

Dear Councillors

You are duly summoned to attend the Annual Parish Assembly meeting at 6:30 pm followed by the Annual Slyne with Hest Parish Council meeting on Monday 15 May 2023 at 7:30 pm at The Memorial Hall. An agenda is attached.

Kind regards

Louise Ash
Parish Clerk

Agenda May 2023

1. Apologies Received

Councillors Bateman and Obertelli

Standing orders will be suspended and the meeting will be adjourned for the,

Annual Parish Meeting 2023

Guest speakers; Our Future Coast, have been invited to share information about the important conservation work they are carrying out on the foreshore.

Members of the public are invited to bring the councils attention to subjects that matter to them.

Standing orders will be reinstated for the,

Annual Meeting of the Council 2023

2. To receive Declarations of Interest

3. First order of business will be for the council members to choose a chairperson and deputy for 2023. This will be followed by declarations of acceptance of office. Sarah Campbell will be Co-opted onto the Council.

4. Approval of the Minutes of the last meeting

5. Administration

- Welcome Janet Sellers who has applied to become a councillor
- Wi-Fi – Decision to be made on which company to use
- CCTV
- Action Points and progress made
- Review of Clerks hours

6. Correspondence

1. Email from Sharon Morris on behalf of the residents of Thorns Ave regarding blocked access to their street. Cllr Bateman proposes letter of support to Lancashire CC Highways. (supporting documents sent out 26/04/23)

7. Planning applications

- 23/0053/TPO – 17A Greenacre Road
- 23/00491/PLDC – 11 Prospect Drive
- 23/00410/FUL – 34 Peacock Lane

8. Financial Matters

- Receive and approve the monthly receipts and payments report
- Retrospective agreement for payments includes Stuart Brade £198 & Petty Cash £70.78 to be agreed along with April Direct Debits from ICO £35 and Eon £69.91
- Coronation Event, final financial position report (cost £251.55)
- Unaudited year end position spreadsheet available
- **HMRC – income tax obligations.** I await exact instructions from the tax office for completion of the payment due in May 2023. No instruction on how to fulfil this duty was given by the out going clerk. HMRC are calling me back. I expect the payment to be in the region of **£910**. This payment will need to be made in May to avoid penalties.
- Other regular payments include

Clerks Wages	£1018.98	Includes extra hours
Envirocare	£882.50	Grounds Maintenance
Cllr Bateman	£23.96	Website Fees
Cllr Bateman	£89.06	Coronation Event
WI Mrs Parkinson	£189.27	Coronation Event

9. Open Spaces

- Updates on continuation of work to the MUGA.
- Updates on Burial Ground administration and digital mapping

10. Parish Events

- Coronation Event – Ask Sub Committee to review the recent event to help inform decision making for future events and report back on findings.

11. Matters raised by members for future consideration

For issues that cannot be decided at this meeting, but need to be discussed so that they can be added to the next agenda and a decision can be made at the next meeting

12. Date of next meeting - **19 June 2023** at the Memorial Hall at 7:00 pm