

## Freckleton Parish Council

### Minutes of the Parish Council Meeting held on Monday 8<sup>th</sup> December 2014, in the Rawstone Centre.

**Present:** Councillor L Rigby, (Chairman)

Councillors Mrs. L Willis, St J Greenhough, Mrs G Cowell, Mrs S Delany, Mrs. M Whitehead, Mrs. J Cartmell, T Threlfall and C Robb.

- 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 K McKay, (working abroad), T Fiddler (unwell) and P Walton (working)

It was resolved to accept the reasons for absence.

- 3) **Open Forum**

- a) **Police Update** – attended by PCSO Bell. Apologies were received PCSO Kate Heaton and PC Darren Coathup

Throughout November there have been 15 crimes recorded across the Freckleton area.

These can be broken down to:

- 1 – Assault
- 1 – Vehicle crime
- 9 – Burglary/Theft
- 3 – Damage
- 1 – Fraud

#### **Assault**

DV related incident. Enqs. On-going. Unable to disclose further.

#### **Vehicle Crime**

Failure to return courtesy car on request. Enquiries on going however may be civil matter.

#### **Burglary/Theft**

- 1) Dwelling burglary – Lytham Road – 25/11/14 – Forced rear door to flat and made untidy search. Enqs. Ongoing.
- 2) Dwelling burglary – Shackleton Road, – 18/11/14 – Entered via unknown means through rear patio door. Property stolen from within and out buildings. Enqs on going.
- 3) Dwelling burglary – Preston New Road – 5/11/14 – Offender entered via insecure rear gate than opened insecure rear patio door before stealing keys then being disturbed by occupant. Case now closed as all lines of enquiry have been completed.
- 4) Burglary other than – Lytham Road – 08/11/14 – Break into insecure garage. Bicycles stolen. Case now closed as all lines of enquiry completed.
- 5) Other theft – Naze Lane – 26/11/14 – Offender with legitimate access removed computer from locked office within building. Case now closed as all lines of enquiry completed.
- 6) Shoplifting – Lytham Road – 12/11/14 – Offender entered store, selected items and left without paying. Enqs on going around CCTV footage.

- 7) Attempt burglary dwelling – Kirkham Road – 04/11/14 – 2 males offenders entered grounds of property and tried to force rear UPVC door before being disturbed by occupant’s dog. Enquiries on going.
- 8) Theft of pedal cycle – Preston Old Road – 03/11/14 – Entered insecure rear yard and stole insecure pedal cycle. Case closed as no further lines of enquiry.
- 9) Shoplifting – Lytham Road – 02/11/14 – Offender entered store, selected items and left without paying. CCTV checked. Case closed as no further lines of enquiry.

### **Damage**

- 1) Damage – Memorial Park – 18/11/14 – Damage to wall at Scout Hut. Offender traced and spoken to. Parish Council to be contacted regarding disposal of the case and to discuss suitable outcome.  
It was agreed that the youth should not be asked to contribute to the repair to the rendering but to help with tidying up the Cenotaph. The Golden Leaf representative agreed to supervise the work.
- 2) Damage – Kirkham Road – 15/11/14 – window damaged from object believed to have come from nearby field. Occupant does not feel this was a deliberate act or that he has been specifically targeted. Case closed as no lines of enquiry.
- 3) Damage – School Lane – 2/11/14 – Stone thrown at vehicle damaging side window pillar. Case closed as no further lines of enquiry.

### **Fraud**

- 1) Fraud – Freckleton – Victim who lives in another part of the country has paid monthly instalments for a motor vehicle. Upon final payment, vehicle has not been delivered. Company in question has since stopped trading due to bankruptcy. Further enqs needed as this may be a civil matter.

### **9 ASB logs reported however no patterns emerged.**

- 2x refer to neighbour disputes
- 1x Car parked in turning circle
- 1x DV matter
- 1x dumped caravan
- 2x Youth ASB
- 1x House Party
- 1x Male wanting number for social services.

It was felt that the increase in crime was due to the reduction in the Policing within the Village. It was suggested that the Council’s views should be passed onto the Police.

It was reported that stones had been thrown at a coach, whilst travelling through the Village and windows have been damaged. The Police agreed to investigate and report back next month.

### **b) Public Participation**

A member of the public enquired if the Precept budget would be increased next year. The Clerk reported that the budget for 2015/16 would be set at the Finance meeting, scheduled to take place in January 2015. The Council monitors its expenditure against the budget, each month, and there was no reasons to indicate that the Budget would increase.

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

All Councillors, as landlords, declared an interest items 9 – Revamp of the Memorial park and 10 – The bar license at the Rawstorne Centre.

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

- a) The Parish Council meeting held on Monday 3<sup>rd</sup> November 2014
- b) The Open Spaces committee meeting held on Wednesday 3<sup>rd</sup> December 2014

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

The minutes of the meeting held with the Surfacing Standards Ltd, on the 4<sup>th</sup> November 2014, were noted.

**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.

**c) To consider the costs of replacing the map on the Noticeboard.**

It was reported that the map had been removed in September and a notice put up for enquires for directions to be made to Councillor Mrs. Cowell. No enquiries had been received.

It was resolved to leave the map down for a further six months and then review whether it should be replaced.

**8) To consider recommendations from the Communications committee to issue the Newsletter annually instead of quarterly.**

It was resolved that the Newsletter should be issued twice annually (June and December) and to include all the Council and Civic events that will take place in the period before the next Newsletter.

**9) To review the minutes of the Open Spaces meeting relating to the revamping of the Memorial park.**

It was requested that the detail plan of phase one (installation of the new play equipment) should be required before the public consultation meeting.

It was resolved to ratify the master plan and the phased implementation.

**10) To consider the concerns regarding the bar licence for the Rawstone Centre.**

It was reported that the Cricket club did not change over the bar licence to its name when it was agreed in 2012 that the Club could run the bar. The licence is still in the name of the Management committee and has not been amended since 1985. This means that the Chairman of the Management committee would be responsible for any misuse of the licence, but he has no control over opening hours and whether only club members are being served at the bar.

When the cricket club took over the running of the bar, the Management committee terminated the registration of PAYE with the Inland Revenue. It should be clarified as to whether the Cricket club is registered for the payment of wages.

It was resolved to arrange a meeting with the Cricket to progress the issues raised.

**11) To consider a request from the Club day committee to hold another meeting with the Police.**

It was resolved to arrange a meeting with Inspector Thackeray-Scott.

**12) To consider a response to the proposals for moving of premises for the Post office.**

The action was noted.

**13) To review the health and safety issues at the Rawstone centre**

The following were agreed:-

- 1. Floodlight Poles covers. - To arrange new covers to be made by SMS
- 2. The Stanchions from the old tennis court. The Clerk reported that work was in hand for these to be removed and the holes filled in.

3. The speed bumps in the car park – To arrange for these to be repaired and painted yellow.

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

There were no updates.

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

There were no updates.

**16) To review the salaries and workloads of the Clerk and Assistant Clerk.**

The Clerk reported that NALC has agreed 2.2% increase across all the salary grades with effect from 1<sup>st</sup> January 2015.

It was resolved that the Clerk's and Assistant Clerk's salaries should be increased by 2.2% from 1<sup>st</sup> January 2015.

Concern was expressed that the Assistant clerk was originally employed to be trained up to assist the Clerk with his workload and to be available if the Clerk went off sick and ultimately to take over the duties of the Clerk.

As she is limited to the amount of evening work it was felt that this was no longer achievable.

In addition, the Clerk reported that there were some areas of work that needs to improve.

It was agreed that the Clerk should review the Assistant clerk's workload and report back to the next meeting with recommendation for his and the Assistant workloads.

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

It was resolved to hold the next meeting on Monday 5<sup>th</sup> January 2015, at the Rawstorne Centre, starting at 7:00pm.

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

Date.....05/01/15.....

**Schedule of payments Nov-14**

**Appendix A**

	<b>Cheque No.</b>	<b>£</b>	<b>VAT</b>	<b>Net of VAT</b>
<b>Precept Account</b>				
KM Armistead - Salary	6160	£1,141.47		£1,141.47
PO ltd - Tax & N/I	6162	£390.59		£390.59
J Winstanley - salary	6161	£284.29		£284.29
KM Armistead - expenses	6163	£116.40		£116.40
Freeola - internet domain charge	D/D	£7.20	£1.20	£6.00
Came & co - Council's insurance	6169	4295.79		4295.79
Staples - Stationery	6175	£12.54	£2.09	£10.45
Intrak - PA fro Remembrance Sunday	6177	£192.00	£32.00	£160.00
<b>Open Spaces Account</b>				
Golden leaf - grass cutting	6170p	£1,000.00		£1,000.00
Golden leaf - Bedding out & Borders	6170p	£1,150.00		£1,150.00
Golden leaf - litter picking	6170p	£405.00		£405.00
M Benson - Hedge cutting	6164	£360.00	£60.00	£300.00

Scottish power - electricity charges	D/D	£31.00		£31.00
J Rhodes - Hedge cutting - LCC ProfW	6165	£72.00	£12.00	£60.00
Newgate Nurseries - winter plants	6166	£715.20	£149.00	£566.20
Townsend's - Petrol & diesel	6171	£134.86	£22.48	£112.38
SMS - Repair to Rawstorne C lights	6168	£192.00	£32.00	£160.00
Woodys - materials	6172	£12.00	£2.00	£10.00
M Whitehead - materials for goody bags	6174	£120.00		£120.00
Threlfall electric - new lights and repairs at RC	6178	£696.63	£116.11	£580.53
<b>Allotments</b>				
Croft Butts - rents	cheques	-£30.00		-£30.00
Croft Butts - rents	cheques	-£165.00		-£165.00
<b>Community Development Account</b>				
Cardiac science - Boxes for defibrillator	6176	£852.00	£142.00	£710.00
In-Trak - hire of barriers	D/P	-£84.00	-£14.00	-£70.00
<b>Rawstorne Centre</b>				
CNG - gas	D/D	£74.42	£3.54	£70.88
British Gas - electric	D/D	£139.97	£6.66	£133.31
UU - surface water & drainage charge	D/D	£11.63	£0.00	£11.63
Fred Hughes - materials	6167	£7.49	£1.25	£6.24
Pool tables money	cash	-£39.10		-£39.10
Cricket club - subscriptions	cheque	-£300.00		-£300.00
Cricket club - contribution towards electric	cheque	-£800.00		-£800.00
<b>Total</b>		<b>£10,996.38</b>	<b>£568.32</b>	<b>£10,428.06</b>

Budget		Expenditure		Balance	Percentage used
Headings	Allocation	Nov-14	To date	Outstanding	
Wages	£22,500	£789	£13,504	£9,496	59%
Insurance	£5,000	£4,296	£4,337	£263	94%
Stationery	£1,000	£10	£603	£397	60%
Postage	£1,800	£122	£1,216	£784	61%
LAPTC	£550	£0	£616	£4	99%
Audit fee	£650	£0	£470	£30	94%
Chair Allow	£100	£0	£100	£0	100%
Training	£100	£0	£0	£100	0%
Civic functions	£500	£160	£160	£640	20%
Election	£70	£0	£0	£0	
Reserve	£1,200	£0	£0	£1,200	
equipment	£300	£0	£167	£433	28%
Grants	£2,500	£0	£2,500	£0	100%
Section137	£480	£80	£480	£0	100%
<b>Open Spaces Account</b>					
Grass cutting & shrub borders	£16,760	£1,182	£13,157	£3,118	81%
Bedding out & Watering	£24,400	£1,716	£18,078	£7,097	72%
Cleansing	£7,080	£405	£3,072	£2,828	52%
Maintaining Buildings	£2,700	£741	£2,438	£262	90%
Organisations	£9,710	£420	£4,792	£5,058	49%
Electric & rates	£2,200	£31	£3,496	-£1,296	159%
<b>Total</b>	<b>£99,600</b>	<b>£9,953</b>	<b>£69,187</b>	<b>£30,413</b>	<b>69%</b>

## Other Accounts

Nov-14

Account		Income	Expenditure	Balance
Croft Butts lane Allotments		£665	£314	£351
Bush lane Allotments		£1,151	£247	£904
Rawstorne Centre		£4,848	£2,994	£1,854
Community Development		£1,997	£6,489	-£4,492
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	£10,264
VAT		£7,517	£6,266	£1,252
<b>Total</b>	<b>£27,481</b>	<b>£28,704</b>	<b>£17,085</b>	<b>£39,099</b>