

## STALMINE-WITH-STAYNALL PARISH COUNCIL

### Minutes of the ordinary meeting of the Parish Council held on Tuesday 9<sup>th</sup> July 2024 at 7.00pm in the Village Hall Stalmine

**Present:** Cllr Phil Orme (Chair), Cllr Rob Drobny, Cllr Peter Muirhead

**In attendance:** Debbie Smith Clerk.

#### 53.1 Apologies for absence

Cllr John Bell-Fairclough (Vice Chair), Cllr Chris Mills (Planning Ambassador)

#### 54.2 Declaration of interests and dispensations

Nil

#### 55.3 Minutes of the last meeting

Councillors **resolved** to approve as a correct record the minutes of the Parish Council meeting held on 11<sup>th</sup> June 2024.

#### 56.4 Public participation

Four public members were present at the meeting.

**Resolved** to adjourn the meeting to allow non-council members to speak.

The members of the public were present to discuss the Bowes Hill Farm Campsite. There were view points between the public members for and against the campsite. The council listened to all points made within the discussion, and the chair agreed with the public members that the discussion was best spoken outside of the council meeting. The members agreed left the meeting to continue their discussion.

**Resolved** at the conclusion of the public session to reconvene the meeting.

#### 57.5 Planning

**Application Number:** 24/00524/FUL

**Proposal:** Retrospective change of use of land to residential curtilage for siting of; 2 x Static Caravans, addition of access ramp and porch and store to one static caravan. Partial surfacing in road planings, providing 1 parking space for domestic use. Small animal hutch and timber walkway. Erection of 2.4 metre close boarded fence enclosing caravan area. Erection of shed containing hot tub with attached pergola seating area, for private use

**Location:** Torbant Farm Brick House Lane Hambleton Poulton-Le-Fylde Lancashire

The council **resolved** to not object to the application. The council noted that the intentions to use the caravans are for business purposes, and would strongly recommend that a condition is written up to enforce that the caravans are used for business purposes only.

#### 58.6 Finance

a) The council **resolved to note** the following receipts in June

Nil

b) The council **resolved to approve** the following payments

Payment Name	Details	Cash Book BAC's Ref	Amount
Payroll	June 2024 payroll paid in July	39	£1,068.40
Les Needham	Lengths man expenses (June millage/petrol/ equipment)	40	£69.01
MS Garden Maintenance	Invoice # 0106 (Plants Man)	41	£360.00
MS Garden Maintenance	Expenses for June (Plants Man)	41	£13.00
Debbie Smith	Clerk's homeworking June 2024	42	£18.00
SLCC	Inv BK216463-1 CILCA Portfolio Course	43	£300.00
SLCC	Inv QL205546-1CILCA Qualification	44	£450.00
LALC	Inv UNP200624/01 Cllr P.M Neighbourhood training	45	£35.00
C&C Supplies	Inv SIN0126331 – Over Trousers Yellow	46	£29.40
Homecare& DIY	Grass seed	47	£6.50
Homecare& DIY	Bolt/Nut/Washer/Wh Spirit	48	£10.49
Wyre Building Supplies	Inv SIO422442 – carriage bolt m8 x 100 bag 10	49	£4.00
Cumbria Tree Surveys	Ref- 2425032 – Felling License (Daniel Bold)	50	£300.00

Please note the below invoice was received after July's agenda was published. The invoice due date is before August Finances, under clerk's delegations this invoice has been paid to avoid late payment.

Payment Name	Details	Cash Book BAC's Ref	Amount
Mower Power Ltd	Invoice # 151974 New Blower for Lengths Person	51	£277.84

c) The Council **resolved to note** the following payments by direct debit:

Company Name	Details	Payment Date	Amount
Easy Websites	Monthly hosting fee	1 <sup>st</sup> July	£40.92
Unity Trust Service Fee	Bank 3-month service fee	30 <sup>th</sup> June	£18.00
ICO	Annual Data Protection Fee	4 <sup>th</sup> June	£35.00

d) The Statement of Account was provided; Bank Statements were available at the meeting. It was **resolved** to accept the documents as a true reflection of the Council position and were signed by the Chairman. The statement of account for June showed a balance of £70,157.08

e) Councillors reviewed expenditure for April, May and June 2024. The clerk explained to council members that the budget header (CFS) was minus £3,558.74 due to the delays within the 2024/23 Spids project, resulting in the combined payment of £10,504.76 which was paid in the new civic year 2024/25. The clerk explained that the budget header (PM) was lower than was expected due to delays with the 2023/24 car park barrier project. A payment of £4,809.60 for this project was paid in the new civic year 2024/25. The council **resolved** that it was in order and accepted the clerk's explanations and approved the Q1 budget monitoring statement as being a true representative of the expenditure within the cash book.

## 59.7 Policy documents

a) Councillors **resolved to approve** the clerk's delegations document with up-dated information to reflect the new Financial Regulations.

b) Councillors **resolved to approve** the re-adoption of the grants policy, grants policy guide and grant application documents. No amendments have been made to these documents.

c) Councillors **resolved to approve** the re-adoption of the audio-visual recording policy. No amendments have been made to the policy.

d) Councillors **resolved to approve** the re-adoption of the council's safeguarding policy. No amendments have been made to the policy. Councillor members present at the meeting signed the document provided by the clerk to confirm they have read the policy and will abide by its contents.

e) Councillors **resolved to approve** the re-adoption of the Equal Opportunities Policy. No amendments have been made to the policy.

f) Councillors **resolved to approve** the re-adoption of the Health & Safety Policy. No amendments have been made to the policy.

g) Councillors **resolved to approve** the re-adoption of the Volunteer's Policy. No amendments have been made to the policy.

h) Councillors **resolved to approve** the re-adoption of the Sickness Policy. No amendments have been made to the policy.

## 60.8 Woodland report and work required under health and safety recommendations

The council **resolved** that the work on the woodland must go ahead due to the health and safety aspect of the recommendations. The Council **resolved** to defer on which contractor to use until September's meeting, as they are mindful it is public money that is being spent. The clerk informed the council that the felling license may take up to October to be approved, and would up-date the council accordingly.

## 61.9 Bowes Hill Farm

The council **resolved** for the clerk to email Wyre Cllr Lynne Bowen for an up-date on the Bowes Hill Farm and report back on the latest enforcement, and if the enforcement still remains has Wyre Borough acted on it.

### **62.10 Lengths Persons Tools and Storage Unit**

The council **resolved** for the purchase of a new blower tool for the Length's Person. The council **resolved** to have the storage unit placed at the Hall Gate entrance to the woodland. It was **resolved** that the clerk would research the costs of a slightly larger unit and whether there is enough money within the reserves to have this purchased in this civic year. It was **resolved** that the Chair would speak to Wyre Borough Council if planning permission was required for the storage unit.

### ITEMS FOR INFORMATION ONLY

### **63.11 Reports from outside bodies**

Nil

### **64.12 Clerks Report**

#### **Stalmine Play Ground Area**

Playground inspections for June 2024 have shown no issues.

#### **PKF Little John (External Auditor)**

They have now confirmed they have received the documents and will audit them in due time.

#### **Moss Side Lane Closure**

I can confirm that I have emailed Cllr John Shedwick in regards the road closure letter request to residents affected. I have spoken to Mr Shedwick and he has informed that the survey work was completed 6 weeks ago and sent to asset management. He agrees that residents should be informed and is waiting to hear what works are to be proposed. He will keep me up-dated with any information.

#### **Biodiversity and PROW grant**

I can confirm that I have opted in on behalf of the PC. The payments are now being processed, and Linda Andersen Public Rights of Way Officer (Development) would like to thank all involved in the hedge-hog highway project.

#### **Mower Power**

I have now changed the Mower Power account from a cash account to a credit account so the lengths man is able to have his tools serviced each year without any issues.

### **65.13 Wyre councillor report**

Nil

### **66.14 Questions to councillors**

Nil

### **67.15 Date and time of next meeting**

Councillors are asked to raise matters to be included on the agenda for the next meeting of the Parish Council either at the meeting or by notifying the clerk at least 10 days prior to the next meeting (**Friday 30 August at the latest**), with a summary of the reason for raising the matter. Please note there will be no meeting in August. The next meeting of the Parish Council is proposed for **Tuesday 10 September 2024** at 7.00pm.

The chair closed the meeting.