

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 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."

9th July 2026

Dear Councillor

You are hereby summoned to attend the April Council Meeting of Stalmine-with-Staynall Parish Council on Tuesday 14th July 2026 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 meetings held on held on 12th May 2026 (emailed):

- i Annual Parish Meeting
- ii Annual May Meeting

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 to **note** the below planning application(s) has been **resolved** via email due to the deadline before July's meeting, comments will be appended in July's minutes.

Application Number: 26/00476/FUL – Deadline 13th June

Proposal: Erection of three detached dwellings with associated parking

Location: High Lawn Mill Lane Stalmine Poulton-Le-Fylde Lancashire

The Council are asked to **consider** the following application(s) and **resolve** whether they wish to make any comments.

Application Number: 26/00544/FUL- Deadline 20th July

Proposal: Proposed two storey and single storey rear extension and new detached garage, pursuant to variation of conditions 2 (Plans), 3 (Materials) on planning permission 25/00975/FUL.

Location: 2 Smithy Close Stalmine-with-staynall Poulton-Le-Fylde Lancashire FY6 0LX

6 Finance

Councillors are asked:

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

b) To **note** the following receipts in July 2026

None for July

c) To **approve** the following payments

Payment Name	Details	Cash Book BAC's/card Ref	Amount
HMRC	NI/Tax	52	£324.25
Payroll	June 2026 salaries paid in July 2026	53,54	£1,026.88
Les Needham	Lengths man expenses (June millage)	55	£22.00
Les Needham	Lengths man expenses (June Petrol)	56	£10.75
MS Garden Maintenance	Invoice # 0277 (Plants Man)	57	£510.00
MS Garden Maintenance	Expenses for June (Plants Man)	58	£15.98
Debbie Smith	Clerk's homeworking June 2026	59	£18.00
Wyre Builders Supply	Large gravel bag – Inv SI0497333	60	£5.95
C&C Supplies	2 x 1lt Levington Tomorite /weed fork Inv 304689	61	£25.28
Stalmine Village Hall	Annual Room Rental	62	£220.00
Towers & Gornall	Payroll for April-June 26 Invoice 24668	63	£97.20

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

Company Name	Details	Payment Date	Amount
Easy Websites	Monthly hosting fee	1 July	£50.16
ICO	Annual Data Protection Subscription	12 June	47.00
Unity Trust Bank	Monthly service charge	30 April	£7.00

e) To **note** the statement of accounts, closing balances at 31 May 2026. Virgin Money £37,353.21 and Unity Trust bank £56,143.45 with a total reconciliation of £93,353.21 at the end of May 26.

To **note** the statement of accounts, closing balances at 30 June 2026. Virgin Money £37,353.21 and Unity Trust bank £50,556.19 with a total reconciliation of £87,909.40 at the end of June 26. Bank Statements and the bank reconciliations for month ending 31 May and 30 June 2026 will be provided at the meeting.

f) To **review** expenditure for April, May and June 2026 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, with the current signatories on all three banks as Cllr Orme, Cllr Muirhead and Debbie Smith clerk to the council.

h) The council are to **note** that the Hampshire Bank account is now open, with Cllr Orme, Cllr Muirhead and the clerk named on the mandate. £30,000.00 was transferred from the Virgin Money Account on the 3rd of July as resolved from April 26 minutes reference 6.6 (d) (2026-27). This money will be held in a restrictive interest account for 1-year.

7 Policy documents

The council are asked to **resolve** to **accept** and **re-adopt** the below policies (a-q)

- Grants policy guide – No amendments made
- Grant Application document - No amendments made
- Grant Application Guide - No amendments made
- Grievance Policy - No amendments made
- Disciplinary Policy - No amendments made
- Health & Safety Policy - No amendments made
- Sickness Policy - No amendments made
- Whistle Blowing Policy - No amendments made
- Dignity at work procedure - No amendments made

- j) Bullying & Harassment Policy - No amendments made
- k) Violence at work Policy - No amendments made
- l) Lone Worker Policy - No amendments made
- m) Equality and Diversity Policy - No amendments made
- n) Equal Opportunities Policy – Addition of sections training and development and monitoring and review
- o) Audio visual Policy - No amendments made
- p) Volunteers' Policy - No amendments made
- q) Safeguarding policy - No amendments made. Councillors are asked to sign the confirmation document agreeing to abide by the 2026 safeguarding policy, which will be witnessed by the proper officer of the council.

8 Tree Survey and Possible Woodland Works

Councillors are asked to **discuss** and **resolve** to have a second tree survey for Stalmine Woodland quoted at £300.00 (quote emailed), recommended and commissioned by Cumbria Tree Surveys. Councillors are to **note** the last full survey was completed in April 2026, with works completed by the tree surgeon in May. This survey is a secondary survey to see if works have been completed, and if further works are required due to the Ash Die Back disease.

Should works be required after the survey the council are asked to **resolve** works to be completed by Special Branch Tree Services up to the budgeted amount of £1,500 due to the council's next meeting to be held in October. If the amount is over £1,500 the clerk will consult with the chair, and report expenses to the council at the next meeting.

9 Lengths Man's Millage Policy

The council are asked to **resolve** to update the lengths man's millage policy (emailed), to reflect the HMRC 'Issue 143 of Agent Update'.

10 Playing Field Asset at Hall Gate Lane Stalmine

The council are asked to **discuss** what information they wish to be placed within the CAT Business Case document, which will be sent to Wyre Borough to obtain the playing field asset, (document emailed).

ITEMS FOR INFORMATION ONLY

11 Reports from outside bodies

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

12 Clerks Report

Councillors are asked to read the clerk's report prior to the meeting for any updates, members may ask the clerk any questions in relation to the report (clerk's report emailed)

13 Wyre councillor report

An opportunity for Wyre councillors to provide an update.

14 Questions to councillors

An opportunity for councillors to ask another councillor a question.

15 Date and time of next meeting

The next meeting proposed is the October Meeting on **Tuesday 13 October 2026** at 7pm.

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 (**Wednesday 30th September at the latest**), with a summary of the reason for raising the matter.