

## STALMINE-WITH-STAYNALL PARISH COUNCIL

**This meeting may be being recorded by the council, members of the public or the press.**

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 depositions, 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."

3<sup>rd</sup> July 2025

Dear Councillor

You are hereby summoned to attend the July Meeting of Stalmine-with-Staynall Parish Council on Tuesday 8 July at **7.00pm** at the Village Hall, Stalmine.



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

### A G E N D A

#### **1 Apologies for absence**

#### **2 Declaration of interests and dispensations**

To receive disclosures of pecuniary and non-pecuniary interests and to consider any requests from councillors for dispensations on matters to be considered at the meeting.

#### **3 Minutes of the last meeting**

Councillors are asked **to consider and approve** as a correct record the minutes of the Annual Parish Council Meeting, the Annual meeting and the Ordinary Parish Council meeting held on 13 May 2025 (**all 3 minutes emailed**).

#### **4 Public participation**

When dealing with public participation there is no obligation to respond immediately to comments made. Members of the public are reminded that only items on the agenda should be raised at the meeting. Any other items should be raised outside the meeting either with a councillor or with the clerk. The chair will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will reconvene the meeting on the conclusion of public participation.

#### **5 Planning**

Councillors are asked to consider the following application(s) and confirm whether they wish to make any comments.

##### **Application Number: 25/00449/FUL**

Proposal: Erection of stable block, sand paddock and hardstanding for private equestrian purposes Location: Land Off New Road Stalmine-with-staynall Lancashire

#### **6 Finance**

Councillors are asked:

a) **To accept and resolve** June's Finances (emailed)

b) **To note** the following receipts in June

**Nil**

c) **To approve** the following payments

Payment Name	Details	Cash Book BAC's Ref	Amount
Payroll	June 2025 payroll paid in July	25	£1,244.36
Les Needham	Lengths man expenses (June millage/petrol)	26	£28.00
MS Garden Maintenance	Invoice # 0189 (Plants Man)	27	£408.00
MS Garden Maintenance	Expenses for June (Plants Man)	27	£13.00
Debbie Smith	Clerk's homeworking June 2025	28	£18.00
Amazon	2 x padlocks for swing barrier paid June 13 <sup>th</sup>	CARD	£42.98

**d) To note** the following payments by direct debit:

Company Name	Details	Payment Date	Amount
Easy Websites	Monthly hosting fee	1 <sup>st</sup> July	£47.52
Unity Trust Service Fee	Monthly service fee	30 <sup>th</sup> June	£6.00
ICO	Annual Data Protection Fee	13 <sup>th</sup> June	£47.00

**e) To note** the statement of accounts for month ending 31 May and 30 June will be provided at the meeting.

**f) To review** expenditure for April, May and June 2025 and to consider and approve the Q1 budget monitoring statement (**emailed**). Hard copies will be brought to the meeting.

**g) To review** banking mandates (Unity Trust Bank/Virgin Bank). Councillors are asked to **confirm** and **resolve** these mandates (information will be provided by the clerk)

## **7 Policy documents**

a) Councillors are asked to consider and **to approve** the new policy SwSPC Action Plan (**emailed**)

b) Councillors are asked to consider and **to approve** the new policy SwSPC I.T Policy (**emailed**)

c) Councillors are asked to consider and **to approve** the re-adoption of the grants policy, grants policy guide and grant application document (**all emailed**) which have been reviewed and are presented with no amendments.

d) Councillors are asked to consider and **to approve** the re-adoption of the audio-visual recording policy (**emailed**) which has been reviewed and presented without amendment.

e) Councillors are asked to consider and **to approve** the re-adoption of the council's safeguarding policy (**emailed**) which has been reviewed and presented without amendment. Councillors are asked to sign the document circulated by the clerk at the meeting to confirm they have read it and will abide by its contents.

f) Councillors are asked to consider and **to approve** the re-adoption of the Equal Opportunities Policy (**emailed**) which has been reviewed and presented without amendment.

g) Councillors are asked to consider and **to approve** the re-adoption of the Health & Safety Policy (**emailed**) which have been reviewed and are presented without amendment.

h) Councillors are asked to consider and **to approve** the re-adoption of the Volunteer's Policy (**emailed**) which have been reviewed and are presented without amendments.

i) Councillors are asked to consider and **to approve** the re-adoption of the Sickness Policy (**emailed**) which have been reviewed and are presented without amendment.

## **8 Woodland work**

Councillors are asked to **resolve** the quote given by the Tree Surgeon to complete the work recommended by woodland survey (**survey emailed**). Councillors are asked to **resolve** to allow the tree surgeon access to a house on Douglas Drive via the woodland to remove a tree from a property. Information will be provided by the clerk at the meeting.

## **9 Grant Application**

Councillors are asked to read through the grant application from God Outdoors – A Community Space for All. Councillors are asked to discuss and **resolve** if funds are to be granted to the application. Further information will be given by the clerk on the Council's grant budget.

## **ITEMS FOR INFORMATION ONLY**

### **10 Reports from outside bodies**

An opportunity for external group representatives to update the council on recent events.

### **11 Clerk's report**

An update from the clerk has been **emailed**.

### **12 Wyre councillor report**

An opportunity for Wyre councillors to provide an update.

### **13 Questions to councillors**

An opportunity for councillors to ask another councillor a question.

### **14 Date and time of next meeting**

Councillors are asked to raise matters to be included on the agenda for the next meeting of the Parish Council either at the meeting or by notifying the clerk at least 10 days prior to the next meeting (**Friday 26 September at the latest**), with a summary of the reason for raising the matter.

The next meeting of the Parish Council is proposed for **Tuesday 14 October 2025** at 7.00pm. Please note there is no meeting in August.