

**MINUTES OF THE MEETING OF SLYNE WITH HEST PARISH COUNCIL
held on MONDAY 20 March 2023 in the MEMORIAL HALL**

Councillors present Mr Roland Stretch -Chair, Miss June Cohen-Kingsley, Mr Stephen Jones, Mrs Joanne Bateman,
Mr Alan Connor, Mr Antony Obertelli, Mrs Sarah Campbell

Clerks Mrs Doreen Brookes and Mrs Louise Ash

3249 **To receive apologies for absence** none

Standing Orders were suspended

Open Forum

Apologies - City Cllr K Budden

Standing Orders were reinstated

3250 **To record Declarations of Interest**

None

3251 **Minutes of the previous meeting**

Resolution: to approve the minutes of the meeting held on Monday 20 Feb 2023. They were duly signed by the Chairman.

3252 **Progress Reports**

- Work on the hedges has taken place and it now looks better.
- The electrical box for the eventual supply to the MUGA was due to be installed this week
- Eon have now got a DD set up for payment of the eventual supply to the MUGA
- Disconnection of the electricity at the burial ground is in hand, but the work not yet completed.
- We discussed the Applethwaite Homes judicial review, so that all understand the process, we await the outcome of the review.
- Further notice had been received from solicitors representing Applethwaite Homes of an application for a Judicial Review in relation to Lancaster City Council's refusal of planning permission for development of land off Sea View Drive. The parish council is an 'interested party'. Applethwaite Homes have been given permission to appeal.

3253 **Administration**

The councillors had been sent a proposal by Nathan Foster of Scribe. Scribe, an accounting software tool, is used by others to help with accounting specifics unique to Councils. There are currently 900 councils using the software. There followed discussion about purchasing the software, the cost of the overall package and its benefits. All councillors present voted to go ahead. Louise Ash was tasked with following this up.

Banking issues were discussed. The frustration around getting banking issues resolved have mounted. Despite the best efforts of all those involved we are at the mercy of our bank to move this issue forward. We will persevere until we have the banking mandate we require and access to the account for those who need it. All present agreed we will revisit who is on the mandate and their responsibilities as soon as it is practicable to do so.

We reviewed the Internet Banking Policy we have drawn up. There are some procedural points that we are unable to conclude until we have the mandate set up with our bank. These small issues will be addressed once our mandate is up to date and working online can be described in full for the benefit of those who must adhere to the policy. All present voted agreement to adopt this policy.

The Clerk, Mrs Brookes, recommended an external auditor, Mr Malcolm Richardson. All present voted in favour of using Mr Richardson's services.

The set of gates at the side of the Memorial Hall have corroded and need attention. Mrs Brookes and Cllr Connor have looked for quotes for the work. A repair could be carried out for approximately £300 - £350. The main user of the hall requires the gate to be in situ. The councillors discussed the cost of the repair and considered who might be reasonably expected to pay for the work. We hope that there will be a contribution to the cost of repair by Memorial Hall users. The work will be carried out as soon as possible.

A boat on the foreshore has broken up in foul weather and debris has been spreading along the shoreline. Mrs Brookes has contacted Lancaster City Council to discuss its removal. They understand that the Parish Council do not have the means to remove it and have assured Mrs Brookes that they will remove it in due course. Cllr Obertelli mentioned he walks there and is happy to remove any small pieces he can carry.

A user of the Memorial Hall has asked about using the Mawson Room on a more permanent basis. It was agreed that we would like to meet with the user and discuss her vision for her proposed Well-Being group. Mrs Brookes will request a meeting.

Quotes for Broadband for the Memorial hall were given by Mrs Ash. The two quotes received were £33.54 from Talk Talk and £38.99 with BT. The quotes were discussed. The councillors are in favour of installing broadband but do not currently deem it a pressing matter, so would like to explore further quotes.

Mrs Brookes has been the parish clerk for quite some time and has therefore amassed a great deal of information and data. She has agreed to share electronic data, for example the clerks emails, her contacts list and any files so that a smooth hand over can be achieved for the incoming clerk. The handover process is ongoing.

The incoming clerk has been supplied with a new email address, using current advice to apply for an address with - dot GOV. The new email is Clerk@slynewithhest-pc.gov.uk The address for correspondence will be: The Clerk, Slyne with Hest PC, The Clerk Office, The Memorial Hall, Shady Lane, Slyne with Hest.

3254 Planning applications

It was noted that there have been some local objections to planning application 23/00066/FUL at 1A Peacock Lane.

Planning Applications Received

1. 23/00179/FUL 16 Hest Bank Lane, Hest Bank, LA2 6DB
2. 23/00192/FUL 2 Grove Court, Throstle Grover, Slyne, LA2 6AX
3. 23/00225/FUL 37 Hest Bank lane, Hest Bank, LA2 6DB

Permitted

1. 23/00044/FUL 5 Manor Drive, Slyne, LA2 6JX
2. 23/00017/FUL 74 Coastal road, Hest Bank, LA2 6HQ
3. 23/00066/FUL 1A Peacock Lane, Hest Bank, LA2 6EN

Withdrawn

1. 22/01438/FUL The Lodge, 92 Slyne Road, Slyne, LA2 6A

3255 Financial Matters

Approval was given to the monthly summary of receipts and payments.

Payments for Approval Retrospective

Mrs L Ash	630.68 clerk's salary
Black Bear IT Solutions	192.00 laptop set-up
Daniel Peacock Matthews	35.00 deposit -entertainer -coronation event
Mr D Campbell	9,577.00 work at recreation field
Signs Express 62.50	foreshore safety sign

BT	188.39 phone bill
Envirocare Maintenance Solutions Ltd	856.80 grounds maintenance -February

Viking Payments	52.39 stationery items
Westmorland Tree Care Ltd	384.00 work on trees at recreation field
Mrs D Brookes	946.50 clerk's salary
Mr Brade	198.00 groundsman's invoice

Account -latest statement £101,739.50

Invoices missed off the agenda were £198 - Mr Brade and Petty Cash £70.78, these will be agreed retrospectively

There are a couple of issues with cheques not being cashed. Mrs Brookes is dealing with these.

An invoice from Duncan Ross for £2888 will be paid at month end, to ensure it is paid by its due date. This is for work installing the electrical box required for the MUGA.

3256 Open Spaces

Discussion regarding the MUGA and its eventual opening. There will need to be publicity around an opening date with

Invitations from interested parties, for example the local sports clubs who have already expressed an interest in using it. Further plans will be made when we know the area is ready.

Some new and replacement bins have been ordered, some considerations for the best place for them to be sited were discussed. Mrs Brookes will contact public realm to notify them of the preferred spots. Cllrs asked Mrs Brookes to remind LCC of the damaged bins in our area that need repairs or replacements.

There have been some offers of trees to be gifted to the local area by members of the public. The cllrs welcomed this kind contribution and agreed that they should be sited on the recreational ground, but perhaps one can be sited outside Londis to replace the tree that suffered damage some time ago. The trees purchased recently will be planted on 23/03/23.

A request for a memorial bench has been made. Our policy document was consulted, and a decision made that a bench in the recreational ground is acceptable because there is a space available. Mrs Brookes will revert to the family concerned with details of the prices and installation process.

3257 Future Events

The Coronation Committee reported that they have found; a catering company in the village to provide pie and peas. Confirmed the entertainment for the event. Planned for the seating of approximately 130 people and drawn up a Risk Assessment using the hall's capacity of 150 people, to include those helping. That publicity has begun with a flyer added to the website and put up in the Memorial hall. Mrs Brookes kindly agreed to put a copy outside in the locked cabinet. The event is also being published at Londis on their digital screen. Mrs Brookes asked for ideas for consideration for the wider community. There are other events that people are planning, very locally, for example there are some street parties. The Coronation Event has an official three day theme, the televised event itself on Saturday, Big Lunch on Sunday and Volunteering at a Big Clean Up on the final bank holiday. It was agreed to consider organizing a Big Clean Up for the wider community.

3258 Matters arising for our next meeting

Cllr Bateman has given her apologies for the next meeting
Cllr Obertelli wanted us to note that there were some workmen attending to work around the MUGA. Those carrying out the work were not adhering to standard Health and Safety regulations. They were operating machinery incorrectly and were not using PPE. Cllrs noted that this should be brought to the attention of the builder in due course.

At the close of the meeting at 9:00pm Cllr Strech asked us all to congratulate Mrs Brookes on her marvelous tenure as the Parish Clerk. During her long career with the Council she has seen the district through approximately 250 council meetings. Mrs Brookes told us that she had decided that once the Multi Use Games Area had been constructed she was happy to hand over to a new clerk. The group enjoyed some cake and fizz and presented Mrs Brookes with a farewell gift.

3259 **Date of next meeting**

Monday 17 April 2023 at 7.00pm