

**LITTLE ECCLESTON WITH LARBRECK PARISH COUNCIL
MINUTES OF THE MEETING**

Thursday 12th January 2023, 7.00pm at Elswick Village Hall, Roseacre Road, Elswick.

PRESENT: Cllr P Bull (Chair)
Cllr G Stead (Vice Chair)
Cllr N Smith
Cllr J Coleman
Cllr Sandra Milton
Cllr A M Bull
Cllr Steve Milton

IN ATTENDANCE: Jane Lingings (Clerk)
FBC Cllr P Hayhurst

Public Participation

No members of the public attended.

998/23 1. **Apologies for Absence**

999/23 2. **Declaration of Interests and Dispensations**

Cllr Sandra Milton, Cllr Steve Milton Agenda item 5 (pecuniary)
Cllr Sandra Milton, Cllr Steve Milton Agenda item 9 (pecuniary)

1000/23 3. **Minutes of the Previous Meeting**

It was resolved to approve the minutes of the meeting 10th November 2022 as an accurate record and were signed by the Chair.

1001/23 4. **Action Tracker**

The action tracker of previous decisions of the council was noted and updated.

1002/23 5. **Finance**

- i. **It was resolved to approve** the monthly bank reconciliation.
- ii. **It was resolved to approve** the cumulative budget report.
- iii. **It was resolved to approve** payments as below for December 22 & January 23

Payee	Details	Net	VAT	Gross
<u>December 2023</u>				
Salaries/PAYE	Staff costs	412.98	0	412.98
J Lingings	Admin Reimburse	40.00	0	40.00
Mr S Milton	Amenity Cleansing	331.43	0	331.43
Kirkham & Wesham Advertiser	Contract Adverts	108.00	0	108.00
inFocus	Contract Adverts	45.00	0	45.00
HSBC	Bank Charges	15.00	0	15.00

January 2023

Salaries/PAYE	Staff costs	836.08	0	836.08
J Lingings	Admin Reimburse	40.00	0	40.00
Mr S Milton	Amenity Cleansing	331.43	0	331.43
Emmington Electrical Ltd	Electrical safety works	118.29	23.66	141.95
Elswick Village Hall	Room Hire (12 months)	150.00	0	150.00
HSBC	Bank Charges	12.00	0	12.00

Income: £9.99 bank interest

1003/23 6. **2023/24 Budget**

At the November meeting, the budget had been debated at considerable length and it was acknowledged that there would need to be an increase. The final proposed budget was presented to the Council, and again this was discussed at length. **It was resolved** that the total funding precept requirement would be £18,268.00. The clerk will inform Fylde Borough Council.

1004/23 7. **Monthly Health and Safety Risk Assessment**

Nil raised

1005/23 8.

Planning and Licensing

The following applications were discussed and considered:

- 22/0920 Land adj Millfield Garstang Road, Little Ecclestone, PR3 2ZQ
Application for hedgerow removal notice relating to a 10 metres long section of hedgerow, with the removal intended to facilitate drainage works and be replaced in the first winter after completion of works
It was resolved that the Parish Council had no objection to this application.
- 22/0849 Sunnydale Cottages, 1 Garstang Road, Little Ecclestone, PR4 0XA
Demolition of two existing dwellings and erection of two storey building comprising 4 x 2-bed apartments with associated parking
It was resolved that the Parish Council had no objection to this application.

For information only: Applications received in-between meetings actioned using delegated powers (Ref 388/17).

22/0910: Land east of Millfield and South of Garstang Road, Little Ecclestone, PR3 0ZQ
Formation of temporary construction access off Garstang Road to facilitate construction of new surface water sewer

It was resolved that the Parish Council had no objection to this application but submitted comments for FBC to consider.

The planning action tracker was noted.

1006/23 9.

Amenities/Maintenance/Environment

Cllr Sandra Milton and Cllr Steve Milton left the meeting

- Amenity Cleansing Contract 2023: The Parish Council had advertised this contract in the inFocus, The Kirkham & Wesham Advertiser, local shops and on the website. One quotation had been received, which was considered by the Councillors. **It was resolved** that the contract will be awarded to Mr S Milton.

Cllr Sandra Milton and Cllr Steve Milton rejoined the meeting and were informed of the outcome. The Clerk will write formally to Mr Milton.

- Watering Contract 2023: The Parish Council had advertised this contract in the inFocus, The Kirkham & Wesham Advertiser, in local shops and on the website. No quotations or enquiries had been received. The following actions **were resolved**:
 - The clerk will strive to obtain quotations as per the Financial Regulations.
 - Cllrs P & AM Bull will draft a leaflet for the Parish to be agreed by all Councillors.

1007/23 10.

County & Borough Council

LCC Public Realm Agreements (response date amended to 16.1.23).

It was resolved that the Parish Council would not submit a response.

1008/23 11.

Internal Audit

It was resolved to approve the Internal Audit Terms of Reference and suggested testing methodology.

It was resolved to appoint Jan Finch as the Internal Auditor.

The Clerk informed the Councillors that this years audit will be conducted in the main paperless, via Microsoft Sharepoint, with the aim to be fully paperless for next year.

1009/23 12.

Items for the Next Agenda - to be submitted to the Clerk by: 31.1.23

- Effectiveness of Internal Audit Controls Review
- Open Spaces Contract 2023 – to review and consider quotations
- Drains

1010/23 13.

Date of Next Meeting

Thursday 9th February 2023

NOTE: Change of Venue for all future meetings Elswick Village Hall.