Tarleton Parish Council

Minutes of the Parish Council meeting held on Tuesday 16th March 2021 at 7.00pm via Zoom under Government Covid-19 arrangements

Present
Cllrs. Latham; Baybutt; R Bryan; S Bryan; Evans; Forrest; Lockwood; Mee; Sutton and Wareing. No members of the public were present.

2020/030 Chairman's welcome and opening remarks
The Chairman welcomed everyone to the meeting.

2020/031 Apologies for absence: None

2020/032 Notifications of Interests: None.

2020/033 Minutes of the last meeting
It was resolved that the minutes of the meeting held on 26th January 2021 should be approved and signed by the Chairman as a correct record.

2020/034 Clerks Report (for information only)

a) Carr Lane Play Area: due to unprecedented levels of use the surface areas have become worn. The Clerk had spoken with Yates Playgrounds Ltd about options to improve and replace.
b) Linear Park: The Clerk had met with Ian Cropper (Hesketh with Becconsall PC) to discuss their proposals.
c) Carr Lane leases: A meeting was planned with Andy Taylorson (Eckersley Property) to discuss the terms of reference for them to represent the Council in revising current leases and obtaining new land.
d) The Clerk informed the meeting that with regret he wished to give notice of his resignation. He was happy to continue for a brief period after a replacement was found in a dual role if required. The Council must now decide on the process for advertising the role through to interview and appointment.

2020/035 Financial Matters
(a) It was resolved that the payments listed should be approved.
(b) Items of income received since last meeting:
(c) The Council agreed the following actions:

i. To resolve to note and agree the Councils Asset Register 2021;
ii. To resolve to adopt the Standing Orders presented;
iii. To resolve to adopt the Financial Regulations presented;
iv. To note that the current level of Council balances and projected balances are adequate;
v. To note that the current level of fidelity guarantee insurance should be increased to reflect increased levels of CIL monies held.

2020/036 Review of the system of internal control

The Accounts and Audit (England) Regulations 2015, 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 Council can demonstrate it has an effective system of internal control. The following documents and actions, 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 Accounts and Audit (England) Regulation.

The Council agreed to the following actions:

a) To resolve to agree Risk Assessment Register 2021 covering both financial and non-financial risk;
b) To resolve to adopt the Councils Fraud and Corruption Statement 2021;
c) To resolve to agree the Councils Statement on Internal Control 2021;
d) To resolve to agree the Councils Internal Audit arrangements including:
    i. A review of the effectiveness of internal audit 2021;
    ii. An internal audit testing schedule 2021;
    iii. To confirm the reappointed as the Council internal auditor for 2021/22.

2020/37 Planning Matters

Weekly planning applications considered:

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

It was resolved that no representation should be made on any of the applications.

2020/038 Flooding Issues Hesketh Marsh, Hundred End, Hundred End Gutter and Carr Heys Water Course

Members resolved to appoint consultants to undertake a flood risk assessment jointly with Banks and Hesketh with Becconsall Parish Councils. There are no exact costs for this yet. This will be reported back when known.

2020/039 Street Naming Land to The Rear Of 48, Fermor Road, Tarleton,

West Lancashire BC officials have proposed the following names for consideration:

a) 291 Hesketh Lane: The proposed name is Paddock Close. The developer has suggested the name because the land was formally used for keeping horses.
b) 186 Hesketh Lane: The proposed name is Hesketh Grove

Members resolved that they have no objections to either of the proposed road names.

2020/040 The Great British Clean Up

The Great British Spring Clean will take part once again from 28 May to 13 June 2021. Members resolved to initially contact local sporting clubs to encourage local participation. Any Borough Council initiatives will also be supported.

2020/041 Correspondence

a) Tarleton Academy Public Consultation: the date was noted and it was hoped some Members will attend the stakeholder briefings.
b) Tarleton Corinthians FC: a list of questions had been presented. All were dealt with. The Clerk will speak with the Hon. Secretary.

2020/042 Next Meeting

Due to the on-going pandemic this will be determined at a later date, but is likely to be in April 2021 again via Zoom.