

Parbold Parish Council

*Clerk: Mrs Elizabeth-Anne Broad JP, LLB (Hons), MA, CiLCA
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SUSPENSION OF PUBLIC MEETINGS DUE TO COVID-19

THIS MEETING WAS HELD BY ELECTRONIC COMMUNICATION

ANY ADDITIONAL ITEMS EMAILED TO THE CLERK FROM MEMBERS OF THE PUBLIC WILL BE ADDRESSED AT A FUTURE MEETING

No additional items had been raised by members of the public at time of meeting.

MINUTES

Minutes of the meeting of the Parish Council at 7.30 pm on Friday 3rd April 2020 held by electronic communication under the provisions of Section 78 of the Coronavirus Act 2020

Participants: Cllr Brian Arnold (Chairman), Cllr Charles Bithell (Vice Chairman), Cllr May Blake, Cllr Denise Butts, Cllr Sarah Carruthers, Cllr Ellis Gill, Cllr Sue Holland, Cllr Tony Schaffel, Cllr Justin Stopford.

1. To record apologies for absence

Cllr Quirk's attendance excused.

2. To receive declarations of interest

None declared.

3. The ratification of the Minutes of the previous meeting held on Friday 6th March 2020; these will then be available for public view on the parish council website

The Minutes were accepted as a correct record of the meeting and will be signed by the Chairman at a later date.

4. Financial Matters:

- **To ratify accounts and authorise payment of the following accounts:**

20032020	RBS	Bank charges	d.d.	£5.00
28032020	E A Broad	salary	s.o.	£818.63
28032020	NEST Pension	(£27.89 from parish, rest is employee contribution)		£94.83

28032020	HMRC	Tax & NI for 3 months	d.d.	£257.31
03042020	Wrightington Windows	Cleaning village hall	2912	£25.00
03042020	E A Broad	Reimburse for litterpicking gloves	2913	£22.80
03042020	B Rawsthorne	Grass cutting	2914	£534.00

The accounts were ratified and authorised for payment.

- **Ratification of the Financial Year End 2019-20 documents for submission to the auditor**

The meeting noted receipt of this information:

Financial Summary of Accounts:

	2019	2020	Variance	Explanation
Balance b/f	£108,576	£113,584	£5,008	CIL - £5k
Annual Precept	£33,637	£33,638	£1	
Total other receipts	£23,739	£45,470	£21,720	Funding for heating project
Staff Costs	£9,451	£11,812	£2,120	Pay rise 2019
Loan interest	0	0	0	
Total other payments	£42,917	£117,547	£74,630	Costs of heating project
Balance b/f	£113,584	£62,308	£50,021	£50k spent on heating project
Cash & Investments	£113,584	£62,308	0	
Total fixed assets	£1,192,360	£1,192,360	0	No capital spend
Total borrowings	0	0	0	
Trust Funds	0	0	0	

- **Appointment of Sandra Jones as Internal Auditor of Account**

It was resolved to ask Sandra Jones to complete the internal audit of accounts and complete documentation for the external auditors. The meeting noted that External Auditors, PKF Littlejohn was delaying the audit process, whilst awaiting instructions from central government.

5. To note Planning and Planning Applications

Application Number: 2020/0239/FUL

Proposal: Change of use of C3 dwellinghouse and general store to A1 funeral directors (ground floor only) - staff welfare facilities; client meeting /arrangements room; chapel of rest.

Location: The Old Post House 5 The Common Parbold Wigan Lancashire WN8 7HA

Parish Council Response: No objection to this proposal, but there are concerns about the access to the rear of the property, and the lack of consultation of the neighbours at the rear of

the property. The plans suggest that there is to be a mortuary near to rear gardens of houses on Brandreth Drive and not all have been consulted.

Application Number: 2020/0207/FUL

Proposal: Proposed rear single storey extension and extension to dropped kerb at front of property

Location: 68 The Common Parbold Wigan Lancashire WN8 7EA

Parish Council Response: No objection to this proposal.

LCC/2019/002 - Parbold Hill Landfill site.

It was agreed that Cllr Sue Holland speak at any future LCC Committee Meetings on this issue. It was understood that the matter may be coming to Committee around 22nd April 2020, though this date was now under review in the light of coronavirus. With the suspension of public meetings, there is some concern at how the Parish Council voice can be heard. The Clerk was instructed to contact Jonathan Haine, LCC for advice in this regard.

6. Update on Response to Covid-19:

- **Closure of Play Areas**

On the advice of WLBC the gates to the play areas at the village hall and at Burnside were locked on Monday 23rd March 2020. These will remain locked for the foreseeable future.

- **Signs at Bramble Way Car Park to remind people about social distancing**

The Parish Council explored the option of closure of the car park requesting assistance from LCC, WLBC and the police. Agencies advised that notices about social distancing could be erected. Lancashire Police have also erected a notice advising against unnecessary travel. The notice reads "You are entitled to exercise once daily and this should be done from your home address. You should not be driving away from your address to carry this out. Please refrain from unnecessary travel until the restrictions placed upon us all to tackle the corona virus pandemic have been resolved."

- **Co-ordination of volunteers or any other action to be taken**

A notice asking for volunteers and for people who need help to contact the Clerk is on the parish council notice-board.

The Clerk will continue to be a point of contact for Lancashire County Council and West Lancashire Borough Council, particularly as part of their emergency procedures. Volunteers will be asked to consider joining the NHS Good Samaritan scheme and giving their details to the West Lancashire Council for Voluntary Service, so that they can be appropriately trained. The Clerk will liaise with Parish Councillors should any enquiry for help come in. In view of the requirement of social distancing, no active campaign can be pursued at this time.

7. Councillors' agenda items for future meetings

Councillors agreed to email the clerk with any items to raise for future meetings.

Chairman:

The Chairman thanked everyone for the efforts they made to ensure they took part in the first ever Parbold Parish Council meeting held using the Zoom video conferencing application.

There being no further business, the Chairman closed the meeting at 20.18 hours.

*Cllr Brian Arnold
Chairman*

1st May 2020