

## YEALAND REDMAYNE PARISH COUNCIL

Minutes of the Annual Parish Council Meeting of Yealand Redmayne, held in the Village Hall, Footeran Lane, on Thursday 11 May 2017 at 7.10 pm, following the Parish Assembly.

Present: Councillors: Mr G Harmer, Mr M Macklin, Mrs D Smith, Mrs H Sayers, Mrs S Brown, clerk. Mrs V Calver, resident

- 2631 ELECTION OF CHAIR & DECLARATIONS OF OFFICE : Cllr Harmer stood down as Chair. Councillor Smith, proposed by Cllr Macklin and seconded by Cllr Sayers. Cllr Smith duly signed The Acceptance of Office as Chairman. Thanks were given to Cllr Harmer for his service over the past 5 years.
- 2632 ELECTION OF VICE-CHAIR : Councillor Macklin, proposed by Cllr Smith and seconded by Cllr Sayers. Councillor Macklin accepted the role.
- 2633 TO ACCEPT APOLOGIES : City Councillor N Goodrich sent apologies on behalf of the new County Councillor Phillipa Williamson and himself, Dawn Hancock, Chair of Yealand Conyers also sent apologies.
- 2634 TO CONFIRM THE MINUTES OF THE PREVIOUS ORDINARY MEETING : The minutes were agreed and signed by Councillor Harmer.
- 2635 TO ADJOURN THE MEETING TO ALLOW FOR PUBLIC PARTICIPATION :

Mrs Calver gave an update on the Defibrillator to be installed at the Triangle Bus Shelter : Mr Lees is not qualified enough by County Council Standards to complete the work necessary, due to electrical faults in the system, so Mrs Calver will contact the person recommended by City Council and arrange a visit to see what needs doing. The flier is ready to be printed, once the site is confirmed. Training in CPR and First Response is still to be confirmed. A Bank Account has been set up and there are six volunteers ( 3 Active and 3 Passive, who do the Admin. )

The Clerk has expressed concern that the Bus Shelter was donated to the Parish Council over 14 years ago, with the PC having responsibility for insuring and maintaining, but there is no paperwork in place, nor has it been minuted. She wishes to have something in writing and signed formally and will endeavour to have something in time for the next meeting.

Mr Harmer said he would still continue to erect the SpiD for the time being. He also asked for the old manhole cover ( which had been removed and replaced when the Klargestar was blocked) be taken away by the Council. The Clerk will ask for it to be removed.

Cllr Macklin asked if merging the two parishes was still being considered. The Clerk will ask Cllr Hancock for her views, as they now have a clerk in place.

2636 TO RECEIVE DECLARATIONS OF INTEREST : To include Personal, and Personal and Prejudicial interests. In previous meetings, all Councillors declared in interest The Meadows Landscaping Project, these still stand.

2637 APPOINTMENT OF COUNCILLOR REPRESENTATIVES FOR OUTSIDE GROUPS :

A O N B & Trowbarrow Trust : Councillor Macklin

Arch Bishop Hutton Trust : No Representative necessary

Joint Parish Council : No Representative necessary

L A L C : Vacant.

Mansergh Trust : Vacant

Parochial Church Council : Vacant

Village Hall Committee : Cllr Sayers. Cllr Macklin is Treasurer of the VHC

The Meadows Play Area : Cllr Sayers does the weekly inspection

Canal & River Trust : Cllr Macklin

A suggestion was made that a report from the groups without any Parish Council representation, could be sent through to the clerk for circulation.

( End of Annual Parish Council Meeting; followed by Ordinary Meeting )

2638 PLANNING APPLICATIONS :

**16/01242/FUL** : Application for retention of the rear dormer at 8 Well Lane. ( cladding plans changed – has it been complied with yet ?)  
**Resolved** : The Clerk is to email the Planning Dept for the up to date position as it is still outstanding.

**16/01159/FUL** / : Erection of a Detached Chalet Countryside Workers dwelling, for 3 years usage at Hazelgrove Farm, Milnthorpe Rd, Lancs  
Noted as "Awaiting Decision "

**17/00150/LB** : *Hilderstone Farm : Alterations and additions to the existing Boundary Walls. Application Permitted.*

**17/00099/FUL**: *75 Silverdale Road, Demolition of Bungalow and Erection of 2 storey dwelling. Application Permitted*

**17/00009/HAS** : Appeal against refusal of City Council to grant planning permission for balcony extension at 32A Silverdale Road LA5 9TB; original App No : 16/01200/FUL. To be heard by Planning

Inspectorate in Bristol.

**Trowbarrow Local Nature Reserve** : Draft Woodland Management Plan for the next ten years. Consultation Closing Date for comments 1 June  
**Resolved** : There are no comments to be made.

2639 TO APPROVE PAYMENTS :

- Clerk's Fee April 2017 £ 123.50 (Already Paid)
- Clerk's Fee May 2017 £ 123.50 (Pay on 25<sup>th</sup> )
- Clerk's Expenses £ 116.60 ( Chq 318 )
- Pi Inspection ( Annual Inspection ) £ 78.00 ( Chq 317 )
- Relyant Gardening £ 15.00 ( Chq 316 )
- Cllr H Sayers ( Shrub ) £ 15.99 ( Chq 319 )

Deposit Account now has £ 9191.33, which includes the precept of £4,810.00. ( £ 4,381.12 remains for Projects ). The Current A/c will have £ 65.91 AFTER these payments are made. Note : VAT Reclaim of £ 355.92 has now been paid into the Current Account.

2640 TO RECEIVE REPORTS FROM COUNCILLOR REPRESENTATIVES :

**LALC** : No report. **PCC** : No report. **AONB** : No report. **Trowbarrow** : No Report. **Village Hall** : Cllr Sayers reported that the Coffee Morning in aid of Parkinson's raised over £300. The Coffee Morning for Pearl Harmer was well attended. There will be no Knees Up this year, but a Quiz hosted by Mr M Rothwell, which will include a Buffet Supper, will be the Christmas event, to be held on Saturday 16<sup>th</sup> December. There will also be an Abba Tribute Night in early January 2018, with a Hotpot Supper.

**Mansergh Trust** : Meeting later in the month. **Joint Parish Council** : No report. **Arch Bishop Hutton** :No Report. **The Meadows** : see below. **Canal & Riverside Trust** : The recent meeting was poorly attended. The Scouts have offered to do the Tidy Up along the Canal Towpath. Suggestions that a bench might be installed, also a Mounted Lifebelt. The Clerk will get prices and try to obtain some funding towards the costs.

2641 TO CONSIDER ROAD MARKINGS ON A6 - UPDATE : Nothing has been heard from County Council about improving the road. There has been another accident by the garage. **Resolved** : The Clerk will contact County.

2642 TO CONSIDER THE ANNUAL INSPECTION REPORT & ARRANGE FOR REMEDIAL ACTION : The report in respect of the MUGA has been forwarded to the Head at the Village School. Cllr Sayers met with Andy Jenkinson of City Council to discuss the various points raised, the trip hazard

at the trampoline corners will be repaired as soon as the weather is damp, as the grass turves need time to bed in; the Clerk is to contact the installers of the Tower and slide, as there are gaps which need attention. Rubber bolt caps have now been replaced.

The Council considers that the Play Area is as safe as it can be for children.

2643 TO CONSIDER RISK ASSESSMENT UPDATE AND SIGN : The Clerk has found that the risk Assessment did not include the Step Ladder that held at Mr Harmers home. This has been added and the new Risk Assessment duly signed

2644 TO CONSIDER REVISED CONTRACT FOR CLERK AND SIGN : The Councillors have considered the workload that has increased over the years and resolved to increase the Clerk's hours to four a week, backdated from 1 April 2017. The Clerk thanked to Councillors. A revised Contract of Employment and a letter to amend the Direct Debit at the bank will be done.

2645 CLERK'S REPORT ( Info Only ) : See below.

2646 TO NOTE THE DATE AND TIME OF NEXT MEETING :  
MONDAY 5 June 2017 at 7.15pm ( to sign off Accounts ).

## Clerk's Report for Meeting Mar 2017

Payroll End of Year now done after 5 April passed, ie before next meeting.

I am taking accounts papers to John Hallas tomorrow for him to Audit them. I found an error – totally my mistake – from a couple of years ago, in that the Fixed Assets Register showed an amount for the Meadows Play Area, which had included the legal Fees too, which is not correct, also the Step Ladder bought that year had not been included. I have re-stated the Fixed Assets Figure and included an explanation for the External Auditor.

At some point, I think it would be good if a Councillor could come over to my home and see what papers I hold and how they are filed, in case of any event that means I cannot do the job; passwords etc need to be known !

*( Clerk will suggest some dates and all Councillors will come to her house )*

One or two items I have seen that might be good to go on website ? " Good Councillor Guide, Planning Info booklet etc. Thoughts please.

Do you still wish meetings to be Thursday or back to Mondays ? Dates to set for 2017/8. *( Mondays preferred, Quoracy a problem, Clerk to contact two residents who have expressed an interest in coming on the Parish Council )*

Still ongoing problems re ownership of Bus Shelters, I am anxious to get something in writing from County and PC to sign, to say they accept ownership and responsibility of insuring etc. *( Agreed )*

Thanks to Glyn for his Chairmanship and support over the past years, Best Wishes for the future.

Planning Dept at Lancaster City Council have created a new Scheme – for Pre Plan Advice; and hope Parish Councils will get involved with it. Details to follow by Email.