

## ***Parbold Parish Council***

***Clerk: Mrs Elizabeth-Anne Broad JP, LLB (Hons), MA, CiLCA  
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### **Minutes of the Meeting of the Parish Council at 7:30pm on Friday 7th December 2018 in Parbold Women's Institute Hall.**

Present: Cllr Arnold (Chairman), Cllr Bithell (Vice-Chairman), Cllr Blake, Cllr Butts, Cllr Gill, Cllr Holland, Cllr Schaffel, Cllr Stopford, Cllr Quirk.

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

Apologies were accepted from Cllr Carruthers.

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

Cllr Blake declared a non-pecuniary interest in Item 5, and Item 6. Cllrs Butts, Stopford & Holland declared non-pecuniary interests in Item 6 as parishioners and parochial parish council members or volunteers.

#### **3. To sign as a correct record the minutes of the meeting held 2nd November 2018**

The Minutes were amended at Item 21 to remove the words "at Mill Leat" and then accepted as a correct record of the meeting and duly signed by the Chairman.

#### **4. 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.

No items raised.

#### **5. To consider donation to assist Sing 4 Fun Choir Group**

Cllr Blake declared an interest and took no part in the decision. It was resolved to issue a Section 137 grant of £200 to Sing 4 Fun.

#### **6. To consider donation to the cemetery group at Christ Church Douglas-in-Parbold**

It was resolved to issue a £250 donation towards the voluntary group helping with gardening and to maintain and restore the older graves.

#### **7. To consider joining Lancashire Association of Local Councils, deferred from last meeting**

It was decided to defer this decision until the February or March 2019 meeting.

**8. To consider changing day of the week for meetings**

It was decided to continue the practice of meeting on the first Friday of each month, but Councillors were encouraged to attend as many as possible so that a quorum attends the meetings so that decisions can be taken.

**9. To receive report of CIL monies**

The following report was ratified for submission to WLBC as required.

*Reporting period: CIL Monies received by the Council in 2017/18*

**a) CIL Receipts**

<b><u>Reporting year</u></b>	
Total amount of CIL received in financial year (2017/18)	£ 14,102.00
<b><u>Previous years</u></b>	
Total amount of CIL received in financial year (2016/17)	£ 0
Total amount of CIL received in financial year (2015/16)	
<b>TOTAL RECEIVED</b>	£ 14,102.00

**b) CIL Expenditure**

Total amount of CIL spent in financial year (2017/18)	£ 1,429.66
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**c) Items on which CIL has been spent**

Infrastructure Scheme / project	CIL expenditure (amount)
New benches for play areas - supply & installation	£ 1,429.66

**d) Monies requested / recovered from Parish Council (Reg 59E, 59F)**

Monies which have been requested, or recovered, from the Parish Council in the financial year (2017/18)	£0
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**e) CIL retained**

i. Total amount of CIL received in financial year (2017/18) and retained (unspent) at the end of the reported year (2017/18)	£ 12,672.34
ii. Total amount of CIL received in previous year(s) and retained (unspent) at the end of the reported year (2017/18)	£0
Total CIL receipts retained (unspent)	£ 12,672.34

## 10. Approve decision to financially support other parishes in obtaining demographic survey to assist comment on West Lancashire Borough Council's Local Plan Preferred Options Paper

It was agreed to ratify £300 be paid as contribution towards the commissioning of Piers Elias, an independent expert demographer to undertake a critical appraisal of the West Lancashire Local Plan.

## 11. To ratify accounts and authorise payment of accounts presented

211118	RBS	Bank charges	d.d	£5.00
281118	E A Broad	Salary for November 2018	s.o.	£710.33
281118	NEST	pension (£15.19 Parish contribution)	d.d.	£69.87
071218	PCA	room hire	2786	£68.00
071218	Smart Heating	Village Hall boiler annual service	2787	£216.00*
071218	Avalon Doors	Louvre external security door	2788	£1,974.00*
071218	Parbold WI	room hire (the usual £32.50 plus small room meeting) 30th October £6 per hour - 7.30 - 9 pm PWG meeting	2789	£ 41.50
071218	Chris Horridge	Cutting Bramble Way pathway	2790	£ 360.00
071218	David Ogilvie Engineering	World War 1 Bench	2791	£1,1018.20*
071218	John Stewart	Installation of bench	2792	£150.00
071218	Sing4Fun choir	Section 137 donation	2793	£200.00
071218	CPRE	Contribution towards survey	2794	£300.00
To be issued:				
071218	Churchyard	Churchyard gardening work		£250.00

\*contains VAT

The accounts were ratified and authorised for payment.

## 12. To approve repairs and replacement doors on the notice board

It was resolved to continue the project to restore the main notice board on The Common, with the purchase of new doors.

## 13. Finance Committee Recommendations:

- **Receive budget papers for 2019-2020**

The budget proposed by the Finance Committee was accepted for the next financial year.

- **Determine level of precept for 2019-2020**

It was resolved to maintain the precept at the same level, which will be an amount which when added to the Council Tax Support Grant (exact figures not yet released by WLBC) will be £35,000.00

#### **14. Alder Lane Issues:-**

- **Update on gates, cctv security at car park**

A small working group of Councillors will meet with contractors to obtain quotations for a gate to secure the car park and a simple, record-only cctv system to record any incidents.

- **Update on removal of some trees along Bramble Way grass verge**

It was resolved to accept the lowest quotation to remove the four trees identified taking the stumps out and levelling to the ground, once a response had been received from WLBC Arboricultuaralists.

- **To respond to Network Rail's request for permission for licence to survey land around the Chapel Lane level crossing**

WLBC had been contacted by Buckingham Group about site investigations at Alder Lane playing fields and surrounds which they propose to carry out mid to the end of January 2019 on behalf of Network Rail. It was resolved to accept WLBC's offer to prepare a single tripartite site investigation licence to cover both WLBC and Parbold Parish Council owned land. Discussions with Buckingham Group contractors on site had requested that they do not dig bore holes in the tarmac of the car-park.

#### **15. Village Hall Issues:-**

- **Follow up from Liaison Meeting with PCA**

The notes of the meeting were accepted. It was agreed to seek quotations for a replacement gate at the rear of the building.

- **Play Area security**

It was resolved that the supplier of the current alarm system (Argus Security) provide a cctv system for £1,772 plus VAT which would comprise four cameras, two overlooking the play area, one at the front and one at the side of the village hall. As this is an extension to the current contract for security at the site, comparative quotations are not required.

- **Heating system for main hall**

It was resolved to work alongside PCA to seek and secure grant funding for heating and ventilation of the Village Hall main hall. Ask Mike Bonsall for the exact wording.

## **16. To note Planning and Planning Applications**

Application Number: 2018/1192/FUL

Lou Ren Ltd, 1 The Common

Variation of Condition No 3 Application for Determination 2018/0561/NC to vary the hours of operation for the premises to 08.00 to 22:00 hours Monday to Saturday

Parish Council response: Parbold Parish Council objects to this application as it will cause disturbance to neighbours. This is in close proximity to a retirement complex, so elderly people will be disturbed late at night by car doors, and people exiting the premises. This would represent a fundamental change in the nature of the trade of the premises to that of an evening economy, which is out of keeping in this residential part of the village.

Application Number 2018/1151/FUL

59 Burnside Parbold Wigan Lancashire WN8 7PE

Parish Council Response: No comment on this application.

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

Cllr Holland: Discuss the Canal & River Trust policies as they relate to parish councils.

Cllr Schaffel: Noted that the entrance/exit to Convent Grove is still the pavement, not a road. It was understood that it would be part of their planning application to have this edged it off, forming a proper dropped kerb but this has not been done. Can LCC Highways insist this is resolved, or WLBC Planning address the issue? WLBC have removed the rusty old dog bin on Tan House Lane but the rusty old post remains and it looks quite dangerous being head-height for children walking to and from school.

Cllr Gill: when it rains along The Common a puddle forms opposite the village hall, just by the library, there are leaves blocking the drain, and one drain has collapsed. It was agreed to take a look at this and other surface water issues as a matter of urgency and to ask that CJ Lyons advise. No one is taking any notice of the speed cameras, can it be moved to Tan House Lane?

Cllr Quirk: Been looking at websites of other parish councils, and finds the Parbold Parish Council one to be out of date. Proposes forming a mission statement and aim to be included as introduction.

Cllr Bithell: The permanently parked white van on Parbold Hill is advertising a nearby public house. Please ask WLBC if this is a permanent advertisement without planning permission, and whether enforcement action can be taken to remove it.

Cllr Blake - a leaf sweep at the library blew leaves into the stream and it blocked the stream. LCC came back and the residents also assisted to get it cleaned out. Leaf cleaning of Tan House and Lancaster Lane has been done, parents taking children to school have noticed. WLBC Environmental Service say dog fouling: any information could be given to him by the people who notice it and he would make a good effort to be there and enforce it. Parbold is a

designated area for the laminated signs to discourage dog fouling. The dropped grid has been cordoned off LCC will be done by contractors during the Christmas holidays.

**18. Resolution: 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 (contracts for services and terms & conditions of employment), the public and the press leave the meeting during consideration of the remaining items on the agenda.**

Resolved.

**19. Personnel Issues following Finance Committee Meeting**

- **Approve Clerk's Contract of Employment**

The Chairman and Vice Chairman made minor amendments to update the wording of the contract which was then prepared for signature.

- **Consider Clerk's rate of pay**

It was resolved that with effect from 1st April 2019 the clerk's rate of pay band be moved to NALC guidelines SCP 27

There being no further business the Chairman closed the meeting at 9 pm.

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*Cllr Charles Bithell (Vice Chairman)*

*11th January 2019*