

STALMINE-WITH-STAYNALL PARISH COUNCIL

Minutes of the ordinary meeting of the Parish Council held on Tuesday 10th September 2024 at 7.00pm in the Village Hall Stalmine

Present: Cllr Phil Orme (Chair), Cllr Chris Mills (Planning Ambassador) Cllr Peter Muirhead

In attendance: Debbie Smith Clerk.

68.1 Apologies for absence

Cllr John Bell-Fairclough (Vice Chair), Cllr Rob Drobny

69.2 Declaration of interests and dispensations

Nil

70.3 Minutes of the last meeting

Councillors **resolved** to approve as a correct record the minutes of the Parish Council meeting held on 9th July 2024.

71.4 Public participation

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

Two members of the public were present. One member asked if the council had any historical information on Stalmine and its residents, the council suggested they would make a request for information in the Green Book, they also notified the council of a volunteer whom would help with the barrier. One member informed the council of on-going issues with Bowes Farm, the council **resolved** to investigate the matter with Wyre Borough.

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

72.5 Planning

Application Number: 24/00546/FUL

Proposal: Proposed erection of 1 no agricultural building

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

The council **resolved** to not object to the planning application. The council noted that there was no provision within the plan to maintain safety during the construction with the Public Right Of Way that is close to the proposed site and would like to see this addressed.

Application Number: 24/00547/FUL

Proposal: Erection of a two-storey building comprising of visitor's centre, cafe/restaurant, hydrotherapy pool, an on-site laundry facility and an expanded car parking area (pursuant to variation of condition 2 (floor uses) on planning permission 21/00594/FUL)

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

The council **resolved** to not object to the planning application. The council noted that although they have resolved not to object, they are concerned about the access to the site stating the junction onto Brick House Lane is unsafe from the main road A588 as it is not an acceptable route into the development, and the council disagree entirely with the LCC highway report. The council are pleased to see in the Planning Statement section 'Proposed Condition No.2 (21/005494/FUL)' with the text highlighted in red 'may only be hired as a function room by guests staying in the holiday cottages,' The council would hope to see enforcements being placed if there was any infringement on this condition.

Application Number: 24/00619/FUL

Proposal: Erection of stable block for two horses and change of use of land to form menage both for private use

Location: Land To The West New Road Stalmine-with-staynall Poulton-Le-Fylde Lancashire

The council **resolved** to not object to the planning application, but noted that they would like all observations and concerns with birds are complied with, and that it remains for private family use.

Application Number: 24/00653/COUQ

Proposal: Prior approval for proposed change of use of a stone built agricultural building to 1.no 4 bedroom dwelling houses (C3) with building operations under Class Q of the GPDO.

Location: Gaskells Farm Staynall Lane Hambleton Poulton-Le-Fylde Lancashire

The council **resolved** not to object to the application, and made no further comments.

73.6 Finance

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

Nil

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

Payment Name	Details	Cash Book BAC's Ref	Amount
Payroll	August 2024 payroll paid in September	68	£1,263.51
Les Needham	Lengths man expenses (August millage/petrol/ equipment)	69	£52.51
MS Garden Maintenance	Invoice # 0123 (Plants Man)	70	£345.00
MS Garden Maintenance	Expenses for August (Plants Man)	70	£13.82
Debbie Smith	Clerk's homeworking August 2024	71	£18.00
Wyre Building Supplies	4"round rails/Dewalt drill bits Invoice#SI0428335	72	£21.40
Wyre Building Supplies	4x70mm Forgefast Pozi Screw Invoice#SI0429217	73	£15.25
LALC Conference Place	9 th September Cllr Peter Muirhead	74	£35.00

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

Company Name	Details	Payment Date	Amount
Easy Websites	Monthly hosting fee	2 September	£54.12

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 July showed a balance of £68,438.33 The statement of account for August showed a balance of £65,691.29

e) August Finances was provided. The council **resolved** to read and accept the document with payments made under Clerk's Delegations.

74.7 Policy documents

The council **resolved** to approve:

a) Data Protection Policies and Documents-

- (i) Data Protection Policy with amendments made to contact details.
- (ii) Data Audit Schedule with amendments made to the number of staff and councillors, and the precept.
- (iii) Document Retention & Disposal Policy (no amendments made).
- (iv) SWS Document Retention – Appendix A list of Documents for Disposal or Retention (no amendments made).
- (v) SwS Privacy Notice with amendments made to contact details.
- (vi) SwS New Councillor Contact Privacy Notice with amendments to contact details.
- (vii) SwS Management of Transferable Data Policy (no amendments made).
- (viii) SwS Press, Social - Media and Electronic Communication Policy (no amendments made).
- (ix) SwS Privacy Notice – Email contact (no amendments made).
- (x) SwS Privacy Notice – staff and role holders, amendments made to contact details.

b) Employment Policies and Documents

- (i) Grievance Policy (no amendments made).
- (ii) Disciplinary Policy (no amendments made).
- (iii) Whistle Blowing Policy (no amendments made).
- (iv) Dignity at Work Policy (no amendments made).
- (v) Violence at Work Policy (no amendments made).
- (vi) Lone Worker Policy (no amendments made).
- (vii) Clerks Risk Assessment undertaken on 22 August 2024.
- (viii) Lengths/Plants Man Risk Assessment undertaken August 2024. This document was signed at the meeting by the clerk and the Chair.
- (ix) Equality and Diversity Policy (no amendments made).

c) Other Policies and Documents

- (ii) Freedom of Information Publication Scheme with amendments made to the council website address and clerks email address.
- (iii) Investment Strategy (no amendments made).
- (iv) Community Engagement Strategy (a full up-date of the policy was implemented)
- (v) Co-option Policy (this is a new policy)

The council **resolved** to have section 3 of the Complaints Procedure to be re-drafted to be approved at Octobers Meeting.

- (i) Complaints Procedure (with the addition of section 3 within the document)

75.8 Projects for 2025/26

Council members brought forward ideas for projects for 2025/26. Council members will discuss in more detail at October's meeting with costings to **resolve** what project(s) to move forward with in the new civic year.

76.9 Woodland report and work required under health and safety recommendations

The council **resolved** to use the contractor Special Tree Branch Services for the wood land work. The clerk will co-ordinate with the contractor and report any up-dates to the council.

77.10 Lengths Persons Tools and Storage Unit

The council **resolved** to purchase a new storage unit for the Lengths Man in this civic year. The clerk will purchase the storage unit and will co-ordinate with the Lengths Man with delivery and the erecting of the unit.

78.11 Audit for year end 31 March 2024

The council **resolved to accept and approve** the annual return and certificate along with the Notice of Conclusion of Audit. The clerk informed the council that the requirement for Notice of Conclusion of Audit, along with certified AGAR (sections 1,2, &3) are displayed along with the publication on the council's website for the required 14 days dated 5th August 2024.

79.12 Contracted Plants Person's Annual Contract Review

Councillors **resolved** to approve amendments discussed, to the contracted Plants Man's Annual Contract. It was also noted that the clerk would meet with the Plants Man before the next meeting so he may approve and sign the amended contract.

80.13 Christmas Tree and lights at Saint James' Church

The council **resolved** to provide a Christmas tree and lights for Stalmine' s Christmas Switch on this year. The clerk will co-ordinate the arrangements and report any up-dates to the council.

81.14 Consultation on the proposed diversion of part of Footpath FP0222009 Stalmine-with-Staynall, Wyre Borough, Highways Act 1980 Section 119.

The council **resolved** to have no objections to the proposed footpath diversion, the council noted that it has been well thought through.

ITEMS FOR INFORMATION ONLY

82.15 Reports from outside bodies

Cllr Mill's reported he was in contact with Jane Fergerson from Wyre Borough in regards the green grant section 106 for Linley Grange phase two. This is in relation to money earmarked for the playing field and woodland area in Stalmine. He informed the council he would be setting up a meeting to discuss this further with Jane, Cllr Muirhead informed the council he had attended the LALC conference, and had gathered lots of information and looked into different topics such as biodiversity. He informed the council he had also attended the Over Wyre Joint Parishes meeting in August, and the next meeting would be on November 4th at Hambleton Village Hall at 7pm. He informed the council that OWJP group would be sending a letter to the planning enforcement in regards to the concerns of the parishes over the traffic safety, the tweaks of the plans, flooding etc, with the view to have a face-to-face closed meeting between the councillors and the planning officer and possibly the vendor of the quarry to have a discussion over concerns. Cllr Orme who also attended the OWJP group and echoed Cllr Muirhead conversation. Cllr Orme informed Cllr Muirhead that he had raised the pond issue on Linley Grange at the recent flood forum meeting.

**83.16 Clerks Report
Stalmine Play Ground Area**

Playground inspections for August 2024 have shown no issues, apart from another loose timber board on the zip wire play area which has now been repaired and secured.

Lengths Person New Drill

I can now confirm that the Lengths Person has bought a new drill.

Plants Man

The Plants Man has spoken to me about having a named Hi-Vis vest with the council's name placed on it, so the public can recognise whom he is working for. These have now been purchased and he and the Lengths Man now have one. There are two spare vests which are being held by myself.

84.17 Wyre councillor report

Nil

85.18 Questions to councillors

Nil

86.19 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 27 September at the latest**), with a summary of the reason for raising the matter.

The next meeting of the Parish Council is proposed for **Tuesday 8 October 2024** at 7.00pm.

The chair closed the meeting.