

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

Thursday 14th September 2023, 7.00pm at Elswick Village Hall, Roseacre Road, Elswick.

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

IN ATTENDANCE: Jane Lingings (Clerk)
FBC Cllr P Hayhurst
FBC Cllr M Lee
LCC Cllr J Singleton (Agenda item 9 only)

Public Participation

No members of the public attended.

1089/23 1. **Apologies for Absence**
Cllr A M Bull

1090/23 2. **Declaration of Interests and Dispensations**
Cllrs Sandra & Steve Milton, Agenda item 5 (pecuniary)

1091/23 3. **Minutes of the Previous Meeting**
It was resolved to approve the minutes of the meeting 20th July 2023 as an accurate record and were signed by the Chair.

1092/23 4. **Action Tracker**
The action tracker of previous decisions of the council was noted and updated.

1093/23 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

Payee	Details	Net	VAT	Gross
Salaries/PAYE	Staff costs	455.29	0	455.29
J Lingings	Admin Reimburse	40.00	0	40.00
J Lingings	Admin balancing payment	60.47	12.18	72.65
Mr S Milton	Amenity Cleansing	390.00	0	390.00

Income: Fylde Borough Council Precept 2nd Installment £9134.00
Fylde Borough Council Amenity Cleansing Grant 2nd Installment: £2193.00
Fylde Borough Council Bus Shelter Grant 2nd Instalment: £35.00
Resident donation in Bloom £58.00
Interest £31.87

iv. **It was resolved** to approve setting up a direct debit to HMRC for monthly PAYE, rather than the current standing order payment, which is a fixed amount and cannot be amended on a monthly basis if required.

External Audit Report 2022/23 The external audit has been completed with no issues raised. In accordance with the Accounts and Audit Regulations, the 'Notice of Conclusion of Audit' will be added to the website along with the Certified AGAR.

1094/23 6. **Monthly Health and Safety Risk Assessment**
Further to issues raised in July minutes regarding issues with some hedges causing difficulties for pedestrians on some of the paths in Little Eccleston and Larbreck, **it was resolved** the clerk will liaise with both Cllr J Singleton and the Land Registry to ascertain via LCC the ownership of a hedge in Little Eccleston.

- 1095/23 7. **Planning and Licensing**
Nil at time of agenda.
- 1096/23 8. **Amenities/Maintenance/Environment**
- 80th Anniversary of D-Day - 6th June 2024 – in bloom/community initiatives. It was resolved that the Parish Council will purchase two outdoor commemorative military figures and remembrance lamppost signs – **it was resolved** to budget £500.00 for these purchases.
 - Bug Hotel Land (location of small piece of land opposite the entrance to Merlewood Caravan Park). **It was resolved** to clarify that the Parish Council does not own this land and does not intend making a claim through adverse possession, but is grateful for the use of the land at this time.
- 1097/23 9. **County & Borough Council**
- LCC Parish and Town Council Conference Saturday 4 November 2023: **it was resolved** Cllr G Stead will attend.
 - FBC Planning Forum (DPL) 10th October 2023 18:30 - 20:00: **it was resolved** Cllr Steve Milton will attend.
 - Cllr John Singleton provided the following updates:
 - Road safety scheme for the A586 Little Eccleston: following several road traffic accidents, detailed design, consultation and procedures are being undertaken with the road safety team before a date for works to be programmed, although this is anticipated soon. Temporary signs and the variable messaging sign (VMS) trailer are presently on site until the 29th September 2023
 - Blackpool Old Road: The road has been measured and costed to send to the Capital Development West Team at highways for possible resurfacing.
 - Meagles Lane: Cllr Singleton met with the Fylde/Wyre highways manager in August. Highways are to visit the area again as no gullies appear on this road plan. The Flood management team have already issued letters to landlords requesting them to keep Thistleton brook clear.
- 1098/23 10 **Draft Open Spaces Annual Risk Assessment**
The first draft was reviewed. **It was resolved** that the clerk will make amendments to align with and include Parish Council contractors and volunteer groups individual risk assessments, and bring back to the October/November meeting.
- 1099/23 11. **Defibrillator Maintenance Contract**
As previously documented, the defibrillator is registered on The Circuit (the national defibrillator network). As part of this registration, routine checks are required to be uploaded to confirm it is “emergency” ready. Cllr Stead currently undertakes these checks. **It was resolved** Cllr Steve Milton will also undertake routine checks in the absence of Cllr Stead. **It was further resolved** that a formal maintenance contract, at this time, is not required. The clerk will add to September agendas annually to review.
- 110023 12. **Items for the Next Agenda**
Approval of Open Spaces Annual Risk Assessment
- 1101/23 13. **Date of Next Meeting**
Thursday 12th October 2023