

THURNHAM with GLASSON PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to Parish Council Meeting to be held on Monday 6th January 2020 at
Glasson Dock Village Hall commencing at 7.00 pm**

A G E N D A

- 2069.** To receive apologies
- 2070.** To consider & approve Minutes of Meeting held on Monday 2nd December 2019.
- 2071.** To receive Declarations of Interest
- 2072.** To introduce Lancaster City Council's Community Connector Team (Paula Doherty)
- 2073.** To adjourn the meeting for a period of public discussion and to provide 'information only' updates on activities in recent weeks. (Note: Any matters needing a 'decision' will be considered as an agenda item at a future meeting)
1. Public discussion on matters not covered on the Agenda
 2. Clerk's report on activities and correspondence since last meeting
 3. Members updates and reports/matters since the last meeting

- 2074.** To consider the list of planning applications and appeal:

Application No:	Description

- 2075.** To receive an update on planning authority decisions on previously considered applications (papers enclosed)

- 2076.** To authorise payment of the following accounts:

Cheque No:	Description	Amount
100385	Mr R Bailey - Clerks Fees & Expenses December 2019	£215.16
100386	Lancaster City Council – Annual Grounds Maintenance	£802.80

- 2077.** To consider Saltcotes Pond funding
- 2078.** To consider update on Bus shelter(s)
- 2079.** To determine budget and precept 2020/21
- 2080.** To consider Parish Clerk vacancy
- 2081.** To consider Parish Lengthsman vacancy
- 2082.** To consider date and time of next meeting (3rd February 2020)

Parish Clerk
28 Wilson Grove
Heysham,

Morecambe, LA3 2PQ

01 January 2020

Tel: 07828254149 Email: clerk@thurnhampc.org.uk

PARISH OF THURNHAM WITH GLASSON
Minutes of the Meeting of the Parish Council held at Glasson Dock Village Hall on
Monday 2nd December 2019 commencing at 7-00 pm.

Present: Councillor Stainton (Chairman)
 Councillor Bibby
 Councillor Stalker
 Councillor Smyth
 Councillor Young

In attendance: Bob Bailey, Parish Clerk, Mark Bartlett, Civic Contingencies Officer (Lancaster City Council) and one resident.

2054 Apologies: Apologies were received from Councillors Hornshaw and Lamb

2055 Minutes: It was **RESOLVED** that, subject to a minor amendment, the Minutes of the meeting held on Monday 7th October 2019 be approved.

2056 Declaration on interests and dispensations: There were no declarations of interest or requested dispensation from Members.

2057 Appointment of Vice-Chair: After some discussion, it was **RESOLVED** that Councillor Stalker be appointed as Vice-Chair of the parish council.

2058 Adjournment for public discussion:

- 1) **Public Discussion:** A resident commented on the amount of detail in the job description for the parish lengthsman which they considered to be too much and would not attract any interest given the limited number of hours being offered. **ACTION:** Parish Lengthsman job description will be revised and circulated to all Members for comment and then advertised.
- 2) **Clerks Report:** The Clerk updated Members on action taken since the last meeting and reported on correspondence received
- 3) **Member updates / matters:** Members commented on matters including:
 - a) The Clerk reported that he knew of a contractor who may be willing to install the bus shelter on Main Road, Thurnham;
 - b) It was reported that there had been three recent road closures on the A6 that the parish council had not been notified about. There was further discussion on the possibility of road signs on the A588 to slow down traffic and to address parking problems in Glasson.
 - c) Members were dissatisfied with the response received from the Environment Agency regarding the regular flooding of Jansen's Pool and the Coastal Walk footpath which they proposed to close during the Winter. It was felt that this did nothing to deal with the problem. There is also an issue with the main Brickcroft Drainage Dyke that does not seem to be draining properly and has apparently not been cleared as the EA had agreed to do each year. There is also the ongoing issue of the sea wall and the uncertainty about what is/is not, being done.
 - d) Members will consider whether the parish council can provide financial support for planned events in the village as long as they will benefit the local community and can be justified under its powers and duties, including Section 137 of the Local Government Act.

After discussion on each of these matters, it was **RESOLVED** that Members reports and updates be noted and action taken as required.

2059 Planning applications & statutory consultations: The following planning applications were considered:

Application No:	Description
19/01246/REM	Reserved matters application for the erection of 1 dwelling; Woodside, Ashton-with-Stodday, Lancaster

It was **RESOLVED** that planning applications be supported in principle.

2060 Planning Authority Decisions: Members considered the up-to-date position on decisions of the planning authority (Lancaster City Council) on planning applications previously deliberated. Members **RESOLVED** that an update be requested regarding outstanding planning applications 19/00891/FUL and 19/00892/LB and that the latest position on planning authority decisions be noted.

2061 Accounts for Payment: The following accounts were considered for payment:

Cheque No.	Description	Amount
100382	Countryside Services – Supply & Install picnic bench and weed spraying	£380.00
100383	Mr R Bailey - Clerks Fees & Expenses November 2019	£215.16

It was **RESOLVED** that the above accounts be paid.

2062 Bus Shelter, Glasson Dock: Members had been informed that a resident had recently contacted the local MP regarding a perceived need for a new bus shelter at Glasson Dock. This had been passed on to the parish council via Lancaster City Council as they have no responsibility for the installation of bus shelters. It was noted that Lancashire County Council had been contacted and had advised that they do not normally consider installing shelters on non-arterial roads.

Members were reminded that parish council's do have powers to fund bus shelters. There was then a discussion about the need for a new bus shelter in the suggested location which has come about as the bus has recently been re-routed and the bus stop moved to a location where there is no bus shelter

After some discussion, it was **RESOLVED** that further investigation be undertaken to determine the reason for the bus being re-routed and bus usage, subject to which Lancaster City Council be requested to carry out a site inspection to determine suitability for the location of a new bus shelter.

2063 Saltcotes Pond: Cllr Smyth presented a paper submitted by Glasson Action Partnership (GAP) on proposals for the conservation of the Saltcotes Pond. It was reported that GAP had liaised with the Lancaster & District Conservation volunteers on the area to develop a proposal for the next two years, which includes clearance of the pond and working in partnership with the conservation volunteers to maintain the pond and surrounding area, which is recognised as a local amenity and for its wildlife. The proposal also includes annual weather-proofing of the woodwork on the bridge and a suggestion that this could be carried out by the parish lengthsman.

It was reported that funding had been requested from the Lancashire & Merseyside Community Fund and that this was subject to agreement and financial support from the parish council. The sum of £500 was requested.

Members asked several questions about the proposal(s); the planned arrangements with the Lancaster & District Conservation volunteers; the deadline and requirements to secure funding and the insurance implications.

After much discussion, it was proposed to agree to the award of £500 subject to further clarification on the insurance implications and discussion with Lancaster & District Conservation volunteers and Lancashire & Merseyside Community Fund.

2064 Community Emergency Plan: Cllr Smyth reported on the draft Community Emergency Plan that she and Cllr Stalker had recently been working on and had been previously circulated to Members for consideration and comment.

Members were informed that, based on the original template, the latest draft had been split into a shortened version highlighting key information with appendices for the detailed and supporting information.

Members asked questions and Mark Bartlett commented and made an offer to carry out a review of the draft plan and to use the information to put together a version on the standard template used by other parish council's and community emergency plan groups.

It was then **RESOLVED** that Cllrs Smyth and Stalker be thanked for their work in drafting a revised plan and that Mark Bartlett, Civil Contingencies Officer undertakes a review and reports back to a future meeting of the parish council.

2065 Financial Reports: The Clerk presented two reports setting out the income and expenditure position and account balances as at 31st October 2019. It was reported that net income for the remaining five months of the year amounted to £3,123 and that the parish council had balances in the current and deposit accounts totalling £11,847.

The Clerk provided explanations on the income and expenditure incurred and the relatively high level of balances.

After some questions, it was **RESOLVED** that the income and expenditure position and account balances as at 31st October 2019 be noted.

2066 Budget and Annual Precept: The Clerk presented a paper setting out the projected income and expenditure outturn to 31st March 2020 and a forecasted outturn as at 31st March 2021 based on existing budget headings. This information, together with an estimate of the expected revenue position as at 31st March 2020 was used to calculate the precept required for the financial year 2020/21.

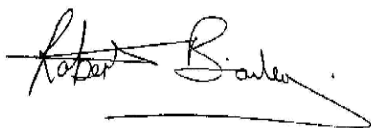
Members were asked to consider what, if any, further budget plans the parish council would like to include in 2020/21 with a view to a precept being determined at the January meeting of the parish council so that this can be demanded from Lancaster City Council.

Members asked several questions about the draft budget as presented and the precept calculation and the inclusion of general reserves. It was then **RESOLVED** that Members consider the draft budget and annual precept further with a view to these being agreed at the January meeting of the parish council.

2067 Parish Clerk Vacancy: Members were advised that the Parish Clerk had submitted his resignation. A replacement will be sought as soon as possible but the Parish Clerk has agreed to terminate his employment on 31st March 2020 at the latest.

It was **RESOLVED** that the post of Parish Clerk be advertised on social media, parish council noticeboards and website and that Lancashire Association of Local Council's be asked to circulate details of the vacancy and that the Chair and Parish Clerk coordinate any applications received.

2068 Date of next meeting: The next meeting of the Parish Council will be on **Monday 6th January 2020**. The meeting closed at 8:45pm



Clerk to the Council Date:

Chair

Date:

Thurnham with Glasson Parish Council Correspondence – January 2020 meeting



Date	Sender	Topic
01/12/2019	Parish Clerk	Draft Budget 2020/21
02/12/2019	Parish Clerk	Agenda Pack
06/12/2019	Chair	Saltcotes update
10/12/2019/	Chair	Parish Clerk & Parish Lengthsman vacancies
11/12/2019	Chair	Saltcotes update
22/12/2019	Lancaster City Council	Invitation to attend Budget & Performance Panel meeting 21/01/2020
22/12/2019	LALC	Buckingham Palace Garden Party
22/12/2019	LALC	Training 2020
22/12/2019	University Hospitals of Morecambe Bay	Winter Bay Health and Care Partners newsletter

Thurnham with Glasson Parish Council

Planning Application Comments & Decisions

January 2020 meeting



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p>19/00891/FUL: Change of use of pub to mixed use unit comprising of bar at ground floor; 2 holiday flats on the first floor; 2 residential flats on the second floor & demolition of rear link & change of use of barn & outbuildings to form 4 2-bed dwellings – Victoria Hotel, Victoria Terrace, Glasson Dock</p>	<p>Support in principle – Comment in history, heritage and character of the building</p>	<p>Awaiting decision</p>
<p>19/00892/LB: Listed building application for internal and external alterations to facilitate planning application 19/00891/FUL</p>		
<p>17/00965/VCN: Change of use of land to touring caravan site, erection of a facilities building, associated regrading of land, landscaping, formation of access road, lay-bys, & cycle link & creation of wildlife pond – Land at The Hayloft Barn, Ashton Road, Ashton</p>	<p>Support in principle</p>	<p>Awaiting decision</p>
<p>19/01246/REM: Reserved matters application for the erection of 1 dwelling; Woodside, Ashton-with-Stodday, Lancaster</p>	<p>Support in principle</p>	<p>Awaiting decision</p>