

Councillors you are duly summoned and members of the public are invited to attend
Annual Meeting of the Slyne with Hest Parish Council
on **Monday 18 May 2026 at 7:00 pm** at
The Memorial Hall for the purposes detailed in the following agenda.

May 2026

AGENDA

1. Following the Annual Parish Meeting is the Annual Meeting of the Council
where the first order of business is to appoint councillors as follows;

- Appointment of a Chair Person for this meeting
- Appointment of the Chair Person for 2026 -2027
- Appointment of the Vice Chair Person for 2026-2027
- Sign off Acceptance of Office paperwork for these roles.
- Appointment of The Responsible Financial Officer
- Appointment of members to the **Events Committee**
- Appointment of a member to the **Memorial Hall Committee**
- Appointment of a member to the **Newsletter Committee**
- Appointment of members to the following working groups
 - Planning Applications
 - Woodland Management
 - Cemetery
 - Budget

2. Apologies. Cllrs Obertelli and Kyle.

3. Minutes of the last meeting. Chair to sign the minutes of the meeting held on 20 April 26 as a true record.

4. Public Participation

At the discretion of the Chairperson members of the public will be given the opportunity to speak, ask questions or raise matters of interest with regard to this agenda. Standing Orders will be suspended for this period.

5. Reports

*To receive any reports from Lancaster City Council or Lancashire County Councillors.
To receive any updates from local groups in attendance. Due to limited time, reports must be kept to around 5 minutes.*

6. Declaration of Interest

To receive declarations of interest by members in respect of items on this agenda (Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting)

7. New items to consider for May 2026

- a) **Correspondence** distributed to councillors.
 - Hest Bank Signal Box – letter regarding the new use of the site as a STEM classroom.
 - Police proposal around Antisocial Behaviour programme in the district, councillors are asked to consider a small donation towards the cost of hosting young people.
 - Construction work at The Stables at the Foreshore has been reported by a member of the public; further an antisocial behaviour incident has been reported in the area involving a call out by the police to resolve the matter.
 - Keep Britain Tidy – Dog Poo Fairy campaign, council are asked if they would like to take part and buy the products to stick to bins and on lampposts to highlight the matter costs are £150
 - Letter from our MP Lizzie Collinge regarding drainage works adjacent to the Rec.
- b) To note; there has been a price increase for our grass cutting for 2026-2027 which takes the price from £796.52 to £832.36 per month plus VAT. An increase of 4.5%. This is the first increase in two years. The schedule of work remains the same.
- c) To approve membership fees of the Lancashire Association of Local Councils are due at £580.31. Councillors are referred to the member benefits around Resources, Advice and Networking.
- d) Football Club Counterpart Lease. The Chair of the football club has asked council to consider some amendments to their lease. Their solicitors have drawn up a Draft Counterpart lease and the parish council is asked to consider the amendments.
- e) To consider a response to the Planning Application 26/00006/REF Appeal for the proposed development of 200 houses on greenbelt land west of Slyne Road. To consider any financial contribution to the Lapwing fields group.
- f) To review of Social Media practices for events.
- g) To review Risk Assessments carried out for events.
- h) To review the Volunteer Policy
- i) To review the Events Committee Terms of Reference
- j) To consider replacement of the Basket Swing at the Rec
- k) To consider the £250 cost of a feasibility visit from Clark & Kent Pump Track contractors. They will supply drawings and a scheme of work that will help secure any funding applied for if the scheme is viable.
- l) To approve the site of the new defibrillator for the Memorial Hall.
- m) To consider maintaining, repairing or replacing a noticeboard at the Memorial Hall.
- n) Councillors are invited to the Planning Forum on Tuesday June 16 at 1:30. To consider who will attend the Parish Council forum, Cllr Kyle has volunteered, there is one other place available.
- o) Councillors are invited to the Lancashire County Council Conference, to be held at County Hall on 14 November 2026. Details will be sent closer to the date, but note that if you are unable to attend in person you can attend online.
- p) To set a date for long term planning working group meeting, dates suggested are June 1st (Monday), 2nd or 3rd, Monday 8th June or 10th Jun, Monday 17th June or Monday 2nd June, 23rd or 24th June.
- q) To receive an up to date account of the Newsletter finances.
- r) To consider maintenance quotes for the Zip Wire.
- s) To consider a request regarding advertising at the Green sides at the SWH Bowling Club.

8. Ongoing Items - Working Group Updates

To receive any updates regarding ongoing items and agree any actions arising from them not covered elsewhere in this agenda;

Woodland Management
Repairs at The Rec and Zip Wire
Pump Track
Memorial Hall
Four Year Plan

Cemetery
Access matters
Boundary Signs
Bus Shelter Maintenance
Parish Council Logo

9. Year End & AGAR

- a) To receive and approve the annual internal audit report for the year ended 31 March 2026
- b) To approve and sign the Annual Governance Statement 2025/26 (Section 1 of the Annual Return)
- c) To approve and sign the Accounting Statements 2025/26 (Section 2 of the Annual Return)
- d) To confirm the dates of the period for the exercise of public rights as: to be announced on 26 May 2026 with records available by appointment between Wednesday 3 June and Tuesday 14 July 2026.

10. Planning Applications

*To note that the following planning application(s) has been submitted to **Lancaster City Council** and circulated to members of the Parish Council since the last meeting:*

37 Manor Road Slyne	Rear Extension
1 Manor Crescent Slyne	Rear Extension
4 Manor Lane	Extension with Balcony
2 Hatlex Drive	Side Extension, Front Extension, Balcony

To note, any planning applications received and circulated to members of the Parish Council since publishing the agenda.

To note, those planning applications that have been notified as approved/refused by Lancaster City Council since the last meeting. The following decisions were notified as;

18 Bryn Grove Slyne	Permitted
3 Rushley Mount Slyne	Permitted
67 Hest Bank Lane Slyne	Permitted
1 Hatlex Lane Slyne	Permitted

11. Finance

- i) Unity Trust Current Account £8,205.01 and Reserves 95 Day Account £50,162.88. Instant Access savings account £62,145.97.
- ii) To receive the monthly or quarterly accounts
- iii) To note any receipts since publishing the agenda
- iv) To approve the following payments and receipts, including any retrospective items
- v) To Note any transfers listed between Bank Accounts.

May-26			
Regular Payments	£	Receipts	£
Bank Charges	£7.00	Bank Interest	£82.68
Printing	£9.99	Bank Interest	£162.88

Mobile Phone	£6.25	cemetery	£470.00
Salaries / Pensions	£1,874.03		
Eon Next (MUGA)	£40.00		
Broadband	£44.45		
Easy Website	£36.96		
HMRC (Quarterly)	£1,033.56		
Rydal Comms	£66.92		
DC Garden	£500.00		
Envirocare	£955.82		
Other payments			
Starboard (Scribe)	£1,540.80		
Starboard (Scribe)	£147.60		
Zest (Newsletter)	£374.40		
Mr Fothergill (repairs)	£165.00		
Topiamor Ltd (Rec work)	£5,604.00		
LALC Membership	£580.31		
Hosepipe	£64.00		
Stamps	£7.82		
Stationary (car park)	£10.99		

12. Open Spaces

To discuss any report or notification on the condition of any other parish assets or land; for example bins, benches, grassland, trees not covered elsewhere in the agenda

To record the regular weekly inspection of our two playgrounds and any issue found.

- The clerk inspected the play grounds, 05/5/2026, 12/5/2026
- Proludic Zip Slide – Cllrs Burrow and Connor have organised the watering of the new turf

Litter pick – The next litter pick is organised for **May Half Term 28 May at 10:00 am**. Please meet outside Bold coffee shop to collect tongs and bags. Accompanied children are welcome.

13. Biodiversity and Climate Matters

Nothing to report.

14. Parish Events

To receive any reports about events planned by the parish council not covered anywhere else in this agenda. Next planned event is a summer quiz. 20 June 2026.

15. Spotlight Newsletter

The second edition has now been delivered and initial feedback is that it has been well received. Ideas for articles in future newsletters should be sent to shanishaker@gmail.com

16. To receive any items for a future agenda

17. Date and Time of the next meeting *Monday June 15 2026 at 7:000 pm*

Louise Ash Clerk to the Council, The Memorial Hall, Hanging Green Lane, LA2 6JB,
Clerk@slynewithhest-pc.gov.uk, 07767 628 999

Lewis Ash