

# SIMONSTONE PARISH COUNCIL

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<b>Date:</b>	30 May 2024 – Annual Meeting of the Parish Council		
<b>Place:</b>	St. Peters School Church Hall, Simonstone		
<b>Present:</b>	Councillors: D. Peat, A. Duckworth, J. Hampson, R. McKelvey, G. Norse, C. Pollard, S. Finn and M. Vaughton.		
<b>In attendance:</b>	Clerk to the Council (Mike Hill), three members of the public, County Councillor G. Mirfin and Cllr. Sian Greenhough (Read Parish Council).		
<b>Meeting started:</b>	19:30	<b>Meeting closed:</b>	20:45

**24/05/30/AMPC**

**1. TO ELECT A CHAIR FOR THE NEXT 12 MONTHS.**

Cllr. Peat was elected Chair for the next 12 months.

**2. TO ELECT A VICE CHAIR FOR THE NEXT 12 MONTHS.**

Cllr. Finn was elected as Vice Chair for the next 12 months.

**3. FOR CHAIR TO SIGN THE DECLARATIONS OF ACCEPTANCE OF OFFICE FORM.**

The Chair signed the Declaration.

**4. APOLOGIES FOR ABSENCE.**

Cllr. Peplow apologised (retrospectively).

**5. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.**

Cllr. Pollard reminded members of his interest in Martholme Greenway.

**6. APPROVE THE MINUTES OF THE ANNUAL PATRISH MEETING HELD ON 18 MAY 2023.**

Cllr. McKelvey noted that the minutes show him as being both present and absent at the meeting , he was present at the meeting.

With the exception of the above, the minutes were approved and signed by the Chair.

**7. APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4 APRIL 2024.**

The minutes were approved and signed by the Chair.

**8. APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9 MAY 2024.**

The minutes were approved and signed by the Chair.

**9. PUBLIC PARTICIPATION.**

A discussion on road safety matters, which began at the earlier Annual Parish Meeting continued and Cllr, Sian Greenhough (Read Parish Council) raised the issue of the possible danger of speeding cars to pedestrians crossing Simonstone Lane to access the Greenway.

The Chair reminded members that PCSO Katie Ferguson would attend the Council's September meeting.

RESOLVED THAT COUNCIL:

- Request the Clerk to write to Cllr. Mirfin regarding the use of Roadside Variable Message Signs, for use within the parish.
- Request Cllr. Pollard to contact the Parish Lengthsman, to examine the status of the 'disused' SpID on Harewood Avenue (also see Agenda Item 16).

**10. EXTERNAL AUDIT MATTERS:****10.1 TO APPROVE AS A CORRECT RECORD THE FINANCIAL STATEMENTS TO 31 MARCH 2024.**

The Financial Statements to 31 March 2024 were approved.

**10.2 TO AUTHORISE THE CHAIR TO SIGN THE CERTIFICATE OF EXEMPTION: ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2023/2024.**

The Chair signed the Certificate of Exemption.

**10.3 TO AUTHORISE THE CHAIR TO SIGN SECTION 1: AGAR 2023/2024.**

The Chair signed Section 1.

**10.4 TO AUTHORISE THE CHAIR TO SIGN SECTION 2: AGAR 2023/2024.**

The Chair signed Section 2.

**11. APPOINTMENT AND NOMINATIONS FOR PARISH ACTIVITIES.****11.1 TO APPOINT AN AUDITOR FOR 2025/26 AND 2026/27.**

Members agreed to re-appoint David Swift.

**11.2 TO APPOINT A REPRESENTATIVE(S) TO THE RVBC PARISH COUNCIL LIAISON MEETING (PCLM).**

Members agreed that Cllrs. Peat and Hampson would represent the Council at the PCLM.

**11.3 LIAISON WITH BOROUGH AND COUNTY COUNCILLORS.**

Members agreed that Cllr. Peat would carry out this task.

**11.4 COORDINATION OF PLANNING COMMENTS.**

Members agreed that Cllrs. Duckworth and McKelvey would carry out this task and report to RVBC.

**11.5 MONITORING AND LIAISON ON ALL ASPECTS OF THE PARISH LENGTHSMAN SCHEME.**

Members agreed that Cllr. Duckworth would carry out this task.

**11.6 ACTIVITIES INVOLVING LCC HIGHWAYS AND STREET LIGHTING, REPORTING DEFECTS ETC.**

Members agreed that Cllr. Hampson would carry out this task.

**11.7 ACTIVITIES INVOLVING LCC PUBLIC RIGHTS OF WAY (PROW), REPORTING DEFECTS ETC.**

Members agreed that Cllr. Duckworth would carry out this task.

**11.8 COORDINATION AND LIAISON WITH OTHER PARISH COUNCILS, SOCIAL GROUPS, AND COORDINATING CHRISTMAS ACTIVITIES.**

Members agreed that Cllrs. Finn, Norse and Vaughton would carry out this task.

**11.9 REPRESENTATIVE AT THE ROAD SAFETY WORKING GROUP.**

Members agreed that Cllrs. Hampson and Duckworth would carry out this task.

**11.10 WEBSITE UPDATE.**

Members agreed that the Clerk should carry out this activity.

**11.11 UPDATING SOCIAL MEDIA INCLUDING FACEBOOK.**

Members agreed that Cllrs. Vaughton and Hampson would carry out this task, with a report carried out by Cllr. Finn.

**12. REVIEW THE COUNCIL'S POLICIES, REGULATIONS AND PROCEDURES**

Members considered the existing documents and agreed to update/review them throughout 2024/25.

**13. APPROVE MEETING DATES FOR 2024/25**

The following dates were approved:

**2024:** July 11, Sept. 5, Oct. 3, Nov. 7 and Dec. 5. **2025:** Jan. 9, Feb. 6 and March 6

**14. CHRISTMAS FESTIVE LIGHTS**

Cllrs. Vaughton and Norse provided an update on the purchase and installation of Christmas streetlights.

Members were reminded that at their meeting on 9 May 2024 they agreed expenditure of £3,000 for the purchase of streetlights and requested Cllrs. Vaughton and Norse to provide quotes for the installation, removal and storage of the lights.

Members also discussed renewing the lights for the 'Parish' Christmas Tree.

RESOLVED THAT COUNCIL:

Approve expenditure:

1. Of no more than £1,110 (including VAT) for the installation, removal and storage of the streetlights.
2. Of £100 for the purchase of new Christmas tree lights.

**15. 80<sup>TH</sup> ANNIVERSARY OF D-DAY AND THE LIGHTING OF BEACONS.**

Cllr. Hampson submitted a report requesting members to consider carrying out a lamp lighting ceremony and the sending of a letter of thanks to Lancashire's Beacon Champion.

RESOLVED THAT COUNCIL:

Approve:

1. That Cllr. Hampson organise a lamp lightening ceremony at the Parish Green.
2. Expenditure of £80 for the purchase of any equipment required for the above event.
3. That Cllr. Hampson write a suitable letter to Lancashire's Beacon Champion.

**16. SPID INSTALLATION.**

Cllr. Pollard suggested that as the Parish Council were contemplating purchasing/installing a new SpID (Speed Indicator Device) the redundant SpID which has been attached to the Harewood Avenue lamp post for over a year, could (assuming it works) be used permanently for the approach to the Simonstone Lane dip near the Greenway Steps.

Cllr. Hampson suggested, that if the SpID could be brought back into use, it could be used at various locations around the Parish.

RESOLVED THAT COUNCIL:

- a. Agree that Cllr. Pollard would ask the Parish Lengthsman to examine the status of the SpID, to see if it can be brought back into serviceable use, and report back to the Council.
- b. Request Cllrs. Pollard and Duckworth find out what happened to the 'second SpID'.

Signed *D. Peat*

Dated: 11/07/2024

A signed copy is on file.

**Date of next meeting:**

11 July 2024

