

LITTLE ECCLESTON WITH LARBRECK PARISH COUNCIL
MINUTES OF THE MEETING

Thursday 13th February 2025, 7.00pm at Elswick Village Hall, Roseacre Road, Elswick.

PRESENT: Cllr P Bull (Chair)
Cllr A M Bull (Vice Chair) – item no.15 onwards
Cllr Steve Milton
Cllr D May
Cllr Sandra Milton
Cllr G Stead

IN ATTENDANCE: Diane Baker (Clerk)

Public Participation
No public attendance.

1000/25 1. **Apologies for Absence**
Cllr John Singleton, LCC
Cllr P Hayhurst, FBC
Cllr J Smith

1001/25 2. **Declaration of Interests and Dispensations**
Cllrs S and S Milton Agenda items 9 b) and c) (pecuniary).

1003/25 3. **Minutes of the Previous Meeting**

It was resolved to approve the minutes of the meeting held on 9 th January 2025 as an accurate record.
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AP: Clerk to update website accordingly.

1004/25 4. **Action Tracker**
The action tracker of previous decisions of the Council was noted.

It was noted that the West End trees had been trimmed but not crowned as agreed.

AP: Cllr P Bull to liaise with Cllr John Singleton

It was resolved to close the matter of the Bank Account Multipay Card as it was agreed that this was not a requirement at present.

AP: Clerk to update Action Tracker.
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1005/25 5. **Finance**
a) To receive and approve the monthly bank reconciliation.
b) To receive and approve the cumulative budget report.
c) To authorise payments.
d) To acknowledge receipt of income.
e) To discuss Pensions Enrolment.

It was resolved to approve items a) to d) and noted that these items will now be presented in one spreadsheet.

AP: Clerk to finalise new finance spreadsheet for next meeting.
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It was resolved to enter a 'nil' response to the Pensions Enrolment enquiry from HMRC.

AP: Clerk to complete HMRC proforma and provide a note to Council declining to join any employment scheme during the term of contract.

1006/25 6. **2025/26 Budget**
a) To discuss and consider the Parish Council draft budget proposals for 2025/2026
b) To discuss and agree the Precept amount to be requested for 2025/2026

It was resolved to approve the draft budget proposals for 2025/2026.	AP: Clerk to populate spreadsheet for new financial year.
It was resolved to approve a Precept of £19,800	AP: Clerk to notify FBC of Precept amount

1007/25 7.

Monthly Health and Safety Risk Assessment

To discuss and consider additional risks to be documented on the risk register.

It was agreed that there were no issues	AP: None.
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1008/25 8.

Planning and Licensing

- To consider Planning Application 24/0754, Larbreck Hill Farm PR3 0XS. Conversion of existing hay barn and shippon to form 3 no. residential dwellings to be built and occupied as self-build/custom dwellings.
- To discuss Licensing Lists

It was resolved to notify FBC that there were no objections to Application 24/0754.	AP: Clerk to notify FBC.
It was resolved that further enquiries would be made into the licensing restrictions on the showground i.e. a cessation of 8pm.	AP: Cllr Steve Milton to raise with event management as part of his liaison role.

1009/25 9.

Amenities/Maintenance/Environment

To discuss and consider any issues and resolve any actions required.

- To discuss proposed revisions to the Open Spaces contract.
- To discuss proposed revisions to the Watering contract.
- To discuss proposed revisions to the Amenity Cleansing contract.
- To receive updates on the plaque and supply of electricity for the seasonal period.
- To discuss a proposed planter at East End.

It was resolved to approve the Open Spaces contract and change the name to 'village appearance and associated costs'	AP: Cllr P Bull to liaise with contractor for signed contract.
It was resolved to approve the Watering contract.	AP: None.
It was resolved to approve the Amenity Cleansing contract.	AP: None.
It was noted that the Plaque procurement was still ongoing.	AP: Cllr P Bull
It was noted that the supply of electricity for the seasonal period was still ongoing.	AP: Clerk to continue to liaise with utility provider.
It was resolved that the cost of a new planter at East End would be met by existing resources within the Village in Bloom budget.	AP: None.

1010/25 10.

Standing Orders

- To discuss and consider any revisions to the existing document

It was noted that no revisions were required.	AP: None.
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1011/25 11.

County and Borough Council

To receive updates from County and Borough Councillors

A meeting has been requested with LCC regarding the 20mph campaign on Cartford Lane	AP: Cllr John Singleton
A give-way sign has been requested for Cartford Lane.	AP: Cllr John Singleton
Pruning of trees on Blackpool Road. The work was completed on 6 th February and the team will clear the area of vegetation.	AP: LCC
Road markings at the junction of Cartford Lane and Blackpool Old Road in March 2025 will be carried out in March 2025.	AP: LCC
Cuadrilla has contractually secured a workover rig for the decommissioning of wells however the rig has not arrived on the date advised.	AP: Cllr John Singleton to write to Cuadrilla.
A grant of £500 has been awarded to the Village In Bloom group.	AP: None

Blackpool Old Road has been added to the 'local deterioration fund' to be considered by LDF. Unfortunately, it did not qualify to be included in the 2024/2025 programme of works but will be considered for future programmes; in the meantime, it will continue to be monitored.	AP: Cllr John Singleton/LDF
Road works are underway in Gillow Park (13/02-17/02/2025) by BT.	AP: None.

- 1012/25 12. **Organisational Risk Management Plan**
To resolve to approve the annual operational Risk Management Plan prepared by the Clerk.

It was approved and noted that no revisions were required.	AP: None.
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- 1013/25 13. **Asset Register**
To resolve to approve the updated Asset Register prepared by the Clerk.

It was approved and noted that no revisions were required.	AP: None.
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- 1014/25 14. **Business Continuity Plan**
To discuss and consider amendments to the Business Continuity Plan

It was noted that no revisions were required.	AP: None.
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- 1015/25 15. **Internal Audit**
To resolve to review and approve the Internal Audit Terms of Reference

It was approved and noted that no revisions were required.	AP: None.
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- 1016/25 16. **Items for Next Agenda:**
a) Review suite of policies and procedures.
b) Review of Annual Governance Statement

- 1017/25 17. **Date of Next Meetings:**

Thursday 13th March 2025
Thursday 10th April 2025
Thursday 8th May 2025
Thursday 12th June 2025
Thursday 10th July 2025