

**LITTLE ECCLESTON WITH LARBRECK PARISH COUNCIL**  
**Minutes of the remote Parish Council Meeting, Thursday 11<sup>th</sup> February 2021, 7.00pm.**

PRESENT: Cllr Stead (Chair), Cllr S Milton, Cllr Coleman, Cllr Smith  
 IN ATTENDANCE: Jane Lingings (Clerk), County Cllr Paul Hayhurst

Ref	No.	Item																														
771/21	1.	<b>Apologies for Absence</b> Cllr Bull																														
772/21	2.	<b>Declaration of Interests</b> Cllr Milton declared pecuniary interest Agenda Item 6.																														
773/21	3.	<b>Minutes of the Previous Meeting</b> <b>It was resolved</b> that the minutes of the previous meeting held on the 14 <sup>th</sup> January 2021 were ratified as an accurate record and will be signed by the Chairman via the clerk.																														
774/21	4.	<b>Action Tracker</b> The action tracker was reviewed and completed actions updated.																														
775/21	5.	<p><b>County and Borough Council</b></p> <ul style="list-style-type: none"> <li>• Sunnydale Gardens – update from the clerk. following concerns that had been raised by members of the public regarding litter bins, Fylde Council have advised the following in relation to responsibilities:           <ul style="list-style-type: none"> <li>• Household waste – Responsibility - Fylde Council wheeled bins only.</li> <li>• Street cleansing and street litter bins: Responsibility - Wainhomes until the roads are adopted by Lancashire County Council. Any concerns to be raised with Fylde Council Email – listening@fylde.gov.uk Phone – 01253 658658</li> <li>• Play area – there is an agreed maintenance schedule under planning condition 28 of 16/0817 which was approved under planning permission 17/0789. Any concerns should be raised with Fylde Council – Planning. Email – planning@fylde.gov.uk Phone – 01253 658435</li> <li>• Roads – the main cul-de-sacs are in the process of being adopted by Lancashire County Council.</li> </ul> </li> </ul> <p><b>It was resolved</b> that the Clerk would write to Wainhomes for contact details of the management company.</p> <p>Cllr Hayhurst provided an update on the issues of two local roads within the Fylde that had been resurfaced, despite not being raised as a priority by Parish Councils or Cllr Hayhurst. Both of these roads within 6/12 months of resurfacing, are again in a poor state of repair. This will be raised at the next District Parish Liaison Meeting to discuss why roads are being repaired that Parishes/Fylde have not requested, whilst roads that have been requested for repair are left, in addition to the question of the use of taxpayer finance.</p> <p>Cllr P Hayhurst left the meeting.</p>																														
776/21	6. i. ii. iii.	<p><b>Finance</b></p> <p><b>It was resolved</b> to approve the monthly bank reconciliation for January 2021.</p> <p><b>It was resolved</b> to approve the cumulative budget report for January 2021.</p> <p><b>It was resolved</b> to approve payments for February 2021.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Details</th> <th>Net Amount</th> <th>VAT</th> <th>Gross Amount</th> </tr> </thead> <tbody> <tr> <td>11.2.21</td> <td>Salaries/PAYE</td> <td>Staff Costs</td> <td style="text-align: right;">£ 406.02</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£ 406.02</td> </tr> <tr> <td>11.2.21</td> <td>J Lingings</td> <td>Expenses (December and January)</td> <td style="text-align: right;">£40.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£ 40.00</td> </tr> <tr> <td>11.2.21</td> <td>Mr S Milton</td> <td>Amenity Cleansing Contract</td> <td style="text-align: right;">£320.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£ 320.00</td> </tr> <tr> <td>11.2.21</td> <td>Society of Local Council Clerks</td> <td>Membership</td> <td style="text-align: right;">£ 95.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">95.00</td> </tr> </tbody> </table>	Date	Payee	Details	Net Amount	VAT	Gross Amount	11.2.21	Salaries/PAYE	Staff Costs	£ 406.02	£0.00	£ 406.02	11.2.21	J Lingings	Expenses (December and January)	£40.00	£0.00	£ 40.00	11.2.21	Mr S Milton	Amenity Cleansing Contract	£320.00	£0.00	£ 320.00	11.2.21	Society of Local Council Clerks	Membership	£ 95.00	£0.00	95.00
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Chairman ..... Date .....

777/21	7.	<p><b>On-Line Banking</b> The Clerk provided an update on the logistics of two signature authorisation online banking. It was agreed further information would be required which will be discussed at the next meeting.</p>
778/21	8.	<p><b>Monthly Health and Safety Risk Assessment</b> Nil reported.</p>
779/21	9.	<p><b>Planning and Licensing</b> The following planning application was discussed and considered by the Parish Council:</p> <ul style="list-style-type: none"> <li>• Nil received at time of agenda.</li> </ul> <p>The planning decisions awaited/granted from Fylde Borough Council on previously circulated planning tracker were noted.</p>
780/21	10.	<p><b>Amenities/Maintenance/Environment</b></p> <ul style="list-style-type: none"> <li>• Village Appearance Projects – Cartford planter will be completed once the weather improves. <b>It was resolved</b> that Mr Milton would repaint the bus shelter – cost of paint to be reimbursed.</li> <li>• Defibrillator – Parish Champion – deferred to next meeting.</li> </ul>
781/21	11.	<p><b>Effectiveness of Internal Controls</b> <b>It was resolved</b> to approve the annual review of audit controls.</p>
782/21	12.	<p><b>Policy Review – Part 1</b> The Clerk and Cllr Stead had reviewed and where necessary developed new policies/internal protocols for the Council which will be an ongoing piece of work during the next few months.</p> <p>It was noted that although the Parish Council is classed as a Smaller Council, the policies required would be similar to that of a larger council, as Parish Councils are both corporate bodies and employers.</p> <p>Policies were circulated prior to the meeting for comments. <b>It was resolved</b> to approve the following new/reviewed policies:</p> <ul style="list-style-type: none"> <li>• Complaints</li> <li>• Community Statement of Intent</li> <li>• PAT testing equipment</li> <li>• Subject Access Request</li> </ul>
783/21	13.	<p><b>Items for the Next Agenda (for information only)</b> Annual Governance Statement Policy Review – Part 2 Defibrillator</p>
784/21	14.	<p><b>Date of Next Meeting</b> Thursday 11<sup>th</sup> March 2021 Please note that notification of Zoom meetings will be sent during the day of the next meeting.</p>
<p><b>Public Participation</b> No members of the public joined the meeting.</p>		