

# STALMINE-WITH-STAYNALL PARISH COUNCIL

2 March 2021

Dear Councillor

You are hereby summoned to attend the March meeting of Stalmine-with-Staynall Parish Council on Tuesday 9 March 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: 9 February 2021 (**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: 21/00126/FUL**

**Proposal:** Replacement roof to existing garage (resubmission of 20/00848/FUL)

**Location:** West Dene 3 Carr End Lane Stalmine-With-Staynall Poulton-Le-Fylde Lancashire

**Application Number: 21/00143/FUL**

**Proposal:** Erection of an agricultural storage building

**Location:** Land north and west of New Road Stalmine Poulton-Le-Fylde FY6 9DX

## 6 Finance

Councillors are asked:

### a) To approve the following payments:

Via Zoom conference – March

	Chqs	
February Payroll.....	00083,00084,00085	£916.71
Clerk's February expenses (on behalf of council).....	00086	£29.16
Lengthsman's February expenses (SLN on behalf of council) .....	00087	£16.20
Plantsman (MS) February .....	00088	£178.95
The clerk's membership of SLCC is due for renewal on 1 April 2021. Councillors are asked to <b>approve</b> the renewal of the membership at a total cost of £204 for 2021/22, with the cost being shared 50/50 with Preesall Town Council as a recharge (£102 each).		
SLCC April renewal.....	00089	£204

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

Easy Websites (monthly hosting fee) March	£42.00
ID Mobile (inv. 63041303)	£6.00

c) **To note** the statement of accounts for month ending 28 February 2021 could not be completed as the bank statement had not been received. Information to be presented at meeting.

## 7 Annual governance review

Councillors are required **to confirm** that the various internal control documents have been reviewed in the past 12 months. To facilitate this the parish council conducts an annual governance review each March. Councillors are asked **to note**:

i) Standing Orders – minor amendments have been made to the tendering information to reflect post-Brexit guidance.

ii) Financial Regulations – no changes have been made.

iii) Schedule of Assets – has been updated to reflect all assets held as at 3 March 2021 (a full survey of the assets has been conducted by the clerk).

iv) Risk Management Plan – updated to reflect insurance uprating.

v) Risk Register – updated to clarify mitigations and controls.

vi) Annual Town Meeting Standing Orders – these are unchanged.

(Electronic copies of the documents have been provided.)

The changes have been detailed in the annual governance review document (**enclosed**).

Councillors are now asked **to approve** the amendments and readopt the documents.

## 8 Review of Model Publication Scheme and Complaints Procedure 2021

These documents are reviewed annually to ensure they remain fit for purpose. Councillors are also asked **to note** that no changes have been made to the Model Publication Scheme or the Complaints Procedure. Councillors are therefore asked **to readopt** these documents (electronic copies provided).

## 9 Arrangements for the Annual Parish Meeting and the Annual Meeting of the Council

Both meetings are traditionally held on the same evening and the Annual Meeting

incorporates the regular monthly meeting. Last year's Annual Parish meeting was cancelled as a result of Covid restrictions. The Annual Parish meeting is not a meeting of the council, it is hosted by the chairman of the council. Councillors are asked **to determine** whether they wish to cancel this year's meeting. The Annual Meeting of Stalmine-with-Staynall Parish Council will be held on 11 May 2021.

#### **10 Woodland signage**

Cllr Wilson will provide councillors with a copy of the proposed woodland signage. Councillors are asked **to consider** the document and recommend changes or acceptance of the artwork in readiness for it to be converted into a sign as per February's resolution.

#### **11 Woodland survey**

Councillors are asked **to note** that contact has been made with the woodland management company recommended to the clerk at the February meeting.

#### **12 Grass cutting**

The meeting with Wyre Council to discuss grass cutting and wildflower planting, as agreed by councillors at the January meeting, took place on Monday 1 March. Plans showing the area of grass Wyre is contracted to cut on behalf of LCC are **enclosed**. The creation of wildflower areas is not easy and is costly – seed can be as much as £750 per kg and the land needs to be rotavated prior to seed being spread. It was recommended that one or two areas of verge be selected to trail the viability. The verge linking with Hambleton near Moy Vets and the area to the rear of the waterwheel have been suggested as possible options. Councillors are asked **to consider** how they wish to proceed.

#### **13 Plaque for wheel**

Cllr Williams would like to ask councillors to consider a suggestion from a member of the public that the council have a designation plaque placed on the waterwheel to show why it was donated.

Suggested wording is: 'Kindly donated by Mr J Gardner in memory of his father Peter'. Councillors are asked **to consider** whether they wish to approve the proposal.

#### **14 Preservation of the Wyre Way**

Concerns were raised at the February meeting regarding the possible impact of proposed flood defence works in the vicinity of Wardley's Lane, the removal of hedgerows and the creation of vehicle passing places. Cllr Wilson would like to ask councillors **to consider** what action can be taken by the council to limit the damage caused by these works to the ecology and social enjoyment of this rural area.

#### **15 Items of concern raised by members of the public**

Cllr Williams would like to ask councillors **to consider** the following items:

- i) increase in dog fouling in the vicinity of the Heads and the possibility of Wyre wardens visiting the area.
- ii) increase in parking on the road, specifically the bend at the corner of the Wyre Way and Browns Lane, and the possibility of Lancashire County Council (LCC) erecting 'no parking' signs.
- iii) possibility of the council purchasing two speed cameras to be used until the average speed cameras are installed by LCC, one direction north before the sharp bends before A588/Carr End Lane and one south at start of the hill into Stalmine.

iv) safety of road surface at the bottom of Lynwood Drive at the junction with Carr End Lane and possible requirement of works by LCC.  
Councillors are asked **to determine** what, if any, action can be taken.

### **ITEMS FOR INFORMATION ONLY**

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

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

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

#### **18 Questions for councillors**

An opportunity for councillors to ask another councillor a question.

#### **19 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 1 April 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 April 2021** at 7.00pm via Zoom.