

PARISH OF NETHER KELLET
Draft Minutes of the Meeting of the Parish Council held at
Congregational Church School Rooms on Wednesday 5th December 2018 at 7-00 pm.

Present: Councillor Mr D Whitaker (Chair)
Councillor Mrs J Bentham
Councillor Mr C Halhead
Councillor Mr N Johnson
Councillor Mr P Riley
Councillor Mr G Smith
Councillor Mr I Williams

In attendance: Bob Baily, Clerk

18084 **APOLOGIES FOR ABSENCE:** Apologies were received from Councillor Mr I Williams and City Councillor Mr JR Mace

18085 **MINUTES:** It was **RESOLVED** that the Minutes of the meeting held on Wednesday 7th November be approved, following minor amendments received from Councillors Smith and Bentham.

18086 **DECLARATION OF INTERESTS:** There were no declarations of interests or dispensations in respect of items on the Agenda.

18087 **ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:**

1) **Public discussion:** There were no matters raised

Clerks report: The Clerks presented a revised format for his report, setting out updates on previous actions, activities and resolutions so that accountability is made clear and progress can be monitored.

Members attention was particularly drawn to the fact that the Clerk had again raised outstanding issues with Lancashire County Council, specifically the bulging wall in the play area and the white lining needed on Bolton Road.

Some progress has been made with the repair and reinstallation of the defibrillator. Despite requests the suppliers have consistently failed to provide an engineer / electrician to provide power to the defibrillator in its new location, so alternative arrangements are now being made.

It had been decided to retain the existing Speed Indicator Device with the lengthsman being asked to regular change the battery in the system.

Members were asked to provide personal details so that final arrangements can be made to change banks to Unity Trust.

The Clerk had advised that Value Added Tax legislation and implications would not allow for Village Hall purchases to be made through the Parish Council's accounts

2) **Members updates on issues arising since the last meeting:**

a) **PACT:** Nothing to report;

b) **LALC:** Nothing to report;

c) **QUARRY:** No meetings held. Members commented that there had been recent occasions when a large amount of lime dust had been deposited on roads and surrounding hedges;

d) **TWINNING ASSOCIATION:** Councillor Bentham reported that a recent quiz night had raised money for the association. Plans are being made for next year's visit, although it would be difficult to accommodate the number of people wishing to make the trip. A new Chair has been elected;

e) **FLY-TIPPING:** Nothing to report in addition to those raised during the presentation of Operation Peregrine;

- f) **PROW:** Report presented at the last meeting has been passed to the parish lengthsman to consider and, where necessary, take action;
- g) **VILLAGE HALL:** After many months of chasing the defibrillator cabinet and eco-pads had been repaired. A local electrician is to be employed to provide power to the defibrillator and it should be back in use soon. The Christmas Fair at the Village Hall had raised money for the Village Hall but had not been as well attended as previous years. A good Christmas tree has been acquired. Plans are being made to provide an electrical connection room as part of the community emergency planning arrangements;
- h) **PROJECTS:** No further update;
- i) **BA4N:** Councillor Bentham reported that significant progress is continuing to be made with a distribution cabinet being installed and further lengths of ducting laid. The next stages of the project to commence early in the new year, mostly by engineers from BA4N;
- j) **LODGES CHARITY:** Nothing to report. Councillor Smith commented that the recent update on the charity in *Round and About* had not, in his opinion, provided sufficient detail on its history which he considered to be an important aspect that needed to be made clear. It was acknowledged that the article had at least made residents aware of the charity's its existence and current purpose. **ACTION:** Councillor Smith to provide more details on the history and original purpose of the charity for the next edition of *Round and About*;
- k) **LENGTHSMAN REPORT:** Councillor Smith reported on the work of the Lengthsman in the last month which included tidying an area around the 'peace stone' prior to Remembrance Sunday; some strimming, pruning, raking and disposal of vegetation, and work relating to the collection, erection and decorating of the Christmas tree;
- l) **GENERAL MATTERS:** Councillor Johnson commented on a developing environmental issue that may need to be raised with Lancaster City Council should the need arise.

It was then **RESOLVED** that the Clerk's Report and Members updates be noted, and that follow-up action be taken where necessary.

18088 **OPERATION PEREGRINE:** Lancaster City Council's Lead Environmental Enforcement Officer gave a presentation on Operation Peregrine. It was reported that in 2017, fly-tipping cost the Council £250k to investigate and clear up and is a significant blight on the local environment and general well-being. Operation Peregrine is a long-term strategy aimed at partnership working and collaboration with the local community to reduce incidents of fly-tipping.

The ways in which this is being done were explained, including increased and improved coverage in the local press and radio, newsletters and leaflets, signage and social media. The way in which the City Council currently works with partners was outlined and the enforcement action that can be taken, such as fixed penalties, vehicle seizures and prosecutions highlighted.

The various CCTV and surveillance cameras that can be used as a deterrent and to identify perpetrators was explained, as was the ways in which the community can get directly involved to reduce fly-tipping for the benefit of everyone.

Several questions were asked, and observations made, around the usefulness of the mobile CCTV camera's close to a fly-tipping hotspot in the parish and ways in which the parish council can effectively collaborate and use local intelligence to reduce fly-tipping.

It was then **RESOLVED** that the Lead Environmental Enforcement Officer be thanked for his informative presentation and that arrangements be made for a site meeting to discuss options to improve community collaboration and to make the best use of resources.

18089 **PLANNING APPLICATIONS/TRAFFIC ORDERS:**

Application No:	Description:
18/01449/ADV	Advertisement application for the display of a freestanding sign – 7 Main Road, Nether Kellet LA6 1HG
18/01490/FUL	Construction of dormers to the front and rear elevations and construction of a Juliet balcony to rear dormer – 85 Main Road, Nether Kellet LA6 1EF

After some discussion, it was **RESOLVED** that no representation be made on application number 18/01449/ADV and that an objection be submitted regarding application number 18/01490/FUL on the basis that the dormers are out of keeping with the house which is one of the few historic buildings in the village.

18090 **PLANNING AUTHORITY DECISIONS:** Members considered the up-to-date position on decisions of the planning authority (Lancaster City Council) on planning application previously deliberated by the parish council. It was then **RESOLVED** that the decisions of the Planning authority be noted.

18091 **ACCOUNTS FOR PAYMENT:**

100829	Mr R Bailey, Parish Clerk's Fees and Expenses – November 2018	£198.29
100830	Heaton-with-Oxcliffe Parish Council – Local Delivery Scheme funds	£250.00

The Clerk explained that the payment to Heaton-with-Oxcliffe Parish Council has arisen because Lancashire County Council paid that parishes Local Delivery Scheme to Nether Kellet in error. It was then **RESOLVED** that the above accounts be paid.

18092 **COMMUNITY FUND GRANT:** Members considered an application for funding received from Nether Kellet County Primary School to supplement the replacement and updating of school play equipment at the school. It was stated that this will benefit *'both the school children and younger children from the community during the school day and after school'*. There was some deliberation about whether the application met the general criteria for community funding being a County Primary School rather than a local group/organisations with a community project. There was also conjecture as to whether the wider community would directly benefit from the replaced / refurbished equipment.

It was then **RESOLVED** that the school be advised that the parish council had determined not to grant funding on this occasion on the basis that the project did not fully meet the requirements for community funding and the school has access to County Council funding. The parish clerk took the opportunity to present a draft *Community Fund Application Form* as Members had previously requested. The Clerk reported that he had aimed to keep the form relatively simple to complete whilst providing enough information on the planned project and the financial and governance arrangements of groups applying. This would allow Members to make an informed decision on the community benefits and eligibility and the groups capacity to deliver the proposed project.

Members discussed the content and format of the draft form, suggesting some small amendments and commenting on its practicality and usefulness, given the nature of this fund and the very few applications made to date. One Member considered that the application was unnecessary whilst others felt that it supported scrutiny of proposed projects for the benefit of the community. After some discussion, it was **RESOLVED** that the amendments be made, and the revised form, together with guidance on how to complete it, be further considered by Members at the January meeting.

18093 **BUDGET MONITORING & PLANNING:** The Clerk presented a budget monitoring and planning report setting out actual income and expenditure as at 31st October 2018 and the forecast outturn as at 31st March 2019. Considering planned income and expenditure for 2019/2020 the outturn as at 31st March 2020 was also estimated so that a precept for 2019/2020 could be calculated.

The Clerk advised that including cash balances brought forward (excluding community fund and land purchase funds), precept received in 2018/2019 (£7,500) and outturn as at 31st March 2018 balances carried forward are estimated as £12,950. Considering planned expenditure in 2019/2020 and contingencies, the total revenue required is estimated as £10,266. The Clerk reported that with the balances brought forward, this effectively meant that planned expenditure in 2019/2020 could be met without the need to demand a precept.

It was the Clerk's opinion, that this was due to the accumulation of funds over several years where the budget planning process has not been sufficiently based on specific and budgeted plans to improve the local community. The Clerk advised Members to use the document as an opportunity to think about where expenditure is needed going forward, both short-term and longer term so that informed and costed decisions can be made.

The Clerk informed Members that at the January 2019 meeting a decision will need to be made as to what (if any) precept will be demanded from the principal authority, Lancaster City Council.

Members welcomed the introduction of the budget monitoring and planning report and it was **RESOLVED** that Members would scrutinise the planned income and expenditure and consider future short-term and long-term plans so that a precept for 2019/2020 can be determined at the January meeting of the parish council.

18094 **DATE & TIME OF NEXT MEETING:** The next meeting of the parish council will be **Wednesday 2nd January 2019**. The Parish Council meeting closed at 8:20pm

Clerk of the Council:

Date:

Chair:

Date: