Tarleton Parish Council

Minutes of the Parish Council meeting held on Monday 13th March 2023 at 7.30pm at the Pavilion, Carr Lane, Tarleton

Present
Cllrs. S Bryan; R Bryan; R Evans; Latham; Mee; McDiarmid; Wareing; M Evans; Cookson and Eminson.
Three members of the public were present.
In the public forum two representatives from the Cricket Club and Football Club spoke about the proposed changes to changing room 6 at the Pavilion.

2022/107 Chairman's welcome and opening remarks
The Chairman Cllr S Bryan welcomed everyone to the meeting

2022/108 Apologies for absence: Cllr Baybutt.

2022/109 Notifications of Interests: Cllrs Cookson and Eminson declared an interest in agenda point 12 of the meeting and Cllr Eminson declared an interest in agenda point 13. They will be excluded from participation in these matters.

2022/110 Minutes of the last meeting
It was resolved that the minutes of the meeting held on 9th January 2023 should be approved and signed by the Chairman as a correct record.

2022/111 Clerks Report (for information only)

a) The Clerk advised the replacement bus shelter had been erected on Hesketh Lane adjacent to Tarleton Community Primary School
b) The Clerk reported that all the remedial works had been completed for the Pavilion from the flood damage however the Pavilion's boiler had broken down. As this boiler was over 14 years old it has had to be replaced.
c) The Clerk reported that a biodiversity grant for £300 had been received and this can be distributed to the villages primary schools for biodiverse projects. The Clerk awaits feedback from the schools as to what they would use the money for so this can be issued.
d) The Clerk advised that the reported abandoned cars from Church Road car park have been removed.

2022/112 Parish Council Working Groups

a) i)The Sports & Users Committee advised the new dugouts were now erected and passed over thanks from the Football Club.
ii) The football club have requested further action regarding flooding at Carr Lane, the Clerk advised that the Parish Council we still awaiting a meeting with Highways and LCC and this has been chased several times.
iii) The Cricket Club have confirmed they will absorb the cost of a trade waste bin to their rent. The Clerk will arrange this.

b) i) The Estate Management group advised a meeting had been scheduled to hear the proposals to the lease.
ii) It was resolved that Cllr R Evans would be appointed deputy for Cllr M Evans if he is unable to make Working Group meetings.
c) Communication & Media – nothing to report
d) Parish Council Finance Working group are going to meet to further discuss energy prices and looking at the best deal for the Parish Council.
e) Mere Brow Village Hall- nothing to report
f) Planning – nothing to report.

There were no other matters arising from the groups.

2022/113 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 (based on the Finance Group recommendation):

i. To resolve to note and agree the Councils Asset Register 2023;
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 was adequate.

2022/114 Review of the system of internal control

The Accounts and Audit (England) Regulations 2011, regulation 4(2) 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 2023 covering both financial and non-financial risk;
b) To resolve to adopt the Councils Fraud and Corruption Statement 2023;

c) To resolve to agree the Councils Statement on Internal Control 2023;
d) To resolve to agree the Councils Internal Audit arrangements including:
    i. A review of the effectiveness of internal audit 2023;
    ii. An internal audit testing schedule 2023;
    iii. To confirm that Neil Leadbetter be appointed as the Council internal auditor for 2022/23.

2022/115 Planning Matters

Weekly planning applications considered:

a) 2022/1349/FUL - The Coach House, Park Lane, Tarleton, Preston, Lancashire.
b) LCC/2022/0066 - Mere Brow Wastewater Treatment Works, Mere Brow Lane, Tarleton, Preston, Lancashire.
c) 2023/0026/LDC - Barrons Farm, Doctors Lane, Sollom, Tarleton, Preston.
d) 2023/0036/OUT - Suttons Garage, 26 Blackgate Lane, Tarleton, Preston, Lancashire.
e) 2023/0039/FUL – Rear of 99 Blackgate Lane, Tarleton, Preston Lancashire PR4 6UT
f) 2022/1230/FUL - 246 Blackgate Lane, Tarleton, Preston, Lancashire, PR4 6UX.
g) 2023/0069/FUL – 36 Sutton Avenue, Tarleton, Preston, Lancashire PR4 6BB
h) 2023/0095/FUL – Old Farm House, New House Farm, Gorse Lane, Tarleton Preston

i) 2023/0039/FUL - It was noted that the councillors were concerned by the size of the development and the affects on traffic and noise in the area. It was resolved that Cllr Mee would call this in as it is believed to be in a greenbelt area.

2022/116 Online Banking

It was resolved that the Parish Council would move to online banking and as such amend the signatories to accommodate this change. Cllrs Wareing and Eminson will become signatories with the Clerk.

2022/117 Booking out Pavilion App

It was resolved that the Parish Council would opt into an app as part of their accounts package in order to make booking out the Pavilion meeting room more accessible to the community and give clarity to the room's usage.

2022/118 Room 6 Changes

Members were in favour of the proposed changes to room 6 of the Pavilion and resolved to seek clarification on whether the proposal would be a good CIL project as it would be a community useable facility and from part of the Pavilion as a whole. The Clerk would seek further confirmation from West Lancs Borough Council as to whether CIL could be used for the construction work or to include fixtures and

fittings.

2022/119 Cricket Wicket relay
It was resolved that the Cricket Club could relay their cricket wicket which will include 30mm of top surface being removed and relayed in September. The works will take approximately 1 week to complete.

2022/120 Correspondence

i) Members heard there had been complaints regarding the size of the advertisement of Golden Fingers on Church Road. The Clerk reported that West Lancs Borough Council Planning Department were reviewing the matter but this was outside the remit of the Parish Council.

ii) A resident had been in contact to advise that a wayside seat in Mere Brow was in a state of disrepair. It was heard that this will be reviewed.

iii) There have been raised concerns from a member of public about a planned event at the Rugby Club on Carr Lane on April 29th which is involves music. It was heard that his is outside the remit of the Parish Council and this would be a matter for West Lancs Borough Council.

iv) Members heard there has been complaints regarding the use of the footpath through the boatyard. The Clerk would bring this to the Henry Alty Way Delivery Group's attention to clarify the rights of way for public users.

2022/121 Next Meeting
The date and location of the next meeting scheduled for Tuesday 11th April 2023 at 7.30pm at the Pavilion, Carr Lane.

Chairman.....