

# Ingol & Tanterton Neighbourhood Council

## MINUTES of THE ANNUAL PARISH COUNCIL MEETING held on Wednesday the 14<sup>th</sup> May 2014 in St Margaret's Church Hall Ingol @ 7.00pm

Present: Cllrs Anderson, Dodd, Ellison, Speakman, Thompson, Brookes, Soole, Wright, Roskell and McGrath  
Three members of the public were present

39/14 To elect Chairman for following 12 months who will then be required to sign an 'Acceptance of Office' form

***Cllr Ellison was elected Chairman for the following 12 months. He then signed his 'Acceptance of Office' form***

*Members joined the new Chairman in thanking Cllr Anderson (The previous Chairman) for the work he had done over the past two years*

40/14 To elect a Vice Chairman for the following 12 months

***Cllr Roskell was elected Vice Chairman for the next 12 months.***

41/14 To receive Apologies

***None***

42/14 To consider and approve the Minutes of the Meeting held on the 26<sup>th</sup> March 2014

***It was resolved that the Minutes of the meeting held on the 26<sup>th</sup> March 2014 should be approved and signed by the Chairman as a correct record***

43/14 To receive Declarations of Interest

***Cllrs McGrath declared an interest in item 17 on the agenda due to his involvement with ICA since an original document did indicate that ICA were being shown as being possibly responsible for the maintenance of the barrier concerned. Cllr McGrath left the room during the debate and voting on this item.***

44/14 To adjourn the meeting for a period of public discussion

*The meeting was adjourned*

*A member of the public asked for an update concerning the potential erection of a barrier on Cottam Lane and whether there was any progress with regard to footpaths across Ingol Golf course. It was explained that these items were to be discussed later as part of formal agenda items.*

*It was mentioned that two white vans were regularly parked on the road outside the garage on Tag Lane causing visibility problems for other motorists – it was stated that this issue was being dealt with by Pact in conjunction with the police.*

*A short presentation was given by Liz Johnson from Preston CC concerning 'Neighbourhood Plans' – copies of information relating to the presentation were provided for members. She responded to some questions. It was noted that these plans are unable to be used to stop development that has already been agreed as part of the Local Development Framework – they must comply with higher tier policies – but that they could be used to agree additional development or for land allocations not already covered. Mention was made that Fishwick had almost completed their plan – that it had taken two years and that whilst some financial support is available they are quite time consuming and costly exercises to undertake. It was suggested that members look at 'plans' that have already been put together in other areas and in due course that of Fishwick, to help them decide whether such a plan might be appropriate for this area.*

*The meeting was re-convened*

45/14 To authorise payment of the following accounts:

300094	Minuteman Press	Garden Competition Printing	60.00
300095	Viking Direct	Stationery	61.09
300096	TVC Ltd	1 <sup>st</sup> Tranche Contribution	5000.00
300097	W Cadwallader	First 6 new Planters	1080.00
300098	Printing World	Newsletter	215.00
300099	Greenwood Gardening Services	Lengthsman	262.50
300100	Woodys Group	Flags Compost etc for Planters Installation	425.00
300101	Len Slade	Internal Audit	105.00
300102	LALC	Subscription	622.20

***It was resolved that the above mentioned payments should be approved***

46/14 To consider and approve the Internal Auditors Report for the year ended 31st March 2014 (enclosed)

***It was resolved that the Report as above should be approved***

47/14 To receive and approve the Financial Statement of Accounts to the 31<sup>st</sup> March 2014 (enclosed)

***It was resolved that the Financial Statement as above should be approved.***

48/14 To approve and authorise the Chairman and RFO to sign Section 1 (Statement of Accounts) and Section 2 (Annual Governance Statement) being part of the Annual Audit for the year ending 31<sup>st</sup> March 2014 (papers enclosed)

***It was resolved that Section 1 (Statement of Accounts) and Section 2 (Annual Governance Statement) being part of the Annual Audit for the year ending 31<sup>st</sup> March 2013 should be approved and that the chairman and RFO should sign them on behalf of this Council.***

49/14 To note that this Council's insurance is due for renewal with Zurich Insurance under the LTA agreed for 5 years in 2013. The premium this year being £522.98 which has increased from £387.80 due to the addition of Christmas tree equipment and Planters purchased last year in the All Risks Section.

***It was noted and resolved that the insurance policy as detailed above should be renewed at cost of £522.98***

50/14 To appoint representatives to attend Preston Area Committee Meetings on behalf of this Council (last time Cllr Brookes and Ellison as regular members and one other member to be invited on a rotational basis minute 26/12)

*(Please note that representatives may not in any way make or infer any decision on behalf of the Council)*

***It was resolved that Cllrs Ellison, Brookes and Anderson should be appointed representatives to PAC as above.***

51/14 To consider whether any response is required to the LCC Permit Scheme and Road Activity Consultation details of which have already been circulated to members by e-mail.

***It was resolved that no representation should be made.***

52/14 To consider what arrangements with regard to regularity should be put in place concerning the planting out of this Council's 23 Planters including the appointment of someone to take responsibility for the procurement of appropriate plants and planting design.

***It was resolved that the Clerk should take responsibility for procuring planting designs from Newgate Nurseries, who would then also supply the appropriate plants which the lengthsman would plant out. As part of this it was agreed that there would be a Spring/Summer planting, an Autumn/Winter planting which would include bulbs and a late Winter planting of primula type plants so as to bring colour in the early part of the year. It was also agreed that the lengthsman should maintain the planters and arrange watering as required.***

53/14 To consider what action this Council might be able to take in order to seek to improve the standard of the paths across the golf course which are not PROWs and are on the private land of the golf course.

***It was resolved that the Chairman should speak to the landowner/leaseholder with regard to the state of the paths and report back to this Council the results of their discussions.***

54/14 To consider potential alternatives in respect of the delivery of the Council newsletters.

***It was resolved that delivery of the newsletters should in the future be out sourced – a quotation is to be obtained from a local firm for consideration at the next meeting.***

55/14 To consider the enclosed report concerning repairs to the barrier on Cottam Lane and decide whether this Council should undertake the repairs (estimate enclosed) and then adopt the barrier as one of its assets as also explained in the same report.

*A recorded vote was requested.*

*In favour of undertaking repairs: Cllrs Anderson, Brookes, Soole and Speakman*

*Against undertaking repairs: Cllrs Thompson, Ellison, Wright, Dodd and Roskell.*

*Cllr McGrath had left the room as required by his already made ‘declaration of interest’*

***It was resolved that this Council should not undertake any repairs to the barrier as referred to above.***

56/14 To consider the requirement for, review membership of and receive ‘for information only’ any updates

- A. Bulb Planting on roundabouts Tom Benson Way (Cllrs Brookes, Soole and Wright) – it has been suggested that the Planters Scheme has effectively overtaken this original suggestion and that this working group should be disbanded.*
- B. Improvements to Tanterton Shops Area (Cllrs Speakman, Anderson and Brookes) – due to lack of response from PfP it has been suggested that the group itself now arrange for a plan to be put together with a view to then looking for appropriate funding from both PfP, this Council and potential other external funders.*
- C. Liaison with Gateway re potential projects to improve the area (Cllrs Anderson and McGrath)*
- D. Community Right to Bid Submissions (Cllrs Anderson, Brookes and Roskell) – it has been suggested that in view of the difficulty in getting assets listed due to need to produce a substantive business case that this group should be disbanded and that the originally produced list of Assets should be placed on this Councils web site for information purposes.*
- E. Speed Indicator Devices (Cllr Ellison)*
- F. Best Kept Garden Competition (Cllrs Dodd, Roskell and Wright)*
- G. Dog Fouling Issues (Cllrs McGrath and Soole)*
- H. Christmas tree Switch On Events (Cllrs Anderson, Dodd and Thompson) – Please note that Cllr Soole was also active in arranging last year’s events and might wish to be considered for inclusion on this working group.*

***It was resolved that working groups A and D above should be disbanded.***

***It was resolved that membership on the following working groups going forward should remain the same with the addition of Cllr Soole to the Christmas tree Switch on Events working group.***

***The following brief verbal updates were noted:***

*Improvements to Tanterton Shops Area (Cllrs Speakman, Anderson and Brookes) – due to lack of response from PFP the group itself will now arrange for a plan to be put together with a view to then looking for appropriate funding from both PFP, this Council and potential other external funders.*

*Liaison with Gateway was ongoing and it was hoped that discussions with regard to potential improvements would take place sooner rather than later.*

*The question of Speed Indicator Devices will continue to be taken forward although it was noted that other initiatives of similar ilk are being considered through the PACT channel*

*The Best Kept Garden Competition is progressing – a schedule of dates was handed out to members and volunteers were requested to help with nominations (volunteers to contact working group direct)*

*It is expected that a report/recommendations from the dog fouling group will be presented at the next meeting.*

*The very successful Christmas tree Switch on Event is to be repeated – the group are hoping to develop this event to be bigger and even better this year.*

57/14 To note that the date of the next meeting is scheduled for the 9<sup>th</sup> July 2014

***It was resolved that the date for the next meeting is scheduled for 9<sup>th</sup> July 2014***