**FORTON PARISH COUNCIL**

*Angela Nicholls, Clerk to the Parish Council*

*6 Station Way,*

*Garstang,*

*PRESTON, PR3 1DN*

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### 1st May 2022

Dear Councillors / Residents of Forton

### **FORTON COUNCIL ANNUAL PARISH MEETING**

### You are cordially invited to attend Forton Council Annual Parish Meeting, which will be held on **Monday 9th May 2022** 7.00pmat the Village Hall

###### To receive apologies for absence

###### To approve the minutes of the Parish Council Meeting held on 4th April 2022 previously circulated with this agenda.

###### Electing a Chairman

###### Electing a Vice-Chairman

###### Appointing representatives to other bodies (e.g. the Village Hall Committee, or School Governing Body)

###### Agreeing to subscribe to such bodies as the Lancashire Association of Local Councils

###### Reviewing policy documents such as risk assessment, Standing Orders, Financial Regulations, etc.

###### Chair’s Report

###### County and Ward Councillor’s Reports

###### Parish Maintenance

###### Lancashire Association of Local Councils Report

###### Forton Village Hall and Recreation Ground Committee Report

###### Planning Report

### Followed by **FORTON PARISH COUNCIL MEETING**

1. To accept the retirement of the Parish Clerk as at the 31st August 2022
2. Village Hall VAT

 For the Parish Councillors to discuss and resolve

1. To retrospectively formally agree that the Parish Council delegated £93,000 of expenditure to the Chairman of the Village Hall in Sept 2021.
2. To formally agree that the Parish Council decided not to conform with its Financial Regulations and put an order above £25,000 out to tender.
3. To formally agree that a councillor ( Peter Young)  has seen, read and understood the quotations  that we had NOT  seen in advance  of the time they were originally selected.   We agree with the selection of the company chosen by the Village Hall committee.
4. To formally agree that the Parish Council accept the previous Clerks address as the correspondence address and are asking the Clerk to sign the VAT declaration that requires the invoices to only be made out to the Parish Council.
5. As the final S106 will not be received until some time in this week, it will be circulated  so that you have a chance to see it  before the meeting.The PC requires the clerk to sign the form for the LEF grant; Jenna is going to give this to Peter
6. To confirm that the PC  has instructed the clerk to pay Kompan £55 ,032.10 ( balance of Kompan invoice) and to pay the Village Hall committee £38k which is to replace the £38k already paid
7. To confirm the Parish Council have immediately voluntarily transferred the playground equipment to the Village Hall and accept no liability for its maintenance, playground safety inspections or insurance.
8. To formally agree the Annual Governance Statement and the Audit Report for 2021-2022.

## To discuss the TRO Consultation A6 Lancaster, Preston and Wyre, Revocations, 40mph and 50mph Speed Limits (894.14288)

1. To consider were to place the seats paid for be Laurus homes

**19. Planning**

Application Number: 22/00356/FUL The Redbrick Barn Wallace Lane Forton

Proposal: Two-storey front extension to create additional living and bedroom accommodation and external alterations to existing dwelling

Application Number: 22/00343/FUL Cook Green Wallace Lane Forton

Proposal: Proposed two storey side extension and single storey rear extension

Late applications may be discussed as necessary.

**20. Finance**

The following payments have been made:

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| --- | --- | --- |
| Easy websites  | Monthly Maintenance | £27.60 |
| Brook | balance Village Voice | £8.00 |
| A Nicholls | Stationery  | £4.17 |
| Dodgson | Printer post office | £53.99 |
| LALC | Subscription | £298.58 |
| Clerks Wages | Based on average 6hrs per week | £364.52 |
| Clerks back pay | 1.75% pay rise back dated 1st April 2021 | £80.88 |
| Clerks Expenses | Working from home  | £18.00 |
| RBL | Donation only just cashed lyr | £50.00 |
|  |  |  |
| **TOTAL** |  | **£905.74** |

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| **Reconciliation of bank balances at Natwest** |  |
| **as at 30th April 2022** |  |
|  |  |
| **Current and Deposit Accounts** | **2022 - 2023** |
| Balance as BANK STATEMENT |  |
| **Current Account** | £24,023.19 |
| Less unpresented cheques | £0.00 |
| Plus unpresented receipts | £0.00 |
| **Total Current Account** | £24,023.19 |
|  |  |
| **Bonus Saver Account** | £45,421.54 |
|  |  |
| **Total Resources** | **£69,444.73** |
|  |  |
| **Cash Book** |  |
| Opening Balance Reserve | £45,421.54 |
| Opening Balance Current Ac | £3,722.93 |
|  |  |
| Add Receipts in the year | £21,206.00 |
| Less payments in the year | -£905.74 |
|  |  |
| **Total Cash Book** | **£69,444.73** |

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| **21**. Parish Reports/Issues from Councillors To receive reports/issues from Councillors – * Parish Maintenance
* Hollins Lane Update – Flooding/SID Sign
* Report from LALC
* Village Hall & Recreation Ground Committee/Trust update
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Yours Sincerely,

Janet Huddart

Chair of Forton Parish Council

1st May 2022