

HUTTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD IN HUTTON VILLAGE HALL ON 12th MAY 2008

PRESENT:

Councillors Gilbert (Chairman), Wilshere, Thackeray, Parkes, Barton & Mitchell

4 members of the public were present.

46/08 ELECTION OF CHAIRMAN

Cllr G Gilbert was elected Chairman for the following 12 months.

47/08 ELECTION OF VICE CHAIRMAN

Cllr D Parkes was elected Vice Chairman for the following 12 months.

48/08 APOLOGIES

None

49/08 MINUTES

It was resolved that the minutes of the meeting on the 2nd April 2008 having been circulated previously be approved and signed by the Chairman as a correct record.

50/08 DECLARATIONS OF INTEREST

None

51/08 ADJOURNMENT FOR PUBLIC DISCUSSION

The meeting was adjourned for a period of public discussion.

It was confirmed that no further information had been received concerning damage to Bamford's Wood. Litigation had apparently commenced against the developer and a final outcome was awaited.

It was confirmed that the next Newsletter would feature the Best Kept Village Competition.

Grass Cutting on the A59 was scheduled to be done by the 23rd May 2008. The grass was particularly high and causing restricted sight for motorists. The Clerk is to request that the works are done sooner rather than later within the scheduled timescales.

Two queries were raised with regard to planning applications. It was confirmed that planning applications were placed on the agenda as a matter of course (provided they were not out of time relative to Council meetings) however they would only have accompanying plans made available where a member of the Parish Council made a specific request either in response to the agenda being delivered or more appropriately when they received their individual weekly planning lists. The onus was therefore for members to call for plans if it was felt appropriate or in response to resident queries.

It was confirmed that the police had an open invitation to attend Parish Council meetings and would be asked to provide up to date information should they be unable to attend personally.

It was mentioned that the off licence were apparently selling vehicles from their land frontage which seemingly might be contrary to their planning usage permission. The Clerk is to advise the enforcement team at SRBC.

A further meeting between SRBC and residents had taken place with regard to Greenacres. There were still issues which needed to be resolved.

Mention was made from the floor of ongoing concerns with regard to the Autorange and the parking of vehicles outside their trading area. This item was scheduled for discussion on the agenda. A report had been provided by a resident setting out the historic situation. The Clerk had recently engaged with both SRBC and another independent Principle Authority to try to clarify the situation. Basically the planning permission only has jurisdiction to the extent of the developers land itself and does not apply to any areas outside of this which may be covered by alternative legislation. The Clerk indicated that issues concerning nuisance parking, the sale of vehicles on the highway, the requirement for current displayed tax discs for vehicles parked on the highway and parking on nearby privately owned land were all subject to separate legislation and needed to be looked at individually and appropriate action taken by the appropriate authority if legal unacceptable breaches were taking place. Obstruction is a police matter, lack of a displayed tax disc is a DVLA matter which may be taken up by SRBC, sale of vehicles on the highway is covered under the Clean Neighbourhoods and Environment Act 2005 and is enforced through SRBC 'Street Scene' services and not planning and parking and other business activities on the nearby restaurant car park might be either a civil matter or a planning issue relevant to the restaurant owner and not the vehicle trader. The Clerk also stated that any illegalities identified under the above examples needed to be reported direct to the appropriate authority by those who identified the breach rather than several weeks later through the Parish Council. It was important that the relevant authorities were advised at the time so that action could be considered there and then and not in hindsight. The Clerk suggested to members that confirmation should be sought from SRBC relative to the above examples and that a list of infringements and the appropriate enforcement route be drawn up so that all involved, residents, the trader and restaurant owner were all clearly aware of the law and possible repercussions which could then be published in the newsletter and on the web site similar to processes that had been successfully established for other local issues recently.

The meeting was then re-convened.

52/08 AUTO RANGE

It was resolved that following the public debate detailed above that the Clerk's recommendation to seek clarity with regard to process and enforcement should be approved and that once this had been established to publish the confirmed findings for the benefit of all.

53/08 REPRESENTATIVES

It was resolved that the parish council representatives should be:

**Western Parishes Area Committee – Cllr Thackery
LALC Area Committee – Cllrs Wilshere & Mitchell
South Ribble Police Authority Forum – Cllr Barton
Hutton Grammar School Foundation – Cllr Mitchell
Lancashire Local – Cllr Mitchell**

54/08 PLANNING APPLICATIONS

The following planning applications were considered.

2008/0253 – Erection of agricultural building @ Mill Brow Farm Liverpool Rd Hutton PR4 4AS

2008/0256 – Two storey extension to side and rear, single storey extension to rear. Erection of detached double garage to front, single storey extension to side and a further single storey extension to rear (amended scheme to planning application 07/2007/0082) @ Lancastris Saunders lane Hutton PR4 5SA

2008/0269 – Single storey building to provide a garage/photographic studio and associated office and storage following demolition of existing det. garage @ Highgate 8 Birchwood Ave Hutton PR4 5EE

2008/0279 – Formation of new vehicular access and service access road to serve kitchen and existing car park @ Ashbridge Independent School Lindle Lane Hutton

2008/0284 – Two storey rear extension, single storey side extension and porch to front @ 15 Lindle Close Hutton PR4 4AN

2008/0304 – Replacement pole barn with new two storey stable and hay loft building together with demolition of existing out buildings and erection of replacement storage building @ 212 Liverpool Rd Hutton PR4 5HB

It was resolved that no representation should be made.

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| 000872 | W V McEnerney-Whittle | Salary & Expenses April 2008 | 507.37 |
| 000873 | LALC | 2008 subscriptions | 410.13 |
| 000874 | Longton Parish Council | Lengthsman Contribution | 3600.00 |
| 000875 | Sandra Wiseman | Internal Audit | 50.00 |
| 000876 | Quality Cartridge | Stationery | 123.38 |

It was resolved that the above accounts should be approved for payment.

56/08 FINANCIAL STATEMENT TO 31ST MARCH 2008

It was resolved that the Financial Statement to the 31st March 2008 should be approved.

57/08 RISK MANAGEMENT PLAN AND REGISTER 2008

It was resolved that the above Plan and Register should be approved

58/08 SCHEDULE OF ASSETS 2008

It was resolved that the above Schedule should be approved

59/08 INTERNAL CONTROL PROCEDURES DOCUMENT 2008

It was resolved that the Internal Control Procedures outlined in the above document should be approved as an adequate and effective system of internal financial control.

60/08 INSURANCE

It was resolved that the Council's Insurance Policy should be renewed with additions in respect of the new notice board and laser printer and clarification be sought concerning cover relating to potential risks from Council property which is held in the Clerk's home should it be the cause of a fire or other potential loss.

61/08 ANNUAL AUDIT

It was resolved that the Annual Return as at 31st March 2008 should be approved and that the Chairman and RFO should be authorised to sign sections one and two of the Return.

62/08 LALC AGM

It was resolved that Cllrs Gilbert & Parkes be nominated to attend the above AGM on the 1st November 2008.

63/08 COMMUNITY FIRE SAFETY TEAM

It was resolved that a invitation should be made to the local fire safety team to attend and make a short presentation to the Parish Council.

64/08 NEXT MEETING

The date of the next meeting was confirmed as the 7th July 2008

Chairman