

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL  
held on MONDAY 20 JUNE 2022 in the MEMORIAL HALL**

Councillors present Mr Roland Stretch -Chairman, Miss June Cohen-Kingsley, Mrs Joanne Bateman

Clerk Mrs Doreen Brookes

3153 **To receive apologies for absence** Cllr Stephen Jones, Cllr Alan Connor, Cllr Tony Obertelli

**Open Forum**

Apologies were received from City Cllr K Budden.

No-one was present to raise issues.

3154 **To record Declarations of Interest** none

3155 **Minutes of the previous meeting**

Resolution: to approve the minutes of the meeting held on Monday 16 May 2022

They were duly signed by the Chairman

3156 **Progress Reports**

- The Queen's Jubilee events were well supported and well received. Thanks have been sent to all those who helped with the organisation and running of the events. The total spending was £589.07; this was from a reserve held from previous events. The total raised by the raffles was £102.15 at the coffee morning and £384.50 at the Big Lunch on the Sunday. Consideration will be given to what this is to be used for.
- For safety a fence has been erected along the side of the path by the pond area and the surface of the adjoining path has been improved. The path by the side of the oak tree that was felled in a storm has been partially repaired and further consideration to its improvement will be given when work on some nearby ash trees has been completed.
- Construction of the MUGA - a message has been received from the contractors that equipment is ordered but they are still waiting for delivery
- Two outstanding payments, a grant for PROW work from Lancashire County Council and rent owed by NetWork Rail, are being chased up.

3157 **Administration**

Neighbourhood Plan; an examiner for the Neighbourhood Plan has been agreed by the Steering Group and appointed by Lancaster City Council.

The vacancy on the Council has been advertised as required but nobody has come forward so the Council is now at liberty to co-opt a new member.

3158 **Planning Applications**

Consideration of Slyne with Hest Football Club's application -22/00426/FUL; this is for extensions to the club house and construction of a new car park. The Council has not raised any objections to the proposed work on the club house but a number of issues which it is thought need further discussion have been raised about the car park proposals. It is to be suggested that a meeting is held with representatives of the football club.

Applications received

21/01280/FUL 18 Peacock Crescent, Hest Bank, LA2 6E  
 22/00665/FUL 21A Hest Bank Lane, Hest Bank, LA2 6DG  
 22/00671/FUL 4 Lawson Place, Slyne, LA2 6LG

No issues have been raised on the above applications

22/00690/FUL & 22/00691/LB 1 Hest Bank Lane, Hest Bank, LA2 6DN  
 Concern has been raised on this application in relation to the effect on the heritage asset, the former warehouse on the side of the canal.

Applications permitted

22/00278/FUL 7 Hatlex Drive, Hest Bank, LA2 6HA  
 22/00305/FUL & 22/00334/LB Ashton House Farm, Main Road, Slyne, LA2 6AZ  
 22/00152/FUL 2A Bay View Crescent, Slyne, LA2 6JU  
 22/0080/TPO land north of Hanging Green Lane, Recreation Field  
 22/00059/DIS Slyne with Hest Recreation Field -discharge of conditions on 21/00408/FUL  
 Application refused  
 22/0077/HDG Cote Farm, Strellas Lane, Slyne, LA5 8AB -removal of 25m of hedgerow

### 3159 Financial Matters

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

Current Account £236,548.86

An internal review of the council's accounts for 2021/22 was carried out by Cllr R Stretch on Monday 30<sup>th</sup> May 2022 and a report completed

The Independent Internal Audit of the Accounts for 2021/22; this was carried out on Tuesday 14<sup>th</sup> June 2022 by Mr M R Richardson. The Annual Return form for 2021/22 was completed. A report was received and no matters were identified as needing the Council's attention.  
Approval(i) was given to accept and record both of the above reports.

Audit 2022 - Annual Return for the year ended 31 March 2022

Approval(ii) was given to the completion of the Annual Governance Statement 2021/22, which was completed and signed by the Chairman and signed by the Responsible Financial Officer.

Approval(iii) was given to the Accounting Statements for 2021/22 completed and signed by the Responsible Financial Officer and signed by the Chairman.

The above are to be submitted to PKF Littlejohn PPL, the external auditor. The public right to inspection will be publicised on the website and notice boards.

Signatories on the bank account; removal of Mrs Tracey Scott as a signatory following her resignation from the Council and the addition of new signatories on the NatWest bank account. Signatories are: Cllr R Stretch, Cllr J Cohen Kingsley and Cllr S Jones

Resolution: to add Cllr Joanne Bateman and Cllr Alan Connor to the list of signatories.

Review of the payment of councillors' allowances; in compliance with regulations, these are paid to elected members of the Council (minute ref. 1760). The Chairman's allowance is £50 for the year and an elected Councillor's allowance is £10.

Approval(iv) was given to paying the councillors as in the schedule.

Consideration of a claim relating to damage to a fence bordering the recreation field during a winter Storm; as this was storm damage, enquiries have been made with the Council's insurers to try to determine whether there is any liability and cover. Information is awaited. The trees had been subject to previous inspections. Any work on the trees in the area could not be carried out until agreement had been reached with the Lancaster City Council Tree Officer because they are subject to a Tree Protection

Order. The Officer had inspected the trees. Arrangements to carry out work on the trees have now been made. More information and sight of quotations from Mr Parker for the work to the fence may be needed before any decision can be taken.

Consideration of further communication with the Bowling Club about the payment of the rent; the rent due on 1<sup>st</sup> April 2022 has not been paid. The Club had complained about the increase to the rent that the Council had proposed to make. However in spite of reminders being sent there has been no communication from the Bowling Club. An inspection of the lease held by the Club has been made and it is suggested that the Club could be in breach of its terms. However more advice is to be sought and the Club will then be informed and given a deadline for the payment.

Similarly, the Tennis Club has made observations about the proposed rent increase and asked for information about the review of their lease and the decisions made. As the letter was received after the publication of the agenda for the June meeting, under Standing Orders a full discussion could not be held or decisions made and the item will need to be included on the July agenda. However in the meantime enquiries are to be made about the Council's position with regard to the lease's review and the ability to increase the rent.

### 3160 Open Spaces

Consideration of the repair of the path at the southern end of the recreation field which was damaged when the oak tree was felled in a storm; it was decided to leave this in abeyance until nearby trees have been felled and other work on the recreation field has been completed. In the meantime, for safety, work has been carried out round the base of the tree and along the path.

### 3161 Burial Ground

Safety of headstones; in the older parts of the burial ground some of the headstones have become loose and there is concern that they could topple quite easily and pose a safety problem. The Clerk has spoken to Mr Dave Tallin, the gravedigger and some tests have been carried out. The headstones could be stabilised by fixing the base with concrete or if this is not possible they could be laid down. It was agreed to allow a maximum of £1000 to have work carried out.

Review of the burial ground fees and consideration of making an increase for purchase of graves spaces and plots and for interments; the last increase was in June 2019.  
Resolution: to increase the fees by 10%, rounding up the figure as necessary; new charges come into effect from 1<sup>st</sup> August 2022.  
Local funeral directors and monumental masons will be informed.

### 3162 Payment of Accounts

Approval was given to the payment of the accounts as follows:

DD	BT	197.48	phone bill
Chq	Mrs C Pratt	48.18	Jubilee expenses
	Envirocare Maintenance Solutions Ltd	856.80	grounds maintenance -May
	Mrs D Brookes	946.70	clerk's salary
	Mrs D Brookes (ref Ryman reimbursement)	68.58	ink cartridges
	Petty cash	41.81	Jubilee expenses
	Mr S Brade	835.94	grass cutting + plants for tubs

In addition approval was given to pay the following two accounts which were received after the publication of the agenda

Mr DC Campbell	2250.00	work on recreation field
Mr M R Richardson	132.20	Independent Internal Auditor

3163 Matters raised by members for future consideration none

3164 Date of next meeting

Monday 18 July 2022 at 7.00pm

The meeting was declared closed at 8.45pm