



**Heysham
Neighbourhood
Council**

Bringing The Community Together

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**Executive Meeting
Wednesday 19th April 2017
St Peters Church Hall, Heysham Village
Start: 19.30**

In The Chair: Peter Whaley

Secretary : Allison Thomas

Members Present: Mick Coffey, Michael Charlton, David Wilcock, Keith Browne, Rob Kitchen

Also present: Cllr Colin Hartley
Cllr David Brayshaw
Cllr Carla Brayshaw
Kyra Physick (Heysham Village Institute)
Zoe O'Sullivan (Heysham Village Institute)
Carol Hanson (Heysham Village Institute)
Phil Keenan

1. **Apologies** – Cllr Geoff Knight, Sylvia Welberry
2. **Minutes of the meeting** – **1st March 2017** at Tracey's Café, Heysham Village were accepted as a true record and were proposed by Michael Charlton and seconded by Mick Coffey.
3. **Matters Arising**

Item 10: Heysham Village Institute – details of the new trustees are being organised.
4. **Correspondence**
 - (a) The Chairman to forward details to Keith Browne regarding a Coastal Communities Team Workshop invite, Cllr David Brayshaw will also be attending.
 - (b) Letter received from Lancaster City Council confirming the financial contribution towards the running of the Heysham Village toilets of £3473.00
5. **Finance**

Current account £3319.90 as at 30/03/17
Facilities account £1908.70 as at 02/02/17
Reserve account: £1696.02 as at 05/12/16

The Viking banners and flyers have been ordered at a cost of £367.39

6. Councillors Feedback

Cllr Colin Hartley

- Advised that Lancaster City Council are targeting 10 fly tipping ‘hotspots’ across the District – any suggested areas, please advise.
- Planning permission given for development on Trumacar top field area
- Possibility of plans to set up a community group to develop a play area Peel Ave – possible Skate park

Cllr Carla Brayshaw

- Spoken to a local village resident about concerns regarding the new restaurant window at The Royal Hotel overlooking properties on Main Street, the Thwaites area manager Carolyn along with The Royal manager Paul is dealing with the issue.

7. Events

(a) Viking Festival 2017 - 15/16 July 2017

- Discussions regarding Viking lectures and an evening talk around the campfire, plans for lecture Saturday afternoon and candlelight story telling Friday early evening.
- Issues with the Cricket Club – yet to be resolved.
- Christine Stebbing has kindly agreed to co-ordinate the bookings of the stalls again this year. There will be an increase in stall charges.
- Possible bar/music on the village field which is licensed. Possible mobile stage too.
- As the plans are to have the Viking battles on the football pitch area this year, it is hoped more income will be taken in the collection buckets, as visitors will have to pass the volunteers with buckets at the entrance.
- St Peters School and Trumacar School have been invited to be part of the weekend again.

- The operations manual needs updating to assess whether an ESSAG needs doing for the event this year.
- Social Media – Phil Keenan will be co-ordinating social media adverts from Easter onwards to promote the weekend via Facebook and Twitter, as well as helping to source suppliers for leaflets/posters for the event.
- Thanks to AM Services Group - the main sponsor this year
- Cllr David Brayshaw has organised Volker Brooks to clear the Half Moon carpark area, remove bollards, sort hedges fencing and fill in pot holes. In June Lancaster City Council will cut the grass etc in the immediate area, repeating just before the Viking weekend and Volker Brooks will replace the bollards back after the event. The car park will be marshalled during the event.
- Suggested road side signs to warn people travelling on foot from Half Moon Bay carpark to the village field.

(b) Car Show 2017 – 6th August

Plans going well – a leaflet on the reverse of the Viking Festival leaflet is now in circulation.

8. Parish Council Status

Cllr Colin Hartley briefed the committee on the draft budget so far.

Lancaster City Council advised that 2018 is ‘electorally clear’ so the election will take place in 2018 to start if voted for in 2019.

Next step is to send a formal letter to the Elections Office

The Chairman thanked the working group so far which consists of Sylvia Welberry, Cllr Colin Hartley and Keith Browne and it was unanimously voted that Heysham Neighbourhood Council move towards Parish Council status.

10. Heysham Village Institute

The Institute will remain under the HNC ‘banner’ whilst talks take place to determine the future of the management team planned.

11. Heysham Village Toilets

The toilets are now open.

There being no other business the meeting closed at 9.00pm

Signed: _____ **Date:** _____