

YEALAND REDMAYNE PARISH COUNCIL

Minutes of the Meeting of Yealand Redmayne Parish Council, held in the Village Hall, on Monday 16 July 2018 at 7.15 pm.

Present: YR PC Councillors: Mrs D Smith, Mr M Macklin, Mrs G Moore, Mrs H Sayers & Mr I Harbison. City Councillor N Goodrich, County Cllr Mrs P Williamson. Mrs S Brown, clerk. Presentation given from RSPB. No members of the Public were in attendance.

2766 TO ACCEPT APOLOGIES : County Cllr P Williamson & Parish Cllr I Harbison will be arriving late due to work commitments. YC PC Chair D Hancock sent apologies

2767 TO CONFIRM MINUTES OF PREVIOUS MEETING & SIGN THEM. The minutes were confirmed as a true record and signed by Cllr D Smith.

2768 TO ADJOURN FOR PUBLIC PARTICIPATION :

Mr J Sneyd and Mr N Godden came from the RSPB to advise about the proposed works in the Challan Hall area. A short resume was given and information can be given, if required, by contacting the Clerk.

A short discussion arose about the possible merger of the two parishes, Conyers & Redmayne. The Clerk will ask City Council for further advice, with a view to a Public Meeting later in the year, hopefully early in September.

City Cllr Goodrich said things were fairly quiet at the moment, a meeting about the Canal Corridor is imminent and there will be a reorganisation of Staff at City Council.

The signpost at the bottom of 19 Acre Lane is missing, Cllr Goodrich will chase this up.

County Cllr Williamson was asked about the road markings along the A6; the Parish had been given to understand that money was available to commence work before now, yet nothing has been done. Cllr Williamson will report back. Potholes in the village have now been repaired, with a new system of filling and sealing. The diversions needed (when resurfacing of the A6 link to M6) caused problems; there needs to be some strategic planning in the future, to avoid sending lorries towards a low bridge.

2769 TO RECEIVE DECLARATIONS OF INTEREST; To include Personal, and Personal & Prejudicial Interests. None were received.

2770 PLANNING APPLICATIONS & CONSULTATIONS :

18/00451/FUL : Erection of a single storey side extension at Fell View Barn, Moss Lane, Yealand Redmayne, LA5 9TG *Cllrs No Objections* . (**App Permitted 25 June**)

18/00476/FUL : Yealand Hall Farm, off Milnthorpe Rd, Lancs. Alterations to existing vehicular access point. **Note** : Amended Application now shows address as Land Adjacent to Milnthorpe Rd. *Cllrs No Objections*. (**Application Permitted 8 June**)

18/00538/FUL : Installation of a Juliet balcony to the rear elevation, new windows and glazed doors to the rear and side elevations and demolition of existing garage and erection of car port with ancillary living, at 33 Silverdale Road, LA5 9TA. *Cllrs No Objections (see also 18/00622/CU)*. (**Application Permitted 8 June**)

18/00650/FUL : Conversion of existing garage into ancillary living accommodation, removal of garage door and installation of a replacement door and window to the existing front elevation and erection of external store to the rear at 23 The Meadows, LA5 9SY. (**Application Permitted 3 July**)

18/00622/CU : Change of use of land to domestic garden area, works to ground levels to create two terraces with retaining walls and fencing, at 33 Silverdale Road, LA5 9TA. (See Also 18/00538/FUL). *Councillors No Objections, (Awaiting Decision 16 July)*

Have Your Say : Consultation on the Launch of the Children & Family Wellbeing Service.
Resolved : Councillors No Comments.

2771 TO APPROVE PAYMENTS :

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| • Clerk's Fee June 2018 | £ 164.67 (Already paid) |
| • Clerk's Fee July 2018 | £ 164.67 (Pay on 25 th) |
| • Clerk's Expenses | £ 219.66 (Chq 0354) |
| • Glasdon UK Ltd, Lifebuoy & Fittings | £ 309.98 (Chq 0355) |
| • Slcc, CPD Training, Bolton | £ 90.00 (Chq 356) |
| • Relyant Gardening, Meadows Cut | £ TBA (Chq) Not paid |
| • G Rawlinson Drover's Lane Trim | £ TBA (Chq) Not paid |

Deposit Account now £7,075.04, after transfer of £1,000 made and the Current A/c will be £667.72, following the transfer and after the above payments are made. A Deposit of £250 from LCC Public Rights of Way Scheme is due soon. The cheque raised for the LALC subs, in March has till not been cashed, the Clerk will chase up.

2772 TO RECEIVE REPORTS FROM COUNCILLOR REPRESENTATIVES :

(for information only). **AONB** : No Report; **Mansergh** : Next Meeting in November; **Village Hall** : A new cleaner will be appointed soon. A Sub Committee is looking at Risk Assessment procedures, together with First Aid information. New tennis netting is

needed for the MUGA. Gin Tasting was a success, a Saxophonist is booked for 6 October. Xmas Quiz, Kitty Brown Fashion Show, After Dark Murder Mystery evenings are being considered. The Travelling Cinema offered by Carnforth has had some expressions of interest; the Clerk will pass on details for Cllr Moore to follow up.

2773 TO CONSIDER RISK ASSESSMENT UPDATE AND SIGN :

The stepladders are now kept in the storeroom of the Village Hall. Cllr Macklin agreed to check the Lifebuoy once a fortnight. **Resolved** : Following amendments of those two items, The Risk Assessment can be signed by Cllrs Smith and The Clerk. Until another person is trained in using the existing SPiD, it cannot be moved.

2774 TO CONSIDER FUTURE PROJECTS FOR THE CANAL; UPDATE & LIFEBOUY INSTALLATION : Cllr Macklin reported that the Lancaster Canal has won a Green Flag for cleanliness. 200 canal areas were considered, as part of the Keep Britain Tidy Campaign. Spring Bulb Planting in the Autumn, to commemorate the Centenary of the Great War, will take place on Sat 10 November.

Concern about the amount of dog foul that is left on the towpath was raised, the Council will not empty any bins, so none are provided. The Clerk will order some Dog Poo Posters and remind all Dog Walkers that Doggy Sacks can be collected - Free - from Mrs M Davy at Coffee Stop

The Lifebuoy is now situated by the Notice Board on the towpath. Clerk is to contact the C&RT to see about having at least 50 meters either side of the bridge covered with quarry bottom gravel to make it a better surface for all users. Yealand Conyers PC has expressed an interest in joining up with the Canal improvement; The Clerk will contact them and report back.

2775 TO CONSIDER THE ANNUAL PLAY INSPECTION REPORT AND ARRANGE FOR REMEDIAL ACTION : Following the latest Council Inspection last month, the gate needs a latch and also adjusting to ensure it shuts within the specified time for H&S regulations. There is a gap in the edge of the rubber matting on the Trampoline, the Clerk will take a photo and forward it to the Suppliers, for repair or otherwise. In the meantime a notice has been placed on the Trampoline, saying it is not safe to go on it. The Clerk has already contacted the City Council Inspector to see if he will fix the gate.

2776 TO CONSIDER STANDING ORDERS & FINANCIAL REGULATIONS :

These have been circulated to all Councillors, they have been updated to comply with the new regulations for Transparency. **Resolved** : They can be accepted and printed off now.

2777 TO CONSIDER PURCHASING A SOLAR SPiD FOR THE VILLAGE : The Clerk circulated information from other companies, for Best Value to be considered.

Resolved : Pandora Technologies was chosen. They give 24/7/365 cover, Solar element costs £475 + VAT, Smiley face sign costs £2,395 + VAT. A 10% discount was offered.

They also have Highways accreditation and Free of Charge Installation. The Clerk is to order the Smiley Face and Solar System, and enquire about converting the existing SPiD to solar. Also contact Yealand Conyers Parish Council to see if they might contribute towards the costs and ongoing costs of servicing.

2778 TO CONSIDER GDPR IMPACT AND STEPS TO BE TAKEN TO ENSURE THE PARISH IS COMPLIANT : Papers are currently being checked and destroyed as agreed; There is not a Annual Leave document, nor appraisal in place at the present time. Review next meeting.

2779 TO CONSIDER ONLINE SUBMISSION TO CHARITES COMMISSION OF THE (NIL) ANNUAL RETURN FOR PUBLIC WATERING PLACE : **Resolved** : This can be submitted online.

2780 TO CONSIDER THE ADDITION OF A FOOTPATH ALONG FOOTERAN LANE TO THE SCHOOL – CONSIDER CONTACTING LOCAL RESIDENT :

County Cllr Williamson had indicated there was a move to have safe paths near Schools. **Resolved** : The Clerk is to contact the owner of the field next to the School to see if they might be willing to have a path alongside the hedge. She will report back.

2781 TO CONSIDER PURCHASING A GREEN BIN FOR THE MEADOWS – AND IF SO, WHERE WOULD IT BE PLACED ? :

The City Council will not allow a green bin to be kept on The Meadows; it has to be on someone's drive and as such, should not be filled with Commercial Waste. **Resolved** : In order to keep costs down, it has been suggested that folk in the village might be willing to take the grass cuttings from The Meadows Play Area, for their compost heaps. Item to go in the Newsletter.

2782 ITEMS FOR THE NEWSLETTER : Grass Cuttings Collection, Canal Info, Food Sharing, Village Film Nights, Updates on Road Markings. Doggy Sacks – Keep Britain Tidy.

2783 CLERK'S REPORT (Info Only) : See Below.

2784 TO NOTE THE DATE AND TIMES OF NEXT MEETING : 17 September at 7.15pm.

Clerk's Report for July Meeting

Have got a Thank You card for Tony Riden of AONB, who retires in Aug, hope you will all sign it at the meeting.

Website is lovely to use, have got last 4 years A/cs Info on now, think we may need a separate page for road closures / works, rather than having them under News ?

Canal had lifebuoy installed now, think it may need to be checked on a regular basis to satisfy the insurance Co ? I need to go and see it and familiarise myself with it; if it easy to use, I would hope little maintenance is necessary. Does a sign need to go up, "In case of any problem contact " ?

Risk Assessment now has lifebuoy on it; just needs signing at meeting please. Who has the stepladders needs to be confirmed.

We only have Mike who is trained for moving the SPiD and really there should be two who do it together. Do you know of anyone else who might be available on a rota system perhaps, to assist ?

Mowing of The Meadows Play Area : This should be done by John Holmes, but I understand that there is no green bin for him to put the cuttings into. I asked at City Council and they gave me some figures, which I circulated to you, but if there is nowhere for one to be stored, they would not supply one in any event. I feel this needs to be properly sorted out somehow, why is the previous system not working now ?

GDPR : All email addresses that I hold, that contain a business (ie XXX@lancaster.gov.uk) I do not need to get any consent form done. I am going through my email lists and sending out those for whom it is necessary, but at least one person has come back and refused consent and others have not yet replied.

Paperwork is slowly being sorted, irrelevant stuff is being burnt. The Data Audit Schedule shows there are one or two items that need to be in place – My leave Form, Annual Appraisal, etc. I will arrange to meet with Mike sometime after meeting to go through the DAS and see what can be progressed.

Food Sharing : A Community Group collects excess food (Supermarkets that have bought too much and their next delivery is due in, they cannot store it and it would end up on landfill) from a hub in Preston and circulates it to areas where it can be used; given the rural location of YR, I think this might be a good idea. The food usually has good dates on it and for £3.00 you can select a few items, enough to usually fill a large carrier bag. Could it come to Coffee Stop ?

