

MINUTES OF THE ANNUAL MEETING OF QUERNMORE PARISH COUNCIL HELD ON
THE 21st May 2018

PRESENT: Councillors JG Kelsall (Chair), D Whitaker, J Townley, Mrs J Alexander , B Carter and A Johnson.

18/112 APOLOGIES FOR ABSENCE:

Councillors JT Fox, JE Pye, District Councillors Mrs J Parkinson and Mrs J Jackson and County Councillor Mrs S Charles sent their apologies.

18/113 ELECTION OF OFFICERS

The following were elected to hold office

- a) Chair - Cllr JG Kelsall
- b) Vice-Chair - Cllr J Townley
- c) Representatives to LAPTC - the Chair and Vice-Chair
- d) Responsible Financial Officer - the Clerk.
- e) DPO – the Clerk

18/114 OPEN SESSION

No members of the public attended.

18/115 MINUTES

The minutes of the previous meeting held on 29th January 2018 were confirmed and signed as a correct record.

18/116 MATTERS ARISING

- a) The Council can co-op a Councillor if they can identify a suitable candidate. It was pointed out that there will be elections for the Council in May 2019.

18/117 POLICE & COMMUNITY TOGETHER

No report

18/118 RISK ASSESSMENT

It was agreed that as part of the Annual Audit we minute that all risks to the Council have been considered and adequately insured against.

18/119 ANNUAL GOVERNANCE STATEMENT

The Annual Internal Audit report was received and noted.

The Annual Governance Statement was completed, approved by the Council and duly signed.

18/120 ACCOUNTING STATEMENT

The Annual Accounts were presented by the Clerk, Approved and signed by the Chairman of the meeting.

The Audit forms were completed. The Accounting Statement was approved by the Parish Council and signed.

The date for the Audit is 11th June. Full details will be published on the Parish Council website as required by the Audit Regulations.

Mr M Bonnett agreed to continue to act as Internal Auditor and has completed the report on the Audit documents.

18/121 GRANTS

Letters requesting a grant for ongoing financial help have been received from St Peter's Church, Quernmore Methodist Church and the Recreation Club.

It was resolved that a grant of £ 1,500 be given to the Recreation Club towards their major project in resurfacing the Multi-Sports Court.

It was resolved that a grant of £400 be given to St Peter's Church and to Quernmore Methodist Church for their ongoing maintenance and development.

It was proposed that the possibility for Grants from the Parish Council to other local organisations be more widely circulated next year.

18/122 FINANCIAL MATTERS

The precept (£4,200) has been received and banked.

The Balance remaining is £ 4,465.11

Authority is requested for the payment of :-

Tax on Clerk's salary	£ 80.00
Clerk's Salary (£ 1,000 less £ 80 Tax paid previously)	£ 920.00
Clerk's Office Allowance	£ 275
Clerk's Expenses	£ 20.0
LALC subscriptions	£ 84.62
Quernmore Methodist Church – use of room	£ 60.00
Quernmore Methodist Church – Grant	£ 400
St Peter's Church – Grant	£ 400
Quernmore Recreation Club – Grant	£ 1,500

18/123 PLANNING MATTERS - The following were reported :-

17/01064/VLA	Crook O'Lune Caravan Park – To allow year round occupation	Pending
17/013992/PLDC	15-16 Daisy Bank – rear extension	Withdrawn
17/00700/CU	Quernmore Park Hall – change to mixed use residence and events venue	Withdrawn
18/00050/FUL	15 Daisy Bank – Conversion of one property into two, including rear extension	Permitted
18/00314/FUL	Greenall's Farm – Creation of slurry lagoon	Pending

Councillors expressed concern over the continued residence at Redfields, Quernmore and that this may slip through the net and obtain permanent status. The Clerk was asked to follow this up with the Planning Enforcement Office.

18/124 DISTRICT COUNCILLOR'S REPORTS

No reports

18/125 DOCUMENTS & CORRESPONDENCE RECEIVED –

The Lancaster District Local Plan has been submitted for Independent Examination as required by law.

From Friday 25 May 2018 the submitted DPDs and all accompanying documents will be available to view at www.lancaster.gov.uk/submission-stage.

Paper copies will be available in local Libraries.

GDPR Regulations come into force on 25th May 2018. Councillors were made aware of the regulations and agreed to receive emails from the Clerk. A Privacy Policy Notice will be posted on the quernmoreparish web site

18/126 ITEMS INTRODUCED BY MEMBERS (if any)

Pot holes opposite the entrance to Long Lane.

Washed out area with pipes showing on Quernmore Brow.

Cracks appearing on the bridge at Conder Mill.

18/127 DATE OF NEXT MEETING

If the usual pattern is followed the next meeting will be held on Monday the 15th October 2018 at 7.30 pm