

Councillors you are duly summoned and members of the public are invited to attend a meeting of Slyne with Hest Parish Council on **Monday 17 July 2023 at 6:30 pm** at The Memorial Hall for the purposes detailed in the following agenda.

## AGENDA

### At the opening of the meeting a new Chairperson will be elected

#### **1. Apologies**

To receive apologies from Cllr Connor.

#### **2. Minutes**

Chair to sign the minutes of the meeting held on 19 June 2023 as a true record

#### **3. Declaration of Interest**

To receive declarations of interest by members in respect of items on this agenda (*Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting*)

#### **4. Public Participation**

**\*\* United Utilities Representatives will attend regarding work in our parish\*\***

Members of the public will be given the opportunity to speak, ask questions or raise matters of interest with regard to this agenda.

#### **5. Reports**

- To receive any updates from the Neighbourhood Plan group
- To receive any report from the Lancaster City or Lancashire County Councillors
- To receive any relevant information from The Memorial Hall Committee

#### **6. Advertisement of Councillor Vacancy**

To consider the dates of advertisement for the casual vacancy created by the resignation of the Chairman of the council since we last met.

#### **7. New items for July 2023**

- Referendum – Discuss support for the Neighbourhood Plan Steering Group in delivering information about the upcoming referendum. Help to produce a clear message so that local people know they can come to vote, where they can vote and when.
- Opening of the Muga to the public, to include booking online, the fair use of the facility, advertising, notice boards, rules of play, pricing and other 'how to' issues.
- To discuss a Bus Stop & Book Exchanges located at bus stops owned by the Parish Council

## 8. Ongoing items

To discuss matters relating to ongoing items and agree any actions.

- a. To discuss any updates received after the agenda was published
- b. Consider a policy for the hire of the field beside the Memorial Hall
- c. Insurance claim for Bins – purchase of replacement/s
- d. Memorial Hall Office refurbishment, any further requirements
- e. Martyn’s Law & event planning
- f. Review of gardening requirements
- g. Replacement Notice Board – Consider three quotes received.
- h. Paths around the rec field, flood water damage to the path leading into the rec
- l. Broadband installation at the Memorial Hall 25/07/2023
- j. Repairs to LCC bins – not yet carried out
- k. Overnight stays on the foreshore car park
- l. unauthorised use of parish land

## 9. Five Year Plan

To consider consultation, aims and priorities of any plan.

## 9. Planning Applications

- 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:
  - 23/00764/FUL 16 Hest Bank Lane
  - 23/00694/FUL 3 Hatlex Hill
- ii) To note any planning applications received and circulated to members of the Council since publishing the agenda
- iii) To note those planning applications have been notified as approved/refused by Lancaster City Council since the last meeting
  - 23/0091/TPO Beaumont College – Closed

## 10. Finance

- i) To note there have been **£5487.88** in receipts since the last report
- ii) To note any receipts since publishing the agenda (Live statement)
- iii) To approve the following payments:

• Envirocare – Grounds Maintenance	£882.50
• Clerks Wages	£1091.14
• Clerks Tax & NI to HMRC	£TBC
• Clerks printing (£9.99 pm)	£9.96
• S Brade - Grounds Maintenance	£344.42
• Duncan Ross – Electrical work MUGA	£4,074.00
• Duncan Ross – final 20% MUGA	£4,713.18
• Duncan Ross – final flooring surface & painting	£30,262.42
• Water Plus – Direct Debit	£32.22

- E-on Next (MUGA) – DD 18/07/23 £11.62
- Councillor Connor (bolts & paint) £67.38
- Lancaster City Council £2,553.31
- Internal Audit Mr Richardson £182.20
- Robin Henderson £1550 (Paid)
- F Kitchen Lancaster £276 (Paid)
- Banners for Neighbourhood Plan vote £121.44 (Paid)
- Mem Hall Cooker repairs (R Greenwood Appliances) £94.50 (Paid)

- iv) To approve any payments due since publishing the agenda
- v) To approve retrospective payments included in list above
- vi) To approve and sign month end balances
- vii) To note the bank balance at 30 June 2023 and authorise the Chair to counter-sign the bank statement

### **11. Open Spaces**

To inform the council of any issues at our open spaces and receive any reports;

- i) Weekly inspection of playgrounds at the recreation field and Manor Lane Park
- ii) To report on the condition of Church Triangle and the Pound and Stocks

### **12. Parish Events**

To consider the upcoming Martyn's law and any implications for our events and venues.

### **13. To receive items for consideration for a future agenda:**

*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*

### **14. Councillor Training**

To consider training for new councillors to include the Code of Conduct.

### **15. Date and time of the next meeting**

**18 September 2023** at the Memorial Hall at 7:00 pm

Louise Ash  
 Clerk to the Council  
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 13 June 2023