

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

Thursday 8th February 2024, 7.00pm at Elswick Village Hall, Roseacre Road, Elswick.

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

IN ATTENDANCE: Jane Lingings (Clerk)
LCC Cllr J Singleton (Agenda Item 9 only)

Public Participation

No members of the public attended.

1148/24 1. **Apologies for Absence**
Cllr N Smith

1149/24 2. **Declaration of Interests and Dispensations**
Cllrs S & S Milton, Agenda item 5 (pecuniary)

1150/24 3. **Minutes of the Previous Meeting**
It was resolved to approve the minutes of the meeting 11th January 2024 as an accurate record and were signed by the Chair.

1151/24 4. **Action Tracker**
The action tracker of previous decisions of the council was noted and updated.

1152/24 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
HMRC	PAYE (quarterly)	397.57	0	397.57
Salaries	Staff costs	387.87	0	387.87
J Lingings	Admin Reimburse	40.00	0	40.00
Mr S Milton	Amenity Cleansing	390.00	0	390.00
EDF Energy	Unmetered electric supply	11.35	0.57	11.92
Amberol Ltd	Barrel planter replacements	1416.8	283.36	1700.16
Lancashire Best Kept Village	Competition Fee	25.00	0	25.00
Elswick Village Hall	Room Rent 12 months	150.00	0	150.00

Income received: Parish Champion Grant £653.16
Resident donation for barrel planter £100.00

1153/24 6. **Monthly Health and Safety Risk Assessment**

- Road safety scheme for the A586 Little Eccleston: Cllr J Singleton (JS) provided the following update on this essential scheme – *“the main delay is a supply issue for the LED road studs. The scheme which is mainly markings and signs is not conducive for introducing in the winter months, given the condition of the roads and getting good adherence for longevity during the cold weather months. The program is also affected by the current shortage of resource within the design teams due to staff leaving the authority. Recruitment is taking place. JS has been assured of an update soon on progress. JS has asked for the signage to be installed prior to the road studs. The problem is that this may involve duplication of Traffic management that increases the cost of the work. Officers have to take the most cost-effective approach with finite budgets. They are going to investigate the approach JS suggested.”*

The Parish Council discussed these issues at length and raised concerns again that this matter has been ongoing for over 12 months. This is a known accident spot and as such, signage must be a priority and should not have to wait for studs. JS will feedback these concerns to LCC.

- River Walk, Cartford Lane: it has been brought to the attention of the Parish Council that there is potential hazard whilst opening the gate to access the river walk opposite the Cartford Inn. There is the potential to drop/slip into the river at this point. **It was resolved** that the Clerk will ask the Public Rights of Way team from LCC to inspect the site and consider a small section of fence to the area which would reduce the risk at the gate access.

- 1154/24 7. **Planning and Licensing**
No planning applications were received at the time of the agenda.
- 1155/24 8. **Amenities/Maintenance/Environment**
East end triangle flower bed: **It was resolved** that the Parish Council will obtain costings for the replacement of the existing sleepers - for further discussion at the March Parish Council meeting.
- 1156/24 9. **County & Borough Council**
Cllr J Singleton provided his report for February.
- 1157/24 10. **Effectiveness of Internal Audit Controls Review**
It was resolved to approve the review prepared and presented by the Clerk.
- 1158/24 11. **Parish Council Telephone**
The mobile phone contract for the Parish Council is now out of contract and continues on a month-by-month basis. The Clerk is employed for 6.5 hours per week and is contacted mainly by email, rarely by telephone. The Parish Councillors recognise that residents must be able to make contact by telephone, and their landline numbers are available on the notice boards and website. **It was resolved** that the Parish Council would not enter into a renewed telephone contract and will therefore no longer have a specific number purely for contacting the Parish Clerk. The Clerk will update the website and noticeboards accordingly.
- 1159/24 12. **Parish Clerk Training Opportunity**
It was resolved that the Parish Council will fund the Clerk to undertake the Principles of Internal Auditing Local Councils at a cost of £120.00 + VAT, when this new course becomes available via the SLCC.
- 1160/24 13. **Items for the Next Agenda**
Annual Governance Statement
Memorial Assets Policy
- 1161/24 14. **Date of Next Meeting**
Thursday 14th March 2024