

SCARISBRICK PARISH COUNCIL

Minutes of the meeting of the Parish Council held at 7.30pm on Monday 7th December 2020. This meeting was held in compliance with Regulations 5 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) Regulations 2020

PRESENT.

Councillor A. Blundell (in the Chair)
Councillor J Herbert
Councillor J Williams
Councillor N Makin
Councillor C Marshall (left the meeting at 20:44pm)

Councillor E Pope in attendance (left the meeting at 20:45pm)
Mrs J Smith (Clerk) in attendance
Mrs I O'Donnell (Locum Clerk) in attendance
No members of the public were present

20/142 APOLOGIES.

Apologies were received from Councillor G Holcroft

20/143 DECLARATIONS OF INTEREST.

Clerk declared interest in the confidential agenda item 20/161

20/144 CONFIRMATION OF THE MINUTES.

It was resolved that the minutes of the Parish Council meeting held on Monday 2nd November 2020 be approved and signed by the Chair.

20/145 ADJOURNMENT OF THE MEETING:

As no members of the public were present the meeting was not adjourned

20/146 PLANNING APPLICATIONS:

The following applications were considered

Application Number: 2020/1028/CON:

Proposal: Approval of details reserved by condition nos 3 and 8 on planning permission relating to door details and electric vehicle charging points.

Location: Sandy Brook Farm, 52 Wyke Cop Road, Scarisbrick, Southport, Lancashire PR8 5LR

It was resolved to make no comment on this application

Application Number: 2009/0974/FUL:

Proposal: Variation of Condition No. 4 imposed on planning permission 2009/1074/FUL to allow site closure for only 2 weeks a year between 14th January and 1st February.

Location: Northway Caravan Park, Southport Road, Scarisbrick, Ormskirk, Lancashire L40 8HQ

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It was resolved to make no comment on this application

Application: 2020/0992/FUL:

Proposal: The mixed use of the land as woodland and nursery school. The siting of portable buildings and creating of car parking within existing woodland.

Location: Dam Wood, Dam Lane, Scarisbrick, Lancashire

It was resolved to make no objection to this application

Application Number: : T/2020/0088/TPO:

Proposal: To fell T1 (cherry) To fell T2 (english oak) To fell T3 (elder) All trees retain shade and dampness in rear garden.

Location: 48 Otterstye View, Scarisbrick Southport, Lancashire PR8 5BH

It was resolved to make no objection to this application

20/147 FINANCE: To consider accounts for payment on the attached list and receive the bank reconciliation.

It was resolved to pay the following accounts

Payee	Detail	Amount	Authority
I.M O'Donnell	Salary	£ 416	LGA 1972, s112 (2)
I.M O'Donnell	Expenses	£16.60	LGA 1972, s112 (2)
J Smith	Salary	£305.81	LGA 1972, s112 (2)
HMRC	PAYE	£388.40	LGA 1972, s112 (2)
Royal British Legion	Remembrance Wreath	£60.00	LGA 1972, s137*
EA Formby	Grass Cutting	£364.80	Open Spaces Act 1906, s10
Octopus DCS	Bus Shelter Repair	£65.00	LG (Misc Provs) Act 1953 s4
Ian Edwards	Internal Audit	£50.00	LGA 1972, s111
Danoli Solutions	Refurbished Laptop	£130.00	LGA 1972, s111
PKF Littlejohn LLP	Assurance review of AGAR	£240.00	LGA 1972, s111

*The expenditure facilitates the community's wish to remember the Fallen of the Parish and the Council considers the expenditure to be proportional to the benefit thereby accrued.

20/148....ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2019-20: To receive the external auditor's report and consider any subsequent action.

It was resolved to accept the external auditors report with no subsequent action needed

20/149....BUDGET UPDATE: The report on the budget position on completion of the second financial quarter (July to September) was presented and its contents noted.

20/150....BUDGET/PRECEPT 2021-22: To consider arranging an additional meeting in January 2021 to set the budget and fix the precept for the next financial year

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It was resolved to arrange an additional budget meeting on Monday 18th January 2020 at 7.30pm

20/151 FINANCIAL REGULATIONS: To conduct annual review and approve

It was resolved to approve the financial regulations subject to the amendment of para 4.5 and the temporary suspension of para 6.20

20/152 POLICY REVIEW: To update and approve the Council's Grievance and Disciplinary procedures

It was resolved to approve the updated Council's Grievance and Disciplinary procedures

20/153 PARISH HANDYMAN: To consider an appointment

It was resolved to approach a Octopus DCS as an interim measure to address issues with the War Memorial flagstones and the weeds in the bus shelters.

It was resolved that further consideration be deferred until after the January 2021 budget meeting

20/154 FLOOD EQUIPMENT: To consider items for purchase and storage/access solutions

It was resolved to set up a working group to take this forward. Members of the working group are: Councillor Blundell, Councillor Herbert, Councillor Makin, Councillor Marshall. Interested members of the public will also be invited to join the working group

20/155 ARNOLD BAKER BOOK:LOCAL COUNCIL ADMINISTRATION: To consider purchase of 12th Edition

It was resolved to purchase as soon as possible.

20/156 HILLOCK LANE: To consider a further complaint from a resident that an emergency ambulance had experienced difficulty accessing Hillock Lane due to the ongoing issues with parked vehicles.

It was resolved that the Clerk should write to North West Ambulance Service to establish whether there are ongoing access issue in Hillock Lane

20/157 TURNING LANE: To consider the status regarding the placement of bollards across the cycle track

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It was resolved to await the response of Lancashire County Council to correspondence with Councillor Pope and the Clerk

20/158 INTERNAL AUDITORS REPORT: To receive and consider any further action

It was resolved to accept the internal auditors report which did not identify any cause for concern and confirmed that financial records are maintained to a high standard

20/159 CLERKS REPORT

The Clerk reported that the arrangement of internet/electronic banking was a priority task which will be pursued as a matter of urgency. However, in the short term an amended mandate would be prepared so that the existing bank account statements can be redirected/

The Clerk reported that there are some issues outstanding relating to the 2019 Gardening Competition. Councillor Makin offered to assist with this in preparation for a report to be provided to the January Parish Council meeting.

The Locum Clerk reported that there are still some incomplete Councillor declarations of interest and there is a need for these to be provided urgently

20/160 COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS; To receive Councillors reports (for information only) and requests for future agenda items.

Councillor Herbert raised the need to establish potential projects for the 2021/22 financial year prior to the agreement of the budget..

Items for future agendas:

- 1) Potential 2021/22 projects
- 1) Neighbourhood Plan
- 2) B5242
- 3) 2019 Gardening Competition
- 4) Grass Cutting Contract

CONFIDENTIAL ITEMS - members of the public may be excluded under the provisions of the Public Bodies (admission to meetings) Act 1960 on grounds of the confidential nature of the business to be transacted.

There were no members of the public present at the time that the item was discussed.

20/161...CLERKING: To approve a contract of employment (draft document circulated).

It was resolved to approve the contract of employment

The meeting closed at 9.00pm