

STALMINE-WITH-STAYNALL PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Tuesday 4 May 2021 at 7.00pm via Zoom video conference.

Present: Cllrs T Williams (Chairman), D Booth, F Cardwell, A Morton, S Pelham.

In attendance: Alison May, clerk to the council.

1(1) Election of Chairman for the 2021/22 civic year

Councillors **resolved** to elect Cllr Terry Williams as the chairman of the council.

2(2) Apologies for absence

Cllr Wilson.

3(3) Declaration of interests and dispensations

None.

4(4) Election of Deputy Chairman for the 2021/22 civic year

Councillors **resolved** to elect Cllr Morton as the deputy chairman of the council.

5(5) Minutes of the last meeting

Councillors **resolved** to approve as a correct record the minutes of the meeting held on 13 April 2021. They also noted that the minutes of December 2020 at 91(5) 20/01022/FUL incorrectly show Cllr Cardwell as having left the room. They should have been amended to reflect the declarations of interest - that it was Cllr Pelham who left the room - as pointed out by councillors at the January meeting. The council also **resolved** that it would in future publish only the agreed minutes.

6(6) Public participation

Resolved: to adjourn the meeting to allow a written report from a member of the public, regarding anti-social behaviour on the playing field car park, to be brought to the attention of councillors.

Resolved: to return to full council.

7(7) Planning

Application Number: 21/00439/FUL

Proposal: Conversion of garage into a home study/office

Location: 9 Whitebeam Road Stalmine-With-Staynall Poulton-Le-Fylde
Lancashire FY6 0FQ

Resolved: the council was unanimous in raising no objections to the application. It did ask that Wyre planning consider restricting the office space to the sole use of the occupier, other than for commercial purposes.

Application Number: 21/00443/FUL

Proposal: Replacement of existing agricultural building with mixed use domestic store, garaging for camper van and two stables for private equine use

Location: Highcroft, Carr Lane, Hambleton, Poulton-le-Fylde, Lancashire

Resolved: the council was unanimous in raising no objections to the application. It did ask that Wyre planning consider requesting appropriate planting to screen the south of the building to mitigate the effect of the increased height.

Application Number: 21/00470/FUL

Proposal: Change of use of land for the siting of one residential caravan (for the occupation of one gypsy traveller family)

Location: Bowses Hill Stud, Neds Lane, Stalmine-with-Staynall, Lancashire FY60LW

Resolved: The council noted that no planning statement was available for this application, therefore it has based its views on the limited information available. Should Wyre planning be minded to approve the application, the council would like to ask planners to insert the following conditions – firstly, that the existing static caravan be removed prior to siting of the new static caravan; secondly, that the same occupation conditions be applied to this application as were required by the planning inspectorate in the previous application and thirdly, that the commercial market housing clause in the application be removed. Information on proposed foul drainage is also required.

8(8) Finance

i) Insurance renewal

Councillors confirmed that none of the limitations under 'General Details' in the underwriting limited statement of fact applied to them.

Resolved: to approve the renewal payment on 1 June 2021 for £739.71 (part of a long-term agreement ending in May 2023).

ii) Receipts and payments

It was noted that the bank statement had not been received, therefore the actual figures may alter and this would be reported at the next meeting.

Councillors **resolved:**

a) To note the following receipts: £13
£32,740.00

b) To approve the following payments:

Via Zoom conference – May

| | Chqs | |
|--|-------------------|---------|
| April Payroll | 00100,00101,00103 | £867.51 |
| Clerk's April expenses (on behalf of council) | 00102 | £641.59 |
| Lengthsman's April expenses (SLN on behalf of council) | 00104 | £32.20 |
| Plantsman (MS) April | 00105 | £279.30 |
| Came and Co (Inv. 26/04/21) | 00106 | £739.71 |
| C & C (Inv. 640036 £121.01) | 00107 | £121.01 |
| Towers and Gornall (Inv. 8101) | 00108 | £345.60 |
| Mrs E Parry (internal audit work) | 00109 | £120.00 |

c) To note the following payments by direct debit:

Easy Websites (monthly hosting fee) April £42.00
ID Mobile (inv. 65355484) £6.00

d) To note the statement of accounts for month ending 30 April 2021 could not be completed as the bank statement had not been received. Information to be reported to the next meeting.

e) To approve the Q4 review of expenditure as being representative of the transactions made by the council in January, February and March. Councillors also reviewed and **approved** the budget monitoring statement, noting that all but one of the budget heads are in line with budgeted expenditure for the year. Travel has been overspent by 5% (£16.50) - this is as a result of mileage payments to the plantsman, who had not been recruited when the budget was set in January 2020.

9(9) 2020/21 Annual Return

Councillors **resolved** to approve:

- i) Section 1 – Annual Governance Statement 2020/2021.
- ii) Section 2 – Accounting Statements 2020/2021.

Section 2 had been prepared and signed by the Responsible Financial Officer (RFO/clerk) as confirmation that the accounts had been prepared on a receipts and payments basis.

Councillors noted that the internal audit was carried out w/c 19 April.

- iii) Annual Internal Audit Report – Councillors **resolved** to note the auditor's report and approve the planned minor actions.

10(10) Calendar of Parish Council meetings for the 2021/22 civic year

Councillors **resolved** to approve the dates of the meetings for the 2021/22 civic year:

- 8 June 2021 – cancelled, working group meeting only in June
- 13 July 2021 – in person if allowed by Covid restrictions
- 10 August 2021
- 14 September 2021
- 12 October 2021
- 9 November 2021
- 14 December 2021
- 11 January 2022
- 8 February 2022
- 8 March 2022
- 12 April 2022
- 10 May 2022.

11(11) Appointments to outside bodies and planning lead

Councillors **resolved** to make the following appointments to serve on the outside bodies:

- LALC Wyre area committee – Cllr Booth and Cllr Williams
- Wyre Flood Forum – Cllr Booth and Cllr Wilson
- SwSRA – Cllr Morton
- Planning Ambassador – Cllr Morton.

12(12) Woodland signage

Postponed until next meeting.

ITEMS FOR INFORMATION ONLY

13(13) Reports from outside bodies/councils

Cllr Booth fed back information from LALC Wyre area committee on housing association allocation issues and lack of planning enforcement at Wyre Council.

14(14) Clerk's report (enclosed)

Playing field fencing

Work has continued to complete the fencing around the perimeter of the playing field following vandalism and theft of some of the hedging plants and trees.

Planning enforcement

No response has been received from Wyre planning to the letter sent on 28 March 2021.

Government broadband consultation

The Department of Digital, Culture, Media & Sport (DCMS) wants to hear views and experiences of consumers' broadband connectivity in rural and remote areas of the UK. In addition, DCMS would also like to receive information on both the known benefits of broadband services and the current barriers to deployment and take-up. Further details can be found at:

<https://www.gov.uk/government/consultations/improving-broadband-for-very-hard-to-reach-premises>.

The court hearing on remote meetings

The proceedings for a court declaration that virtual meetings can continue beyond 6 May were heard in the High Court last week. A decision was expected by the end of April.

Road closure

Lancashire County Council intends to make an Order under Section 14(1) (a) of the Road Traffic Regulation Act 1984, as amended, the effect of which will be to temporarily prohibit traffic on Brick House Lane, Stalmine with Staynall, from outside the property "Brick House Cottage" to outside the property "Meadow Cottage" near its junction with Carr Lane. The prohibition will be operative from 0800 hours on Monday 7 June 2021 until 1700 hours on Tuesday 13 July 2021 or until completion of the works within this period.

The clerk also made councillors aware of the meeting on 2 May with Cumbria Tree Services to discuss the proposed woodland management plan. The clerk, under delegated powers, was asked to proceed in instructing the survey of each tree in the mature woodland and the grouped trees in the northern part of the woodland at a cost of £525. Cllr Morton also informed councillors of the need to take action to remove the tree adjacent to the housing on Hall Gate Lane, the need to remove ivy from the trees as this restricts photosynthesis and gives rise to additional weight in the upper canopy and the dead wood identified in some of the upper branches.

The clerk also made councillors aware that instructions for the pond survey had been given (as instructed at the April meeting) at a cost of £320.

15(15) Questions for councillors

Cllr Williams asked that Wyre Cllr Robinson and possibly Wyre Cllr Orme (a member of the planning committee) be invited to the next face to face meeting to discuss the lack of planning enforcement.

The clerk was asked to produce a meeting recording policy for the next meeting of the council.

16(16) Date and time of next meeting

Councillors were asked to raise matters to be included on the agenda for the next meeting of the Parish Council either at the meeting or by notifying the clerk at least 10 days prior to the next meeting (**Friday 2 July at the latest**), with a summary of the reason for raising the matter.

The next meeting of the Parish Council will be on **Tuesday 13 July 2021** at 7.00pm.

There being no other business the chairman closed the meeting at 8.55pm.