

NEWTON-WITH-CLIFTON PARISH COUNCIL

Minutes of the Annual meeting held on Thursday 11th May 2023 commencing at 7.15 p.m. at Newton-with-Clifton village hall and via Zoom.

Present: Chair: Councillor Beverley Duckworth (chairman), Councillors: Jennifer C. Benson, Peter Collins, Gaynor Ellis, John Kitchen, Philip Morgan.

Borough/County Councillors: None. Police: None, Member of the public: Five

Arising from the parish elections held on Thursday 4th May 2023, the chairman welcomed the newly elected members. All members agreed to sign their respective Declarations of Acceptance of Office, and Register of Members Interest (Disclosable Pecuniary and Other Interests), as previously circulated, which will be countersigned by the clerk as complete and submitted to Fylde borough council in due course. The chairman welcomed members of the public and explained the meeting was the council's annual meeting.

a) FORUM.

i) Parishioner matters.

a) Parish highway matters, Bryning Lane/School Lane junction - (particularly affecting traffic turning right from School Lane), Newton-with-Scales - pothole. A parishioner reported a section of highway that continues to deteriorate and the chairman explained this will be considered under the highways and transportation agenda item.

b) SpID deployment - following a parishioner enquiry an update was provided relating to this agenda item and site assessments to be arranged with Lancashire county council road safety partnership.

c) Drainage/flooding, Clifton Lane - following a parishioner enquiry it was explained Lancashire county council highway corrective engineering work continues.

d) Renewable and low carbon energy generation development proposals - Following enquiries from residents of an adjoining parish it was explained the matter will be considered under the planning and development agenda item.

ii) Policing and enforcement - A member reported that Pcs Anna Morris had ceased to be deployed in the parish and the chairman explained Pcs Rebecca Didsbury is the designated replacement.

1. PROCEDURAL MATTERS.

a) Election of chairman 2023-24 municipal year.

The retiring chairman invited nominations for the Office of Chairman from members. No formal nominations were received and subsequently it was Proposed, Seconded and **RESOLVED** that Councillor Beverley Duckworth be re-elected as chairman for 2023/24. The chairman thanked members for the appointment which was formally accepted by completing and signing the Statutory Declaration of Acceptance of Office as Chairman. The Chairman then proceeded with the next item of business.

b) Apologies for Absence.

Apologies for absence were received from Councillor Janette McCormick,

c) Chairman's communications.

None reported.

d) Elect Vice-chairman for 2023-24 municipal Year.

The chairman invited nominations for the Office of Vice-chairman. No formal nominations were received and subsequently it was Proposed, Seconded and **RESOLVED** that Councillor Philip Morgan be re-elected Vice chairman for 2023/24.

e) Declarations of interest. The chairman reminded members at the commencement of the meeting that any direct or indirect pecuniary, prejudicial or other interest should be declared in accordance with the requirements of council's Standing Orders and the revised Code of Conduct adopted on 9th November 2012 in compliance with The Localism Act 2011. Accordingly the following direct or indirect, pecuniary, prejudicial or other interest declarations were made; Councillor Jennifer C Benson formally Declared an Interest relating to the Hornbies Foundation-Hornbies Newton Charity agenda item and would not participate in the discussion or any voting thereon. Councillor P. Collins formally Declared an Interest, as a borough councillor planning committee named substitute member relating to applications to be considered under the planning and development agenda item and would not participate in the discussion or any voting thereon.

Declarations contd...

Councillor Beverley Duckworth (chairman) formally Declared an Interest relating to the Friends of Newton Community Park (FoNCP) agenda items and would not participate in the discussion or any voting thereon. Councillor Gaynor Ellis formally Declared an Interest relating to the Friends of Newton Community Park (FoNCP) agenda items and would not participate in the discussion or any voting thereon.

f) Signing of Minutes.

i) Council meeting, Thursday 6th April 2023. Proposed Seconded and **RESOLVED** chairman signs the minutes as a correct record.

g) Matters arising from minutes.

i) Chairman reported items not on the agenda are included in the action log circulated to members.

2. APPOINTMENTS AS COUNCIL REPRESENTATIVES TO VARIOUS LOCAL ORGANISATIONS AND VOLUNTARY BODIES.

The chairman referred to the above item and invited members observations. Following discussion it was agreed that appointments, where these are required, be made by formal resolution as follows;

a) Hornbies Newton Charity. Current Nominative Governors hold office until 2026.

b) Lancashire Association of Local Councils (LALC) Fylde area committee. Proposed Seconded and **RESOLVED** that Councillor Jennifer Benson and Councillor Gaynor Ellis be re-appointed and Councillor Peter Collins be appointed as the council's voting representatives for the 2023-24 municipal year. Following a Newton ward member enquiry it was explained that LALC meetings, are separate to Fylde district/parish meetings which are open to any member, are currently suspended due to secretarial changes.

c) Chairman's Ex Officio representation.

i) Springfields Stakeholder Group (previously Local Liaison Committee). Proposed, Seconded and **RESOLVED** that Councillor Beverley Duckworth (chairman) be re-appointed as the council's representative for the 2023-24 municipal year.

ii) Village Hall Committee of Management Trustees. Proposed, Seconded and **RESOLVED** that Councillor Philip Morgan be re-appointed as the council's representative for the 2023-24 municipal year.

d) Contract liaison members. Proposed, Seconded and **RESOLVED** Councillor Janette McCormick be appointed authorised officer/liaison member in respect of both the grassed open space maintenance contract and horticultural features contract.

e) Ash dieback and general tree management. It was agreed that it was no longer necessary to appoint members to oversee Ash dieback and tree management which could remain as an agenda item for future monitoring. Council thanked the previous appointees for the survey work executed.

f) Contract working group. The chairman explained that as the contracts had now been awarded the working group could be discontinued once draft contracts had been agreed.

g) Friends of Newton Community Park (FoNCP). The chairman referred to the FoNCP group and it was Proposed, Seconded and **RESOLVED** Councillor Gaynor Ellis be re-appointed as council representative member.

h) Data protection lead. Council had previously accepted the offer of former councillor Mark Richardson to continue in this post.

3). CHAIRMAN'S ALLOWANCE 2023/24 MUNICIPAL YEAR.

The chairman referred members to information previously circulated by the clerk, previous council deliberations relating to the above matter, implications of The Local Authorities (Members' Allowances) (England) Regulations 2003 and council's formally adopted position i.e. protocol for both the existing chairman's allowance and an allowance in respect of the hospitality expenses incurred in respect of the annual Civic Sunday that is held during the Field-Day Week-End. The clerk referred to the previously advised legislation relating to the chairman's allowance and the need to adhere to legislation requirements, notwithstanding any underlying intended allowance allocation being commendable and equitable.

The chairman affirmed a previously stated position that it was more appropriate to use the allowance to meet ad hoc contributions towards civic gifts, presentations &c together with general costs incurred on day to day council business, circulating documents, telephone &c. Subsequently it was Proposed, Seconded and **RESOLVED** that the existing arrangement, where the chairman submits a claim for any council ad hoc and general expenses when considered necessary, be retained.

4. GRANTS, ALLOCATION OF FINANCIAL GRANTS TO LOCAL ORGANISATIONS 2023/24 MUNICIPAL YEAR.

The chairman referred members to information, previously circulated by the clerk.

i) Uniformed organisations. Members reported that 1st Clifton (St. John's) Brownie Guides and 1st Clifton (St. John's) Guides had now merged with groups in Kirkham. Following discussion it was Proposed Seconded and **RESOLVED** that the following organisations each receive a grant of £225. 1st Clifton Scout Group, £675 (comprising 1st Clifton (Lund) Beavers, 1st Clifton (Lund) Cub Scouts, 1st Clifton (Lund) Scouts i.e. £225 each).

ii) Newton-with-Clifton Village Hall Committee of Management Trustees (NWCVHC).

Proposed Seconded and **RESOLVED** that no specific grant need be made at the present time and that ad-hoc requests for financial assistance will be determined by council, as and when submitted, following due consideration being given to the financial requirements of the committee.

iii) Newton Clifton and Salwick Field-Day Committee.

Proposed Seconded and **RESOLVED** that no specific grant need be made at the present time and that ad-hoc requests for financial assistance will be determined by council, as and when submitted, following due consideration being given to the financial requirements of the committee.

iv) NorthWest Air Ambulance.

The chairman referred members to information previously circulated by the clerk. It was Proposed, Seconded and **RESOLVED** that the organisation receive a grant of £225.

v) Fylde Citizens Advice Bureau at Kirkham.

The chairman referred members to information previously circulated by the clerk. It was Proposed, Seconded and **RESOLVED** that the organisation receive a grant of £225. .

5. PARISH COMMUNICATION, SOCIAL MEDIA, GOVERNANCE.

a) Consider website development, receive report by chairman. The chairman reported that circulated public information items will be posted on the website.

b) Hornbies Foundation - Hornbies Newton Charity (HFHNC). A Newton ward member and trustee provided a hard copy of the minutes HFHNC meeting Wednesday 15th March 2023 for circulation and publication.

6. HIGHWAYS AND TRANSPORTATION.

a) Ongoing Lancashire County Council (LCC) matters; including parish highway safety, Newton-with-Clifton.

i) Vehicle parking and waiting restrictions, Bryning Lane, Bluecoat Crescent/Hill Crescent, School Lane, Newton-with-Scales. The chairman reported ongoing initiatives relating to this issue - highway safety school projects, use of Bell and Bottle public house car park, encourage walking to school etc, request Lancashire Road Safety Partnership/County Councillor Stewart Jones to provide additional resources e.g. 'A Boards', No parking pavement signage to be positioned at different locations in proximity to the school.

ii) Public footpath NOS.6/7. As a clerk **ACTION** (13/04/23) LCC had again been requested to provide an update. LCC had advised (14/04/23) repairs, including replacing damaged stile(s) will be executed in due course. A Newton ward member reported a damaged stile on Footpath NO. 7 - Preston New Road, Freckleton exit.

iii) Condition of highway in vicinity of development at former "Brook Farm" Dowbridge, Kirkham, Preston, PR4 3RD - footway, in proximity to westbound carriageway and 30mph sign/traffic island. Previously reported as a clerk **ACTION** (08/07/22), LCC had referred the matter to Fylde council (10/11/22). The chairman reported this work had now been executed.

iv) Moor Hall Lane - potholes. LCC had previously advised on its "Report It" facility the issue does not meet the required measurement levels for highway work at this time. As a previous **ACTION** council had agreed to continue monitor for further highway deterioration.

v) Bryning Lane, (junction with A583/Blackpool Road, Newton-with-Scales) 30mph highway signage post is in an unsatisfactory condition. Previously reported as a clerk **ACTION** (20/06/22). No update provided.

vi) Maintenance and cleaning of highway drainage gullies A583/Blackpool Road, Newton-with-Scales – opposite Scale Hall Lane, bus stop/shelter in proximity to "The Country House", and A583/Blackpool Road junction with Parrox Lane, Newton-with-Scales.

Highways contd...

Previously reported to LCC as an **ACTION** by Councillor Philip Morgan and the clerk (07/11/22). Councillor Philip Morgan continues to monitor these issues.

vii) Drainage issue in proximity to "Willow Dene" Moor Hall Lane, Newton-with-Scales PR3 3RY. No update reported, previously referred to proper authorities as an **ACTION** by the clerk (07/09/22).

viii) Drainage system malfunction, inadequate watercourse maintenance, vegetation overgrowth and consequential flooding and ponding at New Hey Lane, Newton-with-Scales PR4 3SA. Newton ward members reported some work had been executed. Issue previously reported to proper authorities as an **ACTION** by the clerk (31/10/22) and LCC requested to provide updates on 18th February 2023 and 28th February 2023. LCC advised (05/05/23) it continues to liaise with landowner, will revisit site if flooding recurs, on last inspection all gullies were fully operational and continues to be monitored by responsible authorities.

ix) Parish highway matters - pothole and overgrown tree, Mulberry Close, Clifton. As a previous **ACTION** (05/01/23) former councillor Samuel Baugh had still to provide more detail to assist LCC highways inspection and corrective maintenance work, accordingly chairman considered the matter closed.

x) Planning application 20/0315 - residential development of 37 dwellings comprising 100% affordable housing with associated infrastructure at land adjacent to Nos 8 & 12 Oak Lane, Newton-with-Scales, PR4 3RR. Path from Bryning Lane to Parrox lane - previously reported to LCC (09/01/23) as a clerk **ACTION**. Issue involves LCC/developer. Chairman had previously reported the bollards had now been removed/vandalised, the matter reported to the police and is to be rectified by Westchurch Homes.

xi) Parish highway matters - A583/Blackpool Road, Newton-with-Scales - east bound, highway drainage gullies associated with highway improvements as part of the unilateral undertaking outline planning application for up to 50 NO dwellings (all matters reserved other than access)" at Land off Woodlands Close, Newton with Scales, in accordance with the terms of application 16/0554. Surface ponding/flooding in proximity to the new traffic signals as a clerk **ACTION** previously reported to LCC (09/01/23), members reported work executed and issue confirmed as close.

xii) A583 Blackpool Road footway encroachment, overgrown hedgerows, vegetation, verges westbound carriageway (junction with School Lane, Newton-with-Scales). As a clerk **ACTION** previously reported to LCC (13/02/23) and maintenance still to be executed either by highways authority or landowner. Members understood work executed and the chairman considered the issue closed.

xiii) Oak Lane, Newton-with-Scales, highway surface reinstatement required, following recent sewer installation/maintenance work associated with Westchurch "Woodlands" residential development causing potholes/subsidence. As a clerk **ACTION** previously reported to LCC (13/02/23) and highways authority reported (16/02/23) that following inspection no defects meeting its maintenance criteria were identified and chairman considered the issue closed.

xiv) Damaged footway - Beech Drive, Newton-with-Scales PR4 3TA. As a clerk **ACTION** previously reported to LCC (20/02/23) damage apparently caused by contractors, engaged by the owner(s)/occupier(s), when constructing a driveway. LCC will execute a repair as culpability is inconclusive. Members understood work executed and chairman considered issue closed.

xv) Oak Lane, tree work, Newton-with-Scales. Newton ward member agreed to provide location details relating to tree maintenance. As a clerk **ACTION** it was agreed that in due course enquiries would be made with LCC. A Newton ward member advised that LCC had executed maintenance and that parishioners will also report any ongoing tree issues impacting on telecommunications.

xvi) Drainage, Clifton Lane. Clifton ward member previously reported (02/03/23) a site meeting together with another Clifton ward councillor, clerk, LCC engineer and Clifton resident. LCC had identified an issue with tree root ingress affecting a drain that was a contributory factor causing flooding to occur in certain weather conditions. To alleviate the flooding issue LCC intended to remove the tree, which is located on the boundary of a highway verge and William Pickles park, at its own cost. Council agreed and corrective alternative LCC engineering work is continuing which may not now require felling the tree.

xvii) Unauthorised encampment and fly tipping - "The Country House", Blackpool Road, Newton-with-Scales PR4 3RJ. As a clerk **ACTION** (11/04/23) reported to proper authorities. No update from members.

xviii) Potholes - Thames Street, Newton-with-Scales. The chairman again reported that LCC had been notified of this issue.

Highways contd...

b) New LCC matters.

i) Surface water flooding/ponding, School Lane, Newton-with-Scales, Preston PR4 3TR. A Newton ward member reported complaints relating to surface water flooding/ponding on the highway in proximity to Scale Hall Lane. As a clerk **ACTION** it was agreed LCC be requested to arrange an inspection and maintenance work and advise when it may be programmed for execution. Member reported work executed and issue closed.

ii) Dislodged manhole cover - Acorn Avenue, Newton-with-Scales PR4 3GT. Prior to the meeting a Newton ward member had reported this issue. LCC had advised of ongoing discussions regarding s.38 Highways Act 1980 adoption of the estates streets, that the inspection chamber is on private land behind the footway line and the developer, Westchurch Homes, informed.

iii) Stanagate - grass verges and open spaces maintenance. Members referred to parishioner complaints relating to the grass cutting operations in this area. The clerk explained an understanding that Stanagate (east) adjacent Preston Old Road and Stanagate (east) on the approach to Clifton Green, Clifton PR4 0ZB verge/open space areas are the responsibility of Progress Housing Group and Stanagate (west) adjacent Preston Old Road and Stanagate (west) on the approach to Clifton Green, Clifton PR4 0ZB verge/open space areas are the responsibility of LCC. As a clerk **ACTION** enquiries are ongoing with LCC and Progress Housing Group to determine how matters may be resolved.

iv) Bryning Lane/School Lane junction - (particularly affecting traffic turning right from School Lane), Newton-with-Scales - pothole. The chairman referred to this item reported in open forum. A section of highway continues to deteriorate and it was agreed that LCC highways should be requested to arrange an inspection and corrective work and advise when it may be programmed for execution.

c) Street scene matters.

i) Relocate noticeboard from Bryning Lane, Newton-with-Scales and related improvements, including bus shelter provision to enhance amenity in central village area. Following a chairman enquiry the clerk advised the noticeboard was on order. Members reported ongoing knotweed issues had still to be addressed, notwithstanding some maintenance work having been executed. Apparently proliferation emanates from Avenham Place properties in the above location and continues to spread. As a clerk **ACTION** it was agreed Progress Housing Group (PHG) be requested to arrange an inspection, ongoing, maintenance work and future monitoring to prevent recurrence, advise when it may be programmed for execution and provide house number details of PHG properties involved. Related issues on adjoining land managed by Westchurch Homes/Community Gateway are being similarly addressed.

ii) Littering in parish. No update reported.

iii) Dog fouling. A Newton ward member reported that signage relating to 'We're watching you' campaign is available from Keep Britain Tidy (KBT). Members understood Fylde is an authority that has previously used KBT and as a clerk **ACTION** it was agreed to request Fylde council to display KBT campaigns/signage etc and replacement notices informing the public of proper disposal of canine waste. A Newton ward member reported a recent incident when a vehicle displaying business livery was on Newton Hall car park, staff were inside the vehicle while 5NO dogs were off lead some distance away on the most southerly aspect of the park. This area is at a significantly different level from the car park making it a difficult vantage point. As a clerk **ACTION** it was agreed to communicate with the business proprietor. A Newton ward member reported the Fylde council website did not appear to have the usual "Report It" option for dog fouling and it was agreed further enquiries should be made.

iv) SpID deployment. The clerk reported Lancashire county council highways (LCC) had been advised council has funds to purchase the equipment and details relating to the type of equipment being considered. LCC subsequently conducted a desktop assessment, identified areas and now suggested assessing sites in a proposed joint survey. Members will have an opportunity to suggest precise locations including any other areas of concern. The clerk had previously requested some dates and times from members so a mutually convenient meeting, which will also involve a Clifton resident particularly keen on addressing this issue, could be arranged.

7. PLANNING AND DEVELOPMENT.

a) Planning applications. The clerk reported that Fylde borough council had not consulted on any planning applications since the last meeting.

Planning contd...

b) Renewable and low carbon energy generation development proposals.

i) Proposed solar farm, Newton-with-Scales, Bluefield renewable developments Ltd, anticipated planning application subsequent to application 22/0204 request for screening opinion pursuant to the town and country planning (environmental impact assessment) regulations 2017 in respect of a 25mw solar farm, battery energy storage scheme and associated development, at land at Newton Grange Farm, Grange Lane, Newton-with-Scales, Preston Lancashire PR4 3RS. No update reported.

ii) Morecambe Offshore Windfarm Limited (Morecambe OWL), a joint venture between Cobra Instalaciones y Servicios, S.A. and Flotation Energy Ltd and Morecambe Offshore Windfarm. Morgan Offshore Wind Limited (Morgan OWL), a joint venture between bp and Energie Baden-Wurttemberg AG (EnBW), developing the Morgan Offshore Wind Project. Two joint venture companies are collaborating to connect the wind farms to the electricity transmission network.

iii) Clifton Marsh Solar Development, Screening Report for proposed solar development on 68.7 hectares of agricultural land located at Clifton Marsh Farm, Preston, Lancashire PR4 0XE and other renewable and low carbon energy generation development proposals. Discussion took place relating to the above proposals and as a clerk **ACTION** it was agreed to communicate council concerns to Mark Menzies MP, Lancashire county council Fylde east division member County Councillor Stewart Jones and the planning authorities seeking advice regarding these proposed energy projects, the associated planning process together with information as to what action will be taken to address the concerns of members and parishioners in lobbying the planning authorities and government department(s) to arrange for the local independent consultation events that are considered necessary.

c) Fylde council - planning advisory service (PAS) review. As an **ACTION** members had agreed to consider representations to be circulated by Borough/parish councillor with a view to the council formally endorsing these and any additional observations. The clerk advised these had been submitted as part of the PAS review.

d) Fylde Borough Council (FBC) Planning Committee planning decisions/notifications and parish communications/notifications/ recommendations. None reported.

8. PARKS AND OPEN SPACES.

a) Grassed open space maintenance contract.

i) Consider report from authorised officer/liaison member in respect of the maintenance contract. In the absence of Councillor Janette McCormick (authorised officer/liaison member in respect of the contract) it was reported maintenance is ongoing, subject to prevailing weather conditions, in accordance with agreed conditions, schedules and specifications.

ii) Newton Hall Park, School Lane, Newton-with-Scales and William Pickles Park, Clifton Lane, Clifton, brambles encroachment. Execution of this work has been scheduled by the council's contractor.

b) Horticultural features contract, consider report from authorised officer/liaison member in respect of the maintenance contract. In the absence of Councillor Janette McCormick (authorised officer/liaison member in respect of the contract) it was reported maintenance is ongoing, subject to prevailing weather conditions, in accordance with agreed conditions, schedules and specifications.

c) Friends of Newton Community Park (FoNCP) receive report, if any, from member.

i) Report. The report previously circulated by Councillor Gaynor Ellis (FoNCP representative) was taken as read. Reference was made to the One Fylde community group and Lancashire county council local members grants scheme as potential resources in developing the park.

ii) Lancashire Environmental Fund (LEF) - FoNCP grant application and Third party contribution (TPC) confirmation. The chairman referred to this item, correspondence circulated by the clerk subsequent to a communication from FoNCP and the hard copy LEF-TPC form provided by FoNCP. The clerk had previously raised points with FoNCP i.e. requested copy of LEF/FoNCP correspondence relating to the scheme's 10% TPC, LEF bank details; confirmation from LEF with explanation why Lancashire county council (LCC) had ceased being a contributing third party. The clerk understood LCC previously made a TPC sum related to the original application, confirmation from LEF that the parish council as a local authority owner of the recreational park is not considered by LEF to be gaining any "unique benefit" from the project put forward for funding. Although explanations were proffered by the chairman and a Newton ward members the clerk explained why LEF "unique benefit" rules might remain an issue.

Parks contd...

Notwithstanding the clerk's stated position members concluded that; i) Members interpretation of the LEF guidance note statement is that the parish council, as public sector organisation, can be a CTP. ii) Members interpretation of the LEF guidance note of who cannot be a CTP did not apply to the parish council as it is neither connected to the landfill operator nor a project contractor. Therefore members concluded the parish council does not gain a "unique benefit". Discussion ensued and subsequently it was Proposed, Seconded and **RESOLVED** that as a clerk **ACTION** the council complete its part the CTP form, to be executed by the clerk and contribute £3097 towards the project.

d) Vehicle parking bays. The clerk reported 2NO quotes had been received from contractors and that Fylde borough and Lancashire county councils were unable to execute the work.

Contractor A) £675.00 plus vat

Contractor B) £795.00 plus vat

Discussion ensued and subsequently it was Proposed, Seconded and **RESOLVED** that the Contractor A quote in the sum of £675 plus vat be accepted.

e) Parish tree planting, pruning, replacement &c - various locations. Ash dieback disease.

i) Issues arising from dieback disease affecting Ash trees - update. No update provided

ii) Updates, if any, from Fylde borough council, Lancashire county council, local tree surgeons, Woodland Trust and parish surveys. No update was provided.

f) William Pickles Park, Clifton, development, equipment maintenance and repairs. No update was provided.

g) CCTV – Newton Hall park. Clerk advised that solicitors acting for the complainant had not responded to the council communication dated 10th March 2023.

h) "Range of view" (ROV) railings at Vicarage Lane, Newton-with-Scales PR4 3RX. A Newton ward member referred to the unsatisfactory condition of ROV railings at the above location and New Hey Lane. As a clerk **ACTION** (02/03/23) it had been agreed to correspond with Blackpool Community Payback Team(BCPT) requesting observations relating to a project being executed in the parish. BCPT had confirmed being unable to execute the maintenance and, as it is a potential highway safety issue, it was agreed as a clerk **ACTION** the matter be referred to Lancashire county council highways and County Councillor Stewart Jones.

i) Lancashire Wildlife Trust (LWT) /Natural England as part of a Great Crested Newts and other wildlife ponds programme. The chairman reported surveys and tests being executed by the organisations to establish the presence of Great Crested Newts.

9. FINANCE AND ACCOUNTS.

a) Approve invoices for payment.

i) List 1. The chairman referred to this item and it was Proposed, Seconded and **RESOLVED** that the following invoices be paid:

BHIB	Council insurance 2023/24.	£907.78
Lancashire Association of Local Councils (LALC)	Subscription 2023/24	£467.07
Society of Local Council Clerks	Subscription 2023/24	£146.00
HSBC	Account maintenance & transaction charges 28th February 2023 to 31st March 2023	£23.00
Margaret Taylor	Internal audit fee for 2023-24	£135.00
Paul Gregory T/a Acer Contracts	Initial non-contract shrub bed maintenance at Hill Crescent open space	£655.00 Vat <u>£131.00</u> <u>£786.00</u> c/fwd....£2464.85

Finance contd...		b/fwd....£2464.85
Paul Gregory T/a Acer Contracts	Grass cutting operations April 2023	£833.33
	Horticultural features operations April 2023	£833.33
	Vat <u>£333.33</u>	£1999.99
+Microsoft	Microsoft 365 licence renewal 2023/24	£49.99
+Reimbursement to F. Wilson		Vat <u>£10.00</u> £59.99
		<u>£4524.83</u>

b) Management of contracts.

i) Contract and specifications. Chairman referred to the draft contracts that had been circulated to complement the grass cutting maintenance schedule and horticultural features design brief tender documentation. It was agreed that once the contracts had been approved the contract working group could end.

c) Finance and Accounts - consider, approve and adopt i) the Annual Governance Statement, ii) related Accounting Statements, iii) complete 2022/23 Financial Year Annual Governance and Accountability Return (AGAR) by signing the AGAR all in accordance with the Accounts and Audit Regulations 2015 (copies of which had previously been circulated to members).

i) Annual Governance Statement.

The clerk reported that all related matters had been executed in accordance with established procedures relating to governance including insurance, internal audit, risk assessment &c. Members duly considered the findings of the Annual Governance Statement review as a whole and subsequently it was Proposed, Seconded and **RESOLVED** that the Annual Governance Statement be approved by resolution and the chairman and clerk be authorised to sign the approved section 1 of the AGAR annual governance statement, statement of assurances including an effective implementation and review of its governance in respect of internal audit and control arrangements and assessment of risk for Financial Year 2022/23.

ii) Consider related Accounting Statements and completed 2022/23 Financial Year Annual Governance and Accountability Return (AGAR) by signing the AGAR all in accordance with the Accounts and Audit Regulations 2015 (copies of which had previously been circulated to members).

Proposed, Seconded and **RESOLVED** the AGAR and related Accounting Statements be approved by resolution and the chairman and clerk be authorised to sign the approved section 2 of the AGAR accounting statement for Financial Year 2022/23, in accordance with the Account and Audit Regulations 2015.

10. ACTION LOG.

Items that required action and not included in earlier agenda items were determined as follows:

i) Open space area , Bryning Lane,/"Sandy Gap" frontage and adjacent Avenham place. The clerk reported a reply to the council's correspondence had not been received and council agreed the issue could be closed.

ii) Property developments and temporary fencing - property on Bryning Lane, Newton-with-Scales. The clerk reported a conversation with the owner/occupier who had explained that a family member and a firm of architects were dealing with this matter and the offer of parish council involvement was not required and council agreed the issue could be closed.

iii) Finance reporting. – the clerk explained a Zoom meeting will be convened selecting one of the dates suggested by members.

iv) Parrox Lane - widening access to land - Fylde borough council planning had confirmed this was permissible and council agreed the issue could be closed.

v) Potential abandoned vehicle on School Lane, Newton-with-Scales. As a clerk **ACTION** refer to local police.

vi) Hawthorne Avenue, Newton-with-Scales, damaged footway. As a chairman/Newton ward member **ACTION** to provide details and photograph for referral to Lancashire county council.

vii) Former member - award long service certificate. Newton ward members displayed the certificate which is to be framed and presented to the former member. Council agreed the matter could be closed.

viii) Community library initiative, the chairman reported communications and council agreed the library could be fixed in proximity to Bryning Lane/"Sandy Gap" locality.

Action log contd...

ix) Council priorities – members suggested a number of items for future consideration, bridleway/public footpath signs, Britain in bloom, casual vacancies and recruitment, community bus, Lancashire Best Kept Village, village gateway signage, website QR code to encourage parishioner reporting issues, youth engagement. It was agreed members will provide a Newton ward member with details and a list will be prepared to summarise annual priorities.

11. ANY OTHER MATTERS FOR INFORMATION PURPOSES ONLY.

a) Borough council elections, 4th May 2023. It was agreed to invite the newly elected borough councillor for the Rural East Fylde ward to the next meeting and encouraged to become a Clifton ward parish councillor.

b) Newton-with-Clifton and Salwick Field-Day 2023. The chairman advised that a communiqué for the Field-Day programme will be prepared in due course.

c) Date of next meeting.

It was agreed that the next meeting of the council be scheduled for Thursday 1st June 2023 commencing at c.7:15 p.m. at Newton-with-Clifton village hall and via Zoom. There being no further business the chairman declared the Meeting closed at 21:45 hrs.

Chairman

1st June 2023