

## Forton Parish Council

### Minutes of the Forton Parish Council Meeting held at Forton Village Hall on Monday 7<sup>th</sup> March 2022 at 7.00pm

Present: Cllrs. Huddart, Young, Tresilian, Farebrother, Dodgson, Whittingham.  
Borough Cllr. Leech

A Nicholls - Clerk to the Parish Council (no public)

**1474. Apologies for Absence** Cllr. McLoughlin

**1475. Notification of Interests**

No disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting were received.

**1476. Minutes of the last meeting**

Resolved: The minutes of the Parish Council meeting, held on 7<sup>th</sup> February 2022, were agreed.

**1477. Public Participation ( non present)**

The Parish Council were delighted to learn Cllr. Leech will be Mayor of Garstang and congratulated him.

**1478. Planning**

No Planning Applications this month

**1479. Audit 2022**

A resolution was passed to agree the Parish Councils assets 2022 as updated by the Chairman and Clerk.

**1480. United Utilities**

The Parish Council met with United Utilities at the Methodists Church Hollins Lane on Wednesday 16<sup>th</sup> February 2022. They were updated on progress with the planned work. Chairman Cllr. Huddart will ask for a copy of the slides to share with the public.

**1481. Local Jubilee Celebration**

Cllr. Dodgson suggested that the one hundred special Platinum Jubilee 50p's she had at the Post may be appropriate gifts to the Primary School children of Forton from the Parish Council. Cllr. Tresilian agreed to investigate the price of presentation boxes for the special 50p's. Chairman Cllr. Huddart agreed to liaise with the school and seek their opinion.

Chairman Cllr. Huddart will ask if the school would like to update the Welcome to Forton Board in the Village Hall to show the village of Forton over the last seventy years.

**1482. Draft Minutes**

It was discussed and resolved the minutes will not be displayed on the noticeboards or website until they have been formally approved at the following meeting. The Parish Clerk will send them draft to the Parish Councillors.

**1483. Forton Parish Council News**

After much debate and discussion, the following resolution was passed: -

1. The Parish Council asked the Clerk to pay R & M Sharp £83.33 editorial expenses for the five issues already published this year. Ongoing the "Village Voice" will be a private enterprise so no further payments will be made.
2. The Parish Council asked the Clerk to return the £10 direct to BC Maintenance, £20 to Computer Help at Home and £20 to Lancaster & Morecambe College direct to the advertisers, to ensure all the advertisers understand the change of ownership of the "Village Voice",
3. The Parish Clerk has invoiced the advertisers for the five issues published this year. The funds have been paid into the Parish Council bank account to cover printing costs already incurred.
4. The Parish Council asked Clerk to contact the "Village Voice" advertisers to let them know the change of ownership and provide them with R & M Sharp's contact details
5. Similarly. the Chairman will write to all the distributors with your contact details asking them to contact R & D Sharp directly if they wish to continue distributing.

6. It was discussed and agreed by the Parish Councillors that “The Forton Parish Council Newsletter” needs to be removed from the front page of the Village Voice.
7. The Parish Clerk was asked to write a formal reply to R & M Sharp detailing the resolutions thanking them for all their hard work and wishing them all the best for their new enterprise. The Clerk will confirm which contact details R & D Sharp wish to be passed to the advertisers and distributors

The Parish Council website is updated regularly with current news and important information  
[www.fortonparishcouncil.org.uk](http://www.fortonparishcouncil.org.uk)

#### **1484. Report from Village Hall meeting 22<sup>nd</sup> February 2022**

The Parish Council discussed and resolved the Parish Clerk should not be being put under unfair pressure by the Village Hall Trustees while carrying out her duties. They fully supported the work she has undertaken to ensure the Parish Council comply with VAT regulations.

The Chairman and Vice Chairman of the Village Hall have asked the Secretary of the Village Hall for a copy of the original order and contract placed with Kompan for the playground equipment. The Secretary of the Village said she had left in the Parish Clerks filing cabinet when the job was handed over March 2021. The Parish Clerk has thoroughly checked the filing cabinet and there is no paperwork relating to the new playground equipment. The Chairman has informed the Secretary of the Village Hall and asked her again for the paperwork.

It was discussed and resolved the Parish Clerk will be paid 25hrs overtime incurred entirely on the additional work re the Village Hall. This involved telephone conversations, email, letters, and research. The Parish Clerk contacted HMRC, the Head of Legal Wyre the Section 151 Officer Wyre, National Association of Local Councils (NALC) , Lancashire Association of Local Councils (LALC) and The Society of Local Council Clerk (SLCC )over a period of a month to ensure the VAT issue re the Forton Village Hall and Recreation Ground Trust Charity 512944 was legally resolved.

#### **1485. New printer and ink for the Post Office**

The Parish Council originally provided the ink and printer for the Post Office which is now fourteen years old and uneconomical to repair.

Cllr. Dodgson has carried out an investigation and found the Canon TS5150 the most appropriate at £59.99 with an extra large set of inks costing £57.99 before discount.

It was resolved Cllr. Dodgson purchases the new printer /ink and sends the receipt to the Clerk who will reimburse her.

#### **1486. Annual General meeting**

The Annual meeting will take place Monday May 9<sup>th</sup> at 7pm prior to the Parish Council meeting.

#### **1487. Sandra Byrne’s’ letter requesting a list of small items needed in Forton**

It was discussed and resolved that no small items were currently needed in Forton

#### **1488. Parish Reports/Issues from Councillors**

##### **Parish Maintenance**

The Clerk was asked to report to Highways flooding opposite Haighlands. Hollins Lane, Forton, Preston PR3 0AA

The Chairman thanked the owners of the barbers on the A6 for removing the advertising attached to the lamppost

It was commented about the excessive litter at the South side of Forton services which is in another parish.

Cllr. Tresilian and Cllr. Dodgson agreed to work together to remove the snow drop and daffodil bulbs away from the area on Hollins Lane that will soon made into a footpath’

**1489. Finance**

The following payments have been made:

Easy websites	Monthly Maintenance	£27.60
Clerks Wages	Based on average 6hrs per week	£351.26
Clerks Expenses	Working from home	£18.00
Chris Taylor	Handyman	£390.00
Mcfae	Computer virus protector	£89.99
RBL	Wreaths and crosses	£50.00
Wayleave	To Church	£5.00
Easy websites	Monthly Maintenance	£27.60
Clerks Wages	Based on average 6hrs per week	£351.26
Clerks overtime	Additional work Village Hall Trustees	£288.90
Clerks Expenses	Working from home	£18.00
HMRC	Tax on pay	£55.60
David and Rhona	Final Village Voice expenses	£83.33
BC Maintenance	Village Voice overpayment	£72.00
Graham Brook	Village Voice overpayment	£12.00
Sue Tresilian	Cases for platinum Jubilee	£24.49
Sue Tresilian	Land Registry	£30.00
Microsoft	renewal licence	£59.99
Chris Taylor	Stiles etc	£250.00
Chris Taylor	Footpath post Lunesdale drive	£118.00
<b>Reconciliation of bank balances at Nat West</b>		
<b>as at 28th February 2022</b>		
<b>Current and Deposit Accounts</b>	<b>2021 - 2022</b>	
Balance as BANK STATEMENT		
<b>Current Account</b>	£4,921.09	
Less unrepresented cheques	£139.99	
Plus unrepresented receipts	£624.00	
<b>Total Current Account</b>	£5,405.10	
<b>Bonus Saver Account</b>	£45,420.02	
<b>Total Resources</b>	<b>£50,825.12</b>	
<b>Cash Book</b>		
Opening Balance Reserve	£40,416.09	
Opening Balance Current Ac	£6,857.32	
Add Receipts in the year	£26,440.96	
Less payments in the year	-£22,889.25	
<b>Total Cash Book</b>	<b>£50,825.12</b>	

**Resolved: The above transactions were agreed.**

**1490. Agenda for next meeting**

To agree the Parish Council's Platinum Jubilee celebrations

To discuss possible trees on Hollins Lane near to tubs

The meeting closed at 9pm