

Cloughton on Brock Parish Council

The minutes of the Parish Council Meeting held on Wednesday 11 April 2018 commencing at 7.30pm in the Memorial Hall.

1. Those Present

Councillor F.J. Fitzherbert-Brockholes – Chairman
Councillor E.J. Leach
Councillor D. P. Gornall
Councillor J. Gornall
J.E. Hallas – Clerk
Councillor P. Murphy

2. Apologies

Councillor R.E. Eccles
Councillor S.M. Dewhurst
Councillor S. Turner

3. The minutes of the meeting held on Thursday 11 January 2018 were resolved by the Council to be a true record.

4. Councillor Fitzherbert-Brockholes declared a personal and prejudicial interests in agenda item 6.1.1.

5. Chairman's, Councillors' and other Reports

A number of issues were briefly discussed but all of the items raised are covered in detail at their respective item numbers in the main body of the minutes.

6. Items for Discussion and which may need Resolutions.

6.1. The Council discussed and resolved on the following Planning Applications:

6.1.1. The Council discussed application 17/01135/FUL which has now been permitted by Wyre Planning and a resolution to the screening agreed. This item is now closed.

6.1.2. The application for a Totem advertising sign at the Beacon retail park was resolved and no objections raised.

6.1.3. The Council briefly discussed the history of the Planning applications and proposals submitted over several years by various applicants for the properties known as Braeden and Faith's Farm. The Chairman and the Clerk will undertake a more detailed review of this information and report findings to the the next meeting.

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- 6.1.4. The Council discussed and resolved on a request for consultation from Wyre Planning for application 18/00337/FULMAJ - proposal to build 40 houses on land between the Garstang road and the new link road. The Council resolved that as the proposal is contrary to the published Local Development plan for Wyre, that designates this area of land for Industrial/commercial/employment potential, a letter of objection should be submitted to Wyre Planning. The Clerk agreed to prepare a draft letter and circulate for comment prior to submission.
- 6.1.5. The Council discussed and resolved too raise no objections against planning application 18/00351/FUL – Single storey extension at 3, Poplar Gardens.
- 6.2. The Council discussed and resolved to approve the payments listed in the accounts statement that have been made since the last meeting of the Council, cheque numbers 00645 to 00658. The Clerk informed that cheque (000638) for £64.20 remains as missing in the post as it has still not been presented by Biffa for payment at the bank.

The Council checked and approved the Bank statement and completed the Account reconciliation for the account for the year ending 31st March 2018 against the latest Bank statement dated 27 March 2018. The Clerk informed that the year end balance forward to 2018-19 was £6158.33.

However it was noted that there were some receipts overdue (Myerscough PC contribution to Lengthsman scheme £528.57 and a Memorial Hall Contribution to Biffa account 258.40, plus a VAT refund due of £85.28) from last year which amounted to £872.19. Had these been received or available to claim (VAT) before the 31 March then the carry forward amount would have totaled £7030.52.

(Note VAT can only be claimed annually or when an amount greater than £100-00 has accumulated).

- . The Clerk also presented a statement of the account for the new financial year 2018-2019 ending on 31 March 2019 and reported that following receipt of the annual precept £15450.00 and the deduction of a small number of payments made the cash balance at the bank amounted to £19415.20.
- 6.3. Annual Governance and Accountability Review (AGAR) - The Council collectively reviewed the various sections of AGAR that are applicable to Councils with income/expenditures of less than £25,000 per annum. The first document reviewed and completed was a Certificate of Exemption to confirm that Claughton qualifies as a smaller authority – this document was signed off by the Clerk and the Chairman on behalf of the Council.

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The Council then reviewed and completed Section 1 of the AGAR the Annual Governance Statement for 2017-2018, this was also signed off by the Clerk and the Chairman.

- 6.4. The Council discussed, checked and resolved to approve and sign-off Section 2 of the AGAR the Annual Accounting Statement for 2017-2018.
- 6.5. The Council discussed the appointment of an Internal Auditor. The Clerk informed the meeting that he had approached Mrs Andrea Saville (the Clerk of Goosnargh PC) and if the Council was in agreement, then a provisional arrangement to complete reciprocal internal audits would be implemented. The Council resolved to approve this arrangement.
- 6.6. The Clerk informed the Council that together with Paul Robinson he had discussed some outline proposals for a community commemorative event for the 100th Anniversary of Armistice Day to held on Sunday 11 November 2018. It was further explained that the key theme was to hold a short service at the church or possibly in the open air at the commemorative garden/school grounds followed by the laying of wreaths etc at the commemorative garden memorial. It was agreed that the plans need to be progressed as time will quickly pass and arrangements will need to be put in place.
- 6.7. The Council discussed the invitations from the Churchtown and Catterall Gala committees to join in their annual parades. Unfortunately none of the members in attendance at the meeting can be available to represent the Council. The Clerk was asked to approach Councillors Dewhurst and Eccles on this matter.
- 6.8. The next meeting of Wyre Area LALC will be held on the 25 April. Councillor Leach volunteered to attend and represent the Council on this occasion.
- 6.9. The Council discussed and resolved to donate £50-00 to the Bowland Pennine Mountain Rescue Team in response to their request for help with urgent funding needed.
- 6.10. The Clerk informed that he had received 2 quotations from the insurance companies Zurich and Came&Co to provide the Parish Council's insurance cover. Both quotations are approximately £350-00 for one year's cover with a 3 year deal being around a £10.00 per annum reduction at £340-00. The Council agreed to allow the Clerk to finalise this matter based on the best final price that can be obtained.
- 6.11. The Council briefly discussed the Lengthsman contract for 2018-19 that will be agreed with Margaret Noblet. The Council resolved that this be

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expedited and several members commented on how quickly Margaret has assumed and settled into the role.

7. Other Items for Information and Discussion Only

7.1. The Clerk informed the Council that the cost of waste recycling bin disposals has dramatically increased, partly due to a significant amount of litter clearance from the highways. However there is evidence of fly tipping into our bin. The Clerk stated that he is in contact with Biffa and will progress the replacement of the original 1100 litre capacity bin with a secure lockable unit. There is also confusion relating to the Biffa recycling bags that are supposed to be left for collection at the Hall – these are inadvertently being put into the bin which results in the pre paid waste bags adding to the weight of the bin for which there is a charge if the bin is greater than 75 kgs when lifted. The Clerk stated that all authorised users of the bin will be informed of the need to try and reduce waste and ensure the bin is securely locked after use.

7.2. Councillor Murphy informed that Wyre’s Local Plan had been submitted and the next stage will be a public hearing event in May. The Clerk has already circulated an email on this matter and will recirculate for information to Council members.

7.3. There was a brief discussion about the state of roads and potholes – whilst all agreed that the situation is dire there is little optimism that the problems will be resolved in the short term. The Clerk informed that he had communicated with LCC specifically regarding Garstang Road and Joe Lane. Whilst there has been some patching up a complete plane off and resurface will be needed, but this unlikely to occur very soon. Some of the damage to the west end of Joe Lane has been caused by the contractor Miller Homes. Councillor Leach suggested that it may be a good idea to investigate if Miller are members of the considerate contractor scheme. The Clerk stated that he would investigate.

8. The date for the next meeting is Tuesday June 26 at 7.30pm in the Memorial Hall.

Minutes prepared by: J.E. Hallas (Clerk)

Approved by:F.J.Fitzherbert-Brockholes (Chairman)

Date: