

Councillors you are duly summoned and members of the public are invited to attend a meeting of Slyne with Hest Parish Council on **Monday 18 Sept 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

2. Minutes

Chair to sign the minutes of the meeting held on 17 July 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.

- *Playdale representative will attend to deliver their report on The Rec*

5. Reports

- To receive these updates from the Neighbourhood Plan group.

The referendum vote was reported by the returning officer at Lancaster City Council as follows;

Yes – 483

No – 96

Rejected – 3

The Neighbourhood Plan will duly be formally adopted by Lancaster City Council at their September meeting. Once adopted it will be part of the development plan for decision making by the City Council.

The steering committee will step down once these formalities are completed.

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

Roof repairs have been undertaken and the bill is £800

6. Chairman Resignation

Council have received a letter of resignation from Chairman Roland Stretch, resigning the post of Chairman and stepping down from the council. Cllr Stretch has been an influential and much admired councillor and he will be missed by his colleagues.

The council now has a Casual Vacancy and seeks candidates to join the group.

7. New items for Sept 2023

1. To discuss any updates received after the agenda was published
 - Covid Memorial Garden – During Neighbourhood Plan discussions it was noted that there was mention of a garden install at the corner of Peacock Lane. Members of the public seek reassurance that this installation not go ahead. Furthermore they seek consideration of removal of a bench to a more suitable location.
 - 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 plus quote for signs from Signs Express
 - To discuss a Bus Stop & Book Exchanges located at bus stops owned by the Parish Council. Books to be used need to be sourced.
 - Independent inspection of The Rec facilities, review recommendations made by the inspector. * Consider report by Playdale given earlier in the evening
 - Review of Council Policy – Freedom of Information. Changes of contact details required.
 - Insurance Policy – BHIB contacted for renewal details. Renewal date approaching.
 - Memorial Bench – Family request for a bench on foreshore.
 - United Utilities – update to work on the foreshore & licence
 - Play Park repairs and updates
 - GDPR responsibilities. Consider next step needed to comply with our responsibilities.
 - Donations to community groups

8. Ongoing items

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

- a. Consider a policy for the hire of the field beside the Memorial Hall
- b. Playpark Bin at the Rec – ordered, await delivery and install.
- c. Memorial Hall Office refurbishment, desk & heater still required
- d. Notice Board for Manor Rd Playpark – ordered, await delivery and install.
- e. Flood water damage to the path leading into the rec, await response
- f. Repairs to LCC bins – await LCC response
- g. Bus Stop – additional bus stops being explored
- h. CCTV – Scheduled work to begin on 25/09/2023. Tree trimming to be carried out to ensure line of sight. Quote prepared by CMH Trees.

9. Five Year Plan

To discuss matters relating to the plan.

10. 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:

23/00913/FUL	Newlyn Lancaster Rd - Annex	08/08/2023
23/00675/FUL	14 Croft Ave - remove garage, install annex	15/08/2023

- 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

23/00694/FUL	3 Hatlex Hill	15/06/2023	Approved
23/0111/TCA	Slyne Grange - Fell Cypress tree	17/07/2023	Approved
23/00764/FUL	16 Hest Bank Lane	06/07/2023	Approved
23/00830/PLDC	2 Peacock Crescent	19/07/2023	Refused
23/0119/TPO	Slyne Lodge - crown lift over car park	05/08/2023	Approved

11. Finance

- i) To note there have been **£1,457.55** in (August) receipts since the last report and **£0** in September receipts
- ii) To note any receipts since publishing the agenda (Live statement)
- iii) To approve the following payments:

August

• Clerks Wages	£1125.47
• Clerks Tax & NI to HMRC	£366.49
• Clerks printing (£9.99 pm)	£9.99
• S Brade - Grounds Maintenance	£252.00
• Sky Business	£39.38
• Water Plus – Direct Debit	£32.22
• E-on Next (MUGA) – Direct Debit	£11.62
• Parish Notice Boards	£768
• CHM Tree Services	£200
• Eon Next (Final bill Cemetery)	£75.13
• Eon Next (MUGA)	£27.30
• Sky Business Initial pyt	£29.94
• Office Chair	£50
• Hoover for Memorial Hall	£91

September

• Envirocare – Grounds Maintenance (Aug)	£882.50
• Envirocare – Grounds Maintenance (Sept)	£882.50
• CCTV – Deposit (approx. 25%)	£3,625
• Playdale – replacement swing seats (Sept)	£208.02
• Grounds Man	£326.11
• Clerks Wages	£tbc
• Clerks Printing	£9.99
• Clerks Expenses (mileage)	£tbc
• Memorial Hall Roof Repairs	£800

- 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 balances at 31 July and 31 August 2023 and authorise the Chair to counter-sign the bank statement.

Note The mandate corrections now being handled by one person at Nat West because they recognise the struggle we are having to add and remove council members. Some consideration might be given to placing the councils banking needs with another bank.

12. 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
Note we have received the independent report with recommendations for a programme of repairs. No high risks have been identified.
- ii) To discuss any report on the condition of Church Triangle and the Pound and Stocks – **Note** items taken away for repair by the grounds man.

13. Parish Events

Remembrance Sunday. It is hoped that a similar event to last year can be replicated. Christmas 2023 event. Planning and budget to be agreed.

14. 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

15. Councillor Training

Follow up offer of training around planning now that NP has been adopted.

16. Date and time of the next meeting

16 October 2023 at the Memorial Hall at 7:00 pm

Louise Ash
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