

LITTLE ECCLESTON WITH LARBRECK PARISH COUNCIL
MINUTES OF THE MEETING

Thursday 13th June 2024, 7.00pm at Elswick Village Hall, Roseacre Road, Elswick.

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

IN ATTENDANCE: Jane Lingings (Clerk)
County Cllr J Singleton (Provided update after Agenda Item 3, then left meeting)
FBC Cllr P Hayhurst (Agenda Item 9 onwards)

Public Participation

Two members of the public attended.

1209/24 1. **Apologies for Absence**
Cllr A M Bull (Vice Chair)

1210/24 2. **Declaration of Interests and Dispensations**
Cllrs S & S Milton Agenda item 5 (pecuniary)
Cllrs S & S Milton Agenda item 8 (pecuniary)
Cllr P Bull Agenda item 5 (pecuniary)

1211/24 3. **Minutes of the Previous Meeting**
The minutes of the 9th May 2024 meeting were amended at Item 2 to state *Cllr Stead stated that he would not seek re-election as Vice Chair*. Amendment proposed by Cllr P Bull, seconded by Cllr Sandra Milton.

Cllr Stead requested a recorded vote for approval of the minutes.
For – 3 Councillors (Cllr P Bull, Cllr Steve Milton, Cllr Sandra Milton)
Against – 1 Councillor (Cllr Stead)

It was resolved to approve the minutes of the meeting (amended) 9th May 2024 as an accurate record and were signed by the Chair.

1212/24 4. **Action Tracker**
The action tracker of previous decisions of the council was noted and updated.

1213/24 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
A M Bull	20s Plenty Campaign	150.00	0	150.00
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
K Coleman	In Bloom reimbursement	5.28	1.05	6.33
K Sudlow	In Bloom reimbursement	49.92	9.99	59.91
S Ball	In Bloom reimbursement	41.65	8.33	49.98
L North	In Bloom reimbursement	22.81	0.33	23.14
F Porter	In Bloom reimbursement	213.62	42.73	256.35
P Bull	In Bloom/20s Plenty Reimbursement	53.33	6.65	59.98
A M Bull	20s Plenty Campaign	44.10	0	44.10
EDF Energy	Unmetered electric supply	11.35	0.57	11.92

Income received: VAT Reimbursement £2332.03
FBC In Bloom grant £335.00

Review of process for monitoring the In-Bloom budget: **it was resolved** that the Clerk is no longer required to track the in-bloom budget broken down in detail. The Parish Council will monitor the allocated total budget only (net and gross figures).

- 1214/24 6. **Monthly Health and Safety Risk Assessment**
Obstacles on verges guidance: further to the Parish Councils concerns raised in April (Min ref 1182/24), LCC have confirmed that the Operations Manager for Highways and Transport, and an Inspector have both assessed the area and are satisfied there are no issues concerning LCC. The Parish Council will therefore not need to undertake a risk assessment of planting schemes previously approved.
- 1215/24 7. **Planning and Licensing**
No applications received at time of agenda.
- **For information only:** The following application was received in-between meetings and has been actioned by the clerk using delegated powers (Ref 388/17)

24/0247 1 Sunnydale Cottages, Garstang Road, Little Ecclestone with Larbreck, PR3 0ZQ
Formation of vehicle access onto Garstang Road (the a586) including associated driveway in front garden
- 1216/24 8. **Amenities/Maintenance/Environment**
- Weed Control Service: **It was resolved** members of the public be excluded from the meeting during consideration of this agenda item by reason of the confidential nature of the items of business to be transacted, in accordance with section 1(2) of the public bodies (admission to meetings) act 1960.

The members of the public, Cllr Hayhurst and Cllrs Sandra and Steve Milton left the room. The members of the public, Cllr Hayhurst and Cllrs Sandra and Steve Milton rejoined the meeting.

The Parish Council discussed two quotations for qualified weed control services. **It was resolved** to accept the lowest quotation at a cost of £285 excl VAT, subject to qualified operative certification supplied to the Clerk.
 - Double cupboard to store Parish Council items at Elswick Village Hall: **It was resolved** to purchase one double cupboard for the Parish Council for storage at a cost of £157.50 excl VAT which includes delivery.
 - Management of the Open Space areas under the responsibility of the Parish Council: **it was resolved** that if there is new area of development identified for potential in-bloom improvements, approval must be sought first from the Parish Council. This includes additional furniture. Cllr Stead will liaise with the In-Bloom group in his capacity as the Councillor Lead for the group.
- 1217/24 9. **County & Borough Council**
LCC – Bus Stop: to resolve to approve dates for clearance to assist in upgrade work: **It was resolved** that, at LCCs request, members of the public be excluded from the meeting during consideration of this agenda item by reason of the confidential nature of the items of business to be transacted, in accordance with section 1(2) of the public bodies (admission to meetings) act 1960.

The members of the public and Cllr P Hayhurst left the room.
Cllr P Hayhurst rejoined the meeting.

It was resolved that Cllr Stead will liaise with the In-Bloom group on a date for clearance after the competition judging has been completed.
- 1218/24 10. **Parish Council Policy Review**
It was resolved that the Clerk and Cllr Stead will review the existing/new policies. These will be distributed to all councilors for review prior to approval in September/October.
- 1219/24 11. **Financial Regulations Review**
As a member of National Association of Local Councils (NALC), the Parish Council received the reviewed Model Financial Regulations template produced in April 2024. **It was resolved** to approve the updated regulations with the appropriate adaptations suitable to the size and structure of Little Ecclestone with Larbreck Parish Council.

- 1220/24 12. **Parish Council Telephone Contract**
As part of the development of the Parish Council Business Continuity Plan, the clerk had identified login security requirements were dependent on a mobile phone for two factor authentication. **It was resolved** that the Parish Council would enter into a mobile phone contract by direct debit, under a sim only contract at an approximate cost of £13.00. The Clerk will liaise with the phone contract business team to arrange the two-signature authorisation as per the financial regulations.
- 1221/24 13. **Items for the Next Agenda**
- 1222/24 14. **Date of Next and future Meetings** (unless otherwise detailed on agenda)
Thursday 18th July 2024
No meeting in August 2024
Thursday 12th September 2024
Thursday 10th October 2024
Thursday 14th November 2024
No meeting in December 2024
Thursday 9th January 2025
Thursday 13th February 2025
Thursday 13th March 2025
Thursday 10th April 2025
Thursday 8th May 2025