Tarleton Parish Council

Minutes of the Parish Council meeting held on Monday 10th March 2025 at 7.30pm at the Pavilion, Carr Lane, Tarleton

Present
Cllr R Bryan; R Evans; Latham; Mee; McDiarmid; Wareing; M Evans; Daly; Hargreaves and Eminson.

Two member of the public was present.

During the public forum it was raised to question the resurfacing of Church Road and why there has been no money allocated to this. The Clerk resolved to ascertain further information from LCC.

2024/116 Chairman's welcome and opening remarks
The Vice Chair Cllr R Bryan welcomed everyone to the meeting

2024/117 Apologies for absence: Cllr S Bryan and Cllr J Cookson

2024/118 Notifications of Interests: Cllr R Bryan and Cllr A Daly declared an pecuniary interest in application 2025/0151/FUL and Cllr J Eminson declared a non-pecuniary interest in application 2025/0102/FUL.

2024/119 Minutes of the last meeting
It was resolved that the minutes of the meeting held on 3rd February 2025 should be approved and signed by the Chairman as a correct record.

2024/120 Clerks Report (for information only)

a) The Clerk advised a letter had been sent to Lancashire County Council to ascertain information in relation to the Green Lane Link project. A response is expected within 10 working days.
b) The Clerk confirmed the man hole cover at the back of the Pavilion was still awaiting repair from A1 drainage. This is being chased on a regular basis.
c) It was heard that an application to take the Parish banking online had been made.
d) The Clerk advised that a quote had been received to trim back the trees on the boundary line of the land at Carr Lane and to remove the fencing. It was heard that a boundary line should be reinstated.
e) The Clerk confirmed that a meeting with Mr Smith at Tarleton Holy Trinity had been arranged to discuss how the Parish Council can help to alleviate any issues with traffic and parking during school hours.
f) The Clerk confirmed that an issue with the SPID at Mere Brow has been acknowledged. This will be removed and tested at the earliest opportunity.

2024/121 Parish Council Working Groups

Chairman.....

a) i)The Sports & Users Committee asked if there was an update on the manhole cover but acknowledged the update in the Clerk's report.
b) Estate Management Group- It was heard that once a new plan had been received for the proposed additional car park at Carr Lane that a pre-app be put in to WLBC.
c) Communication & Media – Nothing to report
d) Parish Council Finance Working group- nothing to report
e) Mere Brow Village Hall- Nothing to report
f) Planning – Nothing to report

2024/122 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 2025;
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.

2024/115 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 2025 covering both financial and non-financial risk;
b) To resolve to adopt the Councils Fraud and Corruption Statement 2025;
c) To resolve to agree the Councils Statement on Internal Control 2025;
d) To resolve to agree the Councils Internal Audit arrangements including:

i. A review of the effectiveness of internal audit 2025;
ii. An internal audit testing schedule 2025;
iii. To confirm that Neil Leadbetter be appointed as the Council internal auditor for 2025.

2024/123 Planning Matters

Weekly planning applications considered:
a) 2025/0049/FUL - 23 The Cloisters, Tarleton, Preston, Lancashire, PR4 6UL.
b) 2025/0052/FUL - Huntapac Produce Ltd, 293 Blackgate Lane, Tarleton, Preston, Lancashire.
c) 2025/0043/FUL- 23 Carr Lane, Tarleton, Preston, Lancashire, PR4 6DD.
d) 2025/0141/FUL - 39 Tabby Nook, Mere Brow, Tarleton, Preston, Lancashire.
e) 2025/0115/FUL - 246 Blackgate Lane, Tarleton, Preston, Lancashire, PR4 6UX.
f) 2025/0151/PNP - Land At Long Shoot, Gorse Lane, Tarleton, Lancashire.
g) 2025/0102/FUL - 215 Blackgate Lane, Tarleton, Preston, Lancashire, PR4 6UX.
h) 2025/0174/FUL- 1 Haig Avenue, Tarleton, Preston, Lancashire, PR4 6BJ.

Cllr R Bryan and Cllr A Daly declared an pecuniary interest in application 2025/0151/FUL and Cllr J Eminson declared a non-pecuniary interest in application 2025/0102/FUL, these councillors did not take part in the discussion of the affected application.

It was resolved that no representation be made on any application.

2024/124 CIL Spending
It was resolved that there would be a commitment of spending to the Pavilion Main Room at Carr Lane for community use using CIL monies. A budget would be put aside for new flooring, furniture, kitchen and decoration. Decorating would also extend to the Pavilion exterior and toilets.

A commitment for CIL spending was also made towards a new wayside seat outside Mere Brow primary school.

2024/125 Remembrance Day 2025
It was resolved that the Parish Council would fund nets required by Tarleton WI in order to display donated knitted poppies around the Parish. These nets would be an asset of the Parish Council for reuse each year.

It was resolved to purchase 50 lamppost poppies to be shared between Church Road, Coe Lane, Mere Brow and Sollom.

Members also resolved to explore the possibility of siting an Unknown Tommy Statue within the Parish and the possibility of a Remembrance bench. The Clerk would explore these options to revisit at a later date.

2024/126 Correspondence

i) Members heard there had been a letter in respect of the addition of a footpath on Mere Lane, Mere Brow by LCC. It was resolved that the Clerk would send a note of acknowledgement.

2024/127 Next Meeting

The date and location of the next meeting scheduled for Monday 14th April 2025 at 7.30pm at the Pavilion, Carr Lane.

Chairman.....