



# Tarleton Parish Council

## **Minutes of the Parish Council meeting held on Monday 11<sup>th</sup> March 2019 at 7.30pm at the Pavilion, Carr Lane, Tarleton**

### **Present**

Cllrs. Kay, Latham; Baybutt, Bryan; Evans; Mee; Sutton and Wareing.  
Two members of the public were present.

### **2018/104 Chairman's welcome and opening remarks**

The Chairman Cllr Kay thanked everyone for the kind wishes sent after his recent illness. He was glad to be back!

**2018/105 Apologies for absence:** Cllrs. Barron and Lockwood

**2018/106 Notifications of Interests:** Cllr Wareing - Planning application  
2019/0030/FUL, personal interest.

### **2018/107 Minutes of the last meeting**

It was resolved that the minutes of the meeting held on 14 January 2019 should be approved and signed by the Chairman as a correct record.

### **2018/108 Clerks Report (for information only)**

- a) The Estate Group was meeting at the closure of the Council meeting to review the four tenders received for grass cutting at Carr Lane. The lowest tender will be accepted if other factors such as having the required equipment are met.
- b) An application for improved drainage was being considered to The Football Foundation.

### **2018/109 Parish Council Working Groups**

- a) The recent meeting of the Finance Group agreed the year end documents to be discussed later in the agenda.
- b) Mere Brow Village Hall – Cllr Bryan reported that the new toilet facilities had been very well received and were a significant improvement to users of the facility.

There were no other matters arising from the groups.

## **2018/110 Financial Matters**

(a) It was resolved that the payments listed should be approved.

(b) Items of income received since last meeting were noted.

(c) The Council agreed the following actions (based on the Finance Group recommendation):

- i. To resolve to note and agree the Councils Asset Register 2019;
- 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.

## **2018/111 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 2019 covering both financial and non-financial risk;
- b) To resolve to adopt the Councils Fraud and Corruption Statement 2019;
- c) To resolve to agree the Councils Statement on Internal Control 2019;
- d) To resolve to agree the Councils Internal Audit arrangements including:
  - i. A review of the effectiveness of internal audit 2019;
  - ii. An internal audit testing schedule 2019;
  - iii. To confirm that Mrs C Rawcliffe be reappointed as the Council internal auditor for 2019/20.

### **2018/112 Planning Matters**

Cllr Wareing was excluded from discussion on 2019/0030/FUL as she had declared a personal interest.

Weekly planning applications considered:

- a) 2018/1336/ARM 9 Mere Brow Lane, Tarleton, Preston, Lancashire, PR4 6JP.
- b) 2019/0030/FUL Johnsons Farm, Johnsons Meanygate, Tarleton, Preston,
- c) 2018/1195/PNP Sunnyfield, Middle Meanygate, Tarleton, Preston
- d) 2019/0064/PNC Farm Buildings, Blackhurst Farm, 396 Blackgate Lane, Tarleton
- e) 2019/0103/FUL Moss House Farm, Higher Lane, Holmes, Tarleton, Preston
- f) 2019/0066/FUL 9 Mere Brow Lane, Tarleton, Preston, Lancashire, PR4 6JP
- g) 2019/0147/FUL 15 Astland Gardens, Tarleton, Preston, Lancashire, PR4 6SX

There were some concerns about 2019/0064/PNC Farm Buildings, Blackhurst Farm, 396 Blackgate Lane, Tarleton. Borough Councillor Mee agreed to "call in" this application for further review by the Planning Committee at West Lancashire.

It was resolved that no representation should be made on any of the other applications.

### **2018/113 Street Naming Project**

West Lancashire BC has a responsibility of providing addresses for all properties in the Borough. These addresses are used by Council services and are also used by Royal Mail, the emergency services, the statutory undertakers, credit agencies, navigation systems, delivery companies and many other private businesses. As part of this addressing role they have to provide road names for new development sites across the Borough.

Members were asked to resolve to provide a list of names for consideration, however Members felt that providing a list in advance was not the best way to deal with naming streets. Not least it was felt unreasonable to provide names to cover the whole of the Parish. They requested that all new developments are still referred on an individual basis so they could provide good names of relevance depending on where and what was associated with the specific location.

### **2018/114 Tarleton Parish Council – Elections May 2019**

Members noted the timetable for Parish elections, including this Parish, with Polling Day scheduled for Thursday 2 May 2019

### **2018/115 Overgrown Hedges / Dog Fouling**

The issue of hedges infringing the highway was matter for the County Council. The examples provided had been communicated to the County Council through their website by the parishioner herself. Dog fouling in specific areas was discussed and the Clerk will request more regular emptying of dog bins around the Parish by the Borough Council if possible.

**2018/116 The Great British Spring Clean Up 2019**

Cllr Sutton is liaising with the Borough Council to promote initiatives in the Tarleton Parish.

**2018/117 Correspondence**

Members agreed that the Clerk contacts Lancashire County Council to see if there could be an assessment made about the possibility of installing a zebra crossing in Mere Brow close to the school. The closing of the junction at Moss Hey Lane has led to increased traffic in the village and other local developments are only going to exacerbate the problem.

**2018/118 Next Meeting**

The date and location of the next meeting scheduled for Monday 8<sup>th</sup> April 2019 at 7.30pm at the Pavilion, Carr Lane.