£139.32		£139.32
18/01/2016	Rawstorne Centre - payment for gas & Broadband		cheque	-£111.19		-£111.19
VAT -Refunds						
	HM Customs - VAT Refund		d/p	-£3,200.80		-£3,200.80
Total				£2,367.91	£212.94	£2,154.98