

STALMINE-WITH-STAYNALL PARISH COUNCIL

This meeting may be being recorded by the council, members of the public or the press.

Prior to the start of the meeting the chair will make an announcement to confirm if anyone present intends to record proceedings.

It is important to note that those intending to record do not have to indicate as such but are required to do this in a way that is not disruptive of the meeting and does not focus on the public gallery.

Members of the public participating in the meeting (e.g., making deputations, asking questions, making oral protests) should be aware that they may be filmed, recorded or reported on. If any member of the public speaking at the meeting does not wish to be recorded, they should let the chair of the meeting know."The chair of the meeting has the discretion to terminate or suspend filming or recording, if in their opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the council."

4th July 2024

Dear Councillor

You are hereby summoned to attend the May Annual Meeting of Stalmine-with-Staynall Parish Council on Tuesday 9 July at **7.00pm** at the Village Hall, Stalmine.



Debbie Smith
Clerk to the Council

A G E N D A

1 Apologies for absence

2 Declaration of interests and dispensations

To receive disclosures of pecuniary and non-pecuniary interests and to consider any requests from councillors for dispensations on matters to be considered at the meeting.

3 Minutes of the last meeting

Councillors are asked **to consider and approve** as a correct record the minutes of the Parish Council meeting held on 11 June 2024 (**emailed**).

4 Public participation

When dealing with public participation there is no obligation to respond immediately to comments made. Members of the public are reminded that only items on the agenda should be raised at the meeting. Any other items should be raised outside the meeting either with a councillor or with the clerk. The chair will ask councillors to agree to adjourn the meeting to allow non-councillors to speak and will reconvene the meeting on the conclusion of public participation.

5 Planning

Councillors are asked to consider the following application and confirm whether they wish to make any comments.

Application Number: 24/00524/FUL

Proposal: Retrospective change of use of land to residential curtilage for siting of; 2 x Static Caravans, addition of access ramp and porch and store to one static caravan. Partial surfacing in road plantings, providing 1 parking space for domestic use. Small animal hutch and timber walkway. Erection of 2.4 metre close boarded fence enclosing caravan area. Erection of shed containing hot tub with attached pergola seating area, for private use

Location: Torbant Farm Brick House Lane Hambleton Poulton-Le-Fylde Lancashire

6 Finance

Councillors are asked:

To note the following receipts in June

Nil

b) To approve the following payments

Payment Name	Details	Cash Book BAC's Ref	Amount
Payroll	June 2024 payroll paid in July	39	£1,068.40
Les Needham	Lengths man expenses (June millage/petrol/ equipment)	40	£69.01
MS Garden Maintenance	Invoice # 0106 (Plants Man)	41	£360.00
MS Garden Maintenance	Expenses for June (Plants Man)	41	£13.00
Debbie Smith	Clerk's homeworking June 2024	42	£18.00
SLCC	Inv BK216463-1 CILCA Portfolio Course	43	£300.00
SLCC	Inv QL205546-1CILCA Qualification	44	£450.00
LALC	Inv UNP200624/01 Cllr P.M Neighbourhood training	45	£35.00
C&C Supplies	Inv SIN0126331 – Over Trousers Yellow	46	£29.40
Homecare& DIY	Grass seed	47	£6.50
Homecare& DIY	Bolt/Nut/Washer/Wh Spirit	48	£10.49
Wyre Building Supplies	Inv SIO422442 – carriage bolt m8 x 100 bag 10	49	£4.00
Cumbria Tree Surveys	Ref- 2425032 – Felling License	50	£300.00

c) To note the following payments by direct debit:

Company Name	Details	Payment Date	Amount
Easy Websites	Monthly hosting fee	1 st July	£40.92
Unity Trust Service Fee	Bank 3-month service fee	30 th June	£18.00
ICO	Annual Data Protection Fee	4 th June	£35.00

d) To note the statement of accounts for month ending 30 June will be provided at the meeting.

e) To review expenditure for April, May and June 2024 and to consider and approve the Q1 budget monitoring statement (**emailed**). Hard copies will be brought to the meeting.

7 Policy documents

a) Councillors are asked to consider and to **approve** the clerk's delegations document (**emailed**). The document has been up-dated to reflect the new Financial Regulations.

b) Councillors are asked to consider and **to approve** the re-adoption of the grants policy, grants policy guide and grant application document (**all emailed**) which have been reviewed and are presented with no amendments.

c) Councillors are asked to consider and **to approve** the re-adoption of the audio-visual recording policy (**emailed**) which has been reviewed and presented without amendment.

d) Councillors are asked to consider and **to approve** the re-adoption of the council's safeguarding policy (**emailed**) which has been reviewed and presented without amendment. Councillors are asked to sign the document circulated by the clerk at the meeting to confirm they have read it and will abide by its contents.

e) Councillors are asked to consider and **to approve** the re-adoption of the Equal Opportunities Policy (**emailed**) which has been reviewed and presented without amendment.

f) Councillors are asked to consider and **to approve** the re-adoption of the Health & Safety Policy (**emailed**) which have been reviewed and are presented without amendment.

g) Councillors are asked to consider and **to approve** the re-adoption of the Volunteer's Policy (**emailed**) which have been reviewed and are presented without amendments.

h) Councillors are asked to consider and **to approve** the re-adoption of the Sickness Policy (**emailed**) which have been reviewed and are presented without amendment.

8 Woodland report and work required under health and safety recommendations

Councillors are asked to read the agriculture report of Stalmine Woodland and to discuss the work required and to **resolve** which company to use to complete works required. Information of quotes will be provided by the clerk. Council members are to **note** that the felling license as agreed by council members via email, and under Clerks Delegations has been completed, further information will be provided at the meeting by the clerk.

9 Bowes Hill Farm

Councillors are asked to discuss the issues in regarding Bowes Hill Farm, and **resolve** any further actions. Information has been provided by the clerk prior to meeting.

10 Lengths Persons Tools and Storage Unit

Councillors are asked to **resolve** in the purchase of a new blower for the Lengths Person. Council members are asked to discuss a new storage unit for the Lengths Person, and **resolve** to purchase one by means of adding costings to the 25/26 civic year budget. Information will be provided by the clerk.

ITEMS FOR INFORMATION ONLY

11 Reports from outside bodies

An opportunity for external group representatives to update the council on recent events.

12 Clerk's report

An update from the clerk has been **emailed**.

13 Wyre councillor report

An opportunity for Wyre councillors to provide an update.

14 Questions to councillors

An opportunity for councillors to ask another councillor a question.

15 Date and time of next meeting

Councillors are asked to raise matters to be included on the agenda for the next meeting of the Parish Council either at the meeting or by notifying the clerk at least 10 days prior to the next meeting (**Friday 30 August at the latest**), with a summary of the reason for raising the matter.

The next meeting of the Parish Council is proposed for **Tuesday 10 September 2024** at 7.00pm. Please note there is no meeting in August.