



## Minutes of a meeting of Hilledale Parish Council

Thursday 2<sup>nd</sup> March 2023, 7.00pm

### at Hilledale Village Hall

**Participants:** Cllr G Ward (Chairman), Cllr S Ashcroft (Vice Chairman) Cllr I Bell, Cllr D Whittington and Trish Grimshaw (Parish Clerk) and no members of the public

1. Apologies for Absence - Apologies received from Cllr M Blake
2. Declarations of Interest and Dispensations
  - a. To receive declarations of interest from Councillors in relation to items on the agenda
  - b. To receive written requests for dispensations for disclosable pecuniary interests
  - c. To grant any requests for dispensation as appropriate

3. Public Participation: To adjourn the meeting for a period of public participation.

Any member of the public may speak for up to 5 minutes within the overall time allocated. Please note that any representation or matter raised does not require any response from the Council and should not be debated since no decision can lawfully be made during this time. A member of the public is any person present other than a member or official of the Council. A member or official of the Council may (after the meeting) request a future agenda item be placed setting out what it is the Council is being asked to consider and decide upon.

4. Minutes of the previous meeting on 05/01/23 were approved as a correct record. Proposed by Cllr Bell and seconded by Cllr Ashcroft.

5. Parish Clerks Report (previously circulated).

The Clerk advised that she had contacted Myerscough college in respect of an environmental project for managing the hedgerow, they are looking into this.

The boiler and fire extinguishers annual check have been completed.

An additional one hour clean has been incorporated at the village hall due to increased bookings.

A request from Parbold surgery to use the hall again for vaccines has been made with provisional dates in October and November. The Clerk has discussed with existing hirers in order to ensure there are minimum amendments to regular functions.

Quotations have been obtained from 3 tree contractors (previously circulated); it was resolved to appoint SMN, the work to be undertaken by 31.03.23.

The boundary gateway has been installed which has received positive feedback.

The Clerk has spoken to the Handyman to provide a quotation for work outside the hall (flags and securing new bench plaques).

A query was raised by a hirer regarding retaining the hall keys overnight when 2 consecutive days are booked. It was agreed the keys should be returned to the box in case they were needed by either contractors or other hirers.

The Clerk confirmed the receipt (today) of an accident report form.

6. To receive an update on the Whitemoss Community Fund Grant application in respect of the village hall floor. The Clerk was delighted to confirm her submission had been successful and a grant of £15,700 would be awarded for the floor project subject to submitting additional information by no later than 25/04/23. The Clerk has spoken to Whitemoss who have confirmed the Parish Council can appoint an Architect in order that a specification can be written to receive quotations from flooring contractors.
7. To provide an update on the Coronation event. It was ratified that the event will not be a joint event due to insurance issues. The event will be organised and run by the HCA with the Parish Council making a financial contribution, the amount to be agreed at a future meeting.
8. To receive an update on the increase of the hall hire fees effective from 1 April 2023. The Clerk confirmed she had contacted all hirers to advise of the new rates.
9. Items for information - reports from outside bodies. None to report
10. To consider the next steps in the replacement of the Multi Activity Play Area and resolve to apply for a loan for full or part funding. It was ratified to consult with the community via a newsletter to establish needs and for the Clerk to apply for £35,000 from the 'Reaching Communities Grant' accepting the process will take approx. up to 9 months. It was ratified that £2,000 will be put into earmarked reserves for this project.
11. To consider applying to Sport England's small grants programme in respect of 1) the play area and/or 2) outdoor adult gym equipment (deadline 30.06.23). It was ratified the Clerk should apply to the small grants programme.
12. To receive an update on the actions following the play area inspection. The Clerk confirmed Laurence has commenced work on the areas highlighted which should be completed by 31.03.23.
13. To receive an update regarding Bispham. Following an update provided by Cllr Whittington it was ratified unanimously by all Parish Councillors that Hilddale Parish Council would welcome a merger with Bispham should this be requested.
14. Planning Matters – To discuss and decide a response (if applicable) to planning applications received after the agenda is published. None to report.
15. To receive an update on this year's application for capital grant from WLBC. The Clerk confirmed she has submitted an application in respect of part funding of a SPID.
16. To confirm the precept for 2023/24 has been forwarded to WLBC. The Clerk confirmed the precept ratified at the previous meeting has been e mailed to WLBC.
17. To pass a resolution to agree the Parish Council standing orders – approved
18. To pass a resolution to agree financial regulations – approved
19. To pass a resolution to agree risk management policy statement – approved
20. To pass a resolution to agree the internal auditor and fee – Heelis & Lodge; £220 plus delivery - approved.
21. To pass a resolution to agree the risk management register – approved.
22. To pass a resolution to agree the Parish Council asset register – approved.
23. To receive the budget monitoring report receipts/payment summary to the end of quarter three (2022/23) for members to note. Parish Councillors noted the budget report; it was ratified to earmark £2,000 for the Play Area Project; £2,000 for the Village Hall and £1,000 for the loss of income due to the temporary closure of the hall whilst the floor is being repaired.
24. To consider the Year End Check service offered by Scribe at a cost of £39.00 plus VAT. It was ratified unanimously by all Parish Councillors to go ahead with the check.
25. To consider and approve the schedule for accounts for payment – approved

26. Financial reports – to ratify accounts and authorise payments - approved  
There being no further business the meeting closed at 20.10

**Clerk: Trish Grimshaw**

**E mail: Clerk@hildaleparishcouncil.com**

**Signed ...G Ward.....**

**G WARD, CHAIRMAN**

**Dated .....11.05.23 .....**