

**MINUTES OF THE ANNUAL GENERAL MEETING OF LOSTOCK GRALAM
PARISH COUNCIL HELD ON MONDAY 4th MAY 2021 VIA ZOOM**

The meeting commenced at 7.38p.m.

PRESENT: Parish Councillors P Kelly, L Kelly, T Smith, T Hodges, K Hodgkinson, P Walker, P Cobley, A Ross and M Venables.

IN ATTENDANCE: L Sandison, Clerk

APOLOGIES FOR ABSENCE – Cllr M Litton

Current Chairman stood down, nominations for Chairman were received

TO ELECT THE CHAIRMAN OF THE COUNCIL

It was **RESOLVED** to elect Cllr T Hodges as Chairman of the Council for 2021-22. He took the chair (Declaration of Acceptance of Office to be returned to the Clerk for signing).

TO ELECT THE VICE-CHAIRMAN OF THE COUNCIL

It was **RESOLVED** to elect Cllr M Litton as Vice-Chairman of the Council for 2021-22. (Declaration of Acceptance of Office to be returned to the Clerk for signing)

DECLARATION OF ACCEPTANCE OF OFFICE

Members are required to sign their Declaration of Acceptance of Office and return them to the Parish Clerk for signing.

CODE OF CONDUCT AND MEMBERS' INTERESTS

The Clerk asked if any amendments were required to the Members Interests.

Cllr P Walker is now a Trustee of the Lostock Gralam Community Centre Association and a member of the Parochial Church Council (PCC).

CHAIRMAN'S ALLOWANCE

RESOLVED that the Chairman will receive an allowance of £100.00 for 2021/22.

DECLARATIONS OF INTEREST

Cllr T Hodges is a Trustee of the Lostock Gralam Community Centre Association. Cllr P Walker is a Trustee of the Lostock Gralam Community Centre Association and a member of the PCC.

ACCEPTANCE OF MINUTES

RESOLVED that the minutes of the meeting of the council held on 12th April 2021, having been copied to members, was a correct record.

MATTERS ARISING FROM THE PARISH COUNCIL MEETING HELD ON 12th APRIL 2021.

-CWAC Planning Enforcement Response received regarding Harris Road fences which back onto the footpath.

-Photos received from the new wild life camera at the Primary School.

POLICE

Anti-Social Behaviour

LOSTOCK GRALAM

Reports of damage caused to the fence on Stubbs Lane Play Area. Investigations are on-going and I am in contact with Parish Clerk with regards to this.

Suspicious Activity

LOSTOCK GRALAM

Reports of a suspicious vehicle driving around Lostock area. No trace made of the vehicle and no further reports were made.

Theft

LOSTOCK GRALAM

4x reports of theft in the area. Investigations are on-going.

PCSO Update

This month, I have focussed on my usual PCSO commitments of speed enforcement, surgeries and road safety. Alongside this, I have further increased my foot patrols, especially in the Lostock Gralam area, following concerns of ASB taking place. This month, thankfully we have seen a decrease in scrambler bikes in the area. As always, please report any issues regarding scrambler bikes to 101. For a large portion of this previous month, there was a decrease in ASB. However, in recent weeks, there have been a few more reports coming to us, especially in the Lostock Gralam area. Rest assured, these issues are in hand and are being dealt with accordingly.

In the coming month, I am going to continue with foot patrols in each area, especially focussing on ASB hotspot areas. I will be conducting my usual speed enforcement on problem roads in the Shakerley Ward. My usual surgeries will also be taking place on the dates shown below.

Weekly PCSO surgeries with the current guidelines regarding COVID-19, I have been advised to hold my PCSO surgeries online. These will be held on the following dates:

Thursday 6th May 12pm – 1pm

Tuesday 11th May 5pm – 6pm

Sunday 16th May 3pm – 4pm

Friday 21st May 4pm – 5pm

Wednesday 26th May 1 – 2

All welcome to contact me via email or private message via social media to discuss any worries or concerns.

PCSO Chris Flanagan

- Cllr P Kelly raised the following concerns to be passed onto the PCSO:
 1. A man committing indecent activity whilst in vehicle on overflow carpark.
 2. Human faeces found at the back of Barnardo's.
 3. Thanks to the Police for conducting a TPAC on Manchester Road.

PLAY AREAS AND INSPECTIONS

-Annual Play Area Inspection report has been received and circulated prior to the meeting. The Clerk is awaiting a quote with regards to the recommended works.

-The play area perimeter fence was repaired with a new fence panel on 22/4/21 but later ripped out again by 23/4/21. The matter has been reported to the Police via 101. PC discussed the matter and will review replacing the fence panel when anti vandal protection quotes are received and possibly when CCTV is installed.

-The Clerk, Chairman and Cllr P Walker met with Accessibility UK to discuss CCTV requirements at the play area. Awaiting quote.

-Noise complaints received with regards to the Military Fitness class at the play area. The matter will be fully investigated with Cllr M Venables looking to loan sound measuring equipment to conduct the investigation.

Football Pitch Update

The Parish Council received and considered the final MUGA quotes.

The Parish Council (excluding EC) **RESOLVED** to accept the lowest quote of [REDACTED] + Vat which was from [REDACTED].

It was therefore **RESOLVED** that [REDACTED] will be the installers of the MUGA.

-The Clerk is in the process of obtaining quotes for the Tree Protective Barrier Fencing.

-The Clerk is in the process of obtaining quotes for the drop kerb.

-The Clerk is in the process of obtaining quotes for the tree works as specified by Indigo surveys.

-The Parish Council has received a letter from the Community Centre Association confirming that they give permission for the MUGA to be built on the football pitch which they lease. They also requested that sufficient space be left to allow safe access to the fire escape and that there will be access to the grass area for fetes.

-The Clerk will prepare a return letter to the Community Centre Association which will be considered by the PC at the next meeting.

CHAIRMANS REPORT

- The Chairman gave a verbal report with regards to the current traveller encampment on the Weavers Whistle pub carpark.
- Cllr P Cobley spoke about a disturbing incident in the parish involving the travellers.
- Cllr P Kelly is waiting for a response regarding the wildlife area on the Lostock Triangle.
- Cllr P Walker spoke about the wildlife cameras which have been installed at the primary school.

REPORT FROM THE CLERK

- The Clerk has received a request for 30 children's litter picker sticks. The PC **RESOLVED** that the Clerk can purchase 30 children's litter pickers sticks to the value of £80.00 net. The sticks will be used by Lostock Gralam Primary School children.

PLANNING APPLICATIONS & DECISIONS

The Council considered the following planning applications and **RESOLVED** to respond as below:

Planning Applications	
DECISIONS	
18/00200/FUL	-Variations of conditions 2 (plans), 17 (occupant age) and 18 (Affordable Housing statement) of planning permission 18/00200/FUL -Celandine Court Cheshire Avenue Lostock Gralam Approved (with conditions)

FINANCE / AUDIT/DONATIONS

-To note the Internal Audit has now been carried out by John Henry. The Internal Audit Conclusion is that our internal controls are adequate however as part of next year's follow up the auditor would like to see:

- *Year-end bank statements should be provided for all bank accounts to evidence the bank reconciliation.*

The Clerk sent this over as soon as the Deposit Account statement arrived on 24.4.21.

- *The risk assessment should be updated to include supplier (procurement) fraud including the adequacy of supplier onboarding controls.*

-The PC **RESOLVED** to Earmarked Reserves of £17,330.00 for the year 2021/22.

Protective Barrier Fence	£2,000.00
Tree pruning	£450.00

Bus Shelter	£4,750.00
CCTV	£8,000.00
Drop Kerb + Gate + Planning Fee	£2,130.00
Total	£17,330.00

-The PC will aim to carry out the bus shelter survey in August when the MUGA project (hopefully) will have been completed.

-It was **RESOLVED** to accept payment of the following accounts.

Chq no.	Payee	Amount
300786	Lyndsey Sandison	£834.75
300787	JDH Business Services Ltd	£253.80
300788	Indigo Surveys	£864.00
300789	Playsafety Limited	£107.40
300790	CG Services Cheshire Ltd	£1090.00
S/0	Information Commissioner	£35.00
300792	CHALC	£543.24
300791	ASH Waste Services Ltd	£154.56
300793	Changing Lives Together	£72.00
Credit		

COUNCILLORS REPORTS AND FUTURE AGENDA ITEMS

-Cllr P Walker will be away for the next PC meeting.

DATE AND TIME OF NEXT MEETING

The PC **RESOLVED** to accept the Covid-19 Meeting Risk Assessment in preparation for returning to face to face meetings.

The next Parish Council meeting will be held on Monday 7th June 2021 in the Church Hall at 7.30 p.m.

The meeting finished at 8.35 p.m.

L. Sandison