

FORTON PARISH COUNCIL

Angela Nicholls, Clerk to the Parish Council

6 Station Way,

Garstang,

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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** 7.00pm at the Village Hall

1. To receive apologies for absence
2. To approve the minutes of the Parish Council Meeting held on 4th April 2022 previously circulated with this agenda.
3. Electing a Chairman
4. Electing a Vice-Chairman
5. Appointing representatives to other bodies (e.g. the Village Hall Committee, or School Governing Body)
6. Agreeing to subscribe to such bodies as the Lancashire Association of Local Councils
7. Reviewing policy documents such as risk assessment, Standing Orders, Financial Regulations, etc.
8. Chair's Report
9. County and Ward Councillor's Reports
10. Parish Maintenance
11. Lancashire Association of Local Councils Report
12. Forton Village Hall and Recreation Ground Committee Report
13. Planning Report

Followed by **FORTON PARISH COUNCIL MEETING**

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

For the Parish Councillors to discuss and resolve

- a) To retrospectively formally agree that the Parish Council delegated £93,000 of expenditure to the Chairman of the Village Hall in Sept 2021.
- b) 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.
- c) To formally agree the Parish Councillors have seen read and understood the quotations and agree with the company selected by the Village Hall.
- d) 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.
- e) To confirm the Parish Councillors have read and fully understand the conditions of the S106 agreement and require the Parish Clerk to sign it

- f) To confirm the Parish Councillors have instructed the Parish Clerk to pay the Village Hall £93,000 on receipt of all the paperwork and invoices
- g) 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.
16. To formally agree the Annual Governance Statement and the Audit Report for 2021-2022.
17. To discuss the TRO Consultation A6 Lancaster, Preston and Wyre, Revocations, 40mph and 50mph Speed Limits (894.14288)

18. 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:

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

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

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