

## Freckleton Parish Council

Minutes of the Parish Council Meeting held on Tuesday 5<sup>th</sup> March 2013, in the Methodist hall.

**Present:** Councillor Mrs L Willis, (Chairman)

Mrs S Delany, Mrs. M Whitehead, T Fiddler, St J Greenhough, L Rigby, K McKay, P Walton, and C Robb.

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

Councillor T Threlfall (another meeting)

It was resolved that the reasons for absence should be accepted.

County Councillor P Rigby (another meeting)

**2) Open Forum**

a) **Police Update** – attended by PCSO Kate Heaton.

**Figures: for 04/02/2012 to 05/03/2012**

**Last year**

Location	Total Incidents	Total Crimes
Freckleton West	28	2
Freckleton East	41	1
Lower Lane/The Mede	22	6

The figures show a total of 9 crimes recorded for the month of February 2012.

**Figures: for 04/02/2013 to 05/03/2013**

**This year**

Location	Total Incidents	Total Crimes
Freckleton West	21	1
Freckleton East	33	2
Lower Lane/The Mede	40	3

The figures show a total of 6 crimes recorded for the month of February 2013.

The crimes for January 2013 are made up as follows Burglary, Domestic related incidents and theft.

It was reported that the Lower Lane Community committee were now meeting again. PCSO Heaton agreed to attend future meetings and call in on the Office from time to time.

A meeting had been arranged with the Police and the Club day committee to resolve the issue of Policing on the Club day weekend.

The CCTV camera, in the Memorial park, has been checked to try to identify the person who stole top soil. PCSO Heaton agreed to report back with the findings.

**b) Public participation**

It was reported that a hedge on Naze lane east was overgrown and was obstructing children and mothers with prams walking safely down this road. Councillors Greenhough and Mrs. Willis agreed to speak to the owners of the hedge.

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

All Councillors, as Landlords, declared an interest in the Rawstorne centre.

All Councillors, as trustees, declared an interest in the Bush lane playing fields.

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

- a) The Parish Council meeting held on Monday 4<sup>th</sup> February 2013

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

**5) To receive the Clerk's report.**

The comments in the Clerk's report, previously circulated, were noted.

It was agreed that the Clerk should send a letter to Mrs. Foster to thank her for her time spent on the Council.

It was agreed that the Clerk should send a letter to Lewis Battersby thanking him for re-siting the safety barriers on the car park.

**6) Finance**

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

It was resolved that the accounts be approved – *see Appendix A*

**b) Monthly budget statements**

The monthly statements were noted – *see Appendix B*

**c) To consider re-appointing Derek Scholes as the Internal auditor for the 2012/13 accounts**

It was resolved that Derek Scholes should be appointed the Internal auditor for the 2012/13 accounts.

**d) To ratify that the Council's internal audit procedures have been carried out for 2012/13**

It was confirmed that members of the Council had carried out internal audit procedures for the 2012/13 Accounts.

**e) To consider setting up separate Accounting records for proposed capital expenditure funds (eg. Memorial park play area fund)**

The Clerk reported that in previous years the Community Development account balance had remained reasonably the same despite expenditure being undertaken on a number of capital expenditure projects. This was mainly due to other income (e.g. LCC Grass cutting fees and fees from the Fair) being credited to this account. In the current year the Council had approved a grant of £10k be set aside for the Memorial park playground re-vamp project. In addition, from next year, it has been agreed that a reserve should be including in the Precept budget for the maintenance of the Tom Croft car park.

The Clerk suggested that separate bookkeeping accounts should be set up for the re-vamping the Memorial park play area, maintaining the Tom Croft car park, the purchase of new/replacement Open Spaces and allotment Capital expenditure.

It was resolved that separate bookkeeping accounts should be set up for:-

- a) Re-vamping the Memorial park play area,
- b) Maintaining the Tom Croft car park,
- c) The purchase of new/replacement Open Spaces
- d) Allotment Capital expenditure.

**f) To approve the transfer of the reserve of £700 from the Precept account to the Community development account**

It was resolved that £700 should be transferred from the Precept account to the Community Development account.

It was further resolved that £10k should be transferred from the Community development account to the new Revamping of the Memorial park account.

It was further resolved that £3.6k should be transferred from the Community development account to the new Open spaces equipment account.

**g) To consider purchasing a new lightweight strimmer and safety equipment (hat, visor, ear muffs and gloves) £200**

It was resolved that a new lightweight strimmer and safety equipment should be purchased for £200.

**7. To consider whether a Councillor should be appointed as Chairman of the Rawstorne Centre.**

The enquiry was requested by Councillor Robb, the current Chairman of the Rawstorne Centre. It was suggested that it would be beneficial for the members of the Management committee to appoint the Chairman, but as the Centre is not currently self sufficient it would be better for a Parish Councillor to be appointed Chairman.

It was resolved that a Parish councillor should be elected as Chairman for the next 12 months.

**8. To consider a request from the newly formed Freckleton Football Club to use Bush Lane football pitches on Saturday afternoons.**

The Clerk reported that the Chairman of the newly formed Freckleton football club had enquired whether the main football pitch would be available for League matches on a Saturday afternoons. It was reported that some of the junior teams from Warton Typhoons may soon be amalgamated with the newly formed Football club.

It was resolved that the newly formed Freckleton football club should be allowed to use the main football pitch on a Saturday afternoon, starting from the beginning of the 2013/14 season, subject to them being accepted in to one of the local leagues.

The Clerk reported that another letter had been handed to him before the meeting, from Paul Martland, asking if he could set up a new Freckleton Football club.

It was resolved to ask Paul Martland to contact the Chairman of the newly formed football club to see if his services can be of help to them.

The Clerk reported that the football pitches have not been maintained properly over the last few years and despite new drainage being installed on the junior pitch, nearest the road, it is still retaining water. In addition, the grass cutting contractor only rolls the main pitch during the winter months and the ground has become compacted and needs aerating. He suggested that a professional groundsman should be asked to set out a maintenance programme of work for all three pitches and the Cricket outfield and, where necessary, new equipment should be purchased to undertake this work. The grass cutting contractor would then be asked to maintain the areas at the frequency required by the maintenance programme.

It was resolved that the Clerk should seek the services of a professional groundsman to work out a maintenance programme of work to be carried out.

**9. To appoint a Chairman of the Communications committee**

It was resolved that Councillor Mrs. S Delany should be appointed Chairman of the Communications committee.

Councilor Robb agreed to help her with the computer work.

**10. To formally co-opt Karen Pye and Lesley Salthouse onto the Open Spaces Committee.**

It was resolved that Karen Pye, from Freckleton in Bloom committee, should be co-opted on the Open Spaces committee and that Lesley Salthouse should act as her replacement if Karen is unable to attend.

It was further resolved that Council St. J Greenhough should be the Council's representative on the Freckleton in Bloom committee.

**11. To consider the email regarding small area of land at the rear of 45, Hodgson Avenue.**

The Clerk reported that this small piece of land is now derelict, because it is isolated from the other allotments and Mr. & Mrs. Dickinson had asked if they could lease it from the Council as an extension to their back garden. The Clerk pointed out that electricity cables, to the pump in the Overflow tank, ran underground across this piece of land and access may be required in the future. United Utilities had declined an offer to purchase this land with the other land being acquired for the Overflow tank.

It was resolved to lease this land to the Dickinsons, on a recurring annual basis, for a peppercorn rent of £1 per annum. The lease agreement must stipulate that UU will be allowed access to the land if maintenance is required to the electricity cables.

**12. To discuss the printing and distribution of the annual Newsletter and whether a British Legion flyer should be included with the next issue.**

It was resolved that the 2013 annual newsletter should be printed and distributed by DeliverdNorthwest.com.

It was further resolved that the British Legion flyer should not be included in the Newsletter distributed in June 2013.

**13. To consider the letter regarding the wall which divides the graveyard and the entrance to the Memorial Park**

It was resolved that the Clerk should obtain a price for repair of the boundary wall with the graveyard.

It was further resolved that the Council would then offer a donation to the Parochial Church Council for the cost of repairing this wall.

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

It was reported that the club day committee were seeking assurances that the Security guard will be employed again this year.

The Clerk confirmed that he will be booked again.

In addition, it was reported that the Club day committee had informed the Frecklestone project team that they would require the £5k donation to be returned to them if it was not used for a new building or an extension.

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

The Clerk reported that councillor Threlfall has arranged for another litter pick along the bypass and down Goe lane.

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

It was resolved that the next meeting should be held on Tuesday 2<sup>nd</sup> April 2013, starting at 6:30 pm with the Annual Assembly and followed by the Full Council meeting.

Signed.....Mrs. L Willis, Chairman.....

Date.....02/04/13.....

## Schedule of payments

Feb-13

Appendix A

	Cheque No.	£	VAT	Net of VAT
<b>Precept Account</b>				
KM Armistead - Salary	5737	£1,130.27		£1,130.27
PO ltd - Tax & N/I	5739	£391.24		£391.24
J Winstanley - salary	5738	£284.29		£284.29
KM Armistead - expenses	5747	£104.02		£104.02
Freeola - internet domain charge	D/D	£7.20	£1.20	£6.00
Staples - Envelopes	5740	£12.30	£2.05	£10.25
<b>Open Spaces Account</b>				
UU - water charges for gardener's store	5754	£266.36		£266.36
Grangeland Services - grass cutting	5736p	£830.00		£830.00
Grangeland Services watering	5736p	£292.00		£292.00
Grangeland Services- litter picking	5736p	£548.17		£548.17
Scottish power - electricity charges	D/D	£24.00		£24.00
Balmers - service John Deere	5741	£2,088.60	£348.11	£1,740.49
Chamjet - clear drains on Bowling green	5744	£780.00	£130.00	£650.00
Bowling Club - Donation for drains	cheque	-£650.00		-£650.00
S Taylor - Remove fence on car park	5745	£80.00		£80.00
G Parker - repairs to Rawstorne centre	5746	£425.00		£425.00
Golden Leaf - Maintaining borders	5748	865		865
J Garlick - gritting	5749	154		154
Townsend's - diesel	5750	£150.03	£25.01	£125.03
Woodys - paint for benches	5751	£100.38	£16.73	£83.65
Lancs. Best kept village - Entry fee	5752	£20.00		£20.00
Smalleys - hire of chipper	5753	£113.25	£18.25	£95.00
<b>Community Development Account</b>				
Threlfall Electric - New flood lights	5743	£490.92	£81.82	£409.10
<b>Rawstorne centre</b>				
British Gas - Rawstorne electric		£22.96	£1.09	£21.87
Fred Hughes - New Hoover		£89.99	£15.00	£74.99
<b>Total</b>		<b>£8,619.98</b>	<b>£639.26</b>	<b>£7,980.72</b>

Budget		Expenditure		Balance	Percentage
Headings	Allocation	Feb-13	To date	Outstanding	used
Wages	£21,000	£1,806	£19,268	£1,732	92%
Insurance	£6,000		£4,782	£1,218	80%
Stationery	£1,000	£10	£633	£367	63%
Postage	£1,800	£110	£1,367	£433	76%
LAPTC	£600		£532	£68	89%
Audit fee	£650		£620	£30	95%
Chair Allow	£100		£100	£0	100%
Training	£100		£0	£100	0%
Civic functions	£500		£648	-£148	130%
Election	£0				
Reserve	£700			£700	
equipment	£600		£31	£569	5%
Grants	£3,500		£3,500	£0	100%
Section137	£420		£480	-£60	114%
<b>Open Spaces Account</b>					
Grass cutting & shrub borders	£21,600	£3,656	£16,614	£4,986	77%
Bedding out & Watering	£18,027	£292	£23,011	-£4,984	128%
Cleansing	£6,500	£702	£6,424	£76	99%
Maintaining Buildings	£2,700	£505	£2,592	£108	96%
Organisations	£9,000	£84	£7,784	£1,216	86%
Electric & rates	£2,000	£276	£527	£1,473	26%
<b>Total</b>	<b>£96,797</b>	<b>£7,441</b>	<b>£88,915</b>	<b>£7,882</b>	<b>92%</b>

Account	Other Accounts		Feb-13	
		Income	Expenditure	Balance
Croft Butts lane Allotments		£695	£239	£456
Bush lane Allotments		£835	£309	£525
Rawstone centre		£6,834	£5,077	£1,757
Community Development		£16,967	£19,341	-£2,374
VAT		£8,867	£8,247	£619
<b>Total</b>		<b>£34,197</b>	<b>£33,214</b>	<b>£983</b>