

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL
held on MONDAY 20 FEBRUARY 2023 in the MEMORIAL HALL**

Councillors present Mr Roland Stretch -Chair, Miss June Cohen-Kingsley, Mr Stephen Jones, Mrs Joanne Bateman, Mr Alan Connor, Mr Antony Obertelli, Mrs Sarah Campbell

Clerks Mrs Doreen Brookes and Mrs Louise Ash

3237 **To receive apologies for absence** none

Standing Orders were suspended

Open Forum

Present; City Cllr K Budden

Cllr Budden spoke about planning in the Lancaster City District Lancaster City Council district; an application for development of a land at the Vale of Lune Rugby Club has been refused; the Lancaster south plan is progressing. In this parish, it was noted that Applethwaite Homes have made an application for a Judicial Review with reference to the development of land off Sea View Drive.

An enquiry had been received about a triangle of land at the rear of the garages on Manor Road. This land is Lancaster City Council housing land.

Cllr Budden left the meeting and Standing Orders were reinstated

3238 **To record Declarations of Interest**

None

3239 **Minutes of the previous meeting**

Resolution: to approve the minutes of the meeting held on Monday 17th January 2023. They were duly signed by the Chairman.

3240 **Progress Reports**

- Work on resurfacing under the play area equipment has been completed
- The hedge at the back of the MUGA has been cut back. Work on the hedge had not been done for some time and it was in need of attention. Discussion had been held with the developers of the adjacent land and it was agreed that the ditch alongside the hedge needed attention linked with drainage.
- The Jubilee Orchard is now in place. Payment has been made to the World of Hedges by the Memorial Hall Committee as it applied for the grant from Lancashire County Council and LCC advised that it would be better if it paid the invoice. The grant was for £500 the balance is to be reimbursed by the Council
- Notices have been put up on the MUGA concerning its use.
- The application for disconnection of the electricity at the burial ground has been sent and a date for the work is awaited.
- Further enquiries had been received about placing memorial benches on the foreshore but the Council will stick with its present policy of not allowing any more because of the potential erosion.
- Notice had been received from solicitors representing Applethwaite Homes of an application for a Judicial Review in relation to Lancaster City Council's refusal of planning permission for development of land off Sea View Drive. The parish council is an 'interested party'

3241 **Administration**

Signatories on the NatWest Bankline Account -the following were confirmed. Cllr Roland Stretch, Cllr Stephen Jones and Cllr June Cohen Kingsley. The clerk Mrs Ann Louise Ash, although not a signatory, will be afforded limited access for administration purposes. Further work is needed on setting up the Bankline and on links to Free Agent and gov.uk/vatpaymentonline and it was confirmed that authority be given to Mrs L Ash to contact Free Agent and HMRC for these purposes.

The adoption of an Internet Banking Policy -Cllr Jones has found on line a policy drawn up by Thurston Parish Council (in Cambridgeshire)and this had been forwarded to the Council for perusal.

The decision was taken that with appropriate amendments -to be confirmed- this policy could be adopted.

Resolution; the Internet Banking Policy (as above) be adopted by the Parish Council -agreed.

Protocol for the claiming of the clerk's expenses; a list of expenses needs to be drawn up and included on the list of payments for a meeting so that they are presented to the council and can be formally approved before payment is made.

The new clerk's membership of the Society of Local Council Clerks -agreement was given to the payment of the annual membership fee for Mrs Louise Ash.

Proposal of the refurbishment of the clerk's office at the Memorial Hall for use by the clerk

The clerk's office is the responsibility of the Parish Council, even though the hall is managed by the SHMH committee it is not its direct responsibility. The office has not been significantly improved or modernized for it to be used effectively by the clerk to carry out their responsibilities. The office will need replastering and decoration, upgrading of lighting and electrics, connecting to the halls heating system and with a telephone and broadband connection to allow it to be used by the clerk

Resolution; that the clerks' office be fully renovated and sufficient funding be allocated for this. Agreed

The Memorial Hall Administrator's use of the Memorial Hall and the storage of documents, papers etc linked with the hall; although some doubts were raised it was generally agreed that the office should be accessible by both the clerk and the hall administrator and documents could be separately and securely stored.

Consideration of the storage of the Slyne with Hest History Society archives in the Mawson room at the Memorial Hall The Local History Society was set up in 1994 to collate, research, and archive the history of the Parish of Slyne with Hest and to work with all parties interested.

Resolution; to continue and allow the Slyne with Hest History Society archives to be kept in the Memorial Hall and that the Society works with the Parish Council to maintain the history of the parish. Agreed

3242 Financial Matters

Approval was given to the monthly summary of receipts and payments.

Account -latest statement £123,639.90

Review of the Financial Risk Management; this has been updated to account for changes made during the year, 2022/23

Resolution; to formally agree to the changes and adopt the Risk Assessment Management Register.

Review of Financial Regulations; some amendments will be necessary once NatWest Bankline is fully in place to account for procedures for using banking on line. Final formal agreement left in abeyance

Review of the Council's assets; an up-to-date complete list of the assets had been supplied to all councilors

Resolution; to approve the Assets Record.

To give formal approval for Direct Debit payments to Eon for the electricity supply at the recreation field -agreed

To confirm retrospectively the acceptance of the quotation from Duncan Ross for extra work needed for the electrical installation for the MUGA. An extra distribution box and cabling is required before Electricity North West Limited can connect a new supply. Agreed

3243 Planning Applications

Applications received

22/01438/FUL The Lodge, 92 Slyne Road, Slyne, LA2 6AZ

23/00044/FUL 5 Manor Drive, Slyne, LA2 6JX

23/00017/FUL 74 Coastal Road, Hest Bank, LA2 6HQ

23/00066/FUL 1A Peacock Lane, Hest Bank, LA2 6EN

23/00055/FUL Cote Farm, Strellas Lane, Slyne, LA5 8AB

No issues were raised on the above applications

Applications permitted

22/0231/TPO Slyne Grange, Main Road, Slyne, LA2 6AU

Applications refused

22/01321/PAC 2B Station Road, Hest Bank, LA2 6HP

22/01561/ELDC 4 Bay View Crescent, Slyne, LA2 6JU

Also refused: Definitive Map Modification Order -Bridleway from Raikes Head Lane to Hasty Brow Road

3244 Open Spaces

Work on the area behind the MUGA; see above, some work has been carried out on the hedge behind the MUGA but it was thought that it needs to be cut down further, therefore the tree surgeon is to be asked to come back. Discussion had been held with the developers of the adjacent land and it was agreed that the ditch alongside the hedge needed attention linked with drainage of the area.

Purchase of extra litter bins; it was decided to buy four bins through Lancaster City Council; two to replace damaged dog waste bins at the entrances to the recreation field, one to be placed close to the MUGA and one on Shady Lane close to St Luke's school.

Work on the recreation field play area -prices have been obtained for work which may be necessary following the inspection report but it was decided to carry out further regular inspections and not to carry out any work immediately. Improvements to the swings will be considered at a later date and consideration given to updating some of the equipment.

Condition of the trees on the recreation field; concerns had been raised about the condition of the trees on the recreation field. A rowan tree had been felled following storm damage. It is condition of the Tree Protection Order that the felled ash trees are replaced. It was therefore decided to order six trees and World of Hedges is to be contacted for advice about suitable types.

Condition of the canal towpath -several concerns have been raised about litter and the condition of the area close to Rushley Drive. As it is their responsibility the Canal and River Trust has been contacted. It was promised that an inspection will be made and rubbish already there will be removed. However the Canal and River trust has stated that at some locations along the network, it is found that the presence of litter bins encourages people to leave more waste as well as attracting fly tipping of large items and bulk domestic waste. Often, due to their misuse, the bins overflow quicker than they can be emptied, they look unsightly, attract vermin and cause waste to end up in the water. As such, the Trust has been removing some of these bins and encouraging towpath users to take their waste with away with them.

Gates at the southern side of the Memorial Hall; it has been reported by Preschool the two posts holding the gates are badly corroded and need attention The gates will not shut properly and this is important for Preschool security. A quotation for the replacement has been obtained from Mountainstone Forge Ltd, however it was decided to look for further quotations. Also to ask Preschool if they would be willing to pay 50% of the cost as the gates are solely for their security. -left in abeyance

3245 Future Events

An event to mark the King's coronation; formal approval was given to the arrangement of an event at the Memorial Hall on Sunday 7th May -5.00pm-8.00pm. A committee of Cllrs J Bateman, S Campbell, A Obertelli,, A Connor and Mrs L Ash was set up to make the arrangements. The intention is that this will be an event that will cater for families and all age groups. An entertainer is to be booked and caterers contacted. It was suggested that this should be a ticketed event. A budget of a maximum of £1000 was set and any excess funds are to be returned to the Council.

3246 Payment of Accounts

Approval was given for the payments due as listed:

Retrospective agreement

Black Bear It Solutions	765.60	purchase of laptop
Duncan Ross Ltd	7590.00	surfacing work on MUGA -approved
Black Bear IT Solutions	222.92	setting up laptop & e-mail address

Mrs Louise Ash	436.87	clerk's salary
Envirocare Maintenance Solutions Ltd	856.80	grounds maintenance -January
Viking	59.41	printer cartridges
Slyne with Hest Memorial Hall Committee	448.00	ref World of Hedges-Jubilee Orchard
Mrs D Brookes	946.70	clerk's salary
Petty cash	8.73	postage
Westmorland Tree Services	450.00	work on recreation field hedge
Mr S Brade	297.66	groundsman's invoice

3247 **Matters for future consideration**

Work carried out by groundsman and whether any extra help is needed

3248 **Date of next meeting**

Monday 20 March 2023 at 7.00pm

The meeting was closed at 9.00pm