

Councillors you are duly summoned and members of the public are invited to attend a meeting of Slyne with Hest Parish Council on Monday 19 June 2023 at 6:30pm at The Memorial Hall for the purposes detailed in the following agenda.

## AGENDA

### **1. Apologies**

To receive apologies and reasons for absence  
Cllr Obertelli has given apologies

### **2. Minutes**

To authorise the Chair to sign the minutes of the meeting held on 15 May 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**

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

- Members of the Slyne with Hest Tennis and Bowling Clubs are invited to take part in a consultation with council to determine if there is a need for CCTV to be installed around the facilities in the Queen Elizabeth Recreation Field.
- To consider the report from Lancashire Police and their recommendations.
- To consider the in person recommendations of a CCTV company.

### **5. Reports**

- To receive a report 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. Appointment of Councillor to fill a vacancy**

To consider the co-option of Janet Sellers to the vacancy in our South Ward. Ms Sellers came forward during the period of notice which was duly advertised.

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

To discuss the formulation of a Five Year Plan

To discuss the unauthorised use of parish land via a gate installed on the foreshore

To consider the Canal and River Trust letter regarding adoption of waste bins in our parish

## 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 and Fence Post on the Rec update
- d. Consider the quotes for repairs to the Memorial Hall Office
- e. Discuss HMRC obligations and scrutiny / Quarterly or Monthly
- f. Review of gardening requirements
- g. Consideration of notices, notice board in the South Ward
- h. Paths around the rec field, flood water damage to the path leading into the rec
- I. Broadband installation at the Memorial Hall

## 9. Planning

- 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:  
**Note** - no planning applications have been circulated since the last meeting
- ii) To note any planning applications received and circulated to members of the Council since publishing the agenda
- iii) To note that no planning applications have been notified as approved/refused by Lancaster City Council since the last meeting
  - 23/00365/FUL SWH Football Club – Refused
  - 23/00296/FUL 1 Peacock Cres – Refused
  - 23/00179/FUL 16 Hest Bank Lane - Refused
  - 21/01341/OUT Land east of Fullwood Drive – Refused
- iv) To receive any written report from the Neighbourhood Plan group. Verbal report will be given at this meeting, agenda at item 5, reports.

## 10. Finance

- i) To note there have been **£3077.78** in receipts since the last report
- ii) To note any receipts since publishing the agenda (Live statement)
- iii) To approve the following payments:
  - Go Daddy – Website Fees – Cllr Bateman £115.06
  - Envirocare – Grounds Maintenance £882.50
  - SLCC – Books, Clerks Manual, Admin, Cemetery £224.30
  - Clerks Wages £1091.14
  - Clerks Tax & NI to HMRC, months 1-3 £752.22
  - Clerks printing (£10 pm) £30
  - S Brade - Grounds Maintenance £378
  - Water Plus – Direct Debit £32.22

- Sky wi-fi (29/6/23) Direct Debit £36.95
- Councillors Allowances – Chairman – Mr Stretch £50
- Cllr Bateman £10
- Cllr Campbell £10
- Cllr Cohen Kingsley £10
- Cllr Connor £10
- Cllr Obertelli £10
- BT Direct Debit £228.63

- iv) To approve any payments due since publishing the agenda
- v) To receive and approve the annual internal audit report for the year ended 31 March 2023 Prepared by Malcolm Richardson
- vi) To approve and sign the Annual Governance Statement 2022/23 (Section 1 of the Annual Return)
- vii) To approve and sign the Accounting Statements 2022/23 (Section 2 of the Annual Return)
- viii) To confirm the dates of the period for the exercise of public rights
- ix) To note the bank balance at 31 May 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 any future parish events.

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

**17 July 2023** at the Memorial Hall at 7:00 pm

Louise Ash  
 Clerk to the Council  
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 13 June 2023