

LITTLE ECCLESTON WITH LARBRECK PARISH COUNCIL NOTICE OF MEETING

You are hereby summoned to attend the Meeting of Little Eccleston with Larbreck Parish Council to held be on Thursday 12th September 2024, **7.30pm** at Elswick Village Hall, Roseacre Road, Elswick, PR4 3UD

[Jane Lingings](#)

Jane Lingings, Clerk to Parish Council (06.09.24)

AGENDA

Public Participation

- 1. Apologies for Absence**
To receive apologies for absence
 - 2. Declaration of Interests and Dispensations**
 - To receive declarations of interest from Councillors on items on the agenda
 - To receive written requests for dispensations for disclosable pecuniary interests (if any)
 - To grant any requests for dispensation as appropriate
 - 3. Co-Option to the Parish Council Vacancies**
To discuss and consider application(s) for co-option
 - 4. Minutes of the Previous Meeting**
To resolve to approve as a correct record the Minutes of the Council Meeting held on the 18th July 2024.
 - 5. Action Tracker**
To review the action tracker (for information only)
 - 6. Finance**
 - i. To receive and approve the monthly bank reconciliation.
 - ii. To receive and approve the cumulative budget report.
 - iii. To authorise payments.
 - iv. To acknowledge receipt of income
 - 7. Monthly Health and Safety Risk Assessment**
To discuss and consider additional risks to be documented on the risk register.
 - 8. Planning and Licensing**
To discuss and consider the following planning applications and resolve any action required
 - Application 24/0404: Land North of Garstang at junction with Windy Harbour Road, Pool Foot Lane, Singleton.
Application to vary conditions on planning permission 19/0318 relating to development of mixed use tourism & leisure development involving a 9-hole golf course, siting of 495 holiday lodges, erection of buildings providing 102 bedroom hotel, pool and leisure facilities, and green-keeper facilities, together with associated open space/biodiversity area .proposed variation is of condition 2 (approved plans), 3 (phasing of development), 6 (ecological management), 17 (landscaping), 19 (drainage), and 20 (levels).
- For information only:** The following application was received in-between meetings and have been actioned by the clerk using delegated powers (Ref 388/17)
- Application 24/0438: Millfield, Garstang Road, Little Eccleston with Larbreck, PR3 0ZQ
1.5 storey rear extension incorporating first floor balcony, construction of dormer to east facing side roof slope and enlargement of hard standing to front of dwelling

9. Amenities/Maintenance/Environment

To discuss and consider any issues and resolve actions required:

- Lamp post bins
- West End Trees – canopy trim

10. County & Borough Council

- FBC Bus Shelter Cleaning Subsidy – 25/26

11. Parish Council Administration

To receive an update from the Clerk and resolve to approve any actions required.

12. External Auditors Report and Certificate for the year ended 31 March 2024

To receive the conclusion of external audit and resolve to approve the length of time the notice is to be published. The previous statute required 14 days; but it is now up to the Parish Council to make this decision. Notice must be published before 30th September 2024.

13. Parish Council Policy Review

To receive existing policies reviewed by the Clerk and Cllr Stead and resolve to approve:

- Community Engagement & Statement of Intent Policy
- Complaints Policy
- Disciplinary Procedure Policy
- Equality & Diversity Policy
- Grant Awarding Policy
- Grievance Procedure
- Health and Safety Policy
- Home Worker Policy
- Information Protection Policy
- Information Security Incident Policy
- Public Participation
- Recruitment Policy
- Removable Media Policy
- Social Media and Electronic Communication Policy
- Subject Access Request Policy

To receive new policies prepared by the Clerk and Cllr Stead and resolve to approve the following:

- Email and Computer System Use Policy and Procedure for Councillors
- Policy for Granting of the Honorary Freedom of the Parish
- Reserves Policy
- Vexatious Complaints Policy

14. Tractor Pull

To consider any issues raised.

15. Open Spaces Annual Risk Assessment

To review the annual risk assessment.

16. Defibrillator Maintenance Contract

To receive an update from Cllr Stead.

17. Items for the Next Agenda

Business Continuity Plan

18. Date of Next Meeting

Thursday 10th October 2024