

# Parbold Parish Council

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## MINUTES

**Minutes of the meeting of the Parish Council held at 7.30pm on Friday 7th October 2022 in Parbold Village Hall, The Common, WN8 7DL**

Present: Cllr Arnold (Chairman), Cllr Bithell (Vice Chairman), Cllr Blake, Cllr Butts, Cllr Carruthers.

4 members of the public in attendance.

### **1. To record apologies for absence**

Apologies were accepted from Cllr Stopford, Cllr Holland, Cllr Long and Cllr Gill.

Cllr Schaffel was absent.

### **2. To receive declarations of interest**

None declared.

### **3. Public Participation:**

**The meeting will be adjourned for an appropriate time (four minutes maximum per speech) for members of the public to raise matters of concern or interest as notified to the Chairman.**

Concerns were raised by a member of the public regarding the proposed development at the Sisters of Notre Dame Convent. These included the protection of the trees within the existing boundaries, one particular proposed house overlooking existing properties and the potential issues of the entrance and exit locations. These concerns were noted by the Council.

Representatives from the Parbold Village Show committee gave an overview of plans for next year's show and made several requests of the Parish Council. These included the use of the Alder lane field on the preceding Friday and following Sunday of the show, the possibility of storage on the Bramble way car park and improved electrical provision for the show. Councillors were invited to the next show committee meeting to continue discussions and make joint progress with decision making and planning.

A member of the public commented on the planning application for Gillibrand House, Wood lane, Parbold. The comments were noted by the Council.

**4. To ratify as a correct record the minutes of the meeting held 2<sup>nd</sup> September 2022**

The Minutes were accepted as a correct record of the meeting and duly signed by the Chairman.

**5. To ratify accounts and authorise payment of accounts presented**

280922	HMRC quarterly tax payment	D/D	£549.54
130922	Vision Link telemetry flood detection	D/D	£24.00
150922	O2 - CCTV	D/D	£23.60
220922	Tree Kings tree felling	BACS	£400.00
280922	B Joule salary	BACS	£732.44
280922	PKF Littlejohn – External Audit	BACS	£360.00
071022	PCA room hire	BACS	£TBC
311022	B Joule SLCC membership renewal	BACS	£171.00
300922	Laurence Davis grounds maintenance	BACS	£1767.00
300922	Bank charges	D/D	£18.00

The accounts were ratified and authorised for payment. The 2<sup>nd</sup> quarter reconciliation of accounts was presented and noted by the Council.

## 6. To note Planning and Planning Applications

Application Number: 2022/0880/FUL

Proposal: Proposed single storey extensions to the front and to the side, replacement windows and roofline and proposed detached garage in the side garden to the existing house

Location: 25 Tan House Lane, Parbold, Wigan, Lancashire, WN8 7HG

Comments: No objection to this proposal.

Application Number: 2022/0883/FUL

Proposal: Change of use, alterations and conversion of the Sisters Of Notre Dame Convent buildings (Lancaster House, The Cottage and Coach House) into 10 residential units with the construction of 12 no. new build houses using existing site accesses from Lancaster Lane and provision of new vehicular site egress to Tan House Lane, parking, landscaping and other associated works.

Location: Sisters of Notre Dame Convent Lancaster Lane Parbold Wigan Lancashire WN8 7HT

Comment: There are a number of concerns that the Parish Council wish to be addressed.

1) The entrance and exit routes require further consideration, in relation to the proximity to the school, the required visibility splay and preservation of the walls and trees within the conservation area that may be affected by the creation of these routes.

2) The current parking issues caused by dropping off and collecting children from the school are at risk of being exacerbated by the increase in traffic from the development. Also, there is potential for school users to park vehicles within the development which may need to be controlled or discouraged as there is barely adequate parking for the residents. The Parish Council would like to be reassured that a full risk assessment of this situation has been undertaken and that there is no potential for putting children at risk from increased traffic.

3) The long term intention of the rest of the site needs to be confirmed, in particular the area under covenant and the possibility of further development.

4) Flooding prevention – currently the existing water route from Parbold Douglas school to the centre of the village runs through the convent site when there is heavy rain.

Application Number: 2022/0903/FUL

Proposal: Single storey side extension

Location: Rocky Bank, Brandreth Park, Parbold, Wigan, Lancashire, WN8 7AG

Comments: No objection to this proposal.

Application Number: 2022/0898/FUL

Proposal: Demolition of existing kennel building and erection of office accommodation with associated infrastructure.

Location: Gillibrand House, Wood Lane, Parbold, Wigan, Lancashire, WN8 7TH

Comments: No objection to this proposal.

#### **7. To confirm the amendments to Standing Orders and Financial Regulations**

The Standing Orders were largely agreed, save for a few minor tweaks. The Council resolved to adopt the document once these amendments are complete.

#### **8. Village issues**

- It was resolved that support would be given to the installation of Christmas lights and the clerk will liaise with the organisers to prepare an application to LCC.
- Parish Councillors discussed the request from the Parbold Community Association for support with Architect's fees for a possible grant application for an extension to the village hall. The commitment and enthusiasm demonstrated by the PCA committee and volunteers to run the village hall over recent years was acknowledged, as was the appreciation of the financial constraints brought about in the most part by the pandemic. It was resolved to approach the PCA for full accounts, and to arrange a meeting to finalise the updated Management Agreement document whilst considering the request.

- Parish Councillors discussed the requests made by the village show representatives earlier in the meeting. It was agreed to ask for proposed plans for the Friday and Sunday events and to look into the idea of shared purchase and use of a larger container for storage. The electrical points on Alder lane field will be checked for any issues and further discussion will be required regarding testing and suitability of portable appliances used during the course of the show.

#### **9. To make arrangements for Remembrance Sunday**

It was resolved to donate £120 to the Royal British Legion. Cllr May Blake will present a poppy wreath during Our Lady and All Saints RC Church Mass and Cllr Arnold will present one at Christ Church Parbold in Douglas service. There is no need to obtain new poppy wreaths this year as ones from previous years are already held by the churches.

#### **10. Alder Lane issues**

- The council received an update from the Parbold Wildlife Group on work undertaken over the last few months, and actions that will be required going forward. Fencing along the main path no longer serves a purpose and could be removed. The trees causing a potential risk to users of the meadow have now been felled and left in situ to benefit wildlife. A tree inspection plan is being agreed with PWG.
- A plan for the Capital Grant work on Chapel Meadow is being finalised. The paths will be improved in the areas of most disrepair first, in particular the low section of the path at the Chapel Lane end of the field, which becomes muddy and floods in winter. Enquiries are ongoing with WLBC to establish responsibility for the path running alongside the canal to Chapel Meadow as this is also in need of maintenance.

## **11. Update on the land adjacent to The Heys**

Plans are underway to clear the small piece of land adjacent to the Heys, save for a few sustainable shrubs. It is intended that wildlife friendly plants be established and the council also gratefully received a private donation towards spring bulbs.

## **12. Update on Councillor raised issues:-**

- **Perimeter signs to the Parish**

It was resolved to purchase a sign and gateway to be sited on the border of Parbold and Hilldale. Discussions are still ongoing with Hilldale Parish Council as to whether their current sign can be attached to the rear of the new gateway.

- **Jubilee Garden commemorative stone**

It was resolved to add the date of 2022 to the Jubilee stone and to also add "E:R" to the left of the dates to balance out the writing on the stone. This work has now been commissioned.

## **13. Clerk's Report**

The report was duly noted.

## **14. Councillors' agenda items for future meetings**

- Cllr Blake informed the Council of a task and finish group that has been set up, with the intention of creating a number of community orchards across the borough. The initial stage of the process is identifying potential sites which might be suitable for an orchard. As yet, there are no set parameters with regards to scale, current land use etc, so the group will be willing to investigate anywhere at this stage, from a scrap of grass at the end of a housing estate to an unused field. Councillors were asked to consider any areas within the parish for the next Tasking Group meeting on 18<sup>th</sup> October.

- Correspondence was received concerning the issues of malfunctioning condensers at Morrisons on The Common. As they are currently sited on the flat roof they can be affected by heavy rain and flooding, which then means that the refrigerated units in the shop are taken out of action. Within the correspondence there was a question of whether the Parish Council had originally objected to the siting of the condensers at the side of the building on the piece of land currently rented by Morrisons from the Council.
- The current situation with regard to the Clerk's salary was raised, as there is a pay award offer being discussed by the National Association of Local Councils (NALC) and the relevant unions. No agreement has been reached at this stage.

**Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press, leave the meeting during the consideration of the remaining items on the agenda.**

There being no other business the Chairman closed the meeting at 2130hrs.

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Chairman

7<sup>th</sup> October 2022