

## STALMINE-WITH-STAYNALL PARISH COUNCIL

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Prior to the start of the meeting the chair will make an announcement to confirm if anyone present intends to record proceedings.

It is important to note that those intending to record do not have to indicate as such but are required to do this in a way that is not disruptive of the meeting and does not focus on the public gallery.

Members of the public participating in the meeting (e.g., making deputations, asking questions, making oral protests) should be aware that they may be filmed, recorded or reported on. If any member of the public speaking at the meeting does not wish to be recorded, they should let the chair of the meeting know.

"The chair of the meeting has the discretion to terminate or suspend filming or recording, if in their opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the council."

11<sup>th</sup> May 2023

Dear Councillor

You are hereby summoned to attend the Ordinary Council Meeting of Stalmine-with-Staynall Parish Council on Tuesday 16 May 2023 at **7.15pm** at the Village Hall, Stalmine.



**Debbie Smith**  
**Clerk to the Council**

**Minutes of the ordinary meeting of the Parish Council held on Tuesday 16<sup>th</sup> May 2023 at 7.15pm in the Village Hall Stalmine**

**Present:** Cllr Phil Orme (Chair), Cllr John Bell-Fairclough (Vice Chair), Cllr Paul Franks (planning Ambassador) Cllr Craig Finch Cllr Rob Drobny

**In attendance:** Yvonne Walton Locum Clerk, Debbie Smith Clerk

**20 Apologies for absence**

Nil

**21 Declaration of interests and dispensations**

Nil

**22 Minutes of the last meeting**

Councillors **resolved** to approve as a correct record the minutes of the Ordinary Parish Council meetings held on 11<sup>th</sup> April 2023.

**23 Public participation**

No members of the public attended May's council meeting.

**24 Community police in attendance**

No members of the community police attended May's council meeting.

**25 Stalmine Primary school representatives in attendance**

No members of Stalmine Primary School attended. It was noted by Cllr John Bell-Fairclough that the school would use the councils grant application process and contact the clerk.

**26 Planning**

**Application Number:** 23/00289/OUT

**Proposal:** Outline application for change of use of land/garden for the extension to facility with an additional Holiday accommodation, extension to curtilage and erection of timber building to house seating/hot tub area (re-submission of planning application 22/00983/OUT)

**Location:** South View Brick House Lane Hambleton Poulton-Le-Fylde Lancashire

**It was resolved that the council would not support this application.**

**The council agree in principle with the needs and benefits of more holiday accommodation in the Wyre area, but cannot support this application on the following grounds to note:**

**The council are not satisfied that the development will not have an impact on flooding or not create an increased flood risk.**

**Brickhouse Lane is a single-track road that is already over used, and other parishioners are being negatively impacted by the over development.**

**Application Number:** 22/00654/OUT

**Location:** The Estuary Riverside Chalets Wardleys Lane Hambleton Poulton-Le-Fylde Lancashire

**Proposal:** Outline application for the erection of 3 holiday chalets (buildings), 1 storage building and parking to the front of chalets 3 and 4

**Appeal Reference:**

**Appeal Start Date:** 28.04.2023

**It was resolved that the council would not change their previous response to the application under appeal.**

## **27 Finance**

Councillors **resolved:**

**a) To note receipts in April:**

Amount

Precept

£38,013.00

**b) To approve the following payments:**

April payroll	£1485.77
MS Garden Maintenance (invoice and expenses)	£348.05
Viking Office UK Limited	£401.68
Reimbursement to <b>Debbie Smith</b> (purchase of 2 x planters)	£80.00
Reimbursement to <b>Debbie Smith</b> (purchase of Digital voice recorder)	£42.99
Towers & Gornall	£109.20
Wyre Building Supplies Limited	£38.40
LALC – subscription to NALC & LALC / contribution to area secretary	£321.55
LALC – Training New Councillors & clerks whistlestop tour	£35.00
Lengths man expenses	£20.02
Cumbria Tree Surveys	£350.00
Internal Audit – Jan Finch	£175.00
Preesall Auto Discounts (Outstanding Invoice# 1127)	£9.99
Preesall Auto Discounts (Outstanding Invoice# 1117)	£3.00
Preesall Auto Discounts (Outstanding Invoice# 1113)	£2.00
Preesall Auto Discounts (Outstanding Invoice# 1139)	£22.73
Wyre Council (over-due payment – land rental)	£15.00
Calido (new mover)	£849.00
Insurance (BHIB)	£746.34
Direct Source Ltd (coronation medals)	£153.60
Low Carbon Products (recycled plastic planter)	£629.28
Calido (Additional payment to return mover & purchase the correct one)	£285.00

**c) It was noted that the following Direct Debit Payments were made in April:**

d) The Statement of Account was provided; Bank Statements were available at the meeting. It was resolved to accept the documents as a true reflection of the Council position and were signed by the Chairman. The statement of account for April showed a balance of £80,151.05

e) It was **resolved** Virgin Bank had received the new mandate from the council, to which Virgin Bank emailed the Clerk with a request. Virgin Bank Stated that before allowing any changes to the signatories on the Parish Council's account they would require a copy of the signed minutes which, would be sent to their legal team. The minutes must detail a true record that the signatories on the new mandate are all present on the Parish Council, and that a true record of why the previous signatories cannot be obtained. The Clerk proposed that it is written in the minutes confirming that councillor members – Paul Franks, John Bell-Fairclough and Philip Orme are present on Stalmine-with-Staynall Parish Council and Debbie Smith is the employed Parish Council Clerk, to also confirm that these names are on the new mandate which was sent to Virgin on April 1<sup>st</sup> 2023. The council **resolved** this was a true record. The Clerk proposed that it is written in the minutes to confirm the reason why the council are unable to obtain any of the previous signatories, is due to the former council member leaving the council, and the former clerk is now unemployed to which the council are unable to contact them. The council **resolved** this was a true record.

f) It was **resolved** that the council would accept BHIB insurance three year-long term undertaking quote at £746.34 to be paid in May 2023 for the civic year 2023-2024.

### **28 Lengths man replacement of Mower**

It was **resolved** to accept the quote provided by Calido for a Weibang Virtue 53 SSD Petrol Mower costing £849.00 to be paid in May 2023.

### **29 Coronation Recognition**

a) It was **resolved** that the Parish Council would purchase 200 Kings Coronation Medals from Direct Source costing £153.60 to be paid in May 2023. The medals will be given to the staff and children of Stalmine Primary School, the children of Moss Side Nursery, and the clerk will hold a reserve for the other children of the Parish.

b) It was **resolved** that the council would purchase a permanent raised bed from Low Carbon Products costing £629.28 to be paid in May 2023. The planter is to be placed on the grass area opposite Morrisons, to formally recognised King Charles III coronation. It was agreed that the Cllr John Bell-Fairclough would investigate having a plaque commissioned to be placed at the new planter site.

### **30 Parish Planters**

It was **resolved** that the Plantsman would buy from a local nursey, low maintenance plants that do not require much watering where feasible within the Parish. Where there are planters that can only have bedding plants Cllr John Bell-Fairclough will talk to local residents, asking for volunteers to regularly water the plants when the weather is warmer.

### **31 Speed Indicator Devices (SpIDs)**

It was **resolved** that SpIDs will be placed with in the village roads on Moss side Lane, Lynwood Drive, Carr End Lane, and two on Smithy Lane after looking at the SpID site assessment. Cllr John Bell-Fairclough will be investigating the costs of the posts and the re-chargeable SpIDs. The Clerk has also asked for any public views on the placement of the SpIDs.

### **32 Woodland Survey**

It was resolved that the Tree Surgeon who carried out the work from the November 2022 Survey, would complete any work not undertaken free of charge and provide a new quote for any new work the April 2023 highlighted.

### **33 Update on Internal Audit**

Councillors noted that the internal audit was carried out in April 2023, and that a copy of the auditor's report was emailed for comment.

Section 2 had been prepared and signed by the Responsible Financial Officer (RFO/clerk) as confirmation that the accounts had been prepared on a receipts and payments basis. The Chair signed the Annual Governance Statement 2022/2023 and the Accounting Statement 2022/2023.

## **Items for Information Only**

### **34 Clerks Report**

#### **Carpark Barrier**

North west Steel Craft Ltd have received a confirmation email informing them the council have resolved to accept their quote. North west Steel Craft have also been informed that an investigation on the land will commence and will be up-dated with any findings in May before an order is placed. The company are happy to await my response.

#### **Planters at Barrow's Lane**

I have purchased 2 x whiskey half barrels from a salvage yard, under 'The Clerk's delegations' and after speaking to the chairman for £80.00 to be reimbursed by the council. The reason for the urgency is due to planting season being almost over, and having them in place so the volunteer resident is able to plant and maintain them as soon as possible. These have been placed at Barrows Lane and filled with compost for the resident to make use of by planting and maintaining.

#### **Litter Pick**

The litter pick was fewer in numbers but successful. I feel this was because it was a bank holiday weekend, and there had been a previous one only 3 weeks ago. The next litter pick I will organise will be sometime in June/July before the summer holidays.

#### **Noticeboard**

The new noticeboard has not yet been ordered, due to logistics. I have spoken to the Lengths man. He has confirmed that equipment will have to be sort to remove the old notice board. There is also the matter of storing the new notice board, when it is delivered, as well as the old one when it is removed. I have asked the Lengths man to keep me up to date when he has sourced help and equipment to remove the old notice board, and I will then place the order.

#### **Woodland Signs**

I have received a quote from Antony from Astro Signs, I will place this on June's agenda to be resolved. For information purposes only- to produce the signs/prints and install them it totals £600.00.

#### **Best Kept Village**

Stalmine-with-Staynall Parish has been entered into the best kept village by Cllr Philp Orme.

#### **Councillor Vacancy**

There is now a notice of vacancy on the Stalmine Parish Council website, and in the notice board, dated from the 11<sup>th</sup> May 2023. There needs to be a minimum of 14 days' notice before someone can apply to be co-opted onto the council, this date is Tuesday 30<sup>th</sup> May 2023.

#### **Payments**

There is now a form for the person setting up the payments, and the people authorizing them to ensure if any information is inputted wrong it can be amended before an incorrect payment happens. These forms must be signed and brought back to the next meeting, and will be documented.

**35 Reports from Outside Bodies**

Cllr John Bell-Fairclough reported that he had attended the Village Hall Committee Meeting, and that the committee are looking into applying for a council grant to help with the maintenance of the Village Hall. Cllr John Bell-Fairclough reported that he has been approached by Stalmine Primary School to have a Cllr member volunteer to assist and guide with their own school pupil council in September.

**36 Wyre Councillors Report**

Nil

**37 Questions to Councillors**

Nil

**38 Date of next meeting**

It was **resolved** that the next meeting of the Parish Council will be on **Tuesday 13th June 2023** at 7.00pm, at the Village Hall.

The chair closed the meeting