

# Freckleton Parish Council

## Minutes of Full Council Meeting held on Tuesday 6<sup>th</sup> February 2018

**Present:** Councillor, Mrs. S Delany (Chair)

Councillors, St J Greenhough, L Rigby, K McKay, Mrs. M Whitehead, Mrs P Holt, Mrs. L Willis, Mrs N Griffiths, P Walton, and T Threlfall.

### 1) To accept Apologies for Absence.

T Fiddler (sick) Mrs. J Cartmell (on holiday) it was resolved to accept the reason for being absent.

### 2) Open Forum - Public participation.

No public were in attendance.

County Cllr P Rigby thanked the council for their support and assistance with the re-opening of the library. The staff have reported that it has been quite busy. He reported that LCC were looking at training the friends of the library to run it on their own and there was a possibility that LCC would pass control of the library to the friends.

He reported that a large pot hole outside Woody's had been filled in today.

Several other pot holes were reported to Cllr Rigby. He will report them to the highways department.

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

None

### 4) To read and approve the minutes of:-

a) The Parish Council meeting held on Monday 8<sup>th</sup> January 2018.

b) The Parish Council meeting (Open spaces contracts) held on Wednesday 10<sup>th</sup> January 2018

c) The Finance meeting held on Monday 15<sup>th</sup> January 2017

It was resolved that the above mentioned minutes previously circulated be approved.

### 5) To review the Clerk's report

The Clerk gave an update on the CCTV cameras linked to the Monitoring system at Poulton and the stand alone systems (known as rapid deployment cameras) which is the type in the Memorial park. FBC have confirmed that they will no longer support the rapid deployment cameras, but will continue to maintain the cameras linked to the Monitoring system.

The Clerk and Cllr. T Threlfall have met with FBC and Blackpool Borough representatives. To install a new camera to link into the system at Poulton would cost approximately £9k with annual running costs of around £1k. There is no arrangement in place for FBC to support any new cameras.

In addition, they have both looked at the stand alone system that Kirkham Town Council have recently installed, (with the funding from the Police Community funding scheme). It consists of 8 fixed cameras and a new monitoring box and cost around £9k with low maintenance costs.

It was agreed that the Clerk should obtain quotations for a stand-alone system in Freckleton to cover all areas of the Memorial park and Lytham road, near to the Cenotaph and report back next month.

### 6) Finance

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

It was resolved to approve the accounts paid by the Clerk - see Appendix A

#### b) Monthly budget statements

The monthly budget statements were noted – see Appendix B

### 7) To review the Risk Assessment procedures.

It was resolved to accept the risk assessment procedure.

**8) To consider entering the Lancashire Best Kept Village competition.**

It was agreed that Cllrs. Threlfall and Mrs. Cartmell would complete the application.

**9) To consider a response to the LCC's Precept Survey 2018**

It was agreed that the clerk would respond to LCC with the councils concerns and comments.

**10) To consider a response to the FBC's Lists of local Building and Tree Strategy**

No action.

**11) To consider the response from Terry Scholz regarding an event to mark the end of WW1**

It was resolved to nominate Cllrs. Mrs S Delany, St J Greenhough and T Threlfall with T Scholz to consider the appropriate response and actions.

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

None.

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

Cllr Mrs P Holt reported at the Parish liaison meeting it was reported that there would be an extra 8 PCSO's introduced into the Fylde. It was not confirmed which areas they would be going to. It was also reported that a gang of youths were coming into the village once a week on a Friday to commit burglaries. The Police have been unable to catch them.

**14) To receive an update from the FBC Councillors.**

It was commented that villagers can expect an increase in their FBC community charge for 2018/19.

**15) To review the Committee Clerk's salary for 2018/19.**

The Clerk thanked the Councillors for re-visiting this review and informed them that it was part of the Committee Clerk's contract of employment that he would automatically progress through the increments of his scale, each year, until he reached the maximum salary in the range. The Council may withhold an increment if it is considered that his performance fell below the level expected, but an annual appraisal must have been carried out prior to the increment being withheld. It was unfortunate that last year's increment was missed and therefore it was expected that he should receive two increments this year.

There followed a discussion on the work carried out by the Committee Clerk and the Clerk informed the meeting of all the work carried out that was on behalf of the Clerk and under his supervision in order that one day the Committee Clerk will be able to take over the role of the Clerk to the Council.

It was resolved to give the Committee clerk two increments from the 1st April 2018.

It was further resolved that the Committee Clerk's workload and pay structure should be reviewed by the Finance committee.

It was further resolved that annual appraisals should be undertaken for all the administrative staff.

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

It was resolved that the next meeting would be held on Monday 12th March 2018

**Signed.....Mrs. S Delany, Chairman.....**

**Date.....12/03/18.....**

## Appendix A

<b>Freckleton Parish Council</b>					
	<b>Schedule of payments</b>	<b>Jan-18</b>			
		<b>Cheque No.</b>	<b>£</b>	<b>VAT</b>	<b>Net of VAT</b>
<b>Precept Account</b>					
Salary & Expenses January 2018		6811-13	£2,108.13		£2,108.13
Methodist Church - Room Hire		6814	£77.00		£77.00
<b>Open Spaces</b>					
Golden leaf - grass cutting		6819p	£1,000.00		£1,000.00
Golden leaf - Bedding out & Borders		6819p	2030		2030
Golden leaf - litter picking		6819p	318.15		318.15
J Cartmell - diesel & petrol		6818	£44.52		£44.52
Scottish power - electricity charges		D/D	£31.60	£1.50	£30.10
Bank of america - Interest		Cheque	-£182.60		-£182.60
Margaret Mason - Christmas Tree		6815	£348.00	£58.00	£290.00
Celebration Cake Libruary Opening		6816	£40.00		£40.00
<b>Allotments</b>					
Waterplus - water charges		D/D	£16.08		£16.08
Waterplus - water charges		D/D	£52.53		£52.53
<b>Community Development Account</b>					
Nationwide - interest		D/P	-£25.24		-£25.24
<b>VAT -Refunds</b>					
HM Customs - VAT Refund		d/p	-£890.24		-£890.24
<b>Total</b>			<b>£4,967.93</b>	<b>£59.50</b>	<b>£4,908.43</b>

## Appendix B

<b>Freckleton Parish Council</b>					
		<b>Precept Account</b>		<b>Jan-18</b>	
Budget		Expenditure		Balance	Percentage
Headings	Allocation	Jan-18	To date	Outstanding	used
Wages	£25,000	£2,108	£21,093	£3,907	84%
Insurance	£4,600		£4,701	-£101	102%
Stationery	£500		£425	£75	85%
Postage phone & internet	£1,900		£198	£1,702	10%
LAPTC	£0		£0	£0	
Audit fee	£500		£520	-£20	104%
Chair Allow	£100		£100	£0	100%
Training	£100		£0	£100	0%
Civic functions	£600	£77	£672	-£72	112%
Election	£0		£0	£0	
Reserve	£0		£0	£0	
equipment	£400		£0	£400	0%
Grants	£1,000		£500	£500	50%
Section137	£500		£500	£0	100%
<b>Open Spaces Account</b>					
Grass cutting & shrub borders	£18,729	£1,000	£14,509	£4,220	77%
Bedding out & Watering	£26,151	£2,075	£18,350	£7,801	70%
Cleansing	£5,420	£318	£4,047	£1,373	75%
Maintaining Buildings	£3,500		£5,163	-£1,663	148%
Organisations	£11,395	£147	£6,733	£4,662	59%
Electric & rates	£2,400	£30	£2,062	£338	86%
<b>Total</b>	<b>£102,795</b>	<b>£5,755</b>	<b>£79,571</b>	<b>£23,224</b>	<b>77%</b>
<b>Other Accounts</b>					
		<b>Jan-18</b>			
Account	Opening Bal	Income	Expenditure	Balance	
Croft Butts lane Allotments		£695	£1,338	-£643	
Bush lane Allotments		£1,151	£779	£372	
Allotment - refurbishment	£35,000	£0	£0	£35,000	
Community Development	£56,261	£890	£8,469	£48,682	
Memorial park - playground		£0	£275	-£275	
Depreciation fund (car park, etc.)	£16,351	£3,163	£0	£19,514	
Open spaces	£14,123	£0	£0	£14,123	
VAT		£8,226	£7,676	£549	
<b>Total</b>	<b>£121,734</b>	<b>£14,125</b>	<b>£18,537</b>	<b>£117,322</b>	