

NEWTON-WITH-CLIFTON PARISH COUNCIL

Minutes of the Meeting held on Thursday 4th February 2021 commencing at 7.15 p.m. (via Zoom)

Chair: Councillor Mrs. B. Duckworth (chairman)

Councillors: S. Baugh, Mrs. J. C. Benson, Mrs. G. Bevan, P. Collins, Mrs. J. McCormick and A. Metcalf.

Borough/County Councillor: None.

Police: None.

Members of the public: None.

The chairman explained that the convened meeting was an ordinary meeting of the council and via Zoom, advised that comments or observations from members of the public are invited to be made in the open forum session prior to the meeting and that it would be appropriate to restrict these comments and observations to a three minute time limit.

The chairman emphasised that questions or comments from the public area will not be permitted during the meeting.

a) **FORUM.**

i) Parishioner matters.

No issues raised.

ii) Police report.

None received.

1. PROCEDURAL MATTERS.

a) **Apologies for absence.**

Apologies for absence were received from Councillor C. L. Bannister.

b) **Chairman's communications.**

i) Casual Vacancy in the Office of Councillor (Clifton Ward).

The chairman reported receiving a written resignation from former councillor Mrs. Jacqueline Stapleton, with effect from 20th January 2021 and advised that subsequently a casual vacancy has arisen. Discussion ensued and it was agreed that the chairman and member arrange for a floral gift to be presented to Mrs. Jacqueline Stapleton and council send a letter of appreciation and thanks in recognition of past service over a period of seventeen years.

ii) "In The Know" Lancashire police.

The chairman referred to recent alerts from the police relating to burglaries on Monday 25th January 2021 at allotment sheds, and other property, in Freckleton and a property in Dowbridge, Kirkham.

c) **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. Councillor Mrs. G. Bevan formally Declared an Interest relating to the Friends of Newton Community Park (FoNCP) agenda items. Councillor Mrs. G. Bevan formally Declared an Interest relating to application 20/0949 to be considered under the planning and development agenda item. Councillor Mrs. B. Duckworth (chairman) formally Declared an Interest relating to the Friends of Newton Community Park (FoNCP) agenda items. Councillor Mrs. J. McCormick formally Declared an Interest with regard to any finance related Friends of Newton Community Park (FoNCP) agenda items.

d) **Signing of the minutes.**

Council meeting 7th January 2021.

The chairman put it to council that the minutes of the meeting held on Thursday 7th January 2021, as previously circulated, be approved and signed by the chairman as a correct record. It was Proposed, Seconded and **RESOLVED** that the minutes of the meeting held on Thursday 7th January 2021 be approved and signed by the chairman as a correct record.

e) **Matters arising from the minutes.**

No matters raised.

2. PARISH COMMUNICATION, SOCIAL MEDIA, GOVERNANCE.

a) Consider website development, receive report by chairman.

The chairman referred to recent suggestions from a member and it was agreed;

i) Arrangements be made to amend the council letterhead to include its website address on published documents.

ii) Publish information that the 2019 ordinary election resulted in 4NO vacancies. Subsequent changes leave 3NO vacancies; 2NO for Newton-with-Scales Ward and 1NO for Clifton Ward.

iii) Flooding survey.

The chairman referred to a recent communication arising from a District Parish Liaison meeting attended by Borough Councillor T. Threlfall who is keen to address issues surrounding flooding. A working group is exploring the issues and to inform the working group's deliberations a survey has been launched and is open until Monday 15th February 2021. The chairman suggested and it was agreed that the information be published on the website.

iv) Local Government Boundary Commission – review of Fylde.

The chairman reported that a ten week public consultation on proposals for new council wards and ward boundaries for Fylde Borough Council commenced on Tuesday 26th January 2021 and will close on Monday 5th April 2021. Draft recommendations will be published in June 2021. The chairman and a member referred to the borough demographics, related councillor representation and boundaries of a borough/parish polling district/wards. The chairman suggested and it was agreed that the information be an agenda item for the meeting scheduled to be held on Thursday 4th March 2021 and published on the website.

b) Parish constitution, consider formal adoption of National Association of Local Councils (NALC) Model standing orders.

The chairman referred to this item and invited members observations. Reference was made to the council's current standing orders being similar to the current NALC model standing orders. The clerk explained this was due to the council's current standing orders being based on earlier versions of NALC's model standing orders. NALC conducts periodic reviews and effects amendments as required. The chairman referred to previous communications relating to this matter and the NALC model standing orders reference to various policies, e.g. complaints, documentation retention &c. The clerk explained that there are numerous policies council could formally adopt, many not referenced in the NALC model standing orders. An assessment of policies recommended for adoption would be time consuming and it had previously been suggested council prioritise consideration of the current NALC Model standing orders for adoption and consider other recommended policy documents as any future need arises. Following a member observation the clerk explained that certain matters relating to councillor attendance, conduct &c are within the scope of local government legislation rather than standing orders. Subsequently, it was Proposed, Seconded and **RESOLVED** that the NALC model standing orders be adopted in the conduct of council business, and any policy documents therein be referenced as required and considered for adoption in due course. A member suggested and it was agreed that the document be published on the council website.

3. HIGHWAYS AND TRANSPORTATION.

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

i) Vehicle parking and waiting restrictions, School Lane, Newton-with-Scales.

The chairman referred to this matter and it was recognised that given the prevailing situation regarding school attendance only by children of critical workers, and vulnerable children, the parking problem had to some degree been mitigated.

ii) Highway street cleansing A583/Blackpool Road.

A member referred to recent work executed by LCC and it was suggested and agreed that a letter expressing the council's appreciation be sent to LCC.

b) New LCC matters.

The chairman referred to various issues raised by the council's amenity street cleansing contractor. The clerk advised that these had been referred to LCC as follows;

i) Surface water ponding opposite Nos. 29 and 52 Clifton Green, Clifton.

Issues were reported relating to highway flooding/ponding and it was agreed that LCC should be requested to arrange an inspection and corrective work as necessary and advise when it may be programmed for execution.

ii) Surface water ponding junction Preston Old Road and Stanagate, Clifton.

Issues were reported relating to highway flooding/ponding and it was agreed that LCC should be requested to arrange an inspection and corrective work as necessary and advise when it may be programmed for execution.

iii) Meadow Close, Clifton - potholes.

Issues were reported relating to sections of highway that continue to deteriorate and maintenance is required as a matter of priority as it is considered detrimental to highway safety. It was agreed that LCC should be requested to arrange an inspection and corrective maintenance work as necessary and advise when it may be programmed for execution.

iv) Clifton Green, junction with Stanagate, Clifton - potholes.

Issues were reported relating to sections of highway that continues to deteriorate and maintenance is required as a matter of priority as it is considered detrimental to highway safety. It was agreed that LCC should be requested to arrange an inspection and corrective maintenance work as necessary and advise when it may be programmed for execution.

v) Bryning Lane, junction with Beech Drive - potholes.

Issues were reported relating to sections of highway that continues to deteriorate and maintenance is required as a matter of priority as it is considered detrimental to highway safety. It was agreed that LCC should be requested to arrange an inspection and corrective maintenance work as necessary and advise when it may be programmed for execution.

vi) Bryning Lane, adjacent Woodlands Close, Newton-with-Scales - potholes.

Issues were reported relating to sections of highway that continues to deteriorate and maintenance is required as a matter of priority as it is considered detrimental to highway safety. It was agreed that LCC should be requested to arrange an inspection and corrective maintenance work as necessary and advise when it may be programmed for execution.

vii) Grange Lane, Newton-with-Scales, reinstatement required to highway surface, following recent manhole/sewer maintenance by United Utilities.

Highways contd...

It has been reported that subsequent to utility work in the area the highway now requires that LCC arrange an inspection and corrective maintenance work as necessary and advise when it may be programmed for execution.

viii) Ponding various locations Ash Lane, Clifton Moor Hall Lane, Newton-with-Scales.

Members referred to the above matters largely attributable to recent prevailing weather conditions.

ix) Thames street, grit salt bin.

A member referred to a grit salt bin having been removed and it was agreed to enquire relating to LCC's current policy relating to provision of this equipment.

c) Street scene matters; including the district/parish street cleansing agreement and grant.

i) Dog fouling – Bryning Lane/School Lane, Newton-with-Scales.

The chairman referred to regular incidents of dog fouling which are perceived as both an eyesore and a hazard to public health. The above localities were cited as particularly problematic areas. Members recognised that some dog owners/handlers still clearly disregard their responsibility for cleaning up the mess and it is generally considered that the problem and associated public health nuisance continues to increase. Councillors remain of the opinion that the most effective way of tackling the dog fouling nuisance is by utilising Fylde borough council (FBC) dog warden services. It was agreed the authority should again be requested to deploy operatives to patrol Newton-with-Scales, execute regular inspections, take necessary action to deal with the problem and affix notices in the hope that it will act as a further deterrent. Subsequent to a 1st Clifton Cubs initiative, recycled plastic bottles containing dog waste bags together with a public information notice had been fixed to street lighting columns. It was agreed that a letter expressing the council's thanks in respect of this socially responsible action be sent to the cubs leader. A member suggested that specific complaints should also be referred to FBC whenever possible.

ii) Bus shelter A583/Blackpool Road (Bryning Lane/ westbound – vandalised bench, fly tipping &c.

The chairman referred to this matter and a member expressed continued dismay relating to the repair/replacement bench work executed by Fylde council's (FBC). Generally the shelter is perceived as unkempt with no litter bin provision, the bench is considered dirty, rather than discoloured, and a verdigris type encrustation has formed on parts. Due to the location of the shelter adjacent a busy highway, and the surface water ponding that occurs immediately opposite in certain weather conditions the required cleaning is considered outside the scope of the cleansing arrangement between FBC and parish council. The shelter is owned by FBC and members require information relating to FBC's long term policy as it is not considered an asset and is currently perceived as unsuitable for use. There is an anticipated upgrading of this west bound bus stop on the A583, secured via the Unilateral Undertaking (UU) associated with planning development at land off Woodlands Close, Newton with Scales in accordance with the terms of the application 16/0554 and members request FBC departments liaise with the developer in securing a replacement shelter as part of these works. The clerk considered it unlikely this UU work will address the issues under review. It was agreed that; the council arrange for the shelter to be cleansed and FBC should be informed that the council remains dissatisfied with the physical state of the shelter and the bench.

iii) Litter and Fly tipping.

Members reported incidents affecting Church Lane and New Hey Lane, Newton-with-Scales. The clerk explained that council executes amenity cleansing of highways, including emptying litter bins, in the built-up areas of the parish through an agency arrangement with Fylde borough council (FBC). A583/Blackpool Road highway and rural road areas are the responsibility of Lancashire County Council, highways authority (LCC), although there is a degree of overlap with FBC and resources are adjusted as necessary. This part of the service is executed directly by LCC/FBC.

Highways contd...

There are issues with fly tipping and how some members of the public use parish litter bins, consequently this may also impact on the immediate area where bins are located. Collection and disposal of significant volumes of fly tipped items is the responsibility of FBC.

4. PLANNING AND DEVELOPMENT CONTROL.

a) Planning applications.

The chairman referred to the planning applications consultation details of which had previously circulated to members for observations.

i) 20/0949 Application to discharge conditions 3 (materials); 4 (blind/tax window design); 5 (cemp); 6 (levels); 8 (foul and surface water drainage); 13 (monolithing of Ash trees); 15 (timetable for bat and bird box installation); 18 (written scheme of investigation); 19 (construction of site access); 20 (off site highway works - footway on Oak Lane); 21 (off site highway works - upgrading of bus stop on Bryning Lane); 22 (design of shared pedestrian/cycle links); 23 (construction and phasing of estate roads); and 24 (management and maintenance of estate roads) of planning permission 20/0315, land adjacent to 8 & 12 Oak Lane, Newton-with -Scales, PR4 3RR. The clerk advised that although Fylde council (FBC) had published details of this application it will not be formally consulting with the council. It is customary for FBC to consult on full, outline and, usually dependent on scale of development. reserved matters applications. However, consultation with regard to applications to discharge conditions relating to applications that have received planning permission are largely at the discretion of the local planning authority. A member referred to the comprehensive representation, specifically relating to drainage, issues, already submitted by the Newton Residents Association (NRA) and the clerk advised it was unlikely FBC will provide a detailed response. Reference was made to the footway work to tie in levels with Bryning Lane together with upgrading of the Bryning Lane bus stop to LCC quality standard. Members considered it might be opportune to include shelter as part of the work. Following an enquiry by the chairman the clerk explained it was unlikely at this stage of the planning process that the applicant will consider a request for such a provision, or for the local planning authority to insist on such consideration. The clerk suggested that the provision of a shelter may receive positive consideration if the council agree to fund the cost. An alternative arrangement is where a bus shelter manufacturer will supply a shelter at no cost subject to having advertising rights, and another possibility is for borough councillors to seek the observations of FBC's regeneration team regarding the proposal. Members considered it might still be opportune to include a shelter as part of the work and that FBC departments should liaise with the developer in this regard. A member agreed to pursue this option with FBC. Discussion ensued and it was Proposed, Seconded and **RESOLVED** council fully endorse the submitted representation of the NRA, recommend the permission to discharge associated conditions is refused until all the issues raised have been addressed and that the local planning authority be advised accordingly. 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 Councillor Mrs. G. Bevan formally Declared an Interest in the matter and took no part in the discussion or voting thereon.

ii) 20/0960 Advertisement consent for display of one non-illuminated feature stone sign adjacent to entrance of residential development - retrospective application, land west of, Woodlands Close, Newton-with-Scales. Proposed, Seconded and **RESOLVED** that it be recommended the application is granted planning permission and that the local planning authority be advised accordingly.

iii) 21/0018 Certificate of lawful development to confirm that the existing use of a barn ("The Cherry Tree Barn") as a separate dwelling house is lawful at Cherry Tree Farm, Blackpool Road, Newton-with-Scales, Preston, PR4 3RE. Proposed, Seconded and **RESOLVED** the proposed development be refused the certificate of lawful development and the local planning authority be advised;

a) The council does not have any information to enable its affirmation of the existing use of the barn as a separate dwelling house or any other use.

Planning contd...

b) Moreover, should the local planning authority (LPA) be eventually minded to issue the certificate of lawful development council recommends it is conditional on the recommendations of the Lancashire county council highways authority, relating to withdrawn planning applications 19/0243 and 19/0245, being fully implemented. Members request the LPA to attach these conditions in the interest of highway safety.

iv) 21/0055 Erection of detached, single storey outbuilding within rear garden to provide garage and workshop at "Harver House", 3 Thames street, Newton-with-Scales, Preston, PR4 3RH. Proposed, Seconded and **RESOLVED** that it be recommended the application is granted planning permission and that the local planning authority be advised accordingly.

v) 21/0072 Minor material amendment to planning permission 18/0862 for introduction of additional vehicle turning head on land between plots 47 and 48 including associated alterations to siting and design of boundary treatments on plots 47 and 48 and to soft landscaping scheme at land west of, Woodlands Close, Newton-with-Scales. The chairman referred to apparent inconsistencies on the application documents displayed on the planning portal. Members considered these required to be addressed to facilitate a proper assessment by the council. It was agreed that the local planning authority should be requested to provide confirmation that the portal is currently displaying all the necessary information.

vi) 21/0090 Prior approval application for the installation of a 20 metre high electronic communications mast with three antennas pursuant to schedule 2, part 16, Class A of the Town and Country Planning (General permitted development) (England) Order 2015 (as amended) at "Yew Tree Farm" Treales Road, Salwick, Clifton, Preston, PR4 0SA. The chairman referred to the above applications. Discussion ensued and members considered that in view of the late notifications insufficient time had been made available to submit recommendations. Subsequently it was agreed that members will consider the applications at the meeting scheduled for Thursday 4th March 2021.

b) Fylde Borough Council Planning Committee (FBC) planning decisions/notifications/parish recommendations.

i) None reported.

5. PARKS AND OPEN SPACES.

a) Parks, open spaces, rural area grass verges, grass-cutting contract, receive report from authorised officer/liaison member in respect of the parks and open spaces maintenance contract.

In the absence of the authorised officer/liaison member in respect of the contract the clerk reported maintenance is ongoing, subject to prevailing weather conditions, in accordance with the contract conditions and specifications.

b) Flower/Shrub beds maintenance contract - receive report from authorised officer/liaison member in respect of the flower/shrub beds maintenance contract.

The authorised officer/liaison member in respect of the contract reported maintenance is ongoing, subject to prevailing weather conditions, in accordance with the contract conditions and specifications.

i) Flower bed(s), Clifton.

The authorised officer/liaison member referred to this matter, raised at the meeting held on Thursday 7th January 2021. Discussion ensued and it was agreed that the council's contract working group will assess this and other displays as part of a comprehensive review. Generally many flower bed displays require to be assessed for refurbishment, possibly using recycled rubber tyres for surrounds, seeking commercial sponsorship. Members also raised points relating to repair costs and adverse impact of vehicular traffic on some displays located in proximity to busy highways.

Parks contd...

In conclusion it was agreed to defer any further action at this stage. In the interim a member agreed to assess the display's condition to ensure it does not pose any risk to pedestrian health and safety.

ii) Flower bed(s), Bryning Lane, Newton-with-Scales.

The authorised officer/liaison member referred to this matter, raised at the meeting held on Thursday 7th January 2021 and it was agreed that the council's contract working group will assess this and other displays as part of a comprehensive review.

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

The clerk referred to the previously circulated report by the council representative member on FoNCP which was taken as read. 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 Councillor Mrs. G. Bevan formally Declared an Interest in the matter. 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 Councillor Mrs. B. Duckworth (chairman) formally Declared an Interest in the matter and took no part in the discussion or voting thereon.

d) Footway resurfacing, including sections of fence replacement, William Pickles Park, Clifton.

The chairman referred to this item and the 2NO quotes received. The clerk explained contractors submitted quotes following separate site meetings being held and an assessment of the required work. The council's objectives were outlined in general terms and contractors were invited to provide quotations regarding the technical requirements related to the council's general objectives. Following an enquiry by the chairman the clerk explained that the difference in linear measurement of the footway was largely down to the work comprising separate areas. The main path is within the park curtilage, this leads to a path on an open space area to the rear of "Dixon's Farm" Mews extending to Preston Old Road, and part of this requires to be maintained. The contractors had different opinions relating to the maintenance requirements of this section. Following an enquiry by the chairman the clerk advised of the general construction industry rate per sqm; path dug out, compact sub base, tarmac surface remove waste, together with edging per linear metre. Discussion ensued and a member offered to obtain an additional quote and it was agreed that further consideration of the matter be deferred pending this information being received. The clerk stated that In the interest of commercial confidentiality, and promoting equality and fairness in the procurement process, all business information and quotes received to date are not for publication or to be made available for discussion other than with council members.

e) Use of playing field, and ancillary facilities, adjacent Newton-with-Clifton Village Hall (NWCVH) - consider request by Kirkham Juniors Football Club,(KJFC).

The chairman referred to this item and the previously circulated update. Following a suggestion by the chairman it was agreed that as a future agenda item it be changed to a quarterly NWCVHC update. The chairman advised NWCVHC is next scheduled to meet in April 2021 and is to arrange an assessment of the maintenance, repairs and refurbishment of the building.

f) Tree replacement arising from dieback disease that is affecting Ash trees.

The chairman referred to this item and a member explained; following a meeting with a local tree surgeon, together with another member, Clifton had been surveyed and areas on "Clifton Triangle", Preston Old Road, the rear of Preston Old Road towards William Pickles Park, and an open space to the rear of Dixons Farm Mews had been identified.

The local contractor had now recommended a parish wide assessment towards the end of April 2021 to ascertain the scale of the problem. With trees fully in leaf, the number and location of diseased trees will be more readily identifiable.

Parks contd...

A member explained that a similar assessment will be arranged for Newton-with-Scales and it was mentioned that some trees in proximity to the village hall may be affected. Two members will continue to liaise with Fylde council arboriculture officer and the local tree surgeon contractor in the survey of Ash trees in the parish.

g) Provision of CCTV, Newton Hall Park, School Lane, Newton-with-Scales.

The chairman referred to this item and the 2NO quotes received. The clerk explained contractors submitted quotes following separate site meetings being held and an assessment of the required work. The council's objectives were outlined in general terms and contractors were invited to provide quotations regarding the technical requirements related to the council's general objectives. The chairman and members expressed opinions that some issues still required to be addressed; cloud based recording and data storage option, camera coverage of a key traffic route for village access was potentially problematic, village hall management committee participation in the proposal, could be perceived as following what other local councils have done previously and this policy might not achieve current best practice. A member offered to obtain an opinion of the specifications included in the quotes from a parishioner with CCTV expertise. Members recognised that in the interest of commercial confidentiality, and promoting equality and fairness in the procurement process, business information and quoted prices are not for publication or to be made available for discussion with the local parishioner.

h) Lancashire Wildlife Trust(LWT)/Natural England - Great Crested Newts and other wildlife ponds within the Fylde borough.

The chairman referred to this matter and recent communications that explained the related timescales are being driven by the availability of Natural England funding this financial year.

Lancashire Wildlife Trust had advised funding may/may not be available in Fylde borough area in 2021/22. Therefore, if council does not progress the matter it will potentially miss the opportunity to take advantage of available funding. Councillors generally indicated that;

- i) Parishioner consultation is a prerequisite.
- ii) Following a reasonable period of consultation, it is anticipated the Newton Hall Park project, marked D on the plan is likely to proceed within the timeframe. It was agreed that Friends of Newton Community Park (FoNCP) should be advised of the proposal. FoNCP had previously arranged a separate consultation for an improvements scheme that included a nature/wetland area in the locality of the proposed pond.
- iii) It is anticipated possible William Pickles Park projects, marked A and B, on the plan notice are likely to be more problematic, even though there is a complementary Great Crested Newt pond in proximity, and therefore unlikely to proceed in 2021/21 financial year. It was agreed that the LWT should be advised that the council is still keen to progress a Clifton project but given its proposed location a more extensive consultation is considered necessary later in 2021. A member expressed concern relating to the timeframe and would prefer the project to be part of a comprehensive park scheme also including tree planting.
- iv) It is unlikely that the village hall scheme, marked C on the plan, is considered feasible.

A draft consultation notice, prepared jointly by the chairman and a member, had been circulated.

The exact process and timing of any consultation remained to be agreed and is likely to be primarily electronic, with hard copy notices displayed at the 2NO site locations, shops and the public noticeboards. Electronic consultation might include Clifton Facebook/Newton Facebook community pages, Friends of Newton Community Park all with comments turned off, therefore responses would be through email or the council website. The consultation document will be amended to explain the timeframe to achieve related funding and urgency for responses by a specified deadline, agreed as two weeks from first publication. The chairman agreed to assess the website options to establish if there is a petition/survey page that could be utilised.

Parks contd...

i) Provision of memorial bench for former council chairman, member and Clifton parishioner to be located at William Pickles Park, Clifton Lane, Clifton.

The clerk advised the family had provided the following form of words for the bench plaque;

“In memory of Howard Dixon, August 1944 - December 2020, much loved husband, dad, grandpa, brother, friend and colleague *rest a while and remember happy times*”.

Council agreed that the wording is acceptable.

6. FINANCE AND ACCOUNTS.

a) Approve invoices for payment.

i) List 1.

Proposed, Seconded and **RESOLVED** that the following invoices be approved for payment.

T. A. Pawson T/A PDQ Garden Services.	Litter bin operations, Newton and Clifton 6th, 13th, 20th, 27th December 2020.	£277.80 Vat <u>£55.56</u>	£333.36
Pipescan	Drainage repairs William Pickles Park. Clifton Lane, Clifton.	£1190.00 £238.00	£1428.00
CLB Cleaning Services.	Amenity Cleansing July 2020-December 2020	£4340.00	
	Less non contracted service payments	-£1521.80	
	Less non contracted service payments	-£2627.50	£190.70
Paul Gregory T/a Acer Contracts.	Flower & shrub beds and floral displays January 2021.	£976.58 Vat <u>£195.32</u>	£1171.90
Pete Marquis	Street sweeping operations, Newton and Clifton 7th,13th, January 2021.	£520.00 Vat <u>£104.00</u>	£624.00
T. Pawson T/A PDQ Garden Services.	Grass cutting contract maintenance January 2021.	£1722.17 Vat <u>£344.43</u>	£2066.60
T. A. Pawson T/A PDQ Garden Services.	SpID operations, Newton. January 2021.	£25.00 Vat <u>5.00</u>	£30.00
1 st Clifton Rainbows.	Grant 2020/21 s.137 Local Government Act 1972.		£225.00
1 st Clifton Brownie Guides.	Grant 2020/21 s.137 Local Government Act 1972.		£225.00
1 st Clifton (St Johns) Guides.	Grant 2020/21 s.137 Local Government Act 1972.		£225.00
1st Clifton Scout Group (Comprising 1st Clifton (Lund) Beavers, 1st Clifton (Lund) Cub Scouts, 1st Clifton (Lund) Scouts).	Grant 2020/21 s.137 Local Government Act 1972.		£675.00
Northwest Air Ambulance .	Grant 2020/21 s.137 Local Government Act 1972.		£225.00
Fylde Citizens Advice Bureau Ltd.	Grant 2020/21 s.137 Local Government Act 1972.		<u>£225.00</u> <u>£7644.56</u>

ii) Invoices submitted at meeting.

None received.

Finance contd...

iii) Grass cutting and amenity cleansing invoices.

The chairman referred to the clerk anticipating invoices from PDQ for work executed in January 2021 relating to these services. Concern was expressed relating to processing invoice payments and then retrospectively approving these at a subsequent meeting and the clerk was requested to liaise with the contractor to establish if monthly invoicing arrangements could be expedited.

b) **Workplace pensions - automatic enrolment.

Exempt Item**. In accordance with the Public Bodies (Admission to Meetings) Act 1960, s.1.council may resolve to exclude the public (which includes the press) on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

The chairman advised that as members of the public were not attending the meeting, and the clerk had indicated no confidential issues were to be raised, council was not required to resolve to exclude the public (which includes the press) on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. The clerk reported that matters continue to be progressed as agreed with both the National Employment Savings Trust Corporation (NEST) and The Pensions Regulator.

c) Friends of Newton Community Park (FoNCP) - funding Community Parks Improvement Programme (CPIP).

The chairman referred to this item and the clerk advised no further update was required at the present time. 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 Councillor Mrs. G. Bevan formally Declared an Interest in the matter and, took no part in the discussion or voting thereon. 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 Councillor Mrs. B. Duckworth (chairman) formally Declared an Interest in the matter and took no part in the discussion or voting thereon. 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 Councillor Mrs. J. McCormick formally Declared an Interest in the matter and took no part in the discussion or voting thereon.

d) Management of contracts.

i) Consider chairman's report.

The chairman referred to the contract management sub-committee/working group and the previously circulated update that explained; a meeting had been held in January primarily to consider how continuity of the amenity cleansing provision may be achieved post end March 2021, agreement on a second draft of the contract management and review document is to be considered at a subsequent meeting, the existing amenity cleansing contract has been reviewed and a list of items that require clarification has been created, various elements of the current contract were discussed and potential contracting options for the provision of each of those services identified, discussions had raised several questions requiring guidance from the clerk and consequently the intention is to arrange the participation of the clerk at the next contracts working group meeting to be convened at a mutually convenient date. The clerk advised it would assist to be provided with specific items and questions, on which the group require clarification, by email, rather than by telephone, and it should then be possible to circulate further information for consideration in advance of the group's next meeting. The chairman explained why it was considered beneficial for the clerk to participate in the group's next meeting.

e) Precept 2021/22 - consider updated information as previously circulated.

The chairman referred to the above item and the clerk advised;

Finance contd...

i) Fylde council had provided incorrect information to the Valuation Office Agency (VOA), for some valuation list entries, that impacts on the parish council tax base and the New Homes Bonus grant entitlement for 2021/22.

ii) When the VOA has amended the valuation list the revised council tax base will be increased to 1080 (from previously calculated 1071). The council precept of £70289, agreed at the meeting held on Thursday 7th January 2021, will cause a reduction of 0.838% to the parish Band D council tax charge from £65.63 to £65.08 and the New Homes Bonus grant entitlement will be increased to £7273 from £6313. Accordingly, the clerk indicated members may wish to consider increasing the Precept to £70880, to achieve a council tax freeze at Band D level. The increased New Homes Bonus grant will be used to further replenish council reserves. Further discussion ensued and subsequently, it was Proposed, Seconded and **RESOLVED**

i) Council Precept in the sum of £70880 (amended from £70289) for 2021/22 financial year which, based on currently available information, will achieve a local council tax Band D level freeze.

7. ANY OTHER MATTERS FOR INFORMATION PURPOSES ONLY.

Date of next meeting.

It was agreed that the next council meeting be scheduled for Thursday 4th March 2021 via Zoom.

There being no further business the Chairman declared the Meeting closed at 22:00hrs.

Chairman