

# STALMINE-WITH-STAYNALL PARISH COUNCIL

5 January 2021

Dear Councillor

You are hereby summoned to attend the December meeting of Stalmine-with-Staynall Parish Council on Tuesday 12 January at **7.00pm** via Zoom video conference. Joining instructions will be sent out under separate cover.



**Alison May**  
**Clerk to the Council**

## A G E N D A

### **1 Apologies for absence**

### **2 Declaration of interests and dispensations**

To receive disclosures of pecuniary and non-pecuniary interests and to consider any requests from councillors for dispensations on matters to be considered at the meeting.

### **3 Minutes of the last meeting**

Councillors are asked to approve as a correct record the minutes of the meeting held on: 8 December 2020 (**enclosed**).

### **4 Public participation**

When dealing with public participation there is no obligation to respond immediately to comments made. Members of the public are reminded that only items on the agenda should be raised at the meeting. Any other items should be raised outside the meeting either with a councillor or with the clerk. The Chairman will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will reconvene the meeting on the conclusion of public participation.

### **5 Planning**

**Application Number: 20/01175/FULMAJ**

**Proposal:** Hybrid planning application for two 80-bed care homes with landscaping and associated works (full application), and up to 50 dwellings with access (outline application)

**Location:** Land off Stricklands Lane, Stalmine, Lancashire, FY6 0LL

**Application Number: 20/01238/FUL**

**Proposal:** Demolition of existing agricultural buildings and the erection of 4 dwellings

**Location:** Grange Farm Barn, Grange Lane, Stalmine FY6 0JQ

**Application Number: 20/01241/FUL**

**Proposal:** Change of use of land to allow the siting of 2 holiday chalets (resubmission of 20/00843/FUL)

**Location:** Stables at The Bays Field, New Road, Stalmine-with-Staynall, Lancashire

**Application Number: 20/01257/FUL**

**Proposal:** Change of use of two existing holiday cottages to residential market dwellings

**Location:** Cedar Cottage and Sycamore Cottage, Back Lane, Stalmine, Poulton-le-Fylde Lancashire

**Application Number: 20/01293/FUL**

**Proposal:** Single-storey rear extension

**Location:** Briar Lea, Stricklands Lane, Stalmine, Poulton-le-Fylde, Lancashire

**Application Number: 20/01305/OUT**

**Proposal:** Outline application for the erection of 3 dwellings (all matters reserved)

**Location:** High Lawn, Mill Lane, Stalmine, Poulton-Le-Fylde, Lancashire

**Application Number: 20/01317/LAWE**

**Proposal:** Certificate of existing lawful use for land as touring caravan site with winter caravan storage

**Location:** Grange Farm Caravan Park, Grange Lane, Stalmine-With-Staynall, Poulton-le-Fylde, Lancashire

**6 Finance**

Councillors are asked:

**a) To approve** the following payments:

Via Zoom conference – January

	Chqs	
December Payroll.....	00065,00066, 00067	£936.39
Clerk's December expenses (on behalf of council).....	00068	£ 91.73
Lengthsman's December expenses (SLN on behalf of council).....	00069	£ 28.25
Preesall Auto Discount (Inv.1007).....	00070	£ 4.99
Wyre Council (Inv.1111096211).....	00071	£180.00
Wyre Council (Inv.1111096312).....	00072	£ 15.00
F H & M Davies and son (Inv.SI-269).....	00073	£600.00
Wyre Building Supplies Ltd (Inv. 267043, 267497,268065)....	00074	£ 42.50

**b) To note** the following payments by direct debit:

Easy Websites (monthly hosting fee) December £42.00

c) **To note** the statement of accounts for month ending 31 December 2020 could not be completed as the bank statement had not been received. Information to be presented at meeting.

## **7 Draft budget for 2021/22**

The revised budget and a paper explaining the changes made and the effect on the precept are **enclosed**. If councillors have any amendments they wish to propose at the meeting it would be helpful if they were passed to the clerk as soon as possible so that they can be worked up prior to the meeting. Councillors will be asked to set the precept for 2021/22 at the meeting.

## **8 Appointment of internal auditor for year ending 31.3.2021 and approval of internal audit terms of reference.**

The council is required to appoint an internal auditor who provides a report to the council on the level of internal control exercised. Councillors are asked **to agree** that Edwina Parry, the clerk to Garstang Town Council, be appointed as the internal auditor for the year ending 31.3.2021 at a fee of £150. Councillors are also asked **to decide** the terms of reference for the internal audit (**enclosed**).

## **9 Mobile phone contract**

The current phone used by the clerk is no longer serviceable and the PAYG contract is working out more expensive than a new monthly contract. Councillors are asked **to approve** the purchase of a new mobile phone and contract and **to determine** the maximum cost. The cheapest business deal is with '3', however, coverage in this locality is limited. Suggested package available at time of agenda is 1 x Motorola G8 Lite from Argos at £99.95 and 1 x 12 month business contract with Virgin Media, unlimited calls and texts, 3gb of data at £7.00 per month.

## **10 Policies and procedures**

### **i) Review of Community Engagement Strategy**

The community engagement strategy should be reviewed annually and it is proposed that the **enclosed** document be approved without change.

### **ii) Revised disciplinary and grievance policies**

In 2020 the council adopted NALC's model disciplinary and grievance policies, which contain the procedures that councils should follow. This is now due its annual review. It is proposed that the **enclosed** documents be approved without change.

## **11 Woodland signage**

This item was deferred from the December meeting. Cllr Wilson has been working with a neighbour on the detail of the woodland walk drawings and will provide councillors with an update on progress. At the November meeting the clerk was asked to obtain prices for a display board measuring approximately 80cm by 50cm. Costings and various styles of boards are detailed on the **enclosed** paper. Councillors are advised to look at the website for each of the companies as pictures and further details on the boards can be seen. Councillors are asked **to consider** the preferred style of board, the preferred supplier and whether they wish the company supplying it to install it.

## **12 Woodland survey**

This item was deferred from the December meeting pending the outcome of talks with a representative from Wyre Rivers Trust on 21 December. In November the clerk was asked to obtain three quotations for a woodland management survey to be carried out on Stalmine Wood along with the production of a ten-year plan for its future management. The companies contacted all work on five-year plans as this is considered the optimum period before a further review is necessary. The **enclosed** document shows the companies contacted in November and the contact with a further company in December following the meeting on 21 December.

## **13 Grass cutting**

Wyre Council has indicated that it would be willing to provide a grass cutting service for next season and to work with the council in establishing areas of wildflower meadow. Councillors are asked to consider whether they would like to pursue this offer further and **to determine** who would attend any meeting with the clerk and Wyre's grounds maintenance supervisor.

## **14 Enforcement action by Wyre Council**

Cllr Williams would like to make councillors aware of the number of approaches he receives from residents asking what can be done regarding the seemingly increasing number of breaches of planning regulations within the parish. He would like to ask councillors to consider writing a letter to Wyre Council planning enforcement and copied to the local Wyre councillors asking what action is being taken by Wyre to clamp down on those who breach planning rules.

## **ITEMS FOR INFORMATION ONLY**

### **15 Reports from outside bodies/councils**

An opportunity for external group representatives to update the council on recent events.

### **16 Clerk's report (enclosed)**

### **17 Questions for councillors**

An opportunity for councillors to ask another councillor a question.

### **18 Date and time of next meeting**

Councillors are 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 (**Thursday 28 January at the latest**), with a summary of the reason for raising the matter.

The next meeting of the Parish Council will be on **Tuesday 9 February 2021** at 7.00pm via Zoom.