

**Minutes of Full Council Meeting held on Monday 7<sup>th</sup> September 2020 (By Zoom)**

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

Councillors T Threlfall, T Fiddler, K McKay, Mrs L Willis, Mrs N Griffiths, Mrs P Mulholland, Mrs N Whalley, Mrs C Thomas, Mrs F Craig-Wilson, and J Graham.

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

Councillor Mrs D Plant (Unwell)

Assistant Clerk N Bibby (Holiday)

**2) Open Forum****Police**

The Police report for August 2020 was previously distributed.

**Public participation**

Two members of the public enquired about the progress being made regarding the recent flooding. See item 6.c and 7 below.

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

All councillors as landlords of the Memorial park declared an interest in item 10.

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

a) **The Parish Council meeting held on Monday 6<sup>th</sup> July 2020**

b) **The Planning Committee meeting held on Monday 13<sup>th</sup> July 2020**

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

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

The contents were noted.

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

It was resolved to approve the accounts paid by the Clerk.

**b) Monthly budget statements**

The monthly budget statements were noted. The Clerk reported that there had been an over spend on the summer plants.

It was resolved to purchase the winter plants at a cost of £170.

**c) To consider a quotation for re-directing the drains from the Bush lane sports field towards the allotment lane drains.**

The Clerk reported that he and Cllr. T Threlfall had met with a drain Contractor and it was proposed to run a drain from the North West corner of the Sports field to the bottom of the Allotment lane, in order to stop the flooding that was causing problem to the property on Sagar Drive.

It was resolved to accept the quotation for £7,950 for the installation of the drain.

**7) To the review what action has been taken regarding the recent flooding.**

The Clerk gave an update of the meeting held with LCC to clear the gullies and water courses that contributed to the recent flooding.

Since the meeting there has been a detailed report from LCC on the progress made to clear the drains etc. This report has been circulated to Councillors and residents who emailed in the flooding problems. Also, a transcript has been put on the web-site and noticeboard.

**8) To consider the procedures for the Remembrance Sunday service**

It was resolved that:-

Only three Council members and spouses will attend the Church service

Only four Clergy, Chair of the Council, Royal British Legion (if they attend) and a single wreath layer from each of the Organisations will be inside the garden.

The Clerk will contact the Band to see if a trumpeter will play the Last Post.

Arrangements will be made for the public to be socially distant by putting up barriers.

**9) To receive an update on the transfer of the Freckleton Charitable Trust.**

The Clerk reported that the Charitable Trust solicitors had been in touch to arrange a change in the Article so that the Parish Council will be sole directors of the Trust.

It should be noted that the Charitable Trust is registered as a Limited Company and all the changes will have to be approved by the Council’s solicitors. In addition, the Council will have to employ an Accountant to Audit the Accounts before they are submitted to Company House.

Consideration should be given to de-registering as a Limited Company.

**10) To consider a request for the removal of a ban on a Youth visiting the Children’s Play area.**

The Clerk gave an update on the anti-social behavior that has occurred in the park in recent months. He reported that the Police have banned 2 youths from being in the park and a third has received a warning. He has received a request from one of the youth’s parents for the ban to be lifted.

It was resolved that the ban should not be lifted.

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

It was resolved that the date of the next meeting will be on Monday 05/10/20.

Signed...St J Greenhough, Chairman.....

Date...05/10/20.....

**Appendix A****Schedule of Payments July '20**

		<b>Cheque No.</b>	<b>£</b>	<b>VAT</b>	<b>Net of VAT</b>
<b>Precept Account</b>					
01/07/2020	Salary & Expenses July 2019	BACS	£2,302.45		£2,302.45
28/02/2020	Staples - Printer	BACS	£250.80	£41.80	£209.00
15/07/2020	Bt - Internet	D/D	£44.51	£7.42	£37.09
<b>Open Spaces</b>					
01/07/2020	M & A Haselden - litter picking & watering	BACS	£875.00		£875.00
01/07/2020	M & A Haselden - grass cutting	BACS	£1,539.66		£1,539.66
20/07/2020	D Taylor - Shrubs	BACS	£705.00		£705.00
06/07/2020	Scottish power - electricity charges	D/D	£23.00	£1.10	£21.90
23/07/2020	DVLA - tax for pickup	BACS	£265.00		£265.00
20/07/2020	Woodys - Materials	BACS	£38.28	£6.38	£31.90
20/07/2020	D Taylor - Extra work	BACS	£337.17		£337.17
01/07/2020	M & A Haselden - Extra work	BACS	£75.00		£75.00
23/07/2020	M Mason - Flowers M Dowling funeral	BACS	£30.00		£30.00
02/07/2020	Bank of America - playground fund	cheque	-£294.51		-£294.51
02/07/2020	J Cartmell - 12 bags of compost	Cheque	-£46.08	-£7.68	-£38.40
23/07/2020	Chub - Annual contract for storeroom	D/P	£155.26	£25.88	£129.38
28/07/2020	Mark1mowers - Cricket mower service	BACS	£30.00		£30.00
<b>Allotments</b>					
21/07/2020	Waterplus - water charges	D/D	£293.39		£293.39
21/07/2020	Waterplus - water charges	D/D	£102.35		£102.35
<b>Community Development Account</b>					
30/06/2020	Natwest - interest	D/P	-£0.08		-£0.08
30/06/2020	Nationwide - interest	D/P	-£2.75		-£2.75
<b>VAT refund</b>					
04/07/2020	HM Customs - VAT Refund	d/p	-578.79		-£578.79

Sequence 1854

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**Total** **£6,144.66** **£74.89** **£6,069.77**

**Schedule of Payments Aug. '20**

		<b>Cheque No.</b>	<b>£</b>	<b>VAT</b>	<b>Net of VAT</b>
<b>Precept Account</b>					
01/08/2020	Salary & Expenses August 2019	BACS	£2,305.12		£2,305.12
11/05/2020	Freeola - website rental	dd	£7.20	£1.20	£6.00
15/08/2020	HP - cashback on printer	D/P	-£60.00		-£60.00
28/08/2020	FBC - Precept grant	D/P	-£52,377.00		-£52,377.00
<b>Open Spaces</b>					
02/08/2020	Scottish power - electricity charges	D/D	£23.00	£1.10	£21.90
05/08/2020	Golden leaf - Bedding out June & July	BACS	£1,920.00		£1,920.00
05/08/2020	M & A Haselden - litter picking & watering	BACS	£875.00		£875.00
05/08/2020	M & A Haselden - grass cutting	BACS	£1,539.66		£1,539.66
05/08/2020	Threlfall Electric - Move defib at RC	BACS	£168.00	£28.00	£140.00
05/08/2020	Woodys - materials	BACS	£80.64	£13.44	£67.20
12/08/2020	Carrs - grass seed	BACS	£50.00		£50.00
28/08/2020	FBC - Playground maintenance	D/P	£1,961.70		£1,961.70
28/08/2020	FBC - bus shelter cleaning grant	D/P	-£280.00		-£280.00
12/08/2020	D Taylor - Contract work	BACs	£900.00		£900.00
20/08/2020	Newgate nurseries - summer plants	BACS	£4,651.20	£775.20	£3,876.00
<b>Allotments</b>					
<b>Community Development Account</b>					
31/07/2020	Nationwide - Interest	D/P	-£2.84		-£2.84
<b>VAT refund</b>					
-					
<b>Total</b>			<b>-£38,238.32</b>	<b>£818.94</b>	<b>£39,057.26</b>

## Appendix B

## Precept Account July '20

Budget		Expenditure		Balance	Percentage used
Headings	Allocation	July '20	To date	Outstanding	
Wages & Expenses	<b>£28,250</b>	£2,302	£9,185	£17,815	34%
Insurance	<b>£4,500</b>		£42	£4,459	1%
Stationery & web-site rental	<b>£1,300</b>	£37	£226	£574	28%
Audit fee	<b>£550</b>		£110	£414	21%
Chair Allow	<b>£100</b>			£100	
Training	<b>£100</b>			£100	
Civic functions – Remembrance Sunday etc.	<b>£750</b>			£750	
Election				£200	
Reserve					
equipment	<b>£400</b>	£209	£209	£191	52%
Grants	<b>£500</b>		£700	-£200	140%
Section137	<b>£750</b>		£650	£100	87%
<b>Open Spaces Account</b>					
Grass cutting	£19,500	£1,540	£6,260	£12,840	33%
Bedding out & Shrubberies	£18,500	£1,042	£4,732	£15,218	24%
Litter & Watering	£9,100	£1,140	£4,051	£4,949	45%
Maintaining Buildings	£7,900	£198	£714	£4,786	13%
Organisations	£9,500	-£235	£4,465	£7,260	38%
Electric & rates	£3,055	£22	£1,971	£879	69%
<b>Total</b>	<b>£104,755</b>	<b>£6,256</b>	<b>£33,315</b>	<b>£70,434</b>	<b>32%</b>

## Other Accounts July '20

Account	Opening Bal	Income	Expenditure	Balance
Croft Butts lane Allotments			£336	-£336
Bush lane Allotments		£1,150	£198	£952
Allotment - refurbishment	£35,000			
Community Development	£44,730	£1,171	£400	£45,501
Memorial park				
Depreciation fund (car park, etc.)	£19,933			£19,933
Open Spaces	£18,953			£18,953
VAT		£2,762	£654	£2,108
<b>Total</b>	<b>£118,616</b>	<b>£5,083</b>	<b>£1,587</b>	<b>£87,112</b>

Sequence 1856

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**Precept Account Aug. '20**

Budget		Expenditure		Balance	Percentage used
Headings	Allocation	August '20	To date	Outstanding	
Wages & Expenses	<b>£28,250</b>	£2,305	£11,490	£15,510	43%
Insurance	<b>£4,500</b>		£42	£4,459	1%
Stationery & web-site rental	<b>£1,300</b>	£6	£232	£568	29%
Audit fee	<b>£550</b>		£110	£414	21%
Chair Allow	<b>£100</b>			£100	
Training	<b>£100</b>			£100	
Civic functions – Remembrance Sunday etc.	<b>£750</b>			£750	
Election				£200	
Reserve					
equipment	<b>£400</b>	-£60	£149	£251	37%
Grants	<b>£500</b>		£700	-£200	140%
Section137	<b>£750</b>		£650	£100	87%
<b>Open Spaces Account</b>					
Grass cutting	£19,500	£1,590	£7,850	£11,250	41%
Bedding out & Shrubberies	£18,500	£6,696	£11,428	£8,522	57%
Litter & Watering	£9,100	£875	£4,926	£4,074	55%
Maintaining Buildings	£7,900	-£73	£641	£4,859	12%
Organisations	£9,500	£1,962	£6,427	£5,298	55%
Electric & rates	£3,055	£22	£1,993	£857	70%
<b>Total</b>	<b>£104,755</b>	<b>£13,323</b>	<b>£46,637</b>	<b>£57,112</b>	<b>45%</b>

**Other Accounts Aug. '20**

Account	Opening Bal	Income	Expenditure	Balance
Croft Butts lane Allotments			£336	-£336
Bush lane Allotments		£1,150	£198	£952
Allotment - refurbishment	£35,000			£35,000
Community Development	£44,730	£1,174	£1,400	£44,504
Memorial park				
Depreciation fund (car park, etc.)	£19,933			£19,933
Open Spaces	£18,953			£18,953
VAT		£2,762	£1,673	£1,089
<b>Total</b>	<b>£118,616</b>	<b>£5,086</b>	<b>£3,606</b>	<b>£120,095</b>

Sequence 1857

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