

## STALMINE-WITH-STAYNALL PARISH COUNCIL

### Minutes of the ordinary meeting of the Parish Council held on Tuesday 14<sup>th</sup> October 2025 at 7.00pm in the Village Hall Stalmine

**Present:** Cllr Phil Orme (Chair), Cllr Peter Muirhead (Vice Chair), Cllr Rob Drobny, Cllr Julie Robinson

**In attendance:** Debbie Smith Clerk.

#### 49.1(2025-26) Apologies for absence

Cllr Chris Mills

#### 50.2(2025-26) Declaration of interests and dispensations

Nil

#### 51.3(2025-26) Co-Option

The Council **noted** that the candidate had been checked by the clerk and the clerk is satisfied that the candidate is eligible to become a Council member by co-option. The Council were satisfied with the co-option process at the meeting. Cllr Phil Orme proposed for Mrs Julie Robinson to be co-opted. Cllr Peter Muirhead Second the proposal, all members present **resolved** to co-opt Mrs Julie Robinson.

Cllr Julie Robinson read out-loud the declaration of office, and signed the document. The document was witnessed and signed by the clerk. Cllr Julie Robinson was reminded that she has 28 calendar days of co-option to complete the Declaration of Interests forms and return them to the clerk.

#### 52.4(2025-26) Minutes of the last meeting

Councillors **resolved** to **approve** as a correct record the minutes of the Parish Council meeting held on 8<sup>th</sup> July 2025.

#### 53.5(2025-26) Public participation

**Resolved** to adjourn the meeting to allow non-council members to speak.

Two members of the public were present. One member wanted to briefly update the council in regards the on-going issues with their neighbours. The other member present was Lancashire County Councillor Nigel Alderson, who is new in post and wanted to introduce himself to the Council. The Council asked Cllr Nigel Alderson if he could look into an update on how long the road works on Moss Side Lane would take, and if there were any updates on the zebra crossing, and 2 x bus stops allocated under S106. Cllr Alderson requested if the Chair would email him the details, and he would look into it.

**Resolved** at the conclusion of the public session to reconvene the meeting.

#### 54.6(2025-26) Planning

The Council **resolved** to **note** the following planning application(s) **a-j** have been **resolved** via email due to the deadline before October's meeting.

a) Application Number: 25/00571/FUL

Proposal: Proposed erection of 6.no new detached dwelling with associated parking, turning and amenity space.

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

The Council **resolved** to object to the application. The Council noted although in principle it is a good use of the land, the increase of traffic from two houses to six is significant and the Council have issues with road safety due to access to the proposed site would be from the busy main road, and opposite the Primary School entrance. The Council also agree with Wyre Borough Council in regards to the issue with the surface water drainage going to a soak away, the Council agreed that this design would need to be revised.

b) Application Number: 25/00582/COUMA

Proposal: Notification for prior approval for change of use of premises from Class E (Commercial) (light industry) to 3 dwellings (Class C3) under schedule 2, part 3 Class MA

Location: Beech Dene Farm Carr Lane Hambleton Poulton-Le-Fylde Lancashire

The Council **resolved** to object to the application. The Council noted that the proposed development has access onto a stretch of road that has a 50mph limit and a bus stop in close proximity leading to significant visibility issues. The Council noted that they may be open to revise this application should access to the site be made from Neds Lane.

c) Application Number: 25/00603/REM

Proposal: Reserved matters application following outline planning permission 22/00142/OUT for the erection of 3 dwellings with access applied for (all other matters reserved)  
Location: Kilmory Stricklands Lane Stalmine Poulton-Le-Fylde Lancashire

The Council **resolved** to object to the application. The Council noted that access off and on to the site from Stricklands Lane is a road safety issue, as the bend close to the access point has poor visibility.

d) Application Number: 25/00567/FUL  
Proposal: Proposed rear extension  
Location: The Granary Trees Farm Neds Lane Stalmine-with-staynall Poulton-le-Fylde

The Council **resolved** to not object to the application, no further comments were made.

e) Application Number: 25/00610/FUL  
Proposal: Change of use of land for the erection of one holiday lodge, four camping pods, associated toilet and shower facilities, and the use of an agricultural field for camping accommodating up to 20no. tent pitches (retrospective)  
Location: Bowses Hill Farm Neds Lane Stalmine-with-staynall Poulton-Le-Fylde Lancashire

The Council **resolved** to object to the application. The Council considered the following material planning considerations, Layout, density, risk of flooding or pollution, overlooking and loss of privacy, overshadowing and loss light (daylight/sunlight), access and traffic generation (highway safety), local economy, design, appearance and materials, appearance, effects on street, specially designated areas or building, adequacy of parking, noise and smell, landscape, contamination, loss of trees etc, cumulative impact, and past planning history or appeal decisions of the site. Looking at these material factors in which the Council gave considerable time looking at within the application. The Council looked at the appeal notice in respect of the previous plan, within the appeal it states that the nearest building is Malroy House which is 50-60m away, which is contrary to the latest application as it states within the acoustic survey the nearest property and sensitive receptor to the site is the farm itself located 82 m to the garden or 97m to the façade, the Council wish to know which is correct?

The Council refer to the odours which are mainly from smoke, and see no improvement as all the pods and lodge have wood fired hot tubs etc. The site access road, Neds Lane still remains unsuitable and as the site has no facilities other than for wood sales it makes the site unsustainable with use of cars being necessary for shopping, and hospitality. The Council also noted the toilet block is inaccessible, with no ramp or wide door facilities.

The Council strongly agree that while the investigation is still in progress the Council have no desire to approve the planning application until such date that the local authority has completed and concluded all their reviews and provide a satisfactory response to licensing and the operations within Bowes Hill Farm.

f) Application Number: 25/00645/FUL  
Proposal: Removal of existing conservatory & erection of single storey side extension.  
Location: Prospect Hill Farm Wardleys Lane Hambleton Poulton-Le-Fylde Lancashire

The Council **resolved** to not object to the application, no further comments were made.

g) Application Number: 25/00673/FUL  
Proposal: Partial demolition of agricultural buildings, change of use of land to domestic curtilage and conversion of building to form ancillary living accommodation (annexe) to main farm house  
Location: Hatters Farm Back Lane Stalmine Poulton-Le-Fylde Lancashire

The Council **resolved** they have no objection to the application, but noted that there is regard given to the comments made in the bats birds newts survey.

h) Application Number: 25/00761/FUL  
Proposal: Renewal of temporary permission for use of building as workshop and showroom. (Pursuant for the removal of condition 2 relating to the use of the premises as solely a craft, woodworking and furniture workshop on planning permission 92/00209.  
Location: Beech Dene Farm Carr Lane Hambleton Poulton-Le-Fylde Lancashire

The Council **resolved** to object to the planning application. The Council noted there is not enough detail in the application to make an informed decision. The Council also noted that the original case was for temporary use which was in 1992. The first two conditions on the original application state that one, it is only for the benefit of the applicant (Mr Wyatt) and two, for woodwork etc and no other purposes within the same class. The Council agree that they would like to see this application come back as a new application and not a renewal with conditions being removed. If the applicant makes a new application for an electrical workshop and storage, they see no issue with planning.

i) Application Number: 25/00768/FUL  
Proposal: Raising of the roof to the northern end of unit 4 Longacres Business Park.

Location: Unit 4 Longacres Business Park Back Lane Stalmine Poulton-Le-Fylde

The Council **resolved** to not object to the application and made no further comments.

j) Application Number: 25/00766/COUQ

Proposal: Prior approval for conversion of agricultural buildings to create 3.no dwellings under Class Q of the GPDO

Location: Burrows Farm Burrows Lane Stalmine-with-staynall Poulton-Le-Fylde Lancashire

The Council **resolved** not to object to the application. The council noted they are pleased to see the number of dwellings lowered from seven to three, but still have concerns over the continued development down the back lanes, causing increased traffic to narrow, single tracked, unlit roads. The Council would like to see Wyre Borough Council and transport step up to assist with proper planning of the roads around the parish, as they do not agree with the transport assessment in regard this application. The Council noted that each dwelling has the potential of two people, with the possibility of two cars which is more than a single farm.

Councillors are asked to **consider** the following application(s) below at October's meeting and **resolve** whether they wish to make any comments.

k) Application Number: 25/00785/COUQ

Proposal: Prior approval for the change of use from an agricultural building to 2 dwelling houses (C3) under Class Q of the GPDO.

The Council **resolved** to object to application 25/00785/COUQ. The Council noted it is a further incursion into the already over stretched developed countryside within the Parish. It was unsuitable on a road safety level, with the access to the proposed site via a narrow, unlit, unpaved back lane, and was unsustainable.

l) Application Number: 25/00828/FUL

Proposal: Conversion of barn into one dwelling, Pursuant to the variation of condition 7 (Plans) on permission of (13/00275/FUL)

Location: The Granary Trees Farm Neds Lane Stalmine-with-staynall Poulton-le-Fylde

The Council **resolved** to not object to the application, but noted it still has concerns over the access roads.

#### 54.7(2025-26) Finance

a) The Council **noted** and **resolved** to approve August and September Finances as a correct record, the chair signed both August and September Finances.

b) The Council **noted** there were no receipts in October 2025

c) The Council **resolved** to **approve** the following payments

Payment Name	Details	Cash Book BAC's/card Ref	Amount
Payroll	September 2025 payroll paid in October 2025	52	£1,819.07
Les Needham	Lengths man expenses (Sept millage/petrol)	53	£30.51
MS Garden Maintenance	Invoice # 0219 (Plants Man)	54	£391.00
MS Garden Maintenance	Expenses for September (Plants Man)	54	£13.50
Debbie Smith	Clerk's homeworking September 2025	55	£18.00
Mower Power	Invoice # 161211 – Strimmer Autocut 46-2	56	£45.00
Wyre Builders	Invoice# SI042703 – Cutting Discs	57	£10.80
Homecare DIY	Bungee straps/WD40/Methylated spirit	58	£16.97
Carbeth Plants	Live Christmas Tree (purchased 24/09/25)	CARD	£159.99
James Farm Contracting	Ground work and clearance of playing field area	59	£1,200.00
Towers & Gornall	Pay roll July-Sept 25 Invoice# 22639	60	£97.20

d) The Council **noted** the following payments by direct debit:

Company Name	Details	Payment Date	Amount
Easy Websites	Monthly hosting fee	1 <sup>st</sup> October	£47.52
Unity Trust Bank	Monthly Service Charge	30 September	£6.00

e) The Statement of Account was provided; Bank Statements were available at the meeting. The Council **resolved** to accept the documents as a true reflection of the Council position and were signed by the Chairman. The statement of account for July 2025 showed a balance of £79,992.20, the statement of account for August showed a balance of £75,989.16, and the statement of account for September showed a balance of £73,832.89.

f) The council reviewed expenditure for July, August and September 2025. The clerk explained to the Council there are no issues with the expenditure for the second quarter, spending is on track, and aligns with the budget. The CFS header at £10,586.01 and the PM header at £7,112.23 shows a high surplus due to projects not completed. The clerk also informed members that there is no longer PROW, and the biodiversity grant available from LCC, and this will account for a loss of £800.00 predicted receipts. The council **resolved** that it was in order and accepted the clerk's explanations and **approved** the Q2 budget monitoring statement as being a true representative of the expenditure within the cash book.

#### **55.8(2025-26) Audit for year end 31 March 2025**

The council **resolved** to **accept** and **approve** the annual return and certificate along with the Notice of Conclusion of Audit. The clerk informed the council that the requirement for Notice of Conclusion of Audit, along with certified AGAR (sections 1,2, &3) are displayed in the noticeboards, along with the publication on the council's website for the required 14 days dated 30th July 2025. The Chair noted that after reading the audit reports, he requested it was placed on record that the clerk had done a good job, and the Council agreed.

#### **56.9(2025-26) General Power of Competence**

Under Part 1 of the Localism Act 2011, provision is made for local authorities to have a general power of competence (GPC). This means that eligible parish councils in England can have the power to do anything that generally individuals can do. The power can be exercised in any way whatever, including:

- a. Anywhere in the UK or elsewhere
- b. For a commercial purpose or otherwise for a charge or without a charge, and
- c. For, or otherwise than for, the benefit of the authority, its area, or persons resident or present in the area. A parish council is eligible if it comes within the compass of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. The Order lays down the eligibility criteria:
  1. The council has resolved at a meeting of the council and each subsequent relevant annual meeting that it meets the conditions below.
  2. (1) At the time a resolution under paragraph 1 is passed: (a) the number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two thirds of the total number of members of the council; (b) the Clerk to the parish council holds: (i) the Certificate in Local Council Administration; (ii) one of the other relevant qualifications.

It was **RESOLVED**: That Stalmine-with-Staynall Parish Council met the conditions set out in Localism Act 2011 and was eligible to use the General Power of Competence under (b) the Clerk to the parish council holds: (i) the Certificate in Local Council Administration

#### **57.10(2025-26) Policy documents**

The Council considered and **resolved** to **approve to re-adopt** the following Stalmine-with-Staynall Parish Council policies which have been checked by the clerk.

##### Data Protection Policies and Documents

- a) Data Protection Policy (No amendments made)
- b) Data Audit Schedule (Amendments made to precept, and the number of council members)
- c) Document Retention & Disposal Policy (No amendments made)
- d) Document Retention – Appendix/list of documents for retention or disposal (amendments to dates)
- e) Data Privacy Notice – (No amendments made)
- f) New Councillor Contact Privacy Notice - (amendments made informing all members they would have a council email)
- g) Management of Transferable Data Policy – (No amendments made)
- h) Press, Social-Media, and Electronic Communication Policy – (Addition to Wats App under SMS section)
- i) Privacy Notice – Email Contact - (No amendments made)
- j) Privacy Notice – Staff and role holders - (No amendments made)

##### Employment Policies

- k) Grievance Policy (Updated to reflect NALC's current Version)
- l) Disciplinary Policy (No amendments made)
- m) Whistle Blowing Policy (No amendments made)
- n) Dignity at Work Policy (No amendments made)
- o) Violence at Work Policy (No amendments made)
- p) Lone Worker Policy (No amendments made)
- q) Clerks Risk Assessment and Lone Worker Policy (Updated Risk Assessment). The chair signed the document.
- r) Lengths/Plants Man Risk Assessment (Updated Risk Assessment)
- s) Equality and Diversity Policy (No amendments made)

##### Other

- t) Councillors are asked to approve and re-adopt the Grant Policy (Introduction section amended to reflect the General Power of Competence, due to the qualification of the clerk).

#### **58.11(2025-26) Project and cost Proposals for the Budget of the Civic Year 2026/27**

The Council **resolved** to allocate £3000 for a new fence at the playing fields, under health and safety as it needs replacing. The Council **resolved** to email any projects with costings to the clerk before November's meeting for the clerk to prepare the first draft budget to present to Council. The Council **resolved** to ask the clerk to research for a re-usable poppy wreath with protentional costings added to the budget.

#### **59.12(2025-26) Donation for Remembrance Sunday**

The Council **resolved** for the clerk to purchase 2 x poppy wreaths from the Royal British Legion costing £39.98. One wreath is to be placed on the gate at Hall Gate Lane, and another to be taken to Saint Jame's Church. The Council **resolved** that Cllr Phil Orme would take the wreath, and attend the service.

#### **60.13(2025-26) Donation for Community Christmas Light Switch On**

The Council **resolved** to donate £200.00 to Saint Jame's Church towards food and drink, and **resolved** to donate £100.00 for Wyre Brass to play at the community event. The clerk will co-ordinate these donations.

#### **61.14(2025-26) LALC Wyre Area Committee Energy Working Group.**

The Council **resolved** that Cllr Phil Orme would be involved in the working group on behalf of the council, and in the event, he was unavailable Cllr Peter Muirhead would take his place. Both Councillors gave their consent for their contact details to be given to Jan Finch, who is co-ordinating contact details between interested councils.

#### **62.15(2025-26) War Memorial Project**

The Council **resolved** to award G.T Fencing the contracted paving work. Costings for the work quoted total £2,210.75. The Council **resolved** to have Indian Stone to be paved instead of Marshall Unity Flags which was original quoted by G.T Fencing. The Council **resolved** to ask the clerk if G.T Fencing could amend the quote to reflect Indian paving. To prevent delaying the project, the Council **resolved** to give the clerk a buffer of up to £3,000.00 in total costings to be agreed with G.T Fencing regarding a new Indian paving quote, this figure is to also include any further costs that may occur as work commences. The clerk will up date the Council accordingly.

#### **63.16(2025-26) Live Christmas Tree Project**

The Council **resolved** for the clerk to use the remainder of the project money to cover costs of plant food and soil to plant the tree, and if new lights and timer plugs are required totalling £440.01.

#### **64.17(2025-26) Staffing matters**

Minutes on Green Papers (not for publication)

### **ITEMS FOR INFORMATION ONLY**

#### **65.18(2025-26) Reports from outside bodies**

The Chair reported he had attended the Wyre Area LALC meeting in September, and there were presentations from the police discussing crime reports and the possibility of an additional PC within the area. Representatives from Wyre Council discussing a new food waste scheme coming into effect in April 26, and a spokes person from the energy working group. The Chair also reported he had attended the recent flood forum at the Civic Centre. The Chair informed the Council that the pipeline from Stricklands Lane in Stalmine to Hambelton will be investigated by United Utilities for its capacitation, due to increased flooding of the area.

#### **66.19(2025-26) Clerks Report**

##### Stalmine Play Ground Area

Playground inspections for September 2025 have shown no issues.

##### Memorial Project

The area for the project has now been cleared and levelled out by James Farm Contracting, myself and the Chair agreed to the work under Financial Regulations - 5.15.

Individual purchases within an agreed budget for that type of expenditure may be authorised by:

- the Clerk/RFO, under delegated authority, for any items below £500 excluding VAT.
- the Clerk, in consultation with the Chair of the Council, for any items below £2,000 excluding VAT.
- in respect of grants, set by council and in accordance with any policy statement agreed by the council.
- the council for all items over £5,000;

Such authorisation must be supported by a minute in the case of council decisions or other auditable evidence trail.

The next phase requires a contractor (to be resolved) to commence with the paving aspect of the project.

##### Live Christmas Tree Project

I have ordered a 7ft Nordmann Fur Christmas tree to be delivered to the church the week commencing 17th November. This will give the tree time to establish its roots before the switch on. I will co-ordinate nearer the time with the Plants Man to prepare the area for planting. I have also spoken to the church warden, who will investigate if there is any timer plugs and lights in the church's possession. I have also contacted PRS electrical who was contracted to

provide the Christmas tree and lights last year, to have the Council's lights returned, this will be approximately at the start of November.

#### LALC Wyre Area Committee Meeting

I attended the meeting in September and it was quite informative. A speaker from Wyre Borough gave a talk on how food waste would be collected starting after Easter next year. I took some information posters away from the meeting over the food waste collection, laminated them and placed them in the notice boards in the Parish.

#### Data Training

I have attended two data training sessions, and found them very useful. Under the Practitioners' Guide 2025, there is a focus on data protection placed within next year's audit, these training sessions and the guide will enable the Council to meet audit requirements.

#### Woodland

The woodland has been checked after the recent weather, and it is clear.

### **67.20(2025-26) Wyre councillor report**

Cllr Julie Robinson reported that there is to be an extraordinary meeting at Wyre on 20<sup>th</sup> October over which authority it wishes to bids to merge with.

### **68.21(2025-26) Questions to councillors**

Cllr Rob Drobny asked if it had previously been resolved to donate to the police electric bike project. The Chair explained that yes it had been resolved to donate, but there have been issues with paperwork on the police side which is currently been rectified. Cllr Peter Muirhead asked why the barrier has been left open recently. The clerk informed the council that there had been vandalism to the locks recently, and that is why it has been left open. The clerk also reported that Wyre have asked for it be closed to protect the field, and she would be purchasing new locks soon and the barrier will be closed. The Chair reminded members that the Lancashire Parish and Town Council Conference and LALC AGM is on 1<sup>st</sup> November, and they would need to register soon if they wished to go, and asked if members were attending. The clerk confirmed she would be attending.

### **69.22(2025-26) Date and time of next meeting**

The next meeting of the Parish Council is proposed for **Tuesday 11 November 2025 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 (**Friday 31<sup>th</sup> October at the latest**), with a summary of the reason for raising the matter.

The chair closed the meeting.