

Councillors you are duly summoned and members of the public are invited to attend a meeting of **Slyne with Hest Parish Council** on **Monday 15 April 2024 at 7:00** pm at The Memorial Hall for the purposes detailed in the following agenda.

## AGENDA

	Agenda Items	Documents
<b>1.</b>	<b><u>Apologies</u></b>	
<b>2.</b>	<p style="text-align: center;"><b><u>Minutes</u></b></p> <p>Chair to sign the minutes of the meeting held on <u>18 March 2024</u> as a true record</p>	MAR Mins
<b>3.</b>	<p style="text-align: center;"><b><u>Declarations of interest</u></b></p> <p>To receive from members in respect of items on this agenda (<i>Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting</i>)</p>	
<b>4.</b>	<p style="text-align: center;"><b><u>Public Participation</u></b></p> <p>Members of the public will be given the opportunity to speak, ask questions or raise matters of interest with regard to this agenda.</p>	
<b>5.</b>	<p style="text-align: center;"><b><u>Reports</u></b></p> <p>To receive any report from the Lancaster City or Lancashire County Councillors, The Memorial Hall Committee</p>	
<b>6.</b>	<p style="text-align: center;"><b><u>New Items for this month</u></b></p> <ul style="list-style-type: none"> <li>a. Share any correspondence from residents</li> <li>b. Civility &amp; Respect Letter from Lancaster City Council. To consider signing up and to undertake the work ahead of agreeing to adhere to the Civility &amp; Respect Pledge, as advised by LCC.</li> <li>c. Year End Report / Adopted Budget</li> <li>d. Email from Tennis Club Chairman regarding drainage, action required, Cllr Burrow will report.</li> <li>e. Website Build – Updates on progress</li> <li>f. Updates on new play tower installation. Quotes received from three companies. Six options considered, work awarded to Playtime by FAWNs</li> <li>g. Letter from Simon Hoare MP regarding Councillors Interests and Home addresses.</li> <li>h. GDPR refresher around responsibilities</li> <li>i. To review Financial Regulations &amp; Financial Risk Management</li> <li>j. To review Clerks wage</li> <li>k. To discuss the Annual Parish Meeting due to take place in May.</li> </ul>	<p>Email x 1 Letter</p> <p>Report Email Verbal Document</p> <p>Letter</p> <p>Verbal Document</p>

7.	<p style="text-align: center;"><b><u>Ongoing items</u></b></p> <p>To receive any updates regarding ongoing items and agree actions</p>	See List										
8.	<p style="text-align: center;"><b><u>5 Year Plan</u></b></p> <p>To receive any updates regarding our long terms plans – To discuss any feedback received at our public engagement coffee morning.</p>	See report										
9.	<p style="text-align: center;"><b><u>Planning Applications</u></b></p> <p>i) To note that the following planning application(s) has been submitted to Lancaster City Council and circulated to members of the Council since the last meeting:</p> <table border="1" data-bbox="316 663 1219 797"> <tr> <td data-bbox="316 663 762 752"><b>24/00361/FUL</b></td> <td data-bbox="762 663 1219 752">3 Hatlex Hill - Demolish / Erection of Porch etc.</td> </tr> <tr> <td data-bbox="316 752 762 797"><b>24/0065/TPO</b></td> <td data-bbox="762 752 1219 797">129 Hest Bank Lane - Tree Felling</td> </tr> </table> <p>i) To note any planning applications received and circulated to members of the Council since publishing the agenda</p> <p>ii) To note those planning applications have been notified as approved/refused by Lancaster City Council since the last meeting</p> <table border="1" data-bbox="316 1032 1187 1216"> <tr> <td data-bbox="316 1032 751 1099"><b>24/00164/FUL</b></td> <td data-bbox="751 1032 1187 1099">61 Hest Bank Lane – Extension - Permitted</td> </tr> <tr> <td data-bbox="316 1099 751 1167"><b>24/00204/PLDC</b></td> <td data-bbox="751 1099 1187 1167">2 Rushley Drive - Lights and windows – LDC Granted</td> </tr> <tr> <td data-bbox="316 1167 751 1216"></td> <td data-bbox="751 1167 1187 1216"></td> </tr> </table>	<b>24/00361/FUL</b>	3 Hatlex Hill - Demolish / Erection of Porch etc.	<b>24/0065/TPO</b>	129 Hest Bank Lane - Tree Felling	<b>24/00164/FUL</b>	61 Hest Bank Lane – Extension - Permitted	<b>24/00204/PLDC</b>	2 Rushley Drive - Lights and windows – LDC Granted			
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10.	<p style="text-align: center;"><b><u>Finance</u></b></p> <p>i) To note there have been <b>£69,550 April</b> receipts.</p> <p>ii) To note the balance of the Reserve Bank account <b>£81,828.76</b> and interest applied to the account of <b>£90.92 on 28/03/2024</b></p> <p>iii) To note the precept payment of £69,550 has been received</p> <p>iv) To note any receipts since publishing the agenda (Live statement)</p> <p>v) To approve the following payments:</p> <p><b>APRIL 2024</b></p> <ul style="list-style-type: none"> <li>• Easy Websites – website build costs £500</li> <li>• Signs from Amazon £39.75</li> <li>• Coffee Morning Refreshments /raffle prizes £58.31</li> <li>• Raffle Ticket booklet £1.99</li> <li>• Bus Shelter Repairs (leaking, wet seats) £50</li> </ul> <p><u>Regular Payments</u></p> <ul style="list-style-type: none"> <li>• Bank Charges applied on 01/03/2024 £8.40</li> <li>• Clerks Wages £1350.08</li> <li>• Clerks printing (£9.99 pm) £9.99</li> <li>• S Brade (approx. £160) £TBC</li> <li>• Clerks Mobile Phone £5.95</li> </ul>											

	<p><u>Direct Debits</u></p> <ul style="list-style-type: none"> <li>• Eon Next (MUGA) £58.55</li> <li>• Envirocare £882.50</li> <li>• Sky broadband £41.94</li> <li>• HMRC (22.4.24) £712.38</li> <li>• Water Plus £208.38</li> <li>• Easy Websites (pending approval) £25.30</li> <li>• Rydal Group (pending approval) £38.40</li> </ul> <p>vi) To approve any payments due since publishing the agenda</p> <p>vii) To approve retrospective payments included in list above</p> <p>viii) To receive, approve and sign month end balances</p> <p>ix) To note the bank balances at 9 April is <b>£78,421.53</b> and authorise the Chair to counter-sign the bank statement.</p> <p>x) AGAR – Year End documents to be viewed by council ahead of internal audit taking place.</p> <p>xi) To approve East Websites Direct Debit of £25.30 per month from May 2024. The new host of our website.</p> <p>xii) To approve Rydal Group Direct Debit of £38.40 per month for councillor .gov.uk email addresses.</p>	Documents via Scribe
<b>11.</b>	<p style="text-align: center;"><b><u>Open Spaces</u></b></p> <p>i) Regular inspection of our two playgrounds.</p> <p>ii) Use of the MUGA – relevant issues for <b>April 24</b></p> <p>iii) Cemetery – working group verbal report to council, any updates to ongoing matters.</p> <p>iv) Biodiversity matters, Trees we have planted in March</p> <p>v) To discuss any report on the condition of any parish land</p>	
<b>12.</b>	<p style="text-align: center;"><b><u>Parish Events</u></b></p> <p>Events Committee Reports and matters for decisions for April 2024 Budget matters / Bookings / Progress</p>	
<b>13.</b>	<p style="text-align: center;"><b><u>To receive any items for a future agenda</u></b></p> <p><i>For issues that cannot be decided at this meeting, but need to be discussed so that they can be added to the next agenda where a decision can be made at the next meeting</i></p>	
<b>14.</b>	<p style="text-align: center;"><b><u>Date and time of the next meeting</u></b></p> <p>The Annual Parish Meeting will begin at 6:30 and be followed by The Annual Meeting of the Council at 7:00 on Monday 20 May at the Memorial Hall.</p>	

Louise Ash  
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