Tarleton Parish Council

Mr N Leadbetter - Clerk to the Parish Council
18 Delamere Road
Southport PR8 2RD
Phone: 07912 492897
E-mail:tarletonpc@googlemail.com

10th March 2021

To Councillors: Mrs I Baybutt, Mr R Bryan; Mr S Bryan, Mrs R Evans, Ms L Forrest; Mr R H Latham; Mrs S Lockwood; Mr J Mee; Ms A Sutton and Mrs D Wareing

A Meeting of the Parish Council will be held on Tuesday 16th March 2021 at 7.00pm via Zoom

You are hereby summoned to attend

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Agenda

1. To receive the Chairman's welcome and opening remarks
2. To receive apologies
3. To receive any declarations of interest
4. To consider and approve the minutes of the meeting of the Parish Council held on 26th January 2021
5. To receive **Clerk's report** (for information only) inc Play Area update

6. **Financial matters**
   a) To receive a proposition that accounts now presented are paid forthwith
   b) To be advised of receipts to the Council's Bank Account
   c) To resolve to note the Councils Asset Register 2021 (previously circulated)
   d) To resolve to adopt the Standing Orders (previously circulated)
   e) To resolve to adopt the Financial Regulations (previously circulated)
   f) Review of reserves – to note the review of the level of the Councils balances
   g) To agree an adequate level of fidelity guarantee insurance cover

7. **Review of the system of internal control**

The Accounts and Audit (England) Regulations 2011, requires that the relevant body must conduct a review at least once in a year of the effectiveness of its system of internal control. This includes the management of risk. This review must be minuted as reviewed by the full Council. An effective system of internal control can be split into three parts:

a) Identification of the potential risk (risk assessment)
b) Controls or procedures in place to mitigate the risks identified (control systems)
c) Systems for testing the adequacy of internal controls (internal audit)

All three of these should be undertaken so that the body can demonstrate it has an effective system of internal control. The following documents have been prepared which when taken as whole ensures that this Council has reviewed the effectiveness of its system of internal control and has complied with the fore mentioned Account and Audit (England) Regulation.

The Council is asked to resolve to approve the attached documents and the appointment of an internal auditor for the Council:

a) The Councils Risk Assessment Register 2021 inc both financial and non-financial risk (previously circulated)
b) The Councils Fraud and Corruption Statement 2021 (previously circulated)
c) The Councils Statement on Internal Control 2021 (previously circulated)
d) The Councils Internal Audit arrangements including:
    I. A review of the effectiveness of internal audit 2021 (previously circulated)
    II. An internal audit testing schedule 2021 (previously circulated)
    III. To confirm that Mrs C Rawcliffe be reappointed as the Council internal auditor for 2021

8. Planning - To consider the weekly list of planning applications:

a) 2021/0237/PNH 183 Blackgate Lane, Tarleton
b) 2021/0043/FUL Fearns Farm, Liverpool Road, Tarleton
c) 2021/0161/FUL 19 Tabby Nook, Mere Brow
d) 2021/0207/FUL 91A Hesketh Lane, Tarleton

9. Flooding Issues Hesketh Marsh, Hundred End, Hundred End Gutter and Carr Heys Water Course

Cllrs Rob and Sam Bryan attended a zoom meeting with members of Banks and Hesketh with Becconsall Parish Councils on 18/2/21 regarding the flooding on Hesketh Marsh and the Banks area. The agenda covered the losses incurred to farmers but also the increased flood risk to residential property due to climatic change.

A flood risk assessment that was done in November 2020 on behalf of Rufford and Holmeswood Parish Councils was circulated. This highlights the urgency of pressure needed to be brought to bear on the relevant agencies.

Members are asked to resolve to approve to contract to undertake a similar plan jointly with Banks and Hesketh with Becconsall Parish Councils. There are no exact costs for this yet but the Rufford and Holmeswood PCs was in the region of £5k.

10. Street Naming: Land to The Rear Of 291 Hesketh Lane and 186 Hesketh Lane

WLBC officials have proposed the following names for consideration:
291 Hesketh Lane: The proposed name is Paddock Close. The developer has suggested the name because the land was formally used for keeping horses.
186 Hesketh Lane: The proposed name is Hesketh Grove

Members are resolved to provide any comments you have on the proposed road names no later than 30th March 2021. If the Council do not comment by this date, WLBC will assume that you have no objections to the proposed road names.

11. The Great British Clean Up

The Great British Spring Clean will take part once again from 28 May to 13 June 2021. Members are asked to consider how the Parish Council may contribute to this initiative

12. To confirm the date and location of the next meeting – to be confirmed at a later date

Neil Leadbetter

Neil Leadbetter
Clerk, Tarleton Parish Council