

ANNUAL GENERAL MEETING

Minutes of the Meeting of the Parish Council at 7.30 pm on Friday 5th May 2017 at Parbold Women's Institute Hall.

Present: Cllr Arnold, Cllr Bailey, Cllr Bithell, Cllr Blake, Cllr Butts, Cllr Carruthers, Cllr Holland, Cllr Schaffel, Cllr Stewart, Cllr Wess,

1. To elect Chairman and receive declaration of acceptance of office

Cllr Arnold was elected Chairman. Declaration of acceptance of office was read out, witnessed and signed.

2. To elect Vice Chairman and receive declaration of acceptance of office

Cllr Bithell was elected Vice Chairman. Declaration of acceptance of office was read out, witnessed and signed.

3. To record apologies for absence

Apologies were accepted from Cllr Schaffel and Cllr Stewart who left the meeting at 7.50pm to attend another.

4. To receive declarations of interest

None declared.

5. 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.

6. To sign as a correct record the minutes of the meeting held 7th April 2017

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

7. Update on any issues from Wigan Waste Water Treatment Centre (Hoscar)

Those present heard the annual report given to the Annual Parish Assembly immediately preceding this meeting. Residents must be encouraged to report any odour problems so that the records can be maintained.

There was some concern that new developments in the Wigan area may create more pressure on united utilities. They will be asked to confirm that they have the capacity to cope with this extra housing.

8. Update from Flood Action Group

The Annual Report was heard at the meeting immediately preceding this one.

The Environment Agency's Julia Molloy had attended the Flood Action Group meeting and proposed a community led voluntary run telemetry system be installed at Dock Brook so that flood warnings can be created when the brook is in danger of a breach. Such a system requires funding at an approximate annual maintenance charge between £200 and £400.

It was resolved to support in principle the purchase of a monitor with associated maintenance costs, that could issue a warning for flooding of Dock Brook. Such a telemetry system will be manned by volunteers trained by the Environment Agency.

9. To decide frequency, location and day of Meetings and determine the four Statutory Meetings and amend Standing Orders, if necessary, accordingly

The following schedule of meetings was resolved:

- Friday 2nd June 2017
- Friday 7th July 2017 NO MEETING IN AUGUST
- Friday 8th September 2017 Statutory meeting #1
- Friday 6th October 2017
- Friday 3rd November 2017 Statutory meeting #2
- Friday 1st December 2017
- Friday 5th January 2018
- Friday 2nd February 2018
- Friday 2nd March 2018 Statutory meeting #3
- Friday 6th April 2018
- Friday 4th May 2018 ANNUAL GENERAL MEETING Statutory meeting #4

10. To confirm membership of committees, sub-committees and representation on outside bodies

It was resolved to adopt the following structure and membership.

COMMITTEES AND REPRESENTATIVES – 2017

Committees:	Terms of Reference:
Finance	Budget/Employees/External grants

Finance Committee Composition:

Cllr Arnold	Cllr Bailey	Cllr Butts	
Cllr Bithell	Cllr Stewart	Cllr Wess	Cllr Carruthers

Planning	Planning applications
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Scope of committee:

- To consider Planning Applications
- Parbold & Appley Bridge Quarries
- Housing
- Conservation

13. Village Hall:

- **Update on heating system**

The meeting heard that there had been no hot water for some days so the plumber has been called to investigate the problem.

14. Alder Lane:

- **Update on football pitch use**

The meeting resolved the £20 per session payment for David Clough with the agreement that he will collect a key from Cllr Wess.

- **Update on the drainage issues and resurfacing of football pitch**

The meeting heard that C J Lyons had produced a film of a survey of the drains and that the drains were adequate. It was therefore agreed to undertake the pitch restoration week beginning 0th July, immediately after the Parbold Show.

15. To ratify accounts and authorise payment of accounts presented

240417	RBS	Bank account charges for month	b.t.	£ 9.10
300417	E A Broad	Salary (April 2017)	s.o.	£741.83
050517	Zurich Municipal	Parish Council insurance	2674	£1,585.23
050517	C J Lyons	Camera investigation drains	2675	£331.20*
050517	Parbold WI	Room hire 050517 & small hall	2676	£36.00
050517	E A Broad	Book of stamps	2677	£6.72
050517	B Rawsthorne	Grass cutting contract - March	2578	£ 704.00
050517	PCA	Contribution to creation of newsletter	2579	£150.00

Recent deposits into account:

060417	SSE Energy	Solar panels feed in tariff	£208.31
070417	WLBC	Capital grant for SPiDs	£4,531.50
120417	WLBC	First part Precept and Council Tax Support Grant	£18,375.50
280417	RBS	Bank interest	£0.89

Balance =	Business High Interest Account	£123,065.25
	Business Current Account	£9.11

Total = £123,074.36

The accounts were ratified and authorised for payment.

Signatory Councillors signed the bank mandate to set up direct debit payments in respect of NEST payments for employees.

The statutory requirement of 1% of pay in the first year, 2% in the second and 3% for the third and thereafter has been set up. The clerk has elected to add 9% of her wage to the NEST scheme. Therefore 9% will be deducted from the monthly salary, 1% added and this is the amount the direct debit instruction will transfer. The direct debit takes two weeks after signature to set up so this process will commence next month and a pay adjustment will be required. April 2017 salary was paid at last year's rates and without the NEST taken into account.

16. To note Planning and Planning Applications

Application Number: 2016/0361/FUL

Location: 20 Tan House Lane, Parbold, WN8 7HG

Proposal: 2 storey extensions at the rear; new roof to the existing garage at side and adaptations to existing house

This is in the Conservation Area but is similar to other adaptations made in the area so Parbold Parish Council would only comment that as the area floods in heavy rain consideration ought to be given for a SUDs scheme to avoid any issues for neighbouring land.

Application Number: 2017/0371/FUL

Location: 53 The Common Parbold Wigan Lancashire WN8 7EA

Proposal: First floor side extension, with 1no. rooflight. Conversion of garage to living accommodation. Alterations to pitched roof on the rear ground floor (part retrospective)

Parish Council Response: No comment on this proposal.

The meeting thanked Cllr Holland for speaking against the application at Houseboat Green Matters, Chapel Lane Moorings.

The meeting noted that the application at 81 The Common was refused.

17. Items raised by Councillors:

- **Consider how to encourage BT to repair the white fencing around the Telephone Exchange building**

It had proved difficult contacting the land owner here as it was believed to be an outside agency rather than BT. The contact for the proposed new telecommunications mast was asked if he could arrange for building maintenance to repair the broken fence.

- **Consider whether there is any space in the village that could form a car park**

The land behind the RBS bank was suggested as a possible location though it would need to be cleared and a company employed to monitor it, so a pay and display would be envisaged. The land however is not in council ownership.

- **Collate ideas to liaise with the new Head Teacher at Parbold Douglas Academy over the problem of parking around the school**

The new Head Teacher starts this week and it was resolved that the Chairman meet with PCSO Andy Holderness and newly elected County Councillor Paul Greenall to discuss a way forward.

18. Councillors' agenda items for future meetings

Cllr Wess - please remind people via the PCA Newsletter to cut back over grown hedges.

Cllr Bailey - Now that the Public Protection Orders are in place for Alder Lane Playing pitches please ask Dog Warden if she will act on photographic evidence obtained by members of the public. Also, following on her response that training volunteers to issue fines is not recommended, is it legal?

Cllr Blake - many complaints are coming in about the BT signal for broadband in the village being very poor. Can BT be urged to do something about it. In December 2016 BT contacted the Parish Council with a proposal for a new communication tower. This project is progressing and may solve the broadband connection problems.

- 19. 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**

Resolved.

20. Introduction to anticipated Community Infrastructure Levy monies – no decision on spending will be made at this meeting

This item is to ensure all members are aware that CIL monies of £4,800.93 derived from development at 9 Tan House Lane, have been transferred into the parish council account.

A local council must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local council's area, or any part of that area by funding:

- (a) The provision, improvement, replacement, operation or maintenance of infrastructure, or
- (b) Anything else that is concerned with addressing the demands that development places on an area.

Car park resurfacing, creation of new car park, refurbishment of Burnside Play Area and cleaning up the land at Mill Leat were all suggested as possible projects, though all of these would require more than the amount CIL will provide. A decision will be made at a future meeting.

Chairman:.....

There being no further business the Chairman closed the meeting at 9.40 pm.

Chairman -

2nd June 2017