

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."

3rd October 2024

Dear Councillor

You are hereby summoned to attend the May Annual Meeting of Stalmine-with-Staynall Parish Council on Tuesday 8 October 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 Parish Council meeting held on 10 September 2024 (**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 **resolve** whether they wish to make any comments.

Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009 (as amended)

Location: Pointer Farm Moss Side Lane Stalmine-with-staynall Poulton-Le-Fylde Lancashire

Proposal: Demolition of buildings and erection of a holiday let (retrospective

Application Number: 23/00917/FUL

Appeal Reference:

Appeal Start Date: 06.09.2024

Appellant's Name: Mr Kenneth Stephenson

Application Number: 24/00627/FUL

Proposal: Stable block, sand paddock, new vehicular access and track, parking area and hardstanding, for private use (part retrospective) (Resubmission of 23/01181/FUL)

Location: Land West Of Highgate Lane Stalmine-with-staynall Lancashire

Application Number: 24/00726/FUL

Proposal: Proposed installation of air source heat pump to west elevation

Location: Willow Tree Brick House Farm Brick House Lane Hambleton Poulton- Le-Fylde

6 Finance

Councillors are asked:

a) To note the following receipts in September

Nil

Receipt Name	Details	Date of Receipt	Amount
SLCC	CILCA registration fee funding	10/09/2024	£150.00

b) To approve the following payments

Payment Name	Details	Cash Book BAC's Ref	Amount
Payroll	September 2024 payroll paid in September	75	£1,097.80
Les Needham	Lengths man expenses (September millage/petrol)	76	£35.01
MS Garden Maintenance	Invoice # 0132 (Plants Man)	77	£270.00
MS Garden Maintenance	Expenses for September (Plants Man)	77	£14.00
Debbie Smith	Clerk's homeworking September 2024	78	£18.00
Mr Timothy James	Ground Work for the Lengths Man Storage Unit	79	£350.00
Mower Power	AutoCut 46-2 Strimmer L1 Invoice 154098	80	£44.00
Portable Spaces	Storage Unit & Levelling Pads Invoice Q018326	81	£2,288.40

c) To note the following payments by direct debit:

Company Name	Details	Payment Date	Amount
Unity Trust Bank	Quarterly Service Charge	30 September	£18.00
Easy Websites	Monthly hosting fee	1 October	£54.12

d) **To note** the statement of accounts for month ending 30 September will be provided at the meeting.

e) **To review** expenditure for July, August and September 2024 and to consider and **resolve** to approve the Q2 budget monitoring statement (**emailed**). Hard copies will be brought to the meeting.

f) Councillors are asked to discuss and **resolve** to apply for a bank card from either Unity Trust Bank or Virgin Money, details will be provided by the clerk. Once resolved application forms will be brought to the meeting to be signed in accordance with the mandates.

g) Councillors are asked to discuss and **resolve** whom is to be placed on the Virgin Money Mandate. The mandate will be brought to the meeting to be signed to remove Mr Paul Franks and place a new name on the mandate.

7 Projects for 2025/26

The draft budget for 2025/26 will be considered at the November meeting. Councillors are asked **to put forward** ideas with estimated costings for projects. Council members are asked to **resolve** which projects to take forward to be included in the budget for the next civic year. Please note the clerk may ask questions in relation to costing for budget purposes, and would like to request additions to the budget.

8 Social Media Volunteer

Council members are asked **to discuss and resolve** the council searching for a volunteer to support the council in engaging the community through our social media presence. Possible consideration for the use across the joint councils. Cllr Peter Muirhead will provide more details at the meeting.

9 Donation for Remembrance Sunday

Councillors are asked to discuss and **resolve** a donation to the Royal British Legion and the purchase of new wreath.

10 Biodiversity Grant

Councillors are asked to discuss and **resolve** on how to spend the £300.00 biodiversity grant. Council members are to note that any additional costs will have to be considered for budget purposes.

11 Donation for Community Christmas Light Switch On

Councillors are asked to discuss and **resolve** on a donation towards the Christmas switch on. Council members are asked to consider the Over Wyre Brass Band and food for the event.

12 Policy (Complaints Procedure)

Councillors are asked to **resolve** to adopt the amended section 3 of the complaints procedure (policy emailed).

ITEMS FOR INFORMATION ONLY

13 Reports from outside bodies

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

14 Clerk's report

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

15 Wyre councillor report

An opportunity for Wyre councillors to provide an update.

16 Questions to councillors

An opportunity for councillors to ask another councillor a question.

17 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 (**Thursday 31 October at the latest**), with a summary of the reason for raising the matter.

The next meeting of the Parish Council is proposed for **Tuesday 12 November 2024** at 7.00pm.